



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
4th August 2026

PRESENT: Councillor Ros Griffiths (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Penny Brett-Roberts, Chrissy Gee, Barrie Gregory, Sam Jennings, Sara Mason, Ryan McKeown, Billy Mullin, Michael Summers and Gareth Williams.

Officers: Ms S G Jones, Clerk & Financial Officer

Other: Three members of the Public

46/26 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Eileen Gregory and Mike Lowe.

47/26 DECLARATIONS OF INTEREST:

Councillors Penny Brett-Roberts, Chrissy Gee and Ryan McKeown declared an interest in Item 21 – *Review of Annual Grants to Community Centres* and duly completed their Declaration of Interest forms.

Councillor Sam Jennings declared an interest in Item 13 – *Planning Applications* and duly completed her Declaration of Interest Form.

48/26 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 16th June 2026 be approved as a correct record.

14 Chair's signature: _____

49/26 MATTERS ARISING FROM THE MINUTES:

A member had spoken to the local caravan park regarding the relocation of the defibrillator at Bretton Chapel and advised that they had currently been the subject to a planning application. If the planning application was successful they would allow the defibrillator to be located on their wall.

The Clerk and Financial Officer however had suggested an alternative location at the car park by the bungalows opposite the Chapel as the electric could be used from the existing streetlight and the notice board could also be erected there. The street light belonged to Flintshire County Council and she had made enquiries about the land ownership of the car park.

IT WAS RESOLVED: to note the information.

50/26 CHAIR'S REMARKS:

The Chairman said that she had attended the North Wales and Mid Wales Association of Town Councils Annual Meeting and the One Voice Wales conference with the Clerk and Financial Officer and the Chairman of Hawarden Community Council.

She had also attended the Connah's Quay Civic Sunday last week and the Police meeting in July, with other members, which had been informative.

51/26 BROUGHTON COUNTRY PARK STEERING GROUP:

The Clerk and Financial Officer said that the frequency of this meeting required agreement and that two more members had been required to join the Country Park Steering group.

The current members were Councillors Armstrong-Braun, Griffiths, Jennings, McKeown and Williams.

IT WAS RESOLVED: that the membership of the group be extended to include Councillors Mason and Mullin and that the frequency of meetings for the initial period be every two weeks.

52/26 REQUEST TO CHANGE THE TERMINOLOGY OF THE BROUGHTON COUNTRY PARK:

A report had been submitted to members to suggest that the name of the Country Park should be changed to Community Park as it did not appear to meet the criteria set by Flintshire County Council and the Countryside Act 1968 to be called a Country Park, which might be a barrier when applying for grants.

The Clerk and Financial Officer had carried out extensive research about this matter and confirmed that the Country Park had been established in 1987 as a *Country Park*. The Welsh Office and Agricultural Department had recognised it as a Country Park and provided a grant for this purpose, along with further successful grants having been awarded for the park.

The National Resources Wales definition of a Country Park is a section of country land situated within a housing area that “feels like the countryside” but is located within an urban housing area and therefore residents do not need to travel to the countryside.

The Clerk also confirmed that the Country Park was managed and owned by the Community Council and as such, no responsibility fell to Flintshire County Council, although she recognised that working in partnership with several colleagues from the County Council would be beneficial.

A discussion ensued, following which **IT WAS RESOLVED**: that the name of the Country Park be retained.

53/26 MOTION TO CHALLENGE THE CONSTITUTION AND OPERATION OF THE BROUGHTON AND BRETTON COMMUNITY COUNCIL STEERING GROUP:

IT WAS RESOLVED: this report was withdrawn following clarification from the Clerk and Financial Officer about its establishment and the reference to the Council’s Standing Orders.

54/26 FRIENDS OF THE COUNTRY PARK:

The Clerk and Financial Officer shared a copy of a letter that the Chairman of the Friends of the Country Park had written about future working arrangements. The Clerk advised that this arrangement would be achievable and she stated that the letter set out what she believed to be a very good working arrangement between the Friends of the Country Park, the Steering Group and the Council's Maintenance Team.

The Country Park Management Plan would be updated in due course and discussed at the first meeting of the Steering Group to be held in September.

It was suggested that any promotional work and activities organised by the "Friends of" be circulated to all members for information and/or attendance.

IT WAS RESOLVED: that thanks be expressed to the Chairman of the Friends of the Country Park and that she be invited to attend council meetings twice a year to provide an update.

55/26 REVIEW OF POLICY FOR AUDIO RECORDING OF COUNCIL MEETINGS:

The Clerk and Financial Officer said that the Community Council's current policy required an update as it included a reference to a cost for information that was not quite correct, as recordings of meetings had been classed as information readily available to members of the public, on request, under the Freedom of Information Act. The policy was amended to reflect this, together with the words that recordings would be visual as well as sound.

It was reconfirmed that recordings of meetings would only be kept until the following meeting after the minutes had been approved as the minutes are the council's formal record of resolutions.

In relation to the cost of £5 within the policy, this would only be applicable if there a cost to the council was incurred. An electronic recording would not be a cost.

It was also agreed that if a member of the public requested a copy of the meeting they would be asked not to edit and change the recording, noting that this would be difficult to enforce.

IT WAS RESOLVED: that the policy for the recording of council meetings, be amended accordingly.

PLANNING AND GENERAL PURPOSES COMMITTEE

56/26 DEMOCRACY AND BOUNDARY COMMISSION (DBCC) ATTITUDE SURVEY:

IT WAS RESOLVED: that the Clerk and Financial Officer complete the survey on behalf of the Council but that individual members also complete the survey.

57/26 PUBLIC SPACE PROTECTION ORDER:

IT WAS RESOLVED: that the Public Space Protection Orders for Alcohol and Dog Fouling be approved.

58/26 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.

18 Chair's signature: _____

59/26 POLICE MATTERS:

The Chairman had recently attended the Police meeting and said that there were only ten PCSO's for the whole of Flintshire. The PCSO for the Broughton and Bretton area had now commenced training to become a full-time Police Constable. Work had been prioritised on cybercrime, stalking and mental health.

The non-attendance at Community Council meetings had been raised and included a request that a PCSO could maybe attend on an annual basis, but the Inspector had declined this due to resource issues.

It had been noted that Broughton and Bretton and Saltney had been areas with a low crime rate and this impacted upon police representation.

IT WAS RESOLVED: to note the information.

60/26 HIGHWAYS/STREETSCENE MATTERS:

Members advised of the following matters to be reported to the County Council's Senior Highways Officer:

- I. Man hole on the big roundabout just before the shopping park. Streetscene had been made aware of this and that they were trying to determine its ownership.
- II. The old sign on Eaton Close, opposite the new sign, had been left on the ground and required attention together with the hedge requiring a trim to improve visibility.

IT WAS RESOLVED: that the above be sent the County Council's Senior Highways Officer John Griffiths for action and that he be welcomed back to work following a recent illness.

61/26 COUNTY MEMBERS ITEMS:

Councillor McKeown said that Flintshire County Council had been massively under resourced in Streetscene due to sickness absences and he wondered whether the level of sickness was related to the leadership and management of the service and the absences.

Councillor Gee stated had recently attended a meeting about missed recycling and bin collections and this had been attributed to staff absences due to sickness.

Councillor Mullin provided an update on the Local Government Pension Scheme.

IT WAS RESOLVED: to note the information.

62/26 MEMBERS INFORMATION ITEMS:

A member asked if the owner of a property in Broughton Hall Road had received permission to erect fences and park cars and vans on the roads outside? Another member recalled an old planning application for this about twelve months ago.

LIGHTING AND AMENITIES COMMITTEE:

63/26 STREET LIGHTING:

The street light outside the Offas Dyke pub had still not been cleared.

IT WAS RESOLVED: to note the information.

64/26 SUMMER PLAYScheme 2026:

IT WAS RESOLVED: that the playscheme poster be sent via email to all members for their own social media pages.

65/26 INTERNATIONAL DAY FOR OLDER PEOPLE:

IT WAS RESOLVED: that members advise the Clerk and Financial Officer if they wished to attend this event, for catering purposes.

FINANCE AND STAFFING COMMITTEE:

66/26 REVIEW OF ANNUAL GRANTS TO COMMUNITY CENTRES:

Volunteers from Broughton and Bretton Community Centre had attended the meeting to outline their concerns about the possibility of the council removing its annual grant of £1,500. The council noted the importance of the grant and moving statement read out and thanked the volunteers for their representation and attendance at the meeting.

The Clerk and Financial Officer read out a similar statement in relation to the Broughton War Memorial Institute and said that historically, the two Community Centres had received an annual grant in support and recognition of their community involvement.

It had been suggested that other organisations, such as the newly establish Broughton Youth Club, be also offered annual support. However, on this occasion the Youth Club had just secured a grant of £2,000 from the Community Foundation so its funds are protected for the current year.

It was suggested that as this is a budget consideration, the status quo be maintenance and that further annual support for other organisations, such as the Youth Club, be the subject of discussion at the budget setting meetings in December and January.

It was noted that if the Broughton and Bretton Community Centre were to close down due to the lack of annual support, then the Community Council would lose its Council Chamber.

The community organisations are free to apply for small grants for capital purposes throughout the year.

IT WAS RESOLVED: that the annual grants to the Community Centres continue to be granted a sum of £1,500 and that further support to other community organisations be considered during the budget setting process.

67/26 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum £20,467.55. for July, be approved.

68/26 BANK RECONCILIATIONS:

IT WAS RESOLVED: that the bank reconciliation for the period ending 30th June 2026 be approved.

69/26 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated that the Service Level Agreement for the month of June had been £7,394.06 and July had been £6,614.20

