



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 18<sup>th</sup> 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 31<sup>st</sup> 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 30<sup>th</sup> April 2021 and 31<sup>st</sup> 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 23<sup>rd</sup> June 2021.