



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
21st May 2024

PRESENT: Councillor Chrissy Gee (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Penny Brett-Roberts, Veronica Gay, Barrie Gregory, Ros Griffiths, Sam Jennings, Mike Lowe, Sara Mason, Ryan McKeown, Billy Mullin, Adam Williams and Gareth Williams

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

01/24 APPOINTMENT OF CHAIRMAN 2024/2025:

The previous past Chairman invited nominations for the position of Chairman for the Municipal Year 2024/2025. On being put to a vote, Councillor Chrissy Gee was duly elected Chairman of Broughton and Bretton Community Council for the Municipal Year 2024/2025.

Councillor Chrissy Gee duly completed her Declaration of Acceptance of Office form and thanked Members for supporting her nomination.

IT WAS RESOLVED: that Councillor Chrissy Gee be appointed Chairman of the Community Council for the Municipal year 2024/2025.

1 Chair's signature: _____

02/24 APPOINTMENT OF VICE-CHAIRMAN 2024/2025:

The Chairman requested nominations for the position of Vice-Chairman of the Council for the Municipal Year 2024/2025. On being put to a vote, Councillor Ryan McKeown was duly elected as Vice-Chairman for the 2024-25 municipal year.

Councillor Ryan McKeown duly completed his Declaration of Acceptance of Office form and thanked members for their support.

IT WAS RESOLVED: that Councillor Ryan McKeown be appointed Vice-Chairman of the Community Council for the Municipal year 2024/2025.

03/24 APOLOGIES FOR ABSENCE:

There were none.

04/24 DECLARATIONS OF INTEREST:

There were none.

05/24 RETIRING CHAIR'S REMARKS:

Councillor Mullin said that it had been a pleasure to be the Chairman for the last year, despite it being an eventful year and his hospitalisation. He wished to thank everyone on the council for their support and assistance during his time of need and thanked Councillor Ryan McKeown in particular for his sterling work as Vice-Chairman which had been welcomed during the Chairman's period of illness.

He looked forward to the year ahead with the new Chair.

06/24 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 16th April 2024 be approved as a correct record.

07/24 MATTERS ARISING FROM THE MINUTES:

There were none.

08/24 2023-2024 ANNUAL REPORT:

The Clerk and Financial Officer had compiled the Council's Annual Report for 2023-2024 for members' consideration, amendment or addition. Members commended the Clerk and Financial Officer for the compilation of such a comprehensive report.

IT WAS RESOLVED: that the 2023-24 Annual Report be approved.

09/24 MEMBERS CODE OF CONDUCT:

IT WAS RESOLVED: to adhere to the Council's Code of Conduct.

10/24 STANDING ORDERS:

IT WAS RESOLVED: to approve the adherence to the Council's Standing Orders and to include the recording of meetings policy within the Standing Orders which had been agreed at the previous meeting.

11/24 EXPENDITURE POLICY AND FINANCIAL REGULATIONS:

IT WAS RESOLVED: to agree to abide by the Council's Financial Regulations and Expenditure Policy.

12/24 APPOINTMENT OF STANDING COMMITTEES:

IT WAS RESOLVED: to approve the Standing Committees of Planning and General Purposes, Lighting and Amenities and Finance and Staffing and to continue to run the committees following council meetings on a rolling agenda.

13/24 APPOINTMENT OF CHAIRMEN OF COMMITTEES:

IT WAS RESOLVED: to appoint the Chairman for each of the council’s standing committees for the municipal year as follows:

Planning and General Purposes – Gareth Williams
Lighting and Amenities – Sam Jennings
Finance and Staffing – Ros Griffiths

14/24 REPRESENTATION ON OUTSIDE BODIES:

IT WAS RESOLVED: to defer this item to the next meeting.

15/24 APPOINTMENT OF INTERNAL AUDITOR:

IT WAS RESOLVED: to approve the appointment of the Council’s Internal Auditor, JDH Business Services Ltd., for the financial year ending 31st March, 2025.

16/24 CLERK AND FINANCIAL OFFICER’S REPORT:

IT WAS RESOLVED: to receive the Council’s contributions for the Joint Maintenance service agreement for May at the next meeting.

17/24 DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2024/25:

IT WAS RESOLVED: to approve the dates of forthcoming meetings as follows:

18 th June 2024	21 st January 2025
16 th July 2024	18 th February 2025
17 th September 2024	18 th March 2025
15 th October 2024	15 th April 2025
19 th November 2024	

Meetings will commence at 7.20 p.m.

4 Chair’s signature: _____

It is customary for the Council to go into recess during August and December, when only urgent business is transacted. For this purpose, relevant Recess Sub-Committees, comprising the Chair of Council, the Chair of the relevant Committee and the Clerk and Financial Officer will be held to approve Planning and Finance matters.

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

18/24 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum £7,274.22 for May, be approved.

19/24 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ending 30th April be approved.

20/24 PLANNING APPLICATIONS AND DECISIONS:

(a) County Council Members:

That 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.