

CYNGOR CYMUNED BRYCHDYN A BRETTON BROUGHTON & BRETTON COMMUNITY COUNCIL

SGJ/B&B 17.05.22

12th May 2022

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the **HYBRID ANNUAL MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** to be held at the Edwin Hall Council Chamber, Brookes Avenue, Broughton on **TUESDAY 17TH MAY 2022 at 7.00PM.**

The agenda and papers are attached.

To join the meeting virtually 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



Mrs Sharron G Jones
Clerk & Financial Officer

MRS SHARRON G JONES

Clerc a Swyddog Cyllidol Clerk & Financial Officer

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SWYDDFEYDD Y CYNGOR

113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

113 The Highway, Hawarden, Deeside, Flintshire CH5 3DL. Tel/Fax: 01244 533692

Ebost/Email: mail@broughtonandbrettoncommunitycouncil.gov.uk

www.broughtonandbrettoncommunitycouncil.gov.uk



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID ANNUAL MEETING

17 MAY 2021

A G E N D A

1. APPOINTMENT OF CHAIRMAN 2022/2023:

- a) To appoint the Chairman of the Council for the Municipal Year 2022/23.
- b) To receive virtually the Declaration of Acceptance of Office from the Chair and to receive any remarks.

2. APPOINTMENT OF VICE-CHAIRMAN 2022/2023:

- a) To appoint the Vice-Chairman of the Council for the Municipal Year 2022/23.
- b) To receive the Declaration of Acceptance of Office from the Vice-Chair and to receive any remarks.

3. APOLOGIES FOR ABSENCE:

4. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

5. DECLARATIONS OF ACCEPTANCE OF OFFICE:

To receive a verbal update from the Clerk and Financial Officer.

6. COUNCILLOR VACANCIES AND CO-OPTION PROCESS:

Following the recent Local Government elections, there remains two vacancies in the South ward. The Council is asked to consider filling the vacancies by Co-option and notice of Co-option will be advertised accordingly if the council agrees.

Notice of the vacancies must be advertised for a period of time to be agreed by council and nominations will be requested by the 10th June 2022.

7. RETIRING CHAIR'S REMARKS:

To receive the retiring Chair's remarks following his year in office.

8. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the virtual meeting of the Council held on 26th April 2022, copy attached.

9. MATTERS ARISING FROM MINUTES:

10. 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/ Use rFiles/Files/Policies/Code%20of%20Conduct%20%202018.pdf](http://www.broughtonandbrettoncommunitycouncil.gov.uk/Use%20rFiles/Files/Policies/Code%20of%20Conduct%20%202018.pdf)

11. STANDING ORDERS:

To agree to abide by the Council's Standing Orders, as amended, copy attached.

12. EXPENDITURE POLICY AND FINANCIAL REGULATIONS:

- i) To review and agree the Council's Expenditure Policy, copy attached.
- ii) To agree to adhere to the Council's Financial Regulations, copy available at:
[http://www.broughtonandbrettoncommunitycouncil.gov.uk / UserFiles/Files/BBC%20Model%20Financial%20Regulations%202019%20for%20Wales.pdf](http://www.broughtonandbrettoncommunitycouncil.gov.uk/UserFiles/Files/BBC%20Model%20Financial%20Regulations%202019%20for%20Wales.pdf)

13. 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.

14. APPOINTMENT OF CHAIRS OF COMMITTEES:

To appoint the Chairman of each Committee for the Municipal Year 2022/23.

15. PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:

The attached determinations 44 to 51 are permissive powers. Decisions taken apply to all Members at the levels determined by the Independent Remuneration Panel. *An individual Member may make a personal decision to elect to forgo part or all of the entitlement to any of these allowances by giving notice in writing to the proper officer of the Council.*

Details of the determinations are attached. Members are asked to re-confirm their approval for determination numbers 45, 46 and 47 and 52. Determination number 44 is mandatory.

16. REPRESENTATION ON OUTSIDE BODIES:

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

17. APPOINTMENT OF INTERNAL AUDITOR:

To confirm the appointment of the Council's current Internal Auditor, JDH Business Services Ltd for the financial year 2022/23.

18. COUNCIL INSURANCE – 1 JUNE 2022 TO 31 MAY 2023:

The Council's three-year deal with Came and Co insurances comes to an end this year. The Clerk and Financial Officer has invited quotes from three insurers who deal with Local Council Insurance. Quotations to be shared at the meeting.

19. CLERK AND FINANCIAL OFFICER'S REPORT:

To receive a verbal update on the Council's contribution to the Joint Maintenance Agreement for the month of May and any other relevant matters.

20. DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2022/23:

These meetings will be held via a hybrid arrangement following the introduction of the Local Government and Elections (Wales) Act 2021:

21 June 2022	17 January 2023
19 July 2022	21 February 2023
20 September 2022	21 March 2023
18 October 2022	18 April 2023
15 November 2022	16 May 2023

The above meetings will, if confirmed by the Council, commence at 7.00 p.m. It is customary for the Council to go into recess during August and December, when only urgent business is transacted. For this purpose, relevant Recess Sub-Committees, comprising the Chair of Council, the Chair of the relevant Committee and the Clerk and Financial Officer will be held.

Meeting dates can be changed with the consent of the Chairman of the Council for extenuating circumstances, inclement weather or illness or absence of the Clerk and Financial Officer.

21. ACCOUNTS FOR PAYMENT:

To approve the attached list of accounts for payment for May 2022.

22. BANK RECONCILIATION:

To receive and note the bank reconciliation for the period ending 31st April, copy to follow.

23. MEETING WITH ARRIVA AND BROUGHTON RETAIL PARK:

To agree representatives to attend a joint meeting with Arriva and Officers of Broughton Retail Park about the lack of bus services available to the Retail Park.

The meeting will take place on 23rd June at 11.00 a.m. at the Business Park.

24. 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.