



Civility and Respect Pledge

Civility means politeness and courtesy in behaviour, speech, and in the written word. Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind. The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW) believe now is the time to prioritise civility and respect and start a culture change in the local council sector. By signing the Civility and Respect Pledge, our council demonstrates its commitment to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers with civility and respect in their roles. Signing up is a straightforward and uncomplicated process, which only requires councils to register with One Voice Wales and agree to the following statements:

Date of Council Meeting

Signature

Statement	Tick
Our council has agreed that it will treat all councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers with civility and respect in their role.	
Our council has put in place a training programme for councillors and staff.	
Our council has provided councillors with the Code of Conduct.	
Our council has good governance arrangements in place including staff contracts and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment if and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model.	
Our council supports One Voice Wales in relation to its work with the Welsh Government to improve the effectiveness of the ethical framework in Wales.	

BROUGHTON AND BRETTON COMMUNITY COUNCIL**REPRESENTATIVES ON OUTSIDE BODIES****ANNUAL MEETING 2026**

South Flintshire Police	Cllr. C. Gee
Broughton Comm. Centre Assoc. Management Committee	Cllr. R. McKeown Cllr. P.B. Roberts
North Wales Assoc. of Local Councils	Chair of the Council

SCHOOL GOVERNING BODIES

SCHOOL	REPRESENTATIVE
Broughton CP School	Cllr. R. McKeown



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

19TH MAY 2026

**PRESIDENT OF THE SOCIETY OF LOCAL COUNCIL CLERKS
 (SLCC)**

1.0 INTRODUCTION:

1.1 The purpose of this report is to seek the council's endorsement, or otherwise, of the council's Clerk and Financial Officer standing for election to the voluntary position of President to the Society of Local Council Clerks. (SLCC)

2.0 BACKGROUND:

2.1 Having served as voluntary Board Director since October 2023, I have recently been nominated to stand as President for the Society as "*I would be a great advocate for the sector*" amongst other positive comments.

2.2 I continue to represent the sector in my position as Chair of the Clwyd Branch of the Society of Local Council Clerks and as the "mentor" for Clerks within Flintshire and Wrexham.

2.3 If successful, I would be appointed as '*President-Elect*' in October 2026 and '*President*' of the Society in October 2027 which would be a positive accolade. The appointment is for one year only.

3.0 CONSIDERATIONS:

- 3.1** This is a voluntary role. An explanation of the role is attached as an Appendix to this report. All expenses in relation to this role will be met by the Society of Local Clerks (SLCC).
- 3.2** If elected, the Clerk would be the first Welsh President representing not only the communities of Broughton and Bretton and Hawarden, but Wales, in over fifty years!
- 3.3** This is a one year appointment.
- 3.4** This appointment will not effect the workload of the Clerk and Financial Officer in relation to both councils. If, on occasion, there is a clash of time, the Clerk will work evenings or weekends to make up time as has been demonstrated over the last six years of study towards the Community Governance Honours Degree.

4.0 RECOMMENDATION:

- 4.1** The council is asked to support, or otherwise, the Clerk and Financial Officer to stand for election to the voluntary role of President-Elect/President and for this decision to be formally recorded in the council's minutes.

APPENDIX 1

The role of President

The President of SLCC is an honorary and mainly ceremonial position which carries no executive authority. Presidents and Presidents Elect are entitled to attend meetings of the SLCC Board of Directors and the National Forum in an ex-officio, non-voting capacity (unless already a member of that body). Such attendance will be of considerable

assistance to a President when they are representing SLCC and fulfilling the expectation that they will use their term of office to promote SLCC's values amongst members and to promote SLCC's interests more widely amongst sector partners.

The President does however also play a vital role in acting as the ceremonial figure head of the organisation and in representing it both within the membership and to outside partners and other organisations. The President will endeavour to attend as many SLCC branch meetings, national and regional conferences as they are invited to attend during their year of office, as well as representing SLCC at key conferences and/or annual meetings of partner organisations including (but not exclusively) the International Institute of Municipal Clerks (IIMC), National Association of Local Councils (NALC), One Voice Wales, Association of Democratic Service Officers, Lawyers in Local Government, National Association of British Market Authorities and Institute of Cemetery and Cremation Management. The President may be expected to speak at some of these events. The President will also be asked to present academic awards to Community Governance Students.

Eligibility:

Whilst nominations from members serving or having served all types and sizes of councils will be welcomed, a successful nominee would normally be expected to demonstrate the following:

- Membership of SLCC for a least 5 years
- Possession of the Certificate in Local Council Administration (CiLCA) or equivalent
- Active participation in the affairs of SLCC, which is likely to include some of the following:
 - Regular attendance at National or Regional Conferences
 - Regular attendance at training events and webinars
 - Writing articles for *The Clerk* magazine
 - Serving as a Branch Officer
- Being a confident public speaker

Note: A person may only serve one term as President.

Presidential Charities

For many years it has been the practice of Presidents to use their term of office to raise funds for charity. In recent times the President has supported the SLCC's own charity, the SLCC Educational Trust, which supports training fees and expenses for members unable to receive such support from their council, together with a charity, or charities, of their own choice.

BROUGHTON AND BRETTON Community Council
Accounts for Payment
May-26

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/26/11	Litter Collector - May Salaries	£1,516.11	£1,516.11	£0.00
BACS	BB/26/12	Clwyd Pension - May Salaries	£522.77	£522.77	£0.00
BACS	BB/26/13	HMRC - May Salaries	£403.49	£403.49	£0.00
BACS	BB/26/14	H W Oultram - Van Fuel - April	£74.06	£62.08	£11.98
BACS	BB/26/15	BB Church - Christmas Lights Contribution	£45.00	£45.00	£0.00
BACS	BB/26/16	Audit Wales - Audit Fees 2022/23	£556.00	£556.00	£0.00
BACS	BB/26/17	Audit Wales - Audit Fees 2021/22	£2,160.00	£2,160.00	£207.33
CRD 1740	BB/26/18	The Range - Bird Seed	£15.69	£15.69	£0.00
BACS	BB/26/19	Rialtas - Software Support	£396.00	£330.00	£66.00
DD	BB/26/20	SSE Energy - March	£1,195.43	£996.19	£199.24
BACS	BB/26/21	HCC - SLA - April	£6,112.56	£6,112.56	£0.00
BACS	BB/26/22	HCC - SLA - May	£7,726.31	£7,726.31	£0.00
		TOTAL	£20,723.42	£20,446.20	£484.55

Chairman:

Chair of Finance:

Clerk & Financial
Officer:

ITEM 22
(11)

Broughton and Bretton Community Council
 Planning Committee – 19th May 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	OUT/000373/26 Ward: Broughton South	Proposed new dwelling on land adjacent to no 2 brookes avenue.	2 Brookes Avenue Broughton Chester CH4 0RD	Reg Date 01.05.2026 Target Date 26.06.2026 No Named Officer
2.	FUL/000329/26 Ward: Broughton North East	Installation of a new temporary storage unit adjacent to the existing building - refer to appended documents for further details. New site layout required, no adjustment to site drainage, no change in height or scale of existing building.	STAYCOLD EXPORT LTD, Unit 2a, HAWARDEN INDUSTRIAL PARK, Manor Lane, Hawarden, Deeside, CH5 3US	Reg Date 17.04.2026 Target Date 12.06.2026 No Named Officer
3.				Reg Date Target Date
4.				Reg Date Target Date
5.				Reg Date Target Date
6.				Reg Date Target Date

Broughton and Bretton Community Council
Planning Committee – 19th May 2026

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
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1.	FUL/000196/26 Ward: Broughton North East	Installation of rain shelter canopy over drive thru order point.	BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP	Approved 30.04.2026 Barbara Kinnear
2.				
3.				
4.				
5.				
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