



Minutes of the Meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
15 NOVEMBER 2022

PRESENT: Councillor Penny Brett-Roberts (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Chrissy Gee, Veronica Gay, Barrie Gregory, Ros Griffiths, Donna Lalek, Sarah Mason, Billy Mullin, Ryan McKeown and Gareth Williams

Officers: Mrs S G Jones, Clerk & Financial Officer
Fran Griffiths, Administrator

81/22 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Samantha Jennings (family emergency) and Mike Lowe (family commitment).

82/22 DECLARATIONS OF INTEREST:

Councillor Ryan McKeown declared an interest in item 21, Community Grant Scheme, and duly completed his Declaration of Interest form.

83/22 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 18th October 2022 be approved as a correct record.

28 Chair's signature: _____

84/22 MATTERS ARISING FROM THE MINUTES:

With reference to minute 75/22, the Clerk and Financial Officer confirmed that she would draft a Country Park Management Plan with the input of relevant officers from the County Council.

85/22 INDEPENDENT REMUNERATION PANEL:

The draft Annual Report of the Independent Remuneration Panel for Wales 2023 had been circulated for members consideration. The panel had recommended the following:

Basic payment for extra costs of working from home

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Set payment for consumables

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

No mention of tax had been included in the report. The Panel welcomed feedback and had included some additional questions for members to complete. The deadline for responses had been 1st December 2022.

IT WAS RESOLVED:

- (i)** To note the increase in Mandatory Member Allowances of £156 to be paid in March 2024 (end of the financial year) at the gross rate of pay due to the lack of guidance from the Panel and HMRC about the tax element.
- (ii)** That the additional payment of £52 for consumables be not budgeted for but that any member can make a claim for this amount, subject to provision of a receipt.

86/22 CHAIR'S REMARKS:

The Chair said that due to her knee operation in October she had only been able to attend the Remembrance Day service at the Memorial in Hawarden on Sunday 13th November, which had been very well represented by organisations and members of the public.

Councillor Donna Lalek, Chair of Planning, presented the following items:

87/22 PLANNING APPLICATION AND DECISIONS:

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) That the planning decisions be noted.

88/22 POLICE MATTERS:

Members raised the following issues:

- (i) There had been a small fire in the Country Park earlier in the day which had been reported; members were also advised to report such incidents to 101.
- (ii) Members requested that one of the Police Community Support Officers be requested to attend as there are three officers based in Saltney that also cover Broughton.
- (iii) '*Cuppa with a Copper*' to take place on Tuesday 6th December, 10am to 12pm at Broughton Community Centre.

IT WAS RESOLVED: to note the updates and to ask North Wales Police if they could arrange any future "Cuppa with a Copper" in the evening when more residents might be able to attend. The event could be held at either the Community Centre or at the War Memorial Institute.

89/22 HIGHWAYS/STREETSCENE MATTERS:

Members raised the following issues:

- (i) Meeting to discuss the siting of a crossing on Main Road, Broughton had been cancelled and would be re-arranged.
- (ii) The British Telecom grid in the middle of the road opposite Airbus/car showroom had broken and required replacement.
- (iii) Organisations and locations involved in the Warm Welcome hubs could be accessed via the County Council's website.
- (iv) At a Waste Strategy Meeting it had been confirmed that the County Council had failed to meet their recycling targets and would receive a fine. The County Council had been looking for ideas on how to improve its recycling rates.
- (v) The County Council had to find £34m during the forthcoming financial year which would be a major challenge.

IT WAS RESOLVED: to note the updates.

90/22 COUNTY MEMBERS ITEMS:

Updates had already been provided as noted in minute 90/21 above.

91/22 MEMBERS INFORMATION ITEMS:

There were none.

Councillor Penny Brett Roberts, presented the following items:

92/22 STREET LIGHTING:

The Clerk and Financial Officer reported that the Christmas lights had started to be erected and the switch on day would be 1st December.

IT WAS RESOLVED: to note the update.

93/22 2022 FLINTSHIRE SUMMER PLAY SCHEME REPORT 2022:

A request had been made to the Community Council to approve, in principle, the cost of funding the 2023 summer play scheme at a cost of £1,595.80.

IT WAS RESOLVED: to approve the cost for the provision of the summer playscheme in 2023.

Councillor Ros Griffiths, Chair of Finance, presented the following items:

94/22 DIGNITY AT WORK POLICY:

At the previous meeting, the Community Council had signed the pledge for Civility and Respect. As part of this pledge the Dignity at Work policy, Grievance Procedure and Disciplinary Procedures required updating. An updated policy had been circulated for Members' approval.

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the "process" and "appeals" procedures.

95/22 GRIEVANCE PROCEDURE:

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the “process” and “appeals” procedures.

96/22 DISCIPLINARY PROCEDURE:

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the “process” and “appeals” procedures.

97/22 TRAINING PLAN:

The Clerk and Financial Officer had circulated a draft training plan that had been created by the Society of Local Council Clerks and One Voice Wales.

Following the implementation of the Local Government and Elections (Wales) Act 2021, the council had to approve and publish a training plan by the 5th November, with an extended date of 30th November to reflect council diaries.

Members discussed the plan and agreed that as several members were also on Saltney Town Council, the cost of training could be shared, with Saltney Town Council receiving the invoices and Broughton and Bretton Community Council reimbursing Saltney.

IT WAS RESOLVED: that the plan be approved and published on the council’s website.

98/22 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £13,881.38 for November be approved.

99/22 BANK RECONCILIATION:

IT WAS RESOLVED: to receive and approve the bank reconciliation for the period ending 31st October 2022.

100/22 COMMUNIT CHEST GRANT SCHEME:

IT WAS RESOLVED THAT: a grant of £500 be provided to Broughton United Football Club as a “one-off” gesture for the project and that grants of £200 be provided to Broughton Senior Citizens and Broughton and Bretton Bowling Club.

101/22 CLERK AND FINANCIAL OFFICER’S REPORT:

The Clerk and Financial Officer advised that the Council’s contribution to the Joint Maintenance Agreement for November had been £6,240.74 and that the National Pay award had been agreed at a rate of £1,925 per employee, back dated to 1st April 2022 with one additional days leave to be granted from 1st April 2023.

IT WAS RESOLVED: to receive and approve the updates.