

CYNGOR CYMUNED BRYCHDYN A BRETTON BROUGHTON & BRETTON COMMUNITY COUNCIL

SGJ/B&B 19.09.23

14.09.23

To: **ALL MEMBERS OF COUNCIL**

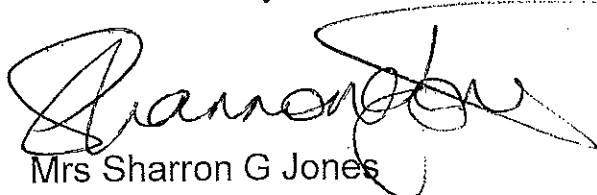
Dear Councillor

YOU ARE HEREBY SUMMONED to attend a **HYBRID MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** on **TUESDAY 19th September 2023 at 7.15PM**. The meeting will be held in the Edwin Hall Council Chamber, Brookes Avenue, Broughton.

The agenda and papers are attached.

To join the meeting remotely please follow the instructions that will be sent via email on Tuesday afternoon on request. Members of the public are welcome to attend and observe the meeting either in person or remotely. 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

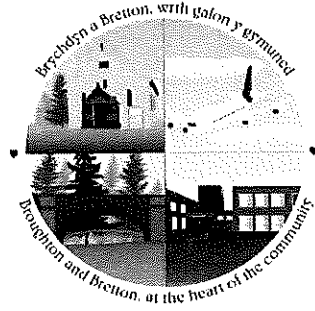
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

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www.broughtonandbrettoncommunitycouncil.gov.uk



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

19th September 2023

A G E N D A

COUNCIL MEETING:

- 1. APOLOGIES FOR ABSENCE:**
- 2. DECLARATIONS OF INTEREST:**
- 3. MINUTES OF THE PREVIOUS MEETING:**

To receive and approve the minutes of the previous hybrid meeting of the Council held on 18th July 2023, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**
- 5. CHAIR'S REMARKS:**

PLANNING AND GENERAL PURPOSES COMMITTEE:

6. NORTH WALES FIRE AND RESCUE AUTHORITY: PUBLIC CONSULTATION:

North Wales Fire and Rescue Authority is encouraging people to get involved in a public consultation to gather feedback from those who live, work and travel in the region about the provision of future emergency cover services in North Wales.

Emergency cover is the way the fire and rescue service manage resources to keep people safe - no matter where you live or who you are, they aim to continue being there for you when you need them.

The consultation opens on 21 July 2023 and closes at midnight on 30 September 2023 following an extension due to the concerns of the night time cover in Deeside.

The consultation can be accessed via the following link:

<https://www.northwalesfire.gov.wales/about-us/emergency-cover-review-have-your-say/your-fire-and-rescue-service-right-place-right-time-right-skills/why-are-we-consulting/press-release-launch-of-public-consultation-on-emergency-fire-and-rescue-service-cover-in-north-wales/>

Members are asked to consider a response.

7. 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 **September** and note the applications approved at the **August** recess committee.

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 attached planning decisions for August and September.

8. DOG MESS DISPENSERS IN BROUGHTON AND BRETTON:

Report attached.

9. TOURISM SIGNS:

Councillor Chrissy Gee has asked that the Community Council consider purchasing tourism signs saying "Welcome to Broughton and Bretton" at various entrance locations to the community. A sample brochure is attached and the costs are to be determined.

10. ADDITIONAL PLANT BOXES WITHIN THE COMMUNITY:

Councillor Sara Mason has requested that additional plant boxes be installed within the community. Plant boxes can range from £39 plus and Community Councillors would be asked to assist with the maintenance of them. Councillor Sara Mason has already done an excellent job with the planters at Bretton.

11. LETTERS FROM THE STANDARDS COMMITTEE:

To receive and note the sixth and seventh letters from the Standards Committee following visits to Town and Community Councils, copy attached.

12. POLICE MATTERS:

To consider any matters of concern.

13. HIGHWAY/STREETSCENE MATTERS:

To raise any relevant matters for communication to the Senior County Highways Officer.

14. COUNTY MEMBER ITEMS:

To receive any relevant information items.

15. MEMBERS INFORMATION ITEMS:

To receive any relevant information items.

LIGHTING AND AMENITIES COMMITTEE:

16. STREET LIGHTING:

To raise any street lighting faults or related matters.

17. TREE POLICY AND TREE INSPECTION SYSTEM:

Report attached.

FINANCE AND STAFFING COMMITTEE:

18. ACCOUNTS FOR PAYMENT:

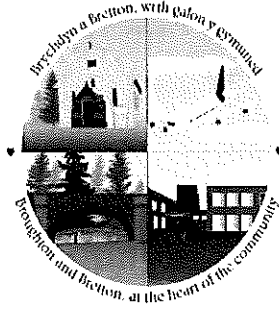
To receive the list of payments for August recess and approve the list of payments for September.

19. BANK RECONCILIATION:

To receive and note the bank reconciliation statement for the periods ending 31st July 2023, copy attached and 30th August, copy to follow.

20. CLERK AND FINANCIAL OFFICER'S REPORT:

To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the months of August and September and any other relevant matters.



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
18 JULY 2023

PRESENT: Councillor Billy Mullin (Chairman)

Councillors: Klaus Armstrong Braun, Jeffrey Brett Roberts, Penny Brett Roberts, Veronica Gay, Barrie Gregory, Sam Jennings, Sara Mason, Ryan McKeown and Gareth Williams.

Officers: Mrs S G Jones, Clerk & Financial Officer
Mrs F C Griffiths, Administrative Officer

Also present: 2 members of the public

48/23 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Chrissy Gee (IT issue) and Mike Lowe (family responsibility).

49/23 DECLARATIONS OF INTEREST:

There were none.

50/23 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 27th June 2023 be approved as a correct record.

17 Chair's signature _____

51/23 MATTERS ARISING FROM THE MINUTES:

There were none.

52/23 PERSONNEL COMMITTEE HAWARDEN COMMUNITY COUNCIL:

IT WAS RESOLVED: that the minutes of the meeting held on 28th June 2023 be received and approved.

53/53 COUNCILLOR VACANCY – BROUGHTON SOUTH

The Clerk and Financial Officer said that Councillor Donna Lalek had resigned with effect from 8th July 2023. A casual vacancy would be advertised and a by-election called, if required. If there are no nominations, the vacancy will be open for co-option.

IT WAS RESOLVED: to advertise the vacancy and send a thank you letter and a bouquet of flowers to Councillor Lalek.

54/23 CHAIRMAN'S REMARKS:

The Chairman had not attended any recent events.

PLANNING AND GENERAL PURPOSES COMMITTEE:

55/23 PLANNING APPLICATIONS AND DECISIONS:

IT WAS RESOLVED:

(a) County Council Members:

It was noted that the participation of those Councillors who were also Members of the County Council, in both the debate and subsequent vote, was on the basis that the views expressed were preliminary views taking account of the information made available to the Community Council. The County Councillors reserved their final views on the applications until they were in full possession of all relevant arguments for and against.

18 Chair's signature _____

- (b) That the County Planning Authority be advised of this Council's observations on the applications submitted to it for consideration, as per the attached schedule.
- (c) That the planning decisions be noted.
- (d) There were no planning appeals.

56/23 POLICE MATTERS:

A member commented that he had spoken with the local Inspector regarding concerns of cannabis abuse in a property opposite his home. The Inspector had confirmed that investigations had been on-going alongside other issues.

A member confirmed that there had been evidence of cannabis being sold at another property in Broughton and that the police had continued to investigate.

IT WAS RESOLVED: to note the updates.

57/23 HIGHWAYS/STREETSCENE MATTERS:

John Griffiths, Senior Highways Officer, had submitted his apologies. A member said that the pothole near to the pharmacy on Main Road was quite deep and required urgent repair.

IT WAS RESOLVED: to receive and note the update.

58/23 LETTER FROM THE STANDARDS COMMITTEE:

IT WAS RESOLVED: to note the letter and its contents.

59/23 COUNTY MEMBERS ITEMS:

Members reported on the following issues:

- Flintshire County Council had discussed the 2024 budget and disclosed a significant shortfall. Officers would be asked to find further efficiencies.
- Re-cycling in Flintshire would be reviewed as there had been insufficient re-cycling by residents and the council were in danger of being fined by Welsh Government.
- Hot, Free School meals would be offered on four days per week instead of the current five.
- More one-bedroom homes were required in Flintshire.

IT WAS RESOLVED: to note the updates and ask the Clerk to contact Broughton CP School about the library being used as a collection point for issuing re-cycling receptacles for members of the community.

60/23 MEMBERS INFORMATION ITEMS:

Councillor Veronica Gay provided a comprehensive report on her recent attendance at the One Voice Wales Innovative Practice conference in Builth Wells on Wednesday 5th July 2023 with the Clerk and Financial Officer.

LIGHTING AND AMENITIES COMMITTEE:

61/23 STREET LIGHTING:

A member reported that the street column stump on The Boulevard remained in situ.

IT WAS RESOLVED: to contact Flintshire County Council to request removal.

62/23 COUNTRY PARK MANAGEMENT PLAN:

The Clerk and Financial Officer said that the Management Plan had been prepared in draft and welcomed member comments, additions/deletions as appropriate. It was suggested that a Working Group be established to monitor and develop the plan.

IT WAS RESOLVED: to approve the draft management plan and establish a Working Group of members.

63/43 PURCHASE OF FOOTBALL GOALS:

The Clerk and Financial Officer confirmed that three companies had been approached for the purchase of two sets of goal posts for the football pitches at Brookes Avenue.

IT WAS RESOLVED: to approve the purchase of goal posts from Company B.

FINANCE AND STAFFING COMMITTEE:

64/23 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £7,049.85 for July, be approved.

65/23 BANK RECONCILIATION:

IT WAS RESOLVED: to receive and approve the bank reconciliation.

66/23 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer advised of the following:

- i) that the Council's contribution to the Joint Maintenance Agreement for July had been £7,049.85.
- ii) that a member of staff had been off sick following an operation but had recovered well.

IT WAS RESOLVED: to note the updates.

Broughton and Bretton Community Council
Planning Committee – 18th July 2023

Planning Applications:

No.	Planning Application Number & Date	Proposal	Address	Decisions
1.	FUL/000545/23 Ward: Broughton North East	Over clad of an existing concrete barrel vaulted roof with an insulated metal standing seam system leading to increase in roof height.	BRITISH AEROSPACE AIRBUS LTD, Chester Road, Broughton	No objections
2.	FUL/000345/23 Ward: Broughton North East	Erection of three commercial buildings as Phase II of the Vista Business Park development (B1 Business (Light Industrial), B2 General Industrial (Business uses) and B8 Storage and Distribution uses), together with the extension of internal access road, parking, landscaping and installation of associated infrastructure	Vista Business Park, Manor Lane, Hawarden	No objections

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jul-23

Ref:	Voucher No:	Payee:	Amount
BACS	BB/23/15	N.D.-plants for planters-issue with BBCC card	£ 11.98
BACS	BB/23/16	Clwyd Pensions - salaries July	£ 452.04
BACS	BB/23/17	HMRC - salaries July	£ 241.84
BACS	BB/23/18	Litter collector - salaries July	£ 1,302.88
BACS	BB/23/19	HCC - Joint Maintenance July	£ 4,957.36
BACS	BB/23/20	Cllr VG-SLCC mileage/subsistence 05.07.23	£ 83.75
		TOTAL	£ 7,049.85

Chairman:

Chair of Finance:

Broughton and Bretton Community Council
 Planning Committee – 24th August 2023

Item 7
 (ii)

Planning Applications:

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
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1.	FUL/000673/23 Ward: Broughton North East	Proposed extensions and alterations	APPLEBY, Bretton Lane, Bretton	No objections
2.	LDP/000670/23 Ward: Broughton North East	Replacing an existing external escape stair with a new stair	BRITISH AEROSPACE AIRBUS LTD, Chester Road, Broughton	No objections
3.	ADV/000652/23 Ward: Broughton North East	Erection of 2No 12.50 x 1.60 M building mounted signs, 2No 8.00 x 1.00 M building mounted signs, 1No 6.20 x 6.10 M company logo sign on the west elevation doors.	Electroimpact UK LTD, Manor Lane, Hawarden	No objections

Broughton and Bretton Community Council
Planning Committee – 19th September 2023

ITEM 7

(ii)

Planning Applications confirmed by FCC

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	COU/000823/23 Flintshire Community Broughton Bretton Council	Garage conversion to nail salon	36, Beeby Way, Broughton	Barbara Kinnear 03.09.2023
2.	DET/000814/23 Flintshire Community Broughton Bretton Council	Reconfiguration of industrial site, to include demolition of existing warehouse, erection of storage warehouse, extension to existing shop, additional parking and alterations to site entrance and perimeter fence.	HOWARTH TIMBER AND BUILDING SUPPLIES LTD, Chester Road, Broughton	David Glyn Jones 06.09.2023

Broughton and Bretton Community Council
Planning Committee – 24th August 2023

ITEM
(iv)

Planning Applications confirmed by FCC

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000545/23 Ward: Broughton North East	Over clad of an existing concrete barrel vaulted roof with an insulated metal standing seam system leading to increase in roof height.	BRITISH AEROSPACE AIRBUS LTD, Chester Road, Broughton	Approved Delegated Officer 03.08.23
2.	FUL/000552/23 Ward: Broughton North East	Erection of a New Garage	17 Brook Lane, Hawarden	Approved Delegated Officer 17.07.23
3.	DET/000465/23 Ward: Broughton South	Discharge of Conditions	6, Forest Drive, Broughton	Approved Delegated Officer 03.08.23
4.	FUL/000345/23 Ward: Broughton North East	Erection of three commercial buildings as Phase II of the Vista Business Park development (B1 Business (Light Industrial), B2 General Industrial (Business uses) and B8 Storage and Distribution uses), together with the extension of internal access road, parking, landscaping and installation of associated infrastructure	Vista Business Park, Manor Lane, Hawarden	Approved Delegated Officer 18.07.23

Broughton and Bretton Community Council
Planning Committee – 24th August 2023

Planning Applications confirmed by FCC

No.	Planning Application Number	Proposal	Address	CASE OFFICER
5.	NMA/000639/23 Ward: Broughton North East	Proposed ground and first floor extensions to existing house with associated internal remodelling and landscaping;	149, Broughton Hall Road, Broughton	Approved Delegated Officer 08.08.23
6.	LDP/000624/23 Ward: Broughton North East	Installation of roof mounted PV panels and related equipment	STAYCOLD EXPORT LTD, Unit 2a, HAWARDEN INDUSTRIAL PARK, Manor Lane, Hawarden	REFUSED Delegated Officer 08.08.23
7.	LDP/000580/23 Ward: Broughton South	Lawful Development Certificate - Reconfigure the ground floor of the property and extend at the side of the property.	66, Somerford Road, Broughton	REFUSED Delegated Officer 10.08.23
8.	ADV/000635/23 Ward: Broughton South	Advert roundabout sponsorship signs	Roundabout No.27, Warren North, Broughton	Approved Delegated Officer 14.08.23
9.	ADV/000634/23 Ward: Broughton South	Advert roundabout sponsorship signs	Roundabout No.28, Warren South, Broughton	Approved Delegated Officer 14.08.23
10.	ADV/000616/23 Ward: Broughton North East	Erection of replacement 6m high totem sign.	Land at Broughton Shopping Park, Chester Road, Broughton	Approved Delegated Officer 13.08.23

Approved
by F.C.C

Item
(iv)

Planning Applications:

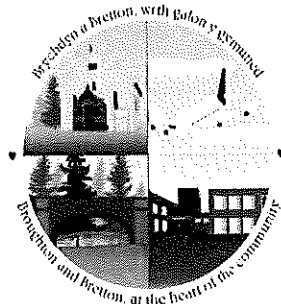
No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
1.	NMA/000723/23 Ward: Broughton North East	Application for non-material amendment following a grant of planning permission FUL/000290/22	7, Church Road, Broughton	DEL Delegated – Officer – approved 24.08.2023
2.	LDP/000670/23 Ward: Broughton North East	Replacing an existing external escape stair with a new stair	BRITISH AEROSPACE AIRBUS LTD, Chester Road, Broughton	DEL Delegated – Officer – approved 23.08.2023
3.	FUL/000673/23 Ward: Broughton North East	Proposed extensions and alterations	APPLEBY, Bretton Lane, Bretton	DEL Delegated – Officer Refused 05.09.2023
4.	ADV/000635/23 Ward: Broughton South	Advert roundabout sponsorship signs	Roundabout No.27, Warren North, Broughton	DEL Delegated – Officer – approved 14.08.2023
5.	ADV/000634/23 Ward: Broughton South	Advert roundabout sponsorship signs	Roundabout No.28, Warren North, Broughton	DEL Delegated – Officer – approved 14.08.2023
6.	ADV/000616/23 Ward: Broughton North East	Advertisement Consent	Land at Broughton Shopping Park, Chester Road, Broughton	DEL Delegated – Officer – approved 14.08.2023

Broughton and Bretton Community Council
Planning Committee – 19th September 2023

Planning Applications confirmed by FCC

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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Item 8

BROUGHTON AND BRETTON COMMUNITY COUNCIL **CYNGOR CYMUNED BRYCHDYN A BRETTON**

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

Name of Councillor(s)		Councillor Chrissy Gee
Title of Report		Community Dog Fouling Dispenser Pilot
1.	Purpose of Report	<p>To consider a community dog fouling dispenser pilot across the community in a bid to improve the cleanliness of our streets.</p> <p>Dog poo dispensers will be zip-tied to lampposts in areas of heavy dog fouling in each of the three wards. Ward councillors would work together to choose suitable locations and could look to canvass the views of residents in order to do so.</p> <p>The financial implications of this report are based on each of the two wards receiving 6 dog poo dispensers as part of the pilot. Council may choose to vary the numbers. Volunteers would be required to refill the dispensers. Dispensers hold 15 bags.</p> <p>We would hope to see reduced dog fouling in the areas chosen for the pilot – if successful, Council could look to expand the project.</p>

2.	Background to this request	One of the issues raised regularly with Councillors is problems within the community caused by excessive dog fouling. It is unfortunately an ongoing problem that blights the local community. This proposal seeks to help tackle the problem by making dog poo bags easily accessible in areas of heavy fouling.
3.	Financial Implications	<p>Cost of Earth Rated dog poo dispenser with 15 bags: £4.75 each (x18) (https://www.theneemteam.co.uk/earth-rated-poo-bag-leash-dispenser.html)</p> <p>100 cable ties: £5.99 (x1) (https://www.amazon.co.uk/gp/product/B09SB1L96H/ref=ewc_pr_img_1?smid=ARRX6JOUUMZ82G&th=1)</p> <p>Dog mess bags can currently be obtained free of charge from the County Council.</p> <p>£57.00 <u>£5.99</u> £62.99</p>
4.	Environmental Implications	The poo bags are biodegradable as they are made from recycled cardboard. Health and environmental benefits from reduced dog fouling in the community.
5.	Decision sought by Council	To agree to a community dog fouling dispenser pilot
6.	Advantages of this proposal	<ul style="list-style-type: none"> - Residents across our community will potentially benefit from reduced dog fouling if the pilot is successful - Reduced dog fouling will improve the appearance of our community, as well as provide a safe environment for residents to walk and children to play - Approving the pilot will show to residents that the community council has not 'given up' on dealing with the problems caused by dog fouling and that we are willing to consider innovative solutions to the problem moving forward

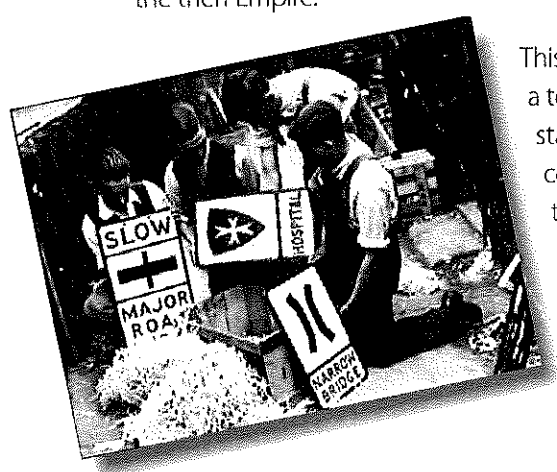
7.	Disadvantages of this proposal	<ul style="list-style-type: none"> - Funding for the pilot does not currently form part of the budget, though the cost of the pilot is relatively small - There is a risk that the dog poo bags/dispensers could be stolen; the success of the pilot would therefore be dependent on the goodwill of the local community
8.	Equality implications	No equality implications envisaged

ITEM
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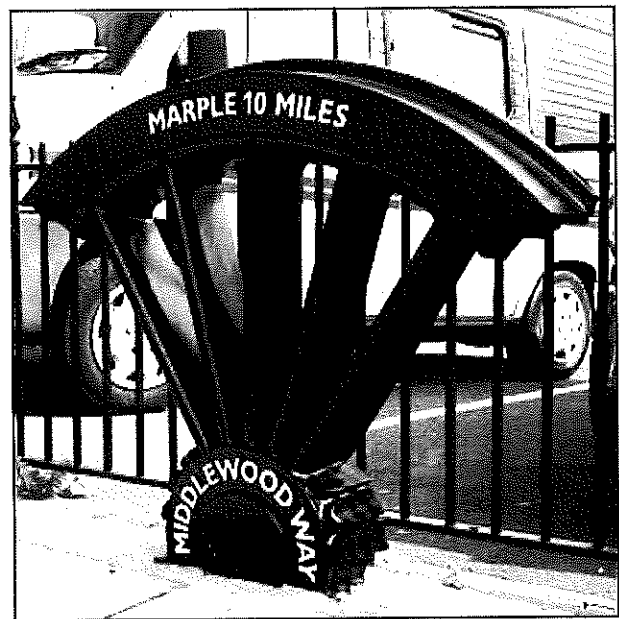
SIGNS

We've been making signs for a long time – 131 years at the last count!

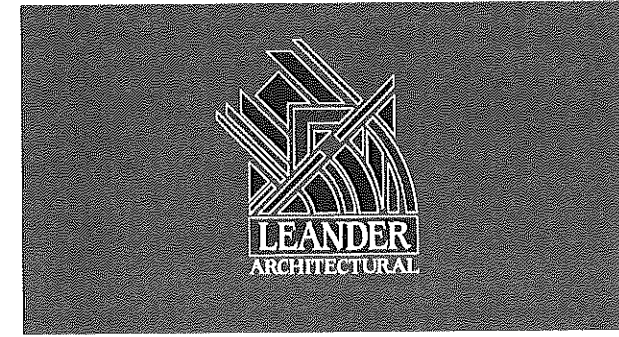
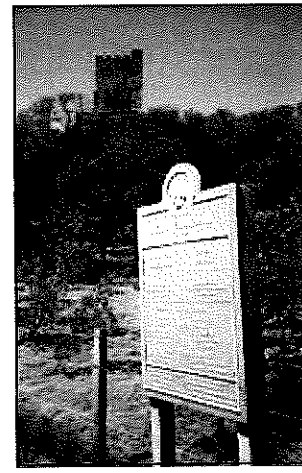
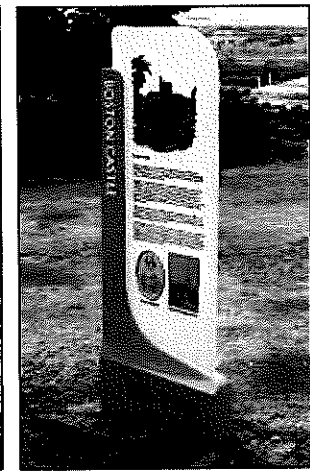
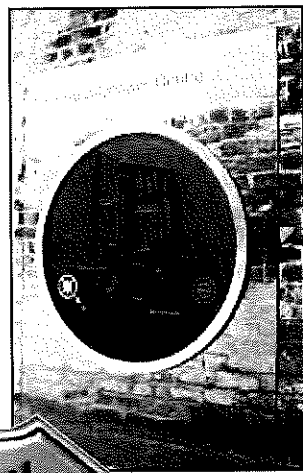
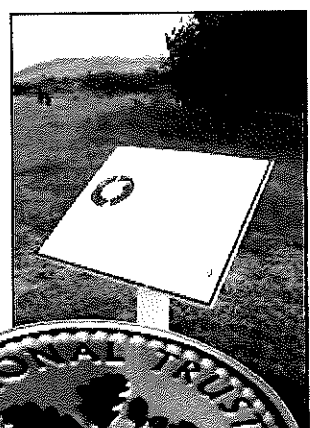
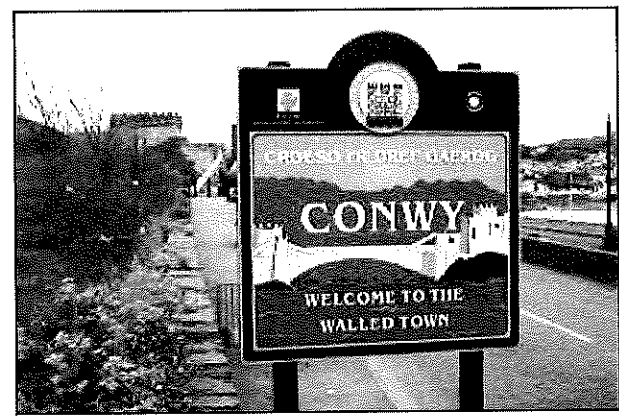
Up to the 1950s, virtually all road signs were cast in aluminium, fitted with hundreds of glass beads for reflectivity, packed in straw and despatched to customers throughout the UK and in many parts of the then Empire.



This photo shows a team of our staff in 1953 complete with the obligatory 1950s Brylcreemed hair!!



As cast road signs were phased out in the 1960s, we diversified into more interesting sign work, a process that continues to the present day. As designers realise the potential of cast metal as a sign medium, we respond by developing new techniques to turn their designs into reality. Meanwhile, our conservation sign work continues apace.

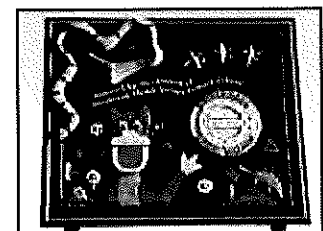
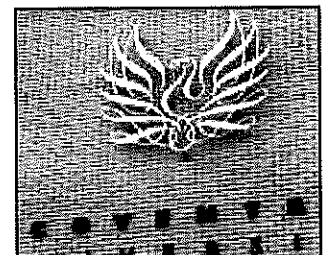
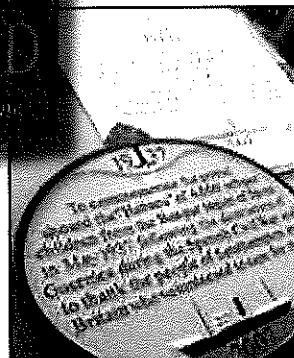
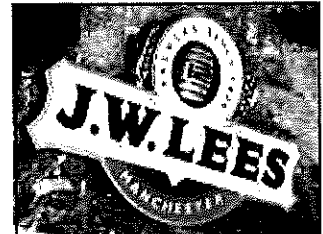
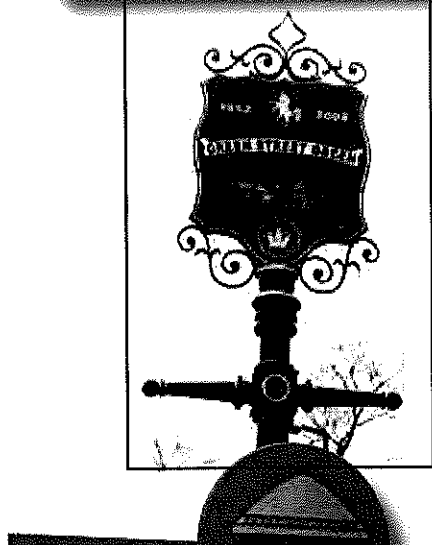
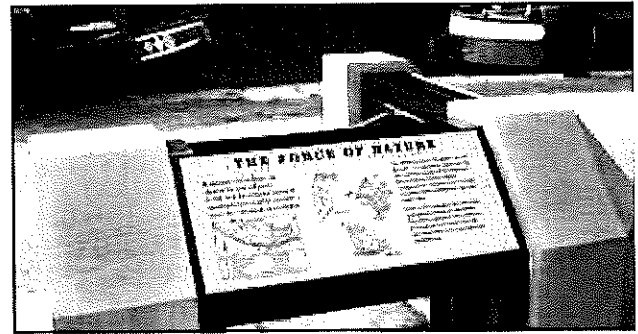
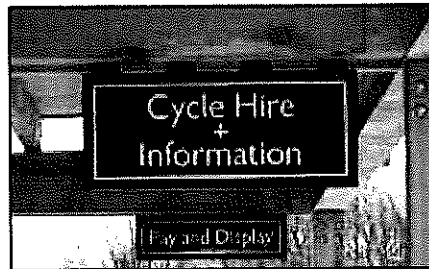
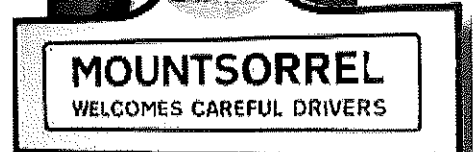
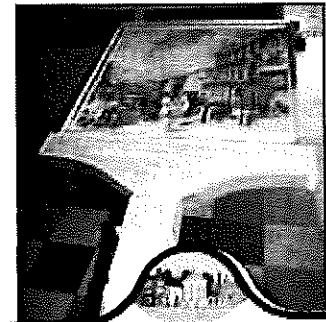
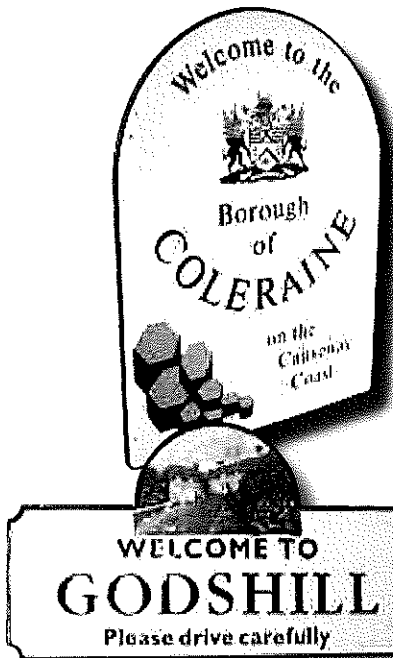


SIGNS

Welcome Signs

The sheer diversity, colourfulness and imagination of British village signs is something very much appreciated by both locals and tourists. There is even a Village Sign Society dedicated to studying and recording signs throughout the country. Whilst a few villages manage to design and make their own signs, most need help and advice on both fronts.

Towns and cities are much more sign conscious than they used to be. New signs are often part of new corporate images and renewed efforts to stimulate tourism and economic development. Like it or not, towns have to compete with their neighbours for tourists, shoppers and casual visitors and the image they present reflects that. Like the towns themselves, the signs need to be distinctive and eye-catching.



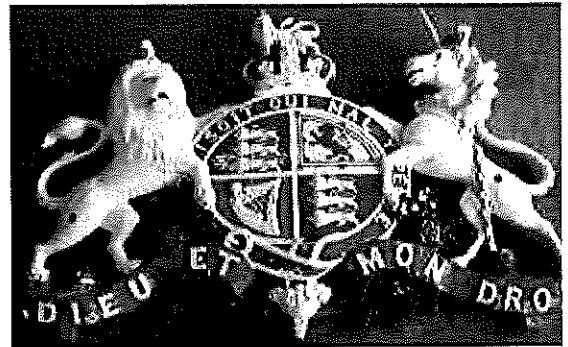
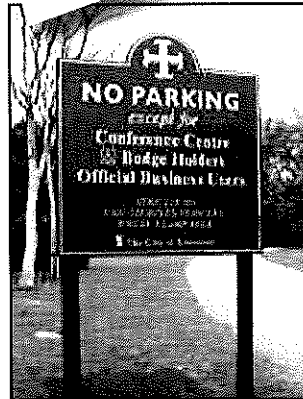
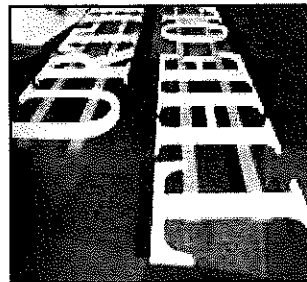
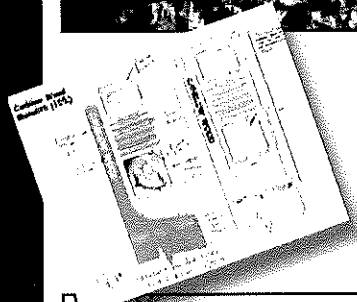
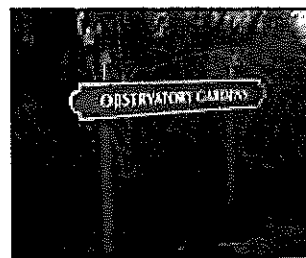
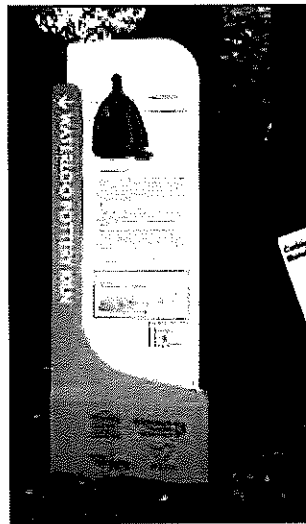
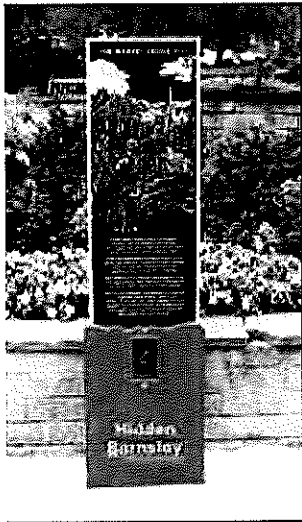
To us, every non-standard sign is another victory for vernacular architecture and individuality over standardisation. The greater the diversity, the more interesting a journey through Britain becomes. Along with other specialist sign makers, wood carvers, masons and blacksmiths, we enjoy helping towns and villages to sign themselves attractively and effectively. We welcome enquiries from hamlets, villages, towns and cities looking for well-designed, well-made and immaculately finished signs of any size.



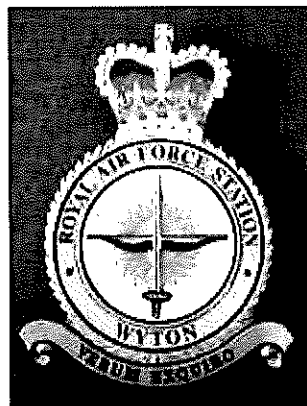
SIGNS

Estate Signage

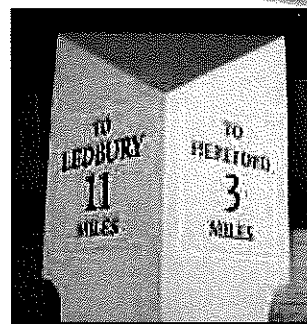
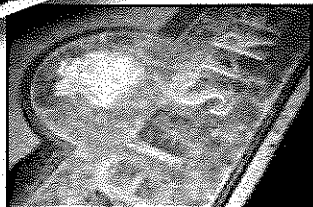
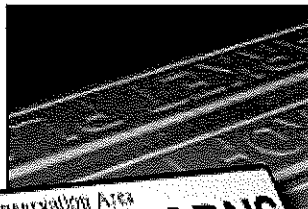
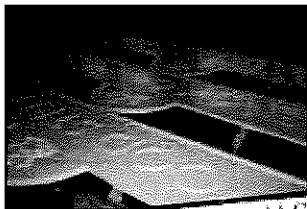
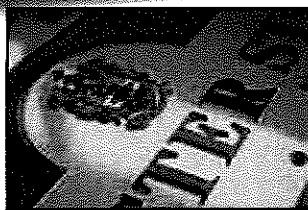
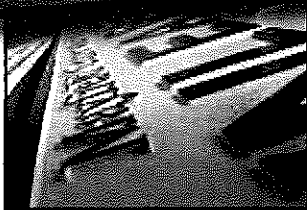
As suppliers of site signs to the National Trust for over 50 years, we are very well placed to advise on the discrete but effective signing of estates. Recent projects include the signing of Stirling Castle and many of the Welsh castles, sites that cope with huge numbers of visitors without brash or improper signing. Our service is comprehensive, from design through manufacture to installation and maintenance.



We cover the full range of estate signs including entrance signs with and without admission times and charges, general signs and signposts, safety signs for visitors, interpretation panels, maps and trail markers. We also make many site-specific bespoke signs to deal with the unexpected problems many estates face, as well as plant labels and tree plaques. Signs can be adapted to be free-standing, lectern mounted, wall mounted, on stakes or to suit fence posts and railings.



SIGNS



One of the more unusual signage projects - a cast mile stone.

Street Nameplates

Many of the street nameplates still in use in older towns and cities are over 100 years old. Made of cast iron, often to individual designs by long-closed local foundries, there is no reason why they should not still be in use in another 100 years.

Although 90% of new street nameplates are sheet metal or plastic, there is a growing interest in cast metal plates, particularly for conservation areas, new housing schemes and for many inner city areas.

We've been making street nameplates for many decades and retain many of the original patterns, designs and lettering developed for local authorities as far back as the 1930's. We've also developed new concepts which include district names and area postcodes. Over 1500 plates have been supplied to the city of Glasgow, with different typography for each district.

We also specialise in accurate replicas of more unusual plates which include dark blue and white vitreous enamelled French style and ceramic nameplates composed of individual letter tiles.



Leander Architectural
Fletcher Foundry Hallstead Close
Dove Holes Buxton
Derbyshire SK17 8BP England
T: 01298 814941
F: 01298 814970
W: leanderarchitectural.co.uk



Llanrhaeadr-ym-Mochnant
Powys



Buxton Derbyshire
Established 1875

The Leander Group includes:

Cast Aluminium Signs
Display Units

Bronze Plaques

Restoration Work

Historic Plaques

Street Nameplates

Etched & Engraved Panels

Canopies & Arcades

Interpretation Panels

Fine Sculptural Bronze

Bandstands

Street Furniture

Fingerposts

Bronze Floor Plaques

Toposcopes & Relief Panels

ITEM 11

Gareth Owens LL.B Barrister/Bargyfreithiwr
Chief Officer (Governance)
Prif Swyddog (Llywodraethu)



All Town and Community Clerks

Sent via e mail

Your Ref/Eich Cyt

Our Ref/Ein Cyt

Date/Dyddiad

Ask for/Gofynner am

Direct Dial/Rhif Union

E-mail/E-bost

GO/TC

11th July 2023

Gareth Owens

01352 702344

gareth.legal@flintshire.gov.uk

All Town and Community Clerks

Visits to Town and Community Councils

This is my sixth update regarding the visits by the Independent Members of the Standards Committee to Town/Community Council meetings to observe practice and gain an understanding of how local Council business is conducted.

The findings from 5 further visits undertaken in March, April and May were reported to the Committee on the 3rd July and I am writing with feedback to all Town/Community Councils to give assurance on good practice and procedures.

As in the case of the last reported visits, the Independent Members agreed that these had been positive experiences and praised the level of commitment and contributions by those in attendance. The Independent Members were impressed that all meetings were well chaired and ably supported by clerks. They also noted that as a matter of good practice Declarations of Interest were standing items on all agendas.

Independent Members are themselves commenting that they can see our follow up letters are being shared which is very gratifying and we hope people have found them of use. Members have recently commented on how well chaired meetings appear to be and how they have seen examples of potentially difficult behaviour being resolved.

Since the meeting, there has been some negative press coverage of proposed training. That training had been requested before the complaint which with it is being erroneously linked in the press articles. I will deliver it for my County Councillors first and subsequently run a session for Town and Community Councillors as well.

I have always stressed the fact that Councillors, whilst being able to speak freely about each other, need to be polite in their dealings with the Clerk. We have

County Hall, Mold. CH7 6NB
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NB
www.siryfflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ynatebwn yn ddwyieithus i ohebiaeth a dderbynnir dwyieithus yn Gymraeg.

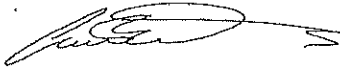


witnessed examples of poor behaviour including shouting and blaming which I would remind Members are not acceptable. If you have concerns or performance issues to raise, it is almost always better to do that outside of, rather than during, a public meeting. Your Council is very likely to have procedures for handling "complaints" which you will need to follow.

We're nearing the end of the programme of visits and I will do a "wrap up" letter to you following the meeting in November.

The Committee hopes that this feedback is useful and wishes to acknowledge the dedication and good work undertaken by Town/Community Councillors in their voluntary roles.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Gareth Owens', with a stylized flourish at the end.

Gareth Owens
Chief Officer Governance

All Town and Community Clerks

Sent via e mail

Your Ref/Eich Cyl

Our Ref/Ein Cyf

Date/Dyddiad

Ask for/Gofynnwr am

Direct Dial/Rhif Union

E-mail/E-bost

GO/TC

6th September 2023

Gareth Owens

01352 702344

gareth.legal@flintshire.gov.uk

All Town and Community Clerks

Visits to Town and Community Councils

This is my seventh update regarding the visits by the Independent Members of the Standards Committee to Town/Community Council meetings to observe practice and gain an understanding of how local Council business is conducted.

The findings from 4 further visits undertaken in March, April, May and July were reported to the Committee on the 4th September and I am writing with feedback to all Town/Community Councils to give assurance on good practice and procedures.

As in the case of the last reported visits, the Independent Members agreed that these had been positive experiences and praised the level of commitment and contributions by those in attendance.

As always, the Independent Members noted that meetings work "best" i.e. they proceed in an orderly and calm manner, when the chair and clerk work well together.

I have commented previously that meetings proceed better when there is only one person talking so that everyone can hear and follow what is being said. Keeping order in a meeting with a large number of people can be far from easy, especially where a contentious item is under debate. This is where the chair and clerk need to work together as a team with the clerk prompting the chair (if necessary) on the need to "keep order" and advising the chair on standing orders if anyone is causing a disturbance. The clerk can also help the chair by reminding them not to feel rushed or pressured into making quick decisions. A quick bit of reassurance and a reminder to just "take one's time" can work wonders in the heat of the moment.

It is also better if our administration/paperwork is undertaken either well before or after the meetings so that the public aren't present to view the day-to-day workings.

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www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NB
www.sirfflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-od i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



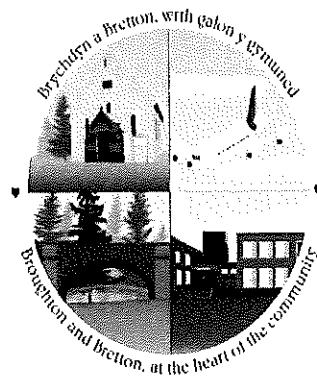
An Independent Member did notice that one Council put the item for declaring interests a long way down the agenda. Whilst interests can be declared at any point during a meeting, it is better if they are declared before any principal items of business are undertaken. A place higher up the agenda is therefore better.

The Committee hopes that this feedback is useful and wishes to acknowledge the dedication and good work undertaken by Town/Community Councillors in their voluntary roles.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Gareth Owens', with a stylized flourish extending to the right.

Gareth Owens
Chief Officer Governance



BROUGHTON AND BRETTON COMMUNITY COUNCIL

TREE MANAGEMENT POLICY

This policy sets out the Community Council's position on the management and maintenance of trees and hedges situated on its land.

1. Introduction

- 1.1 This policy sets out the Community Council's approach to the management of trees on land owned by Hawarden Community Council only. The Local Authority, organisations, companies and private individuals may need to be contacted if a tree(s) is located on their land.
- 1.2 This document has been created to provide guidance for the public, Councillors and Council employees to ensure a clear and consistent approach is adhered to regarding the management of trees by Hawarden Community Council.
- 1.3 If a tree falls and causes injury or damage, the relevant landowner could be held negligent if they have failed to take sufficient care of the tree. Therefore, as a landowner, the Council has a duty of care to ensure all trees on Community Council owned land are kept in an acceptable condition and do not put people or property at unreasonable risk.

2. Inspection

- 2.1 All trees on Council owned land will be inspected regularly by a qualified tree inspector and any recommendations made will be considered by the Council in line with this policy.
- 2.2 GPS survey on all trees to be carried out and tagged by a qualified tree inspector.

3. Maintenance

- 3.1 The Council has adopted a proactive approach to tree maintenance. However, only essential/minimal works will be undertaken in order to manage a tree because the Council supports a policy of tree preservation and has an Environmental Duty to protect, enhance and improve biodiversity and eco-resilience. The type of works undertaken will depend on the tree's location, the species of tree and its state of health at that time.
- 3.2 Regular inspections will be carried out to identify issues at the earliest opportunity, so that preventative action can be taken where possible. Areas close to roads, buildings and with high public usage will be prioritised
- 3.3 As a guide, tree works will be undertaken in the following circumstances:
 - 3.3.1 Where an inspection has identified the tree as potentially hazardous or an immediate danger.
 - 3.3.2 If the works are vital to the tree's long-term survival. Dead, dying or diseased trees will only be fully removed when there is no other option.
 - 3.3.3 To reduce a nuisance where branches are touching buildings e.g. contact with walls, windows, gutters.
 - 3.3.4 When previous maintenance regimes have determined future works are of the same specification for that specimen e.g. pollarding, crown reduction.
- 3.4 The impact on local wildlife of all tree works, specifically felling and pruning will always be thoroughly considered, with the impact minimised where possible.
- 3.5 Where appropriate, dead and fallen wood will be left on site unless there are sound conservation and safety reasons for its removal.
- 3.6 All tree work will be carried out by a qualified tree surgeon appointed by the Community Council and in accordance with BS/3998/2010 Recommendation for Tree Work 2010 (and any subsequent revisions). All works must have County/Community Council approval and must be carried out by the Community Council's appointed Tree Surgeon based on their professional advice.
- 3.7 All tree work carried out by the Community Council is in response to advice received from the County Council's Arboriculturalist if appropriate and is authoritative.
- 3.8 If required, replacement trees will be planted.

4. Protected trees

- 4.1 A Tree Preservation Order (TPO) prevents cutting down, uprooting, topping, lopping, wilful damage or destruction of trees (including cutting roots) without permission.
- 4.2 It is an offence to cut down, lop, top, uproot or wilfully damage or destroy a tree in a Conservation Area without giving prior written notice to Flintshire County Council.
- 4.3 Additional approval will be obtained from the Arboriculturalist at Flintshire County Council for trees on which there is a TPO or from the Conservation Officer, if located in the Conservation Area.

5. Requests for tree works

- 5.1 Whilst the Council will consider the impact of trees in each case on individual merit, the Council will not fell or prune trees on Community Council-owned land if it is for any of the following non-arboriculturally reasons:
 - 5.1.1 To alleviate problems caused by natural and/or seasonal phenomena e.g. falling leaves, fruit, seeds/berries, bird droppings, pollen etc.
 - 5.1.2 For reasons of increasing sunlight/views to properties and gardens.
 - 5.1.3 For the reason that the trees(s) is causing interference with television or satellite reception. In most cases the problem can be resolved by relocating the aerial or satellite dish. Residents are advised to contact their satellite or TV provider for specialist advice. Removal or pruning to enable clear television reception would only be considered in exceptional circumstances.
- 5.2 Adjacent landowners have a common law right to prune back tree branches to their boundary, providing that it would not lead to tree death and provided the tree in question is not protected by a TPO or situated within a Conservation Area.
- 5.3 Tree roots in gardens are a natural occurrence and root presence is unlikely to be affected by tree pruning or removal. Tree felling and branch pruning in response to root invasion in gardens would not normally be appropriate as such works are likely to worsen the problem. The encroachment of roots into adjoining land is not considered to amount to actionable nuisance. Adjacent landowners have a common law right to prune back tree roots to their boundary, proving that this would not lead to tree death and providing that the tree in question is not protected by a TPO or situated within a Conservation Area.

5.4 Landowners are reminded that if access to Council-owned land is required to carry out pruning they will require written permission from the Community Council before carrying out such works.

5.5 The Community Council will consider formal applications for tree work on its land, but these must be in writing, either by letter or email to:

Hawarden Community Council, Council Offices,

113 The Highway, Hawarden, Flintshire CH5 3DN.

Email: mail@hawardencommunitycouncil.gov.uk

6. Hedges

Hedges are an attractive feature on Council-owned land and they provide an important habitat for a wide range of species, offering food, shelter, protection from predators, wintering and nesting sites and acting as transit corridors. It is recognised that trimming hedges too severely can have a detrimental impact on their wildlife value.

Where there is no negative impact on health and safety, the Council aims to have taller bushier hedges. However, it will ensure that hedge growth does not impair the safety of highway or footpath users nor impede their access. Hedge cutting will not be conducted between March and August unless for urgent health and safety reasons.

TIPS TO REDUCE RISK:

- **Determine which trees are at risk** – to avoid public harm, property damage and costly liability claims, regularly assess trees for risks. Consider the age, size and location of the trees. Look out for signs of rotting, such as loose branches or dead roots.
- **Beware of encroaching tree roots** – when uneven, rotten or encroaching roots are ignored, they can cause subsidence to local homes, unsafe pavements and blocked drains. Safe pruning and effective waste removal are important for local safety.
- **Avoid overhanging branches** – overhanging branches can grow over boundaries and block natural sunlight into homes. Keep in mind that fallen trees and branches can cause vehicle damage, road blocks and even accidents, especially in bad weather.
- **Create a tree inspection process** – it's a good idea to have a structured inspection routine in place. If the tree is at risk, put actions in place to legally remove or repair the tree to avoid personal injury or property damage.

For further information, see

<http://hse.gov.uk/treework/index.htm>

March 2023

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Aug-23

Ref:	Voucher No:	Payee:	Amount
6335(FG)	BB/23/21	Ewloe PO - agendas July	£ 22.50
DD	BB/23/22	SSE - unmetered supplies - June	£ 1,031.06
BACS	BB/23/23	Net World Sports goalposts x2 - Brookes Ave	£3,219.93
BACS	BB/23/24	Litter Collector - Salary August	£1,303.08
BACS	BB/23/25	HMRC - Salary August	£241.64
BACS	BB/23/26	Clwyd Pension Fund - Salary August	£452.06
6335(FG)	BB/23/27	Tool Station - nuts/washers, goal posts	£59.43
BACS	BB/23/28	N.D. - quickset cement, goal posts	£71.95
DD	BB/23/29	SSE - unmetered supplies - July	£926.72
BACS	BB/23/30	H W Oultram - fuel July	£69.12
DD	BB/23/31	ICO - Annual Subscription	£35.00
BACS	BB/23/32	FCC - Summer playscheme 2023	£1,595.80
BACS	BB/23/33	AP - bird seed	£17.99
6335(FG)	BB/23/34	Asda - compost/plants, planters Bretton	£12.00
		TOTAL	£ 9,058.28

Chairman:

Chair of Finance:

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Sep-23

Ref:	Voucher No:	Payee:	Amount
BACS	BB/23/35	HCC - Joint Maintenance - August	£ 5,693.44
BACS	BB/23/36	Litter Collector - salary September 2023	£ 1,303.08
BACS	BB/23/37	Central Administration / General Maintenance	£ 4,934.88
BACS	BB/23/38	Clwyd Pension Fund - September 2023	£452.06
BACS	BB/23/39	HMRC - September 2023	£241.64
		TOTAL	£ 12,625.10

Chairman:

Chair of Finance:

Broughton & Bretton Community Council

Bank - Cash and Investment Reconciliation as at 4 August 2023

<u>Confirmed Bank & Investment Balances</u>			
<u>Bank Statement Balances</u>			
04/08/2023	Lloyds Current A/C	11,922.86	
31/07/2023	Lloyds 30 Day a/c	42,284.44	
			54,207.30
<u>Unpresented Payments</u>			
			2,869.44
			51,337.86
<u>Receipts not on Bank Statement</u>			
			0.00
Closing Balance			
<u>All Cash & Bank Accounts</u>			
1	Lloyds Current a/c		9,053.42
2	Lloyds 30 Day a/c		42,284.44
	Other Cash & Bank Balances		0.00
	Total Cash & Bank Balances		51,337.86