

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

SGJ/B&B 15.07.21

15th July 2021

To: ALL MEMBERS OF COUNCIL


Dear Councillor

YOU ARE HEREBY SUMMONED to attend a **VIRTUAL MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** to be held remotely (*The Local Authorities (Coronavirus) (Wales) Regulation 2020*) on **TUESDAY 20th July 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



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

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COUNCIL OFFICES

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CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

VIRTUAL MEETING

20 JULY 2021

A G E N D A

1. APOLOGIES FOR ABSENCE:

2. DECLARATIONS ON INTEREST:

3. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the meeting of the Council held on 15th June 2021, copy attached.

4. MATTERS ARISING FROM MINUTES:

5. CO-OPTION IN SOUTH WARD:

One request has been received for the co-option vacancy within the deadline of 8th July, 2021. Members are asked to consider the request and take a vote on whether to co-opt the candidate. *(Details will be emailed separately).*

**6. INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT (IRPW) –
FEBRUARY 2021 – PAYMENTS TO MEMBER OF COMMUNITY AND TOWN COUNCILS:**

To review Determinations 42-50 in Table 9 attached noting the “mandatory” payments as outlined. Decisions taken will apply to all Members at the levels determined by the IRPW. An individual member may make a personal decision to elect to forgo all or part of the entitlement to any of these allowances by giving notice, in writing, to the proper officer of the council.

7. AIRBUS RESIDENTS MEETING 13TH JULY 2021:

To receive any feedback from members relating to the Airbus Residents meeting and to review the presentation pack which will be emailed to members separately. Whilst the content is not sensitive it is not to be shared widely.

8. ACCOUNTS FOR PAYMENT:

To approve the attached list of accounts for payments for July 2021.

9. BANK RECONCILIATION:

To receive a copy of the bank reconciliation statement for the period ending 28th June 2021, copy attached.

10. REQUEST FOR FUNDING FROM ST. DAVID'S HIGH SCHOOL:

Members will recall that a request had been considered at the previous meeting of the council and it had been resolved to defer any decision pending clarification of other contributory partners. The Clerk and Financial Officer will provide a verbal update and the council is asked to reconsider this request for funding.

11. 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 October, (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.

12. POLICE/HIGHWAY AND LIGHTING MATTERS:

To raise any relevant matters for communication to the office, North Wales Police and the County Highways department.

13. CLERK AND FINANCIAL OFFICER'S REPORT:

To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the month of July 2021.

14. COUNTY MEMBER ITEMS:

To receive any relevant information items.

15. MEMBERS INFORMATION ITEMS:

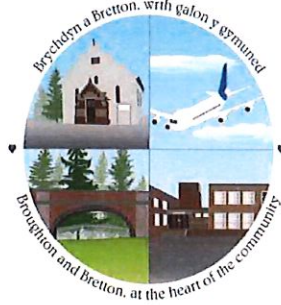
16. CHAIRMAN'S REMARKS:

17. PUBLIC BODIES (ADMISSION TO MEETINGS) 1960:

To consider the exclusion of the public and press as the following item has details about Heads of Terms within the lease.

18. COMMUNITY LIBRARY AT BROUGHTON C.P. SCHOOL:

The Clerk and Financial Officer will provide a verbal update on the current situation. The Clerk, together with the Chairman of the Council and the Chairman of Finance have recently met with school colleagues to discuss the new lease arrangements.



Minutes of the 'Virtual' Meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
15 JUNE 2021

PRESENT: Councillor Ryan McKeown (Chairman)

Councillors: Klaus Armstrong-Braun, Penny Brett-Roberts, Ros Griffiths, Donna Lalek, Adam Lee, Mike Lowe, Billy Mullin, Linda Thomas.

Officers: Mrs S G Jones, Clerk & Financial Officer
Fran Griffiths, Administrator

1/21 APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors Derek Butler and Chrissy Gee due to illness and Lindsay Jones for a work commitment.

2/21 DECLARATIONS OF INTEREST:

There were no declarations of interest.

3/21 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 18th May 2021 be approved as a correct record.

4/21 MATTERS ARISING FROM THE MINUTES:

In relation to minute number 133/20 Councillor Ryan McKeown said that he had requested that an item be placed on the agenda for the next meeting of the Community Centre Management Committee to discuss the number of community councillors on their committee and amend their constitution if required.

5/21 INTERNAL AUDIT:

A copy of the internal audit report for the year ending 31st March 2021 had been circulated to Members prior to the meeting.

The Clerk and Financial Officer had produced an Action Plan for Members approval in relation to how each of the recommendations would be addressed.

IT WAS RESOLVED: to receive the 2020/21 Internal Audit report and note the follow up actions

6/21 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2021:

The Annual Return had been circulated to Members prior to the meeting.

The Clerk and Financial Officer sought Members' approval of the Annual Return together with the governance statements prior to submission to the External Auditor.

IT WAS RESOLVED: to approve the Annual Return for submission to the External Auditor.

7/21 APPOINTMENT OF INTERNAL AUDITOR:

IT WAS RESOLVED: to agree to the appointment of JDH Business Services Ltd., as the Council's Internal Auditor for the financial year 2021-2022.

8/21 COUNCIL'S ANNUAL INSURANCE:

IT WAS RESOLVED: to approve the Council's insurance for 2021-22 noting that this was year three of a three-year agreement.

9/21 FINANCIAL POLICIES:

The following policies had been presented to members for annual review:

Policy on income

Annual investment strategy

Financial Risk Assessment for 2020/21 and 2021/22

Internal financial controls

The Council's Financial Risk Assessment had been updated to include mitigating measures to prevent supplier fraud, as advised by the Internal Auditor during the internal audit.

IT WAS RESOLVED: to approve the policies as reviewed and updated for 2021-22.

10/21 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the updated list of payments in the sum of £8,242.92 for June be approved.

11/21 BANK RECONCILIATION:

IT WAS RESOLVED: to receive and approve the bank reconciliations for the periods ending 30th April 2021 and 31st May 2021.

12/21 FUTURE MEETINGS:

The Clerk and Financial Officer had sought member opinion on whether to return to face to face meetings or remain meeting virtually, due to the current situation with the Covid.19 pandemic and in line with social distancing measures. Following the introduction of new legislation, councils had been encouraged to ensure that if a council decided to meet face to face then provision should be made available for members, members of the public and the press to attend virtually.

IT WAS RESOLVED: that the council continue to meet virtually pending the latest government guidance and research into the appropriate equipment to enable hybrid meetings.

13/21 NHS, SOCIAL CARE AND FRONTLINE WORKERS' DAY:

The Clerk and Financial Officer outlined that this national day of commemoration would be promoted on the Council's Facebook page and website and a banner purchased to be erected across the car park entrance. The day would be celebrated with a Covid secure, drop-in session at the council offices where a "cuppa and a biscuit" would be available from 11am until 3pm for all those eligible members.

IT WAS RESOLVED: to note the arrangements.

14/21 PLANNING APPLICATIONS:

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.

- (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) There were no planning appeals.
- (d) That the planning decisions be noted.

15/21 POLICE/HIGHWAYS AND LIGHTING MATTERS:

Members raised the following issues:

- Youngsters in their mid-20s making a lot of noise, playing with balloons and using laughing gas whilst watching the football at the Offas Dyke on Sunday – advised to ring NWP on 101.
- Overgrown foliage on Llys Caer and 2 lights out on Windsor Drive – reported to Streetscene.
- Councillors Mike Lowe and Billy Mullin attended a walk around with PCSO Helen Hawton. Request for her to attend a face to face meeting when guidelines allow.
- Paul Edwards of Flintshire County Council is preparing an action plan to deal with issues such as ditches and overgrown trees at Brookes Avenue.
- Glyn Banks is the new Cabinet Member for Streetscene and Transportation.
- Katie Wilby is the new Chief Officer for Streetscene and Transportation.

IT WAS RESOLVED: to note the updates.

16/21 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer advised that:

- i) the cost to the council for the joint maintenance agreement for June amounted to £5,478.43.
- ii) she also referred to the request from St. David's High School for a donation towards the cost of a new library but raised concern that it was not for Community Councils to provide funding to schools, but that a donation might be considered.

IT WAS RESOLVED TO:

- i) note the update.
- ii) Defer the decision from St. David's High School until the next meeting and after seeking confirmation whether other organisations would be donating including Saltney Town Council.

17/21 COUNTY MEMBERS INFORMATION ITEMS:

- i) Councillor Billy Mullin had recently spoken to the Housing Department at Flintshire County Council about the disgraceful condition of the garages at Gladstone Road and Windsor Drive. He had suggested that they be demolished and the sites made safe with barriers to prevent unauthorised entry. One garage was still occupied at Gladstone Road and notice would be sent to vacate the premises.
- ii) Councillor Billy Mullin had received an email about the proposed development of 300 houses at Warren Hall. Airbus had raised concerns that there were already too many houses on the flight path to Hawarden Airport. Members noted that the infrastructure in Broughton needed to improve to cope with the increase in housing.
- iii) Grass cutting at Parc Jasmin had been adopted by Flintshire County Council.

18/21 MEMBERS' ITEMS:

Councillor Adam Lee confirmed that Broughton Park Football Club and Broughton Super Saints Football Club had been keen to merge with approximately 300 children involved. He had spoken to Football Association Wales about the problem of poor drainage at Brookes Avenue and the need to improve facilities.

The clubs have a responsibility under the Health and Well Being Act and Councillor Billy Mullin said that he would make contact with Neal Cockerton at the County Council.

Councillor Billy Mullin suggested that Dan Collings, the new Communication Manager at Airbus be invited to a future meeting to discuss current issues.

19/21 CHAIRMAN'S REMARKS:

Councillor Ryan McKeown confirmed that he and Councillor Klaus Armstrong Braun would attend a virtual meeting of the Post Covid Re-generation of Town Centres on 23rd June 2021.

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jun-21

Ref:	Voucher No:	Payee:	Amount
6327(FG)	BB/21/01	Ewloe PO - Agendas May	£ 21.96
BACS	BB/21/02	OVW - course Donna Lalek	£ 60.00
BACS	BB/21/03	Bewcraft Signs - vehicle graphics	£ 492.00
BACS	BB/21/04	SLCC - SLCC/OVW Virtual Conf - R.McK	£ 54.00
BACS	BB/21/05	SLCC - SLCC/OVW Virtual Conf - S.J.	£ 54.00
BACS	BB/21/06	Clwyd Pension Fund - Salaries June	£ 363.30
BACS	BB/21/07	HMRC - Salaries June	£ 178.44
BACS	BB/21/08	Salaries - June	£ 1,136.35
6327(FG)	BB/21/09	Eventbrite 23.06.21 R.McK/KAB	£ 100.00
BACS	BB/21/10	JDH Business - Internal Audit 2020/21	£ 289.80
6327(FG)	BB/21/11	Ewloe PO - Agendas June	£ 14.64
BACS	BB/21/12	HCC - Joint Maintenance - June	£ 5,478.43
		TOTAL	£ 8,242.92

Chairman:

Chair of Finance:

Broughton and Bretton Community Council
Planning Committee – 15 June 2021

APPLICATIONS
ALREADY
CONSIDERED.

Planning Applications:

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
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1.	062966 Ward: Broughton North East	Application for a lawful development certificate for a proposed use or development	101 Main Road, Broughton	No objections
2.	063042 Ward: Broughton South	Erection of a single storey wrap around extension	7 The Birches, Broughton	No objections

13. Payments to Members of Community and Town Councils

- 13.1 The Panel recognises a wide variation in geography, scope and scale across the 735 community and town councils in Wales, from small community councils with relatively minimal expenditure and few meetings to large town councils with significant assets and responsibilities.
- 13.2 The COVID pandemic limited the Panel's opportunities for face to face engagement in 2020/2021. However, the Panel attended RCT's Community Council liaison online meeting in November and a number of other constructive digital engagements throughout this period. The year before, the Panel met with over 304 Councillors and Clerks representing 302 community and town councils in 17 meetings it held across Wales. The discussions re-confirmed the widely held view that the roles individual councils undertake varied significantly and in accordance with this wide variation, the responsibilities and accountabilities of councillors must also vary. Councillors managing income or expenditure of £1million and those delivering significant services, including some that might have been delegated from principal councils, are operating in a much more complex environment than a council with an annual budget of less than £30,000.
- 13.3 In the 2018 Annual Report the Panel formed 3 groups of community and town councils to reflect these differences based on the level of income or expenditure, whichever is the highest, in the previous financial year. These remain unchanged as set out in Table 8.

Table 8: Community and Town Council Groupings

Community and Town Council Group	Income or Expenditure in 2020-2021 of:
A	£200,000 and above
B	£30,000 - £199,999
C	Below £30,000

- 13.4 In order to act and carry out duties as a member of a community or town council all persons are required to make a formal declaration of acceptance of office. Following this declaration, members of community or town councils are then holders of elected office and occupy a role that is part of the Welsh local government structure. It is important to note that a person who follows this path is in a different position to those in other forms of activity, for example such as volunteering or charitable work, typically governed by the Charity Commission for England and Wales.
- 13.5 Under the Local Government (Wales) Measure 2011, community and town councils are relevant authorities for the purpose of remuneration.
- 13.6 Consequently, individuals who have accepted office as a member of a

community or town council are entitled to receive payments as determined by the Independent Remuneration Panel for Wales. It is the duty of the proper officer of a council (usually the Council Clerk) to arrange for correct payments to be made to all individuals entitled to receive them.

- 13.7 Members should receive monies to which they are properly entitled as a matter of course. There must be no requirement for individuals to 'opt in' to receive payments.
- 13.8 An individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so.
- 13.9 The Panel considers that any member who has personal support needs or caring responsibilities should be enabled to fulfil their role. Therefore, the Panel is mandating contribution towards costs of care and personal allowance for all members of community and town councils as set out in Determination 41.
- 13.10 Each community and town council must ensure that it does not create a climate which prevents persons accessing any monies to which they are entitled that may support them to participate in local democracy. Payments should be made efficiently and promptly.
- 13.11 Members in receipt of a Band 1 or Band 2 senior salary from a principal council cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance. However, this does not preclude them from holding a senior role (Leader, Deputy Leader) without payment.
- 13.12 Table 9 sets out the actions that community and town councils must take annually in respect of each determination that follows.

Payments towards costs and expenses

- 13.13 The Panel continues to mandate a payment of £150 as a contribution to costs and expenses for members of all community and town councils.
- 13.14 For the avoidance of doubt this determination now includes all councils. Receipts are not required for these payments.

<p>Determination 42: All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.</p>
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Senior roles

- 13.15 The Panel recognises that specific member roles especially within the larger community and town councils, for example a committee chair, will involve greater responsibility. It is also likely that larger councils will have a greater number of committees, reflecting its level of activity. The Panel has therefore determined that councils in Group A must make available a payment for a minimum of one senior role and a maximum of five senior roles of £500 each. Councils in Groups B and C can pay up to five responsibility payments (of up to £500) for specified roles.
- 13.16 In all cases, a Councillor can only have one payment of £500 regardless of how many senior roles they hold within their Council.

Determination 43: Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination 44: Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

- 13.17 Where a person is a member of more than one community or town council, they are eligible to receive the £150 and, if appropriate, £500 from each council of which they are a member.

Contribution towards costs of care and personal assistance

- 13.18 The purpose of this is to enable people who have personal support needs and or caring responsibilities to carry out their duties effectively as a member of an authority. The Panel's determinations in section 10 apply to Community and Town Councils.

Reimbursement of travel costs and subsistence costs

- 13.19 The Panel recognises there can be significant travel and subsistence costs associated with the work of community and town council members, especially where the council area is geographically large and/or when engaging in duties outside this area. Each council has an option to pay travel and subsistence costs including travel by taxi if this is the only, or most appropriate, method of transport. Where a council does opt to pay travel and subsistence costs, the following determinations apply.

Determination 45: Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.⁷ Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per mile per passenger carried on authority business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

Determination 46: If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:

- £28 per 24-hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

Compensation for financial loss

- 13.20 The Panel has retained the facility which councils may pay as compensation to their members where they suffer financial loss when attending approved duties. Members must be able to demonstrate that the financial loss has been incurred. Each council has an option to pay compensation for financial loss and where it does the following determination applies.

Determination 47: Community and town councils can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as follows:

- Up to £55.50 for each period not exceeding 4 hours
- Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours

⁷ Where a member who is on official business or an approved duty is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.

Civic Head and Deputy Civic Head

- 13.21 Civic heads are senior posts within community and town councils. In addition to chairing major meetings the civic head is the 'ambassador' representing the council to a variety of institutions and organisations. The Panel requires that members should not have to pay themselves for any cost associated with carrying out these duties. This requirement also applies in respect of deputy civic heads.
- 13.22 The Panel recognises the wide range of provision made for civic heads in respect of transport, secretarial support, charitable giving and clothing – we consider these to be the council's civic budgets.
- 13.23 Funding decisions in relation to these civic budgets are not matters of personal remuneration for the post holder but relate to the funding required for the tasks and duties to be carried out. Councils remain free to set civic budgets at whatever levels they deem appropriate for the levels of civic leadership they have in place.
- 13.24 For the avoidance of doubt, costs in respect of, for example, transport (physical transport or mileage costs), secretarial support, charitable giving (purchasing tickets, making donations or buying raffle tickets) and clothing are not matters of personal remuneration for the individual holding the senior post. These should be covered by the civic budget.
- 13.25 Recognising that some mayors and chairs of community and town councils and their deputies are very active during their year of office, the Panel has determined that community and town councils can make a payment to the individuals holding these roles.
- 13.26 This is a personal payment to the individual and is entirely separate from covering the costs set out above.
- 13.27 The Panel has determined that the maximum payment to a chair or mayor of a community or town council is £1,500. The maximum payment to a deputy mayor or chair is £500.

Determination 48: Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Determination 49: Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Making Payments to members

- 13.28 Table 9 sets out each of the above determinations and if a decision is required by the council in respect of each one.
- 13.29 In respect of the mandated payments where no decision is required by a council, members should receive monies to which they are properly entitled as a matter of course.
- 13.30 Where a decision is required by the council, this should be done at the first meeting following receipt of the Annual Report.
- 13.31 A council can adopt any, or all, of the non-mandated determinations but if it does make such a decision, it must apply to all its members.
- 13.32 When payments take effect from is set out in paragraphs 13.36 to 13.38 below.
- 13.33 On receipt of the draft Annual Report the previous autumn, councils should consider the determinations for the next financial year and use this to inform budget plans.

Table 9

Determination Number	Is a decision required by council?
42 All community and town councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.	No - the payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it in writing.
43 Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Yes – a council must decide how many payments of £500 it will make – to between 1 and 5 members.
44 Community and town councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.	Yes – it is optional to pay it for up to 5 members and, if it is paid, the amount (up to £500) must be decided.
45 Community and town councils can make payments to each of their members in respect of travel costs for attending approved duties.	Yes – the payment of travel costs is optional.

Determination Number	Is a decision required by council?
46 If a community or town council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members.	Yes – the payment of overnight subsistence expenses is optional.
47 Community and town councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.	Yes – the payment of financial loss allowance is optional.
48 Community and town councils can provide a payment to the mayor or chair of the council up to a maximum of £1,500.	Yes – the payment to a Civic Head is optional.
49 Community and town councils can provide a payment to the deputy mayor or deputy chair of the council up to a maximum amount of £500.	Yes – the payment to a Deputy Civic Head is optional.
50 Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.	No - Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) can only receive travel and subsistence expenses and contribution towards costs of care and personal assistance; if they are eligible to claim, and wish to do so.

13.34 All members are eligible to be paid the £150 as set out in Determination 42 from the start of the financial year; unless they are elected later in the financial year, in which case they are eligible for a proportionate payment from that date.

13.35 Other amounts payable to members in recognition of specific responsibilities or as a civic head or deputy civic head as set out in Determinations 43,44, 48 and 49 are payable from the date when the member takes up the role during the financial year.

13.36 It is a matter for each council to make, and record, a policy decision in respect of:

- when the payment is actually made to the member;
- how many payments the total amount payable is broken down into;
- and whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

13.37 Payments in respect of Determinations 43, 44, 45 and 46 are payable when the activity they relate to has taken place.

- 13.38 As stated in paragraph 13.8 any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.

Determination 50: Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, Deputy Leader or Executive Member) cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.

Publicity requirements

- 13.39 There is a requirement on community and town councils to publish details of all payments made to individual members in an annual Statement of Payments for each financial year. This information must be published on council noticeboards and or websites (with easy access) and provided to the Panel by email or by post no later than 30 September following the end of the previous financial year. The Panel draws attention to the requirements stipulated at Annex 4. The Panel is concerned that a significant number of councils are still in breach of this requirement.

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jul-21

Ref:	Voucher No:	Payee:	Amount
6327(FG)	BB/21/13	Came & Co - AP van insurance	£ 656.17
BACS	BB/21/14	Scottish Power - unmetered supplies May	£ 396.30
6327(FG)	BB/21/15	Petty Cash	£ 50.00
BACS	BB/21/16	Came & Co - Annual Insurance Renewal	£ 1,233.81
BACS	BB/21/17	Cllr. PBR - Mandatory Allowance	£ 120.00
BACS	BB/21/18	HMRC - Mandatory Allowance Cllr. PBR	£ 30.00
6327(FG)	BB/21/19	Ewloe PO - Audit Report	£ 3.23
BACS	BB/21/20	Salaries - July	£ 1,136.35
BACS	BB/21/21	HMRC - Salaries July	£ 178.44
BACS	BB/21/22	Clwyd Pension Fund - Salaries July	£ 363.30
BACS	BB/21/23	Scottish Power - June	£ 383.58
BACS	BB/21/24	Hawarden CC SLA July	£ 7,242.00
		TOTAL	£ 11,793.18

Chairman:

Chair of Finance:

Broughton & Bretton Community Council

Bank - Cash and Investment Reconciliation as at 28 June 2021

Item 9

Confirmed Bank & Investment Balances

Bank Statement Balances

28/06/2021	Lloyds Current A/C	5,758.61
09/06/2021	Lloyds 30 Day a/c	114,613.48
19/09/2014	NS&I Treasurers A/C	0.00
10/12/2019	Nat West Bus Res A/C	0.00

120,372.09

Unpresented Payments

2,427.22

117,944.87

Receipts not on Bank Statement

33.00

Closing Balance

117,977.87

All Cash & Bank Accounts

1	Lloyds Current a/c	3,364.39
2	Lloyds 30 Day a/c	114,613.48
3	Investment a/c	0.00
4	Nat West Business Reserve A/C	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 117,977.87

Broughton and Bretton Community Council
Planning Committee – 20 July 2021

Item 11
(ii)

Planning Applications:

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
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1.	063102 Ward: Broughton North East	Application for prior notification of proposed demolition	Airbus – building 058 Chester Road, Broughton	Target Date: 06.08.21 No docs available
2.	063038 Ward: Broughton South	Erection of an attached garage to side extension	45 Cherrydale Road, Broughton	Stef Connah Target Date: 01.08.21
3.	063095 Ward: Broughton South	Demolition of conservatory – proposed single storey rear extension	13 Brookes Avenue, Broughton	Stef Connah Target Date: 04.08.21
4.	063119 Ward: Broughton South	Erection of a second storey side extension and single storey rear extension	4 Cherrydale Road, Broughton	Stef Connah Target Date: 10.08.21
5.	063182 Ward: Broughton North East	Single storey side and rear extension	4 Meadow Road, Broughton	Target Date: 25.08.21 No docs available

Notification of Planning Decisions from Flintshire County Council

No.	Planning Application Number	Proposal	Address	Decision:
1.	062100 Ward: Broughton North East	Change of use from Use Class B1 to Use Class D2 (Gymnastics Academy)	Bay 3A, Aviation Park, Flint Road, Saltney Ferry	Approved Delegated Officer 11.06.21
2.	062293 Ward: Broughton North East	Conversion of Unit 1 from Class A1 shop to Class A3 coffee shop drive-thru, introduction of additional 14 sqm GIA customer toilet area, external elevation alterations, layout alterations associated with the introduction of drive-thru lanes, customer external seating area, landscaping and other associated works.	Former Carphone Warehouse, Unit 1 Chester Road, Broughton	Approved Delegated Officer 21.06.21
3.	062966 Ward: Broughton North East	Application for a Lawful Development Certificate for a Proposed use or development.	101 Main Road, Broughton	Approved Delegated Officer 30.06.21
4.	062812 Ward: Broughton South	Front and rear dormers to existing dormer bungalow and internal alterations	14 Madeley Close, Broughton	Approved Delegated Officer 30.06.21