

**MINUTES of a MEETING
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 26th February 2019**

PRESENT

Councillor D Ellis (Town Mayor) - in the Chair

Cllr V E Blondak	Cllr W A Lewis	Cllr E L Preece
Cllr C A Ellis	Cllr M J Peers	Cllr P G Shone
Cllr I D Howes	Cllr I Peters	Cllr J F Thornton
Cllr E J Hutchinson	Cllr N Phillips	Cllr A Woolley
Cllr H D Hutchinson	Cllr C M Preece	

IN ATTENDANCE

Mr M B Wright – Town Clerk & Financial Officer
Mrs L George – Office Administrator
Mrs T J Reece – Office Administrator

17437- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors J S Jones (illness), R B Jones (holiday), S Peers (work commitments), M P Teire (work commitments) and A G Williams (family commitments).

17438- DECLARATIONS OF INTEREST

No Declarations of Interest were made in relation to this Agenda. It was –

Resolved – that no Declarations of Interest were noted.

17439- PUBLIC QUESTION TIME

It was reported that a letter had been received raising the question “... why Buckley Town Council has not implemented the procedures identified in the Statutory Guidance and advise when will the Town Council process past and future supporting papers for agenda items electronically for the local council tax payers (public) to have access”. The answer provided by the Mayor was as follows:-

“The matter of Agendas and all backing documents to those Agendas being made available electronically is covered by the Local Government (Democracy) (Wales) Act 2013 (in particular Section 57 (a)(ii)(aa)). The Statutory Guidance for the above Act was issued in May 2015. With regard to the Agendas, the Statutory Guidance states on page 2

(2nd paragraph of Status & Application) that "...Community and Town Councils have a statutory duty to have regard to this guidance". This is reaffirmed on Page 3, paragraph 7. The Statutory Guidance also states on page 6 paragraph 22 "There is also a requirement to publish electronically, so far as is reasonably practicable, any documents relating to the business to be transacted at the meeting". Buckley Town Council has regard to the Statutory Guidance, however, it does not, at present, believe it to be "reasonably practicable" to publish electronically the supporting documents to the Agenda items. The reasons for this are: -

- (i) That on both Council and its Committee Agendas there are numbers of backing documents. The Agenda narratives themselves, which are published electronically, provide a comprehensive and detailed analysis of the particular Agenda item, that analysis includes quotations, where relevant, from the various backing documents. The Agenda narratives provide a clear picture of the item to be discussed and the reasons for the recommendations made and
- (ii) The limited resources available to the Town Council

Buckley Town Council also publishes the Agendas with full backing documents on the Thursday before the following Tuesday's meetings. The Agendas, including backing documents (the backing documents have personal details removed wherever possible and relevant) are made available in Buckley Library. They are also available at the Town Council offices for any member of the public to peruse and on the night of the meetings there are copies of the Agendas and backing documents available for members of the public to use to follow the process of the meetings. Buckley Town Council therefore believes that its current processes comply with the relevant Sections of the Local Government (Democracy) (Wales) Act 2013 and have regard to the Statutory Guidance issued by the Welsh Government in May 2015. None the less Buckley Town Council will, as it always has done, review its procedures on an on-going basis".

As required under the Council's Agenda, the question and answer were received without debate.

17440- MINUTES

Resolved - that the minutes of the Adjourned Meeting of the Buckley Town Council held on 22nd January 2019 and the Resumed Meeting also held on 22nd January 2019, as now submitted, be approved and adopted and signed as a correct record.

17441- MAYORAL AND COUNCIL ANNOUNCEMENTS

The Mayor advised the Council of the following:-

1. The Mayor thanked Councillor Neville Phillips for saying prayers before the commencement of the meeting.
2. On 22nd February the Mayor and Mayoress had attended the Mayor of Mold Town Council's Charity Ball held at the Beaufort Park Hotel.
3. On 14th February the Mayor advised that he had been on a walk about in Mountain Ward with North Wales Police.

17442- MINUTES OF THE PLANNING COMMITTEE

Moved by Cllr M J Peers

Seconded by Cllr A Woolley and it was –

Resolved – that the Minutes of the Meeting of the Planning Committee held on 22nd January 2019, as now submitted, be approved and adopted.

17443- MINUTES OF THE HIGHWAYS AND LEISURE COMMITTEE

Moved by Cllr M J Peers

Seconded by Cllr D Ellis and it was -

Resolved – that the Minutes of the Meeting of the Highways and Leisure Committee held on 22nd January 2019, as now submitted, be approved and adopted.

17444- MINUTES OF THE GENERAL PURPOSES COMMITTEE

Moved by Cllr A Woolley

Seconded by Cllr V Blondek and it was –

Resolved – that the Minutes of the Meeting of the General Purposes Committee held on 22nd January 2019, as now submitted, be approved and adopted.

17445- MINUTES OF THE FINANCE & ECONOMIC DEVELOPMENT COMMITTEE

Moved by Cllr J F Thornton

Seconded by Cllr N Phillips and it was –

Resolved – that the Minutes of the Meeting of the Finance & Economic Development Committee held on 22nd January 2019, as now submitted, be approved and adopted.

17446- GDPR REQUIREMENTS

The Council received a report from the Clerk, which advised it that as advised by email to all Members on 11th February 2019, 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. As both Policies had been advised to be introduced with immediate effect by the provider of the Independent Compliance Function, the Council was requested to receive and note the report and to acknowledge and confirm the introduction of the two Policies. It was –

Resolved – that as per the request, the two Policies be acknowledged and their introduction confirmed.

CHAIR