

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

SGJ/B&B 18.03.2025

12.03.2025

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 18<sup>th</sup> March 2025 at 6:30PM**. 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 Swydddog Cyllidol Clerk & Financial Officer*

• • •

**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  
Epost/Email: [mail@broughtonandbrettoncommunitycouncil.gov.uk](mailto:mail@broughtonandbrettoncommunitycouncil.gov.uk)  
[www.broughtonandbrettoncommunitycouncil.gov.uk](http://www.broughtonandbrettoncommunitycouncil.gov.uk)



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

**HYBRID MEETING**

**18<sup>th</sup> March 2025**

**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 18<sup>th</sup> February 2025, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**
- 5. VACANCIES IN THE BROUGHTON NORTH EAST AND SOUTH WARD:**

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

## 6. CHAIR'S REMARKS:

### PLANNING AND GENERAL PURPOSES COMMITTEE:

## 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 March, copy 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 attached planning decisions for March.

## 8. **190/24 DEMOCRACY AND BOUNDARY COMMISSION CYMRU 2025 – POLICY AND PRACTICE DOCUMENT IN PREPERATION FOR THE 2025 ELECTORAL REVIEW PROGRAMME:**

The Commission is seeking views on the Policy and Practice document and the closing date for responses is **24 March 2025**. The Commission intends to commence ERP 2025 from April 2025 onwards.

The Policy and Practice document can be found via the following link: <https://www.dbcc.gov.wales/reviews/02-25/2025-erp-draft-policy-and-practice>

The Council is asked to consider its response.

**9. DEMOCRACY AND BOUNDARY COMMISSION CYMRU:  
FINAL DETERMINATIONS FOR THE 2026 REVIEW OF  
SENEDD CONSTITUENCIES:**

The Commission has confirmed the 16 new Senedd constituencies which have been created by pairing the 32 UK parliamentary constituencies in Wales, ensuring that each constituency is contiguous.

These constituencies will take effect automatically at the 2026 Senedd election.

These determinations have been made following 4-week consultation periods on the Initial and Revised Proposals.

This review has been carried out on the basis of rules laid down by the Senedd Cymru (Members and Elections) Act 2024 which requires the DBCC to submit a formal report of its Final Determinations before 1 April 2025.

Council is asked to note the report. You can find the Final Determinations [here](#).

**10. THE ROLE, GOVERNANCE AND ACCOUNTABILITY OF THE  
COMMUNITY AND TOWN COUNCIL SECTOR:**

The Local Government and Housing Committee, Senedd have concluded its inquiry, thanked consultees for their submissions and produced its final report. The report is available via the following link: <https://senedd.wales/media/ldqbgvzu/cr-ld17034-e.pdf>

The council is asked to note the attached report.

**11. VE/VJ Day and other commemorative events for WWII**

The council is asked to consider what commemorative events, if any, it would like to participate in.

**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. REQUEST FOR A COMMUNITY DEFIBRILLATOR:**

To agree to add a community defibrillator at the Mill House Public House to the Council's Asset Register.

**17. STREET LIGHTING:**

To raise any street lighting faults or related matters.

**FINANCE AND STAFFING COMMITTEE:**

**18. SMALL GRANT APPLICATIONS:**

To consider any small grant applications received; copies to follow.

**19. ACCOUNTS FOR PAYMENT:**

To receive the list of payments for March, copy attached.

**20. BANK RECONCILIATION:**

To receive and note the bank reconciliation statement for the period ending 28<sup>th</sup> February 2025, copy attached.

**21. 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 March and any other relevant matters.



Minutes of the Hybrid meeting of  
**BROUGHTON AND BRETTON COMMUNITY COUNCIL**  
held on  
**18<sup>th</sup> February 2025**

**PRESENT:** Councillor Chrissy Gee (Chairman)

Councillors: Jeffrey Brett-Roberts, Penny Brett-Roberts, Barrie Gregory, Ros Griffiths, Ryan McKeown, and Billy Mullin.

Officers: Sharron G Jones, Clerk & Financial Officer  
Georgey Griffiths, Assistant Clerk

Others: None

**133/24 APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Klaus Armstrong-Braun, Sam Jennings, Mike Lowe, Sara Mason and Gareth Williams.

**134/24 DECLARATIONS OF INTEREST:**

There were none.

**135/24 MINUTES OF THE PREVIOUS MEETING:**

**IT WAS RESOLVED:** that the minutes of the previous meeting held on 21<sup>st</sup> January 2025 be approved as a correct record, save and except that, the Clerk and Financial Officer wished to add that the payment for the library was circa £13k not £11k and that the comments about the NNDR be looked into.

### **136/24 MATTERS ARISING FROM THE MINUTES:**

There were none.

### **137/24 JOINT SERVICES COMMITTEE:**

**IT WAS RESOLVED:** that the minutes of the Joint Services Committee meetings held on 20<sup>th</sup> November 2024 and 22<sup>nd</sup> January 2025, be approved and noted.

### **138/24 VACANCIES IN THE BROUGHTON NORTH EAST AND SOUTH WARD:**

The Clerk and Financial Officer shared that both vacancies had been put on the Community Council website and shared on social media.

**IT WAS RESOLVED:** that the update be noted.

### **139/24 CHAIRMAN'S REMARKS:**

The Chairman had no new updates.

### **PLANNING AND GENERAL PURPOSES COMMITTEE:**

### **140/24 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.



- (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.

#### **141/24 POLICE MATTERS:**

Members had no new items to report, but asked if the PCSO Enfys Roberts could be invited to future meetings again.

**IT WAS RESOLVED:** that PCSO Enfys Roberts be sent the dates for the 2025 Council meetings.

#### **142/24 HIGHWAYS/STREETSCENE MATTERS:**

Members raised the following concerns:

- The trees by the Offa's Dyke Pub were still overgrown and covered the street light.
- Residents had repeatedly asked for nappy bins and once they received them, they had not been added to the collection rota which meant that they piled up.

**IT WAS RESOLVED:** that the issues be submitted to John Griffiths, Senior Highways Officer, for action.

#### **143/24 COUNTY MEMBERS ITEMS:**

A member asked whether the Recycling Hub at Broughton Library could be advertised more widely as a lot of residents had not been made aware of the facility. The Clerk and Financial Officer said that she will produce a poster and add it to the Community Council website and social media.

A member reported that a tree on Greenfield Road in the grounds of Broughton CP School had caused sufficient damage to a resident's fence. The school had been contacted and awaited a call from Dewi Ellis, Flintshire County Council, to assess the condition of the tree.

**IT WAS RESOLVED:** that the details of the Recycling Hub at Broughton Library be added to the Community Council Website.

**144/24 MEMBERS INFORMATION ITEMS:**

Members had nothing to report.

**145/24 CHESHIRE WEST AND CHESTER TO GET 15M GOVERNMENT FUNDING TO FIX POT HOLES:**

**IT WAS RESOLVED:** that the information be noted.

**LIGHTING AND AMENITIES COMMITTEE:**

**146/24 STREET LIGHTING:**

As above, a member reported that the trees had still not been cut back and continued to cover the street light outside the Offas Dyke Public House.

**IT WAS RESOLVED:** that the overgrown tree be reported again to Flintshire County Council.

**147/24 FINANCE AND STAFFING COMMITTEE:**

**130/24 ACCOUNTS FOR PAYMENT:**

**IT WAS RESOLVED:** that the list of payments in the sum of £11,918.52 for February, be approved.

**148/24 BANK RECONCILIATION:**

**IT WAS RESOLVED:** that the bank reconciliation for the period ending 31<sup>st</sup> January be noted.

**149/24 CLERK AND FINANCIAL OFFICER'S REPORT:**

The Clerk and Financial Officer advised that the cost to the council for the Service Level Agreement in February had been £6,689.28

**IT WAS RESOLVED:** to note the update.

Broughton and Bretton Community Council  
 Planning Committee – 18<sup>th</sup> February 2025

Planning applications:

| No. | Planning Application Number                 | Proposal  | Address  | CASE OFFICER                                  |
|-----|---|---|--|---|
| 1.  | LDP/000106/25<br>Ward: Broughton North East | S192 application for single-storey rear extension and part garage conversion  | 13, St Marys Way, Broughton, Chester, CH4 0NQ                                  | Jon Williams<br>03.02.2025<br><b>Approved</b> |
| 2.  | ADV/000112/25<br>Ward: Broughton North East | Illuminated Logo above entrance doors and blade sign  | White Stuff, Unit 3A1, Broughton Shopping Park, Broughton, Flintshire, CH4 0DE | Stef Connah<br>05.02.2025<br><b>Approved</b>  |
| 3.  | ADV/000057/25<br>Ward: Broughton North East | Advertisement Consent for new fascia on the glass facade - approximately 3 meters long and 0.5 meters wide, at a height of about 3.5 meters from the ground and two projection hanging signs to be installed at each end of the unit, each measuring 0.5 meters wide by 0.5 meters high, placed at a height of approximately 3.7 meters | 13A, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP        | Stef Connah<br>24.01.2025<br><b>Approved</b>  |
| 4.  |   |   |  |   |
| 5.  |   |   |  |   |
| 6.  |   |   |  |   |

**BROUGHTON AND BRETTON Community Council**  
**Accounts for Payment**  
**Feb-25**

| Ref:    | Voucher No: | Payee:   | Amount            |
|---------|-------------|--|-------------------|
| BACS    | BB/24/89    | Cllr Gregory - MMA 2025                            | £206.00           |
| BACS    | BB/24/90    | Cllr Williams - MMA 2025                           | £206.00           |
| BACS    | BB/24/91    | Cllr Jeff Brett-Roberts - MMA 2025                 | £206.00           |
| BACS    | BB/24/92    | Cllr Penny Brett-Roberts - MMA 2025                | £206.00           |
| BACS    | BB/24/93    | Cllr Gee - MMA 2025                                | £206.00           |
| BACS    | BB/24/94    | Cllr Jennings- MMA 2025                            | £206.00           |
| BACS    | BB/24/95    | Cllr Mason - MMA 2026                              | £206.00           |
| BACS    | BB/24/96    | M.O / Post Office- Refund for Agenda Postage - Jan | £31.50            |
| BACS    | BB/24/97    | Litter Collector - Salary - February               | £1,478.35         |
| GG 6335 | BB/24/98    | Clwyd Pension Fund - Salary - February             | £520.61           |
| BACS    | BB/24/99    | HMRC - Salary - February                           | £316.58           |
| BACS    | BB/24/100   | HCC - SLA - February                               | £6,689.28         |
| BACS    | BB/24/101   | Gov.uk - Vehicle Tax - KK18 (TBR HCC)              | £335.00           |
| BACS    | BB/24/102   | SSE Energy - Street Lighting - Dec 2024            | £769.30           |
| GG 6335 | BB/24/103   | Zoom - Zoom Subscription Fee                       | £129.90           |
| BACS    | BB/24/104   | Cllr Mullin - MMA 2025                             | £206.00           |
|         |             | <b>TOTAL</b>                                       | <b>£11,918.52</b> |

Chairman:



Chair of Finance:



Broughton and Bretton Community Council  
 Planning Committee – 18<sup>th</sup> March 2025

ITEM 7

Planning applications:

| No. | Planning Application Number                 | Proposal   | Address   | CASE OFFICER              |
|-----|---|--|---|---------------------------|
| 1.  | OUT/000090/25<br>Ward: Broughton South      | Outline application for demolition of derelict industrial unit and erection of 2 dwellings | TANFIELD HOUSE,<br>Old Warren,<br>Broughton, Chester,<br>CH4 OEG            | Alison Dean<br>20.02.2025 |
| 2.  | FUL/000118/25<br>Ward: Broughton North East | Installation of electric vehicle charging (EVC) and associated works.                      | BROUGHTON SHOPPING PARK,<br>Chester Road,<br>Broughton, Chester,<br>CH4 ODP | Stef Connah<br>13.02.2025 |
| 3.  |   |  |   |                           |
| 4.  |   |  |   |                           |
| 5.  |   |  |   |                           |
| 6.  |   |  |   |                           |

ITEM 7

Broughton and Bretton Community Council  
Planning Committee – 18<sup>th</sup> March 2025

Planning Applications confirmed by FCC

| No. | Planning Application Number & Date | Proposal | Address | CASE OFFICER |
|-----|------------------------------------|----------|---------|--------------|
|-----|------------------------------------|----------|---------|--------------|

|    |   |  |   |  |
|----|---|--|---|--|
| 1. | FUL/000006/25<br>Ward: Broughton South      | Proposed side extension to increase no. of bedrooms, all with ensuite and a double garage. | The Hawthorns, Main Road, Broughton, Chester, CH4 0NT | 05.03.2025<br>Stef Connah<br><b>Approved</b> |
| 2. | ADV/000023/25<br>Ward: Broughton North East | Application for consent to display and advertisement for Roundabout Sponsorship Signs      | Roundabout 29, Broughton Retail Park, Broughton       | 21.02.2025<br>Stef Connah<br><b>Approved</b> |
| 3. |   |  |   |  |
| 4. |   |  |   |  |
| 5. |   |  |   |  |
| 6. |   |  |   |  |

ITEM 19

**BROUGHTON AND BRETTON Community Council**  
**Accounts for Payment**  
**Mar-25**

| Ref: | Voucher No: | Payee:  | Amount            |
|------|-------------|---|-------------------|
| BACS | BB/24/105   | Arwyn Parry Construction - Pond work at Country Park    | £7,200.00         |
| BACS | BB/24/106   | Vision ICT - Website Hosting - April 25 - March 26      | £432.00           |
| BACS | BB/24/107   | Vision ICT - Fee for Domain Renewal April 25 - March 27 | £78.00            |
| BACS | BB/24/108   | HCC - Repayment for Feb Agendas                         | £23.40            |
| BACS | BB/24/109   | Bretton Chapel - Christmas Tree Lighting                | £45.00            |
| DD   | BB/24/110   | SSE Energy - Street Lighting - 01.01.25-31.01.25        | £769.30           |
| BACS | BB/24/111   | Litter Collector - Salary - March                       | £1,478.15         |
| BACS | BB/24/112   | HMRC - Salary - March                                   | £316.78           |
| BACS | BB/24/113   | Clwyd Pension Fund                                      | £520.61           |
| BACS | BB/24/114   | HCC - SLA March 2025                                    | £8,016.44         |
| BACS | BB/24/115   | SLCC - Cllr Gee - Online Conference                     | £78.00            |
| BACS | BB/24/116   | H W Oultram - Vehicle Fuel - February 2025              | £72.12            |
|      |             | <b>TOTAL</b>  | <b>£19,029.80</b> |

Chairman:

Chair of Finance:



Broughton & Bretton Community Council

ITEM 20

Bank - Cash and Investment Reconciliation as at 28 February 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

|            |                   |           |
|------------|-------------------|-----------|
| 28/02/2025 | 16622.28          | 26,930.76 |
| 28/02/2025 | Lloyds 30 Day a/c | 40,504.61 |

**67,435.37**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

**67,435.37**

All Cash & Bank Accounts

|   |                                       |                  |
|---|---------------------------------------|------------------|
| 1 | Lloyds Current a/c                    | 26,930.76        |
| 2 | Lloyds 30 Day a/c                     | 40,504.61        |
|   | Other Cash & Bank Balances            | 0.00             |
|   | <b>Total Cash &amp; Bank Balances</b> | <b>67,435.37</b> |