Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
16th June 2026

PRESENT: Councillor Ros Griffiths (Chairman)

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

Officers: Ms S G Jones, Clerk & Financial Officer

Other: Two members of the Public

25/26 APOLOGIES FOR ABSENCE:

An apology for absence had been received from Councillor Mike Lowe.

26/26 DECLARATIONS OF INTEREST:

Councillors Penny Brett-Roberts, Chrissy Gee and Ryan McKeown declared an interest in Item 17 – Review of Annual Grants to Community Centres and duly completed their Declaration of Interest forms.

27/26 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 19th May 2026 be approved as a correct record.

28/26 MATTERS ARISING FROM THE MINUTES:

There were none.

29/26 BROUGHTON COUNTRY PARK STEERING GROUP:

A lengthy discussion ensued and a member argued that there had been no need for a separate Steering Group to the Friends of the Country Park Group. The Clerk and Financial Officer outlined that the Country Park was an asset that belonged to the Community Council and the Steering Group would be responsible for "delivering" the Country Park Management Plan. She also apologised that the Steering Group had only met once and that the purpose of this item was to agree the frequency of meetings, together with the membership.

At its meeting on 16th September, 2025 it had been resolved "*that the 'Friends of the Park' become involved with the Country Park and work alongside the Community Council to promote the Country Park and apply for any available funding*." (Minute number 66/25 16th September refers).

The Clerk and other members acknowledged that the involvement of the 'Friends of the Country Park' would be a great asset, particularly with the level of experience, knowledge and professionalism that some members of this group possessed.

A robust discussion ensued and the Chair suspended the meeting for five minutes to allow members to calm down.

Following further discussion, **IT WAS RESOLVED**: that this item be deferred to the next meeting and that the purpose of this item was to confirm the membership of the Steering Group and agree the frequency of meetings.

30/26 INTERNAL AUDIT 2025-26:

IT WAS RESOLVED: that the Internal Auditor's report for 2025-26 be received and the actions noted and approved.

31/26 ANNUAL RETURN 2025-26:

IT WAS RESOLVED: that the Annual Return 2025-26, including the governance statements, be approved subject to the amendment noted.

32/26 ANNUAL REPORT 2025-26:

IT WAS RESOLVED: that the Annual Report 2025-26 be approved and noted.

33/26 CHAIR'S REMARKS:

The Chair wished to apologise that at the last meeting she had forgotten to thank Councillor McKeown for his time and commitment as past Chairman.

She had attended the her first Civic Sunday event over the weekend at Buckley and it had been very well attended and an enjoyable event.

PLANNING AND GENERAL PURPOSES COMMITTEE

34/26 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.

35/26 POLICE MATTERS:

There were no matters to raise.

36/26 HIGHWAYS/STREETSCENE MATTERS:

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

- A caravan salesman in Bretton had used the road / path to park caravans on that had caused an obstruction.

- The kerbsides required weeding and looked untidy. Members requested, whether the new road side sweeper could be used and requested a date for the works to be booked in. Members could then inform residents to ensure that cars would not obstruct the sweeper.

- The height of the overgrown grass on the roundabouts in the area had become a safety and visibility issue and required action.

- The bridal way in Broughton near the Retail Park required a tidy up.

IT WAS RESOLVED: that the above be sent the County Council's Senior Highways Officer John Griffiths for action.

37/26 COUNTY MEMBERS ITEMS:

Councillor Mullin had been in contact with the Senior Highways Officer, John Griffiths, in relation to the poor state of the roundabout on Manor Lane. He has also requested that the old damaged sign be removed that had been left on the left hand side of the A380.

Councillor McKeown shared his disappointed about the lack of Connect Centres that provided recycling in the Broughton and Bretton area. Due to costing issues, the centres had become mobile hubs. It had been agreed that one would serve both Saltney and Broughton, but it appeared to be only focussed on Saltney.

Councillor Mullin said that there would be a presence at Community Centres and people would be notified when the hub is due to arrive. The majority of the Connect Centres are situated in towns and Saltney was considered a town whereas Broughton and Bretton is a community.

Councillor Gee had attended the meeting regarding the Connect Centres and had been advised by the Monitoring Officer that a mobile van would be visiting Saltney and the Broughton area.

Councillor Gee said that the Volunteer Group had been out in the community doing some planting and “Connolly’s” had supplied all the wood. The plants had been growing nicely and the volunteers would continue to maintain the planters.

She also advised that school consultations had begun again and she requested that paper copies be made available and not just a reliance on the online methods.

She attended a Conference in St. Asaph for the “Can Cook, Well Fed organisation”. Flintshire County Council had provided funding to the organisation in the sum of £460,000 over a five year period. The organisation had to sustain themselves over the five years and then branch out by themselves. She said that it was a really good organisation and that she would arrange a meeting with the Head Teacher at Broughton CP School to encourage them to engage with the organisation.

IT WAS RESOLVED: to note the information.

38/26 MEMBERS INFORMATION ITEMS:

None.

***<u>LIGHTING AND AMENITIES COMMITTEE</u>*:**

39/26 STREET LIGHTING:

There were no lighting reports.

40/26 REQUEST TO PURCHASE A NEW DEFIBRILATOR FOR BROOKES AVENUE:

The Clerk and Financial Officer advised members that the current defibrillator had been obsolete and parts were no longer available. She had been advised that the version to use would be a Lifepak and the cost of a new one, including batteries and pads, would be £1,500.

A member suggested that £500 be earmarked each year to ensure funds would be available for such a good cause.

IT WAS RESOLVED: that a new defibrillator be purchased for Brookes Avenue and that £500 be added to earmarked reserves at year end.

41/26 REVIEW OF ANNUAL GRANTS TO COMMUNITY CENTRES:

IT WAS RESOLVED: that the item be deferred to the July meeting.

FINANCE AND STAFFING COMMITTEE:

42/26 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum £6,379.42.
for June, be approved.

43/26 BANK RECONCILIATIONS:

IT WAS RESOLVED: that the bank reconciliations for the periods ending 30th April and 31st May 2026 be approved.

44/26 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.

The Community Review had been carried out by the Democracy and Boundary Commission Cymru with no change to the community of Broughton and Bretton Community Council.

She advised members that sadly the Chapel in Bretton would discontinue to function on the 31st August. The Chapel had a defibrillator that had been installed following fundraising and that the Community Council would need to take on the asset and agree a suitable location.   A member suggested it be located at Digby's, the caravan park, as there was a wall next door to the church that belonged to the campsite and that she would make enquiries on behalf of the council.

The Clerk also informed members that she had been employed by the Community Council for ten years this month and thanked members for the support. She continued to thoroughly enjoy her role.

IT WAS RESOLVED: that Councillor Jennings contact Digby's Caravan Park, Bretton about the relocation of the defibrillator.

45/26 FINANCIAL POLICIES:

IT WAS RESOLVED: that the following policies be approved and adopted:

- i) Policy on income
- ii) Annual Investment Strategy
- iii) Financial Risk Assessment
- iv) Internal Financial Controls
- v) Reserves Policy