

SGJ/B&B 18.05.21

13th May 2021

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the **VIRTUAL ANNUAL MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** to be held remotely (*The Local Authorities (Coronavirus) (Wales) Regulation 2020*) on **TUESDAY 18TH MAY 2021** at **7.00PM**.

The agenda and papers are attached.

To join the meeting please follow the instructions that will be sent via email on Tuesday afternoon. Members of the public are welcome to attend and observe the meeting. Please contact the Clerk and Financial Officer on **07931 231770** if you require log-in details for the meeting, or if you have any problems logging in.

Yours sincerely

Sharron Jones

Mrs Sharron G Jones
Clerk & Financial Officer



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

VIRTUAL ANNUAL MEETING

18 MAY 2021

A G E N D A

1. APPOINTMENT OF CHAIRMAN 2020/2021:

- a) To appoint the Chairman of the Council for the Municipal Year 2021/22.

IT IS RECOMMENDED: that the current Chairman, Councillor Ryan McKeown, remain in office due to the short term of office that he has currently undertaken, the Covid-19 pandemic and the lack of civic duties required during this difficult time.

- b) To receive virtually the Declaration of Acceptance of Office from the Chair and to receive any remarks.

2. APPOINTMENT OF VICE-CHAIRMAN 2020/2021:

- a) To appoint the Vice-Chairman of the Council for the Municipal Year 2021/22.

IT IS RECOMMENDED: that the current Vice-Chairman, Councillor Penny Brett Roberts remain in office due to the short term of office that she has currently undertaken, the Covid-19 pandemic and the lack of civic duties required during this difficult time.

- b) To receive the Declaration of Acceptance of Office from the Vice-Chair and to receive remarks.

3. APOLOGIES FOR ABSENCE:

4. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

5. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the virtual meeting of the Council held on 20th April 2021, copy attached.

6. MATTERS ARISING FROM MINUTES:

7. VACANCY IN SOUTH WARD:

To receive an update on the procedure to fill the vacancy created following the retirement of Sue Stevens.

8. APPOINTMENT OF STANDING COMMITTEES:

To designate the standing committees of the Council for the remainder of the municipal year.

The Standing Committees are currently Planning and General Purposes, Lighting and Amenities and Finance and Staffing.

8. APPOINTMENT OF CHAIRS OF COMMITTEES:

To appoint the Chairs of Committees for the Municipal Year 2021/22.

9. MEMBERS CODE OF CONDUCT:

To confirm adherence to the Model Code of Conduct as previously adopted by Council. The Council's Code of Conduct can be accessed via the following link: <http://www.broughtonandbrettoncommunitycouncil.gov.uk/UserFiles/Files/Policies/Code%20of%20Conduct%20%202018.pdf>

10. STANDING ORDERS:

To review and confirm adherence to the Council's Standing Orders as previously adopted by Council. There is a proposal included to add a "template" for reports to be added to the agenda when requested by Members. This will ensure that the Community Council has a full understanding and background to the proposal to ensure that the council can make an informed decision. Standing Order Number 18 refers. *Copy attached.*

11. EXPENDITURE POLICY AND FINANCIAL REGULATIONS:

(i) To review and agree the Council's Expenditure Policy which is attached.

- (ii) To agree to adhere to the Council's Financial Regulations which have been revised in light of the National Model recommended to all Town and Community Councils by the National Association of Local Councils and One Voice Wales. *Copy is attached showing changes in red.*

12. OUTSIDE BODIES:

To agree the Council's representation on outside bodies, schedule attached.

13. CLERK AND FINANCIAL OFFICER'S REPORT:

- (i) To receive a verbal update on the Council's contribution to the Joint Maintenance Agreement for the month of May; and
- (ii) To reconsider the Council's three year agreement to contribute to the community library at the junior school.

14. ACCOUNTS FOR PAYMENT:

To approve the attached list of accounts for payment for May 2021.

15. PLANNING APPLICATIONS AND DECISIONS:

County Council Members:

- (i) To formally note that the participation of those Councillors who are also members of the County Council, in both the debate and subsequent vote, is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Community Council. The County Councillors reserve their final views on the application until they are in full possession of all relevant arguments for and against.
- (ii) To consider the planning applications received to date for the month of May, (table attached).
Members are asked to view the applications on-line prior to the meeting via <http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>
- (iii) To note any planning appeals.
- (iv) To note the planning decisions as attached.