

Buckley Town Council

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Cyngor Tref Bwcle

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Our Ref/Ein Cyf

Your Ref/Eich Cyf

Date/Dyddiad

MBW/LG/TJR

19th February 2019

To: All Councillors

Dear Councillor,

I enclose Agenda papers for the Meeting of the Town Council and the Meetings of the Standing Committees to be held in the Council Chamber, Buckley, on Tuesday next 26th February 2019 commencing at 7pm. Meetings of the Standing Committees will be held in the order below:-

General Purposes

Finance and Economic Development

Planning

Highways and Leisure

Yours sincerely,

Town Clerk and Financial Officer

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ORDINARY MEETING OF THE
TOWN COUNCIL

**YOU ARE HEREBY SUMMONED to attend an Ordinary Meeting of
the BUCKLEY TOWN COUNCIL to be held in the Council Chamber,
Buckley on TUESDAY next, the 26th February 2019 commencing at 7pm.**

Dated this 20th February 2019.



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Town Clerk and Financial Officer

AGENDA

1. APOLOGIES

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and note any Declarations of Interest made by Members relating to the content of this Council Meeting Agenda.

3. PUBLIC QUESTION TIME

To receive written questions from the public, if any, and for the Mayor and/or relevant Chair to respond to those questions. Please note the questions and answers will be delivered without debate.

4. MINUTES

To approve and to sign as a correct record the Minutes of an Adjourned Meeting of the Town Council held on 22nd January 2019 (6493 – 6496) and the Minutes of the Resumed Meeting of the Town Council also held on 22nd January 2019 (6512).

5. MAYORAL AND COUNCIL ANNOUNCEMENTS

To receive any announcements.

6. MINUTES OF COMMITTEES

To approve the Minutes of meetings of the undermentioned Standing Committees of the Council held on 22nd January 2019.

	<u>Committee</u>	<u>Page Nos.</u>
(i)	Planning	6497 – 6499
(ii)	Highways and Leisure	6500 – 6501
(iii)	General Purposes	6502 – 6506
(iv)	Finance & Economic Development	6507 – 6511

7. GDPR REQUIREMENTS

Members will recall that in an email to them dated 11th February 2019 the Clerk advised them that two additional policies were required to comply with GDPR requirements. Those were the Data Breach Notification Policy and the Subject Access Requests (SAR) Checklist, Policy and Template Response Letters documents. Both of the policies were advised to be introduced with immediate effect by JDH Business Services Ltd, the Council's provider of the Independent Compliance Function.

Both policies were attached to the above email and have been placed on the Town Council's website.

The Council is requested to receive and note the above report and to acknowledge and confirm the introduction of the two policies.

GENERAL PURPOSES COMMITTEE
26th FEBRUARY 2019

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 22nd January 2019.

4. PRESENTATION BY LOCAL ENERGY ADVICE PARTNERSHIP

Members will recall that at the meeting of this Committee held on 22nd January 2019 it was resolved that “The communication [regarding the above] be received and noted and that Mr Thomas be invited to a future meeting of this Committee to make a presentation in respect of LEAP (draft minute 17417 refers).

The Clerk has arranged for Mr Thomas to attend this meeting.

The Committee is requested to welcome Mr Thomas and to receive a presentation from him on the Local Energy Advice Partnership, the presentation to be followed by a question and answer session.

5. TOWN CENTRE MANAGER’S MONTHLY REPORT

Enclosed with this Agenda item is the monthly report presented by the Town Centre Manager.

The Committee is requested to receive and note the enclosed report.

6. FUTURE ROLE OF THE COMMUNITY AND TOWN COUNCILS

Members will recall that in June 2017 the Welsh Government Cabinet Secretary for Finance and Local Government created an Independent Review Panel to look at the future of Town and Community Councils. The final report was presented on 3rd October 2018 and the Welsh Government Cabinet Secretary for Local Government and Public Services issued a written statement in relation to the final report on 30th November 2018. The report and statement cover almost 40 pages and are therefore Tabled for Members’ perusal. The Cabinet Secretary accepts that the final report makes the case for both retaining the Community and Town Council sector and for significantly enhancing the contribution it makes. The Cabinet Secretary also states that he believes an enabling approach is the right way to deliver this expanded role and that the emphasis should be on encouraging and enabling the sector to develop. The Cabinet Secretary

concludes that it is his belief that the approach he has outlined is considered proportionate and measured and forms the starting point of a conversation with the sector itself and those it works with. The Cabinet Secretary also states that his response responds to the calls in the report for greater clarity for the sector; provides opportunity for Councils to strengthen through building their capacity and capability; and puts in place processes to increase accountability and increase participation.

The Committee is requested to receive and note the above report and to advise Members that should they wish to read the report and consider it more carefully it is available in the Council Chamber.

7. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

1. FLVC E-BULLETIN.
2. Older People's Commissioner for Wales – Share your views on how we can make Wales the best place in the world to grow older.
3. Office of the Police and Crime Commissioner – A revision to the Police and Crime Plan 2017-21.
4. Email from Flintshire County Council – FCC Draft Local Toilet Strategy Consultation.
5. Independent Review Panel on Community and Town Councils in Wales – Final Report and written statement by the Cabinet Secretary for Local Government and Public Services.

The Committee is requested to receive and note the items tabled for perusal.

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE
26th FEBRUARY 2019

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 22nd January 2019.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of February 2019 (copy enclosed).

5. BANK RECONCILIATIONS

Enclosed with this Agenda item is a copy of the Bank Reconciliation for the two Bank Accounts and two High Interest Deposit Accounts administered by this Town Council for the period ended 31st January 2019.

The Committee is requested to receive and note the Bank Reconciliation for the period ended 31st January 2019.

6. DEFIBRILLATOR

Members will recall that the BEATS organisation is closing down and has approximately £1,400.00 it wishes to donate to the installation of a defibrillator at or near to the Town Council offices. After detailed discussions, Flintshire County Council has confirmed that it would have no objection under the Listed Building Consent if the defibrillator was placed on the wooden infill that carries the mural of Terry Pratchett. The defibrillator would be placed on the left of the boarded area and would not interfere with the image of Terry Pratchett. The initial costings of the work indicate an approximate cost (including the defibrillator itself) of £1,900.00. The BEATS organisation also requested a plaque to be placed at the defibrillator indicating that it had funded it. No costings have been considered in relation to the plaque. The Clerk has received an estimate from one supplier and has raised queries with that supplier in relation to the quote itself. The Clerk has also requested a second quotation from a local electrical contractor.

On the assumption that the Town Council will have to commit itself to approximately £500.00 to obtain and install the defibrillator (£1,900.00 less donation from BEATS £1,400.00) the matter is placed before this Committee.

The Committee is requested to receive and note the above report and to decide whether or not it wishes to commit the potentially required additional costs and be advised that the costs would be borne by either the Civic Expenses Budget Head or the Repairs and Maintenance to the Council Building Budget Head.

7. INFORMATION BOARD – REVEALING BUCKLEY'S HERITAGE

In at 2018 the Clerk was approached by Buckley Society to write a letter of support in relation to a Bid that was being prepared to install an Information Sign in the centre of Buckley, which advises people of the sites of historical interest and where they can be viewed in the town. It also shows a précised history of the town. Enclosed with this Agenda item is a copy of the sign that currently stands in Flint.

The Clerk forwarded a letter to the Heritage Lottery Fund on 9th November 2018 fully supporting the Bid and outlining the advantages that such a sign would bring.

In discussions with the Buckley Society the Clerk indicated that the Town Council would be asked to and positively consider a £250.00 contribution to match-fund the development of the sign. The Clerk also indicated that the Town Council would be willing to act as the applicant for planning permission, if required, provided that the costs in relation to the planning application were borne by the Buckley Society. The Buckley Society have now indicated that it is hoped to have the sign erected by June 2019.

The Committee is requested to receive and note the above report, to endorse the Clerk's actions in the matter and to approve the £250.00 contribution to match-fund the development of the sign.

8. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

1. Auditor General for Wales:-
 - (a) Report on the Financial Management and Governance – Town and Community Councils 2017/18.
 - (b) Internal Audit Arrangements at Town and Community Councils in Wales.

The Committee is requested to receive and note the items tabled for perusal.

PLANNING COMMITTEE

26th FEBRUARY 2019

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 22nd January 2019.

4. PLANNING APPLICATIONS

(a) The Committee is requested to consider applications for planning consent which are listed below (copies enclosed).

<u>Plan No.</u>	<u>Location and Applicant</u>	<u>Proposed Development</u>
059368	Land at The Precinct Way JPH Architects Ltd (Agent)	Outline application for the erection of a 75 – 90 bed extra care facility to include supporting communal facilities, 12 bungalows and all ancillary works
059387	Land to the south of Megs Lane Paige Linley (Agent)	Outline application for residential development
Due to the volume of information received with this application, full details have been placed in the Council Chamber for Members' perusal (059387).		
059510	Spon Green Farm Spon Green Kennels & Cattery	Extension to existing kennel building

Full details are available for perusal in the office and will be deposited in the Council Chamber from 6.30pm on the day of the Meeting.

(b) The following applications were dealt with in consultation with local Ward Members in view of the time limit for observations.

<u>Plan No.</u>	<u>Location, Applicant and Proposed Development</u>	<u>Observations</u>
057165	Amendments to submitted application Land adjacent to Mill Lodge, Mill Lane Demolition of existing buildings and erection of 13no. houses and 6no. apartments	No observations

059350	149 Princess Avenue JNL Design (Agent) Erection of two storey side extension, single storey rear extension and front porch	No observations
059353	23 Aberllynor Drive Erection of single storey side extension	No observations
059388	Land at Spencer Industrial Estate Standard Road Datrys (Agent) Erection of 10no. Industrial units	No observations
059415	23 Moorfields Mr N Pickard (Agent) Erection of two storey side extension	No observations
059419	Hawthorne Cottage, Spon Green Mrs D Johansson Creation of extended dropped kerb	No observations
059497	Land at Tram Road Ms A Waliczek-Pieczka Application for variation of condition no. 2 following grant of planning	No observations
059547	128 Mold Road Kevin Shone (Agent) Outline application for construction of two semi-detached two storey houses	No observations

5. **HMO DEVELOPER ADVICE NOTE CONSULTATION**

Enclosed with this Agenda item is an email from Flintshire County Council's Chief Officer (Planning, Environment and Economy) with regard to the above. The email advises that Flintshire County Council has produced a new Developer Advice Note on Flats and Houses in Multiple Occupancy (HMOs). The Advice Note supports the Policy context within the adopted UDP. A copy of the Advice Note has been forwarded to all Members in case they wish to respond as individuals.

The Committee is requested to receive and note the above report and enclosed email correspondence and to decide whether or not it wishes to make any comments on the new Developer Advice Note. The Committee is advised that any comments are required by Wednesday 27th March 2019.

6. PLANNING APPLICATION DECISIONS

Enclosed with this Agenda item is the monthly update of planning decisions that have been notified to this Council by Flintshire County Council.

The Committee is requested to receive and note the spreadsheet.

HIGHWAYS AND LEISURE COMMITTEE
26th FEBRUARY 2019

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 22nd January 2019.

4. PEDESTRIANISATION ORDER – BRUNSWICK ROAD, BUCKLEY

Members will recall that at the meeting of this Committee held on 26th September 2017 it was resolved under the Agenda item Pedestrianisation Order – Brunswick Road that "... the Town Council was not in a position to give either its support or objection to the County Council's intended review as it was not in possession of any detailed design statement, costings or detailed risk assessments. The clerk was therefore instructed to convey the Town Council's position to Flintshire County Council and request a detailed design statement, costings and risk assessments for its consideration" (minute 16789 refers). As a result of the above the Clerk forwarded an email to Flintshire County Council on 27th September 2017 stating that it would withhold its opinion on the matter and review that option upon receipt of a detailed design statement for any de-pedestrianisation or the pedestrianised area of Brunswick Road. The email also requested costings and relevant risk assessments.

No information was received in relation to this matter, therefore, on 28th January 2019 the Clerk requested an update on the situation. A response was received which indicates that it was Flintshire County Council's view that following a meeting in 2017 (summertime) that the Town Council had fed back mixed views on the subject and could not give a clear steer either way to the County Council. Therefore, no further work has been undertaken on the matter. The name of the officer responsible if the Town Council wishes to pursue anything further is noted in the response (please see copies of correspondence etc enclosed).

The Committee is requested to receive and note the above information.

5. BUCKLEY PLAYSCHMES 2018 REPORT

Enclosed with this Agenda item is a copy of the statistics for Buckley Playschemes conducted in 2018. The statistics show that there were 309 children and registers and 1,286 attendances over the four weeks.

The Committee is requested to receive and note the above statistical report.

6. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

1. Play Wales – Publications – How to organise playing out sessions on your street.
2. Play Wales e-bulletin – February 2019.
3. Play Wales – Publications – Older children play too.

The Committee is requested to receive and note the items tabled for perusal.