



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
19th May 2026

PRESENT: Councillor Ros Griffiths (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Penny Brett-Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Mike Lowe, Ryan McKeown, Billy Mullin, Michael Summers and Gareth Williams.

Officers: Mrs S G Jones, Clerk & Financial Officer

01/26 APPOINTMENT OF CHAIRMAN 2026/2027:

The previous past Chairman invited nominations for the position of Chairman for the Municipal Year 2026/2027. On being put to a vote, Councillor Ros Griffiths was duly elected Chairman of Broughton and Bretton Community Council for the Municipal Year 2026/2027.

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

IT WAS RESOLVED: that Councillor Ros Griffiths be appointed Chairman of the Community Council for the Municipal year 2026/2027.

1 Chair's signature: _____

02/26 APPOINTMENT OF VICE-CHAIRMAN 2026/2027:

The Chairman requested nominations for the position of Vice-Chairman of the Council for the Municipal Year 2026/2027. On being put to a vote, Councillor Jeff Brett-Roberts was duly elected as Vice-Chairman for the 2026-27 municipal year.

Councillor Jeff Brett-Roberts duly completed his Declaration of Acceptance of Office form and thanked members for their support.

IT WAS RESOLVED: that Councillor Jeff Brett-Roberts be appointed Vice-Chairman of the Community Council for the Municipal year 2026/2027.

03/26 APOLOGIES FOR ABSENCE:

An apology for absence had been received from Councillor Sara Mason.

04/26 DECLARATIONS OF INTEREST:

There were none.

05/26 RETIRING CHAIR’S REMARKS:

Councillor McKeown thanked members for an enjoyable year which had seen the council working together as a team which had received positive outcomes for the Council and community as a whole. He also thanked the council’s officers and Maintenance Team for the valued services.

06/26 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 21st April 2026 be approved as a correct record.

07/26 MATTERS ARISING FROM THE MINUTES:

A member asked if there had been any updates about the Community library. The Clerk and Financial Officer advised that a meeting had taken place but that feedback had been awaited; she would chase this up.

A question was also raised about the overgrown hedge surrounding the School field; it had been confirmed that this matter had been discussed at a recent School Governors meeting and the Head Teacher would assess the situation during the summer holidays.

IT WAS RESOLVED: to note the information.

08/26 MEMBERS CODE OF CONDUCT:

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

09/26 STANDING ORDERS:

IT WAS RESOLVED: to approve adherence to the Council's Standing Orders with the deletion of number 13, which appeared to be incorrect, and the addition of two replacement paragraphs from the Model Standing Orders.

10/26 EXPENDITURE POLICY AND FINANCIAL REGULATIONS:

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

11/26 CIVILITY AND RESPECT PLEDGE (WALES):

IT WAS RESOLVED: that the Civility and Respect Pledge (Wales) be approved.

12/26 GENERAL POWER OF COMPETENCE:

IT WAS RESOLVED: that the General Power of Competence be approved.

13/26 LOCAL RESOLUTION PROTOCOL:

IT WAS RESOLVED: that the Local Resolution Protocol be approved.

14/26 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.

15/26 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 – **Eileen Gregory**

Finance and Staffing – **Barrie Gregory**

16/26 REPRESENTATION ON OUTSIDE BODIES:

IT WAS RESOLVED: that the Councillors serve on the outside bodies as follows:

Police Committee – **Councillor Chrissy Gee**

Broughton Community Centre Association – **Councillor Penny Brett-Roberts**

North and Mid Wales Association of Local Councils – **Councillor Gareth Williams**

Broughton CP School – **Councillor Ryan McKeown.**

17/26 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, 2027.

18/26 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated that the Service Level Agreement for the months of April and May had been £6,112.56 and £7,726.31 respectively.

The Clerk also asked for formal approval for the use of the Brookes Avenue Playing fields for the annual carnival, an annual arrangement, which had been agreed.

The Clerk had submitted a report for consideration about her proposal to stand for election as President of the Society of Local Council Clerks for the year 2027-28, which was approved.

IT WAS RESOLVED: (i) to note the SLA costs; (ii) to approve the use of the Brookes Avenue playing fields for the annual Carnival and (iii) to formally approve the Clerk's request to stand as the President of the Society of Local Councils (SLCC).

19/26 DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2026/27:

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

16 th June 2026	19 th January 2027
21 st July 2026	16 th February 2027
15 th September 2026	16 th March 2027
20 th October 2026	20 th April 2027
17 th November 2026	

Meetings would commence at 6:30 p.m. 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.

20/26 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum £20,723.42 for May, be approved.

05 Chair's signature: _____

21/26 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ending 30th April be submitted to the meeting in June, following the year-end close down.

22/26 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.

23/26 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

IT WAS RESOLVED: that the council approve the exclusion of the public and press for the following item of business due to the confidential nature of the business.

24/26 NEW PLAY EQUIPMENT, BROOKES AVENUE:

Members had been presented with three quotes for improvements to the play area at Brookes Avenue, Broughton, following receipt of £38,032 in outstanding section 106 money from the County Council in November 2025.

IT WAS RESOLVED: that the proposal from Company B be approved, but that accessibility requirements be established.

06 Chair's signature: _____