

Minutes of the Annual Meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
16 MAY 2017

PRESENT: Councillor Sue Stevens (Chair)

Councillors: Klaus Armstrong Braun, Penny Brett Roberts, Derek Butler, Chrissy Gee, Ros Griffiths, Donna Lalek, Mike Lowe, Beth McFadden, Ryan McKeown, Billy Mullin

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

17/001 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Phil Griffiths and Keith Rogers.

The Chair welcomed new Members to their first Community Council meeting and congratulated all members on their election/re-election.

17/002 DECLARATIONS OF INTEREST:

Councillor Chrissy Gee sought clarification about what was meant by this item. The Chair outlined the responsibilities upon Members and the Clerk referred Councillor Gee to the Council's Code of Conduct and Standing Orders documents that had recently been provided to all Councillors when they signed their Declarations of Office.

There were no Declarations of Interest.

17/003 RETIRING CHAIR'S COMMENTS:

The Chair said that many changes had taken place during her term of office and that the Community Council had enjoyed working together for the benefit of Broughton and Bretton residents. She was hopeful that the incoming Chair elect, Councillor Keith Rogers experienced a similar year and expressed her good wishes to him.

17/004 APPOINTMENT OF CHAIR 2017/2018:

The Chair invited nominations for the position of Chairman for the Municipal Year 2017/2018. It was noted that in accordance with the Council's adopted policy of seniority, Councillor Keith Rogers, the current Vice Chair, was the agreed nominee.

On being put to a vote, Councillor Keith Rogers, in his absence, was duly elected to serve as the Chairman of Broughton and Bretton Community Council for the Municipal Year 2017/2018.

Councillor Keith Rogers would be requested to complete his Acceptance of Office form at the next meeting.

17/005 APPOINTMENT OF VICE CHAIR 2017/2018:

It was proposed that in accordance with the Council's adopted policy of seniority Councillor Derek Butler, be nominated as Vice-Chair.

On being put to a vote, Councillor Derek Butler, was duly elected Vice Chair of Broughton and Bretton Community Council for the Municipal Year 2017/2018.

Councillor Derek Butler completed his Declaration of Office form.

17/006 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 18th April 2017 be approved as a correct record.

17/007 MATTERS ARISING FROM THE MINUTES:

There were no matters arising.

17/008 MINUTES OF COMMITTEES:

IT WAS RESOLVED: that the Minutes of the Meetings of the following Committees held on 18th April 2017 be received:

Planning & General Purposes Committee
Lighting & Amenities Committee
Finance & Staffing Committee

17/009 DECLARATION OF ACCEPTANCE OF OFFICE:

The Clerk advised that all Members had signed their Declaration of Interest forms prior to the meeting.

17/010 MEMBERS CODE OF CONDUCT:

IT WAS RESOLVED: that all Members confirm their adherence to the Council's Code of Conduct as circulated.

17/011 COUNCILLOR VACANCY – BROUGHTON AND BRETTON NORTH EAST WARD:

The Clerk advised that following the recent Local Government elections there remained a vacancy in the North East Ward. Council were asked to consider filling the vacancy by co-option.

Following a discussion it was agreed to advertise the vacancy. A public notice would be displayed on the Council's website, office notice board and public notice boards within the Community for a 2 week period with a closing date of Friday 2nd June. All interested parties would be asked to contact the Clerk and write a letter to express their interest as to why they wished to be considered as a Community Councillor and what they would bring to the local community.

IT WAS RESOLVED: to advertise the vacancy for co-option and invite expressions of interest as outlined above.

17/012 STANDING ORDERS:

The Clerk had circulated a copy of the revised standing orders with the agenda for the meeting. The Standing Orders had been updated primarily to reflect the use of modern technology, internet banking and a Business Debit card etc and also included a proposal to omit the December meeting from the Calendar due to the number of seasonal events Members had been invited to and an option to record future meetings.

The Clerk outlined the advantages and disadvantages of recording meetings. Whilst an accurate account of proceedings could be taken, the use of recording devices could deter some members from speaking. Under the Freedom of Information Act all recordings would be available to members of the public on request.

Councillor Billy Mullin said that the Clerk and Administrative Assistant produced accurate minutes and that there was no need to record meetings; this was echoed by other Members.

IT WAS RESOLVED THAT:

- (i) The recording of meetings be not implemented immediately but will be reviewed if required;
- (ii) The December meeting be omitted from the diary; as with the August recess a meeting with the Chair of the Council and the Chair of the Finance and Planning Committees would take place to review planning applications and finances.

17/013 FINANCIAL REGULATIONS:

The Clerk had circulated a copy of the revised Financial Regulations and Expenditure Policy. The policies had been updated to reflect the use of modernised payment systems.

IT WAS RESOLVED: to approve the revised Financial Regulations and Expenditure Policy.

17/014 REPRESENTATION ON OUTSIDE BODIES:

A copy of the current list of representatives on outside bodies had been circulated with the agenda for the meeting. The Council had been asked to consider and agree nominations.

IT WAS RESOLVED: that the list of representatives on Outside Bodies was updated.

17/015 PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:

In accordance with the requirements of the Independent Remuneration Panel for Wales permissive powers relating to payments to Members of Town and Community Councils:

IT WAS RESOLVED:

- i) Not to adopt Determinations 44, 45 and 51
- ii) To adopt Determinations 46,47, 48, 49 and 50
- iii) To accept that if an individual Member wishes to make a personal decision to elect to forgo part or all of the entitlement to any of these allowances, they must do so by giving notice in writing to the proper officers of the Council.

17/016 DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2017/2018:

It was agreed that the schedule of dates and times be confirmed excluding December. During the months of August and December relevant Sub-Committees comprising the Chair of Council, the relevant Committee Chair and the Clerk would be held to deal with any urgent business.