

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

20th November 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 November 2019 commencing at 7pm. Meetings of the Standing Committees will be held in the order below:-

General Purposes

Highways and Leisure

Planning

Finance and Economic Development

Yours sincerely,

Town Clerk and Financial Officer

Enc

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 in accordance with Addendum 4 to the Council's Standing Orders.

4. MINUTES

To approve and to sign as a correct record the Minutes of the Meeting of the Town Council held on 22nd October 2019 (6638 - 6640).

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 October 2019.

	<u>Committee</u>	<u>Page Nos.</u>
(i)	Planning	6641 – 6642
(ii)	General Purposes	6643 – 6646
(iii)	Finance & Economic Development	6647 – 6648
(iv)	Highways and Leisure Committee	6649 – 6650
(v)	Special Meeting of the General Purposes Committee held on 29 th October 2019	6651 – 6652

GENERAL PURPOSES COMMITTEE
26th NOVEMBER 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 October 2019.

4. 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.

5. PUBLIC SECTOR BODIES ACCESSIBILITY (WEBSITES AND MOBILE APPLICATIONS) (No. 2) REGULATIONS 2018

Members will recall that at the meeting of this Committee held on 28th May 2019, the above matter was discussed. The Clerk advised the Committee that the Regulations were designed to allow citizens, particularly those with disabilities to gain better access to public services by making the public sector bodies' websites and mobile applications more accessible. The Clerk advised the Committee that the Town Council website was currently being updated and redesigned and that the Clerk had contacted the website provider and had agreed that as the website would be active in the near future, the accessibility statement required under the Regulations would be placed on the Town Council's website. The accessibility statement can be accessed from the home page of the website bottom left.

The Committee is requested to receive and note the above report and acknowledge that the Town Council website now has the Accessibility Statement on it.

6. MINUTES OF A MEETING OF THE ELECTORAL REVIEW – FLINTSHIRE, WORKING GROUP HELD ON 28th OCTOBER 2019

Enclosed with this Agenda item are the Minutes of the Electoral Review – Flintshire, Working Group meeting held on 28th October 2019. Those Members present at the Working Group meeting are requested to approve the Minutes as a correct record.

Those Members who were present at the Electoral Review – Flintshire, Working Group meeting are requested to approve the Minutes as a correct record. The Committee is requested to receive and note the above report, as the Working Group has delegated powers to act.

7. BUCKLEY TOWN COUNCIL FIREWORKS DISPLAY

Enclosed with this Agenda item is an email from Andrew Weston, Fulbeck, Lincolnshire. Mr Weston had forwarded the email to Flintshire County Council, the email was congratulatory in respect of the Fireworks Display and the entire event. Mr Weston states that the display was "... by far and away the best display I have ever seen and the best organised". Flintshire County Council kindly replied to Mr Weston and stated it was forwarding his compliments to Buckley Town Council who are the appropriate contact. The Clerk has replied to Mr Weston thanking him for his comments. A copy of the email correspondence and four photographs Mr Weston took on the event are enclosed.

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

8. ARTISAN MARKETS

Members will recall that in the Approved Budget for 2019/20, an additional £3,000 was added to the Event Day Budget Head to allow for consideration of some small individual events. At the recent Buckley Forum Meeting a suggestion was made that some of the monies could be used to create a monthly small Artisan Market. The market would be held in the Shopping Centre. The financial requirements may include additional Buckley Town Council gazebos and some wooden wheelbarrow/market stall equipment.

The Committee is requested to receive and note the above report and to decide whether or not it wishes to instruct the Town Centre Manager to explore the potential and to report back at the December meeting of this Committee.

HIGHWAYS AND LEISURE COMMITTEE
26th NOVEMBER 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 October 2019.

PLANNING COMMITTEE
26th NOVEMBER 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 October 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>
060627	110 Brunswick Road BWSIPP Trustees Ltd	Change of use to a shop for the sale of hot take away food (A3) including installation of a new shop front & roller shutter, infill of existing apertures and erection of Fume Extraction Flue at the rear.

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>
060432	14 Ewloe Place Mr Daniel James Dropping of kerb and creation of parking area	No observations
060462	5 Lea Drive Mr & Mrs P Douce Erection of single storey front porch	No observations
060556	11B Chester Road Mr Shaun Trowbridge Change of use from a storage unit into a residential unit	No observations

060561	1 Dukesfield Drive Ms K North Rear & side single storey extensions with flat roofs	No observations
060574	Catheralls Industrial Estate L Houghton & Co Ltd Erection of new industrial unit	No observations
060580	Holmleigh, Cheshire Lane Mr Gary Buckley Revised scheme of development of land for erection of a single dwelling, from bungalow to dormer bungalow (previous approved footprint retained).	No observations
060583	Balamow, Nant Mawr Road Mr & Mrs M Jones Proposed detached dwelling	No observations

5. PLANNING APPEALS

There have been no Planning Appeals notified to the Town Council by Flintshire County Council during October to date.

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

6. PLANNING APPLICATION DECISIONS

Enclosed with this Agenda item is the 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.

7. ITEM TABLED FOR MEMBERS' PERUSAL

The following item is tabled for Members' perusal: -

1. Planning Aid Wales Newsletter, November 2019 – Planning for Communities – 40 years of Planning Aid Wales.

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

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE
26th NOVEMBER 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 October 2019.

**4. MINUTES OF A MEETING OF THE FINANCE SUB-COMMITTEE
(BURSARY AWARD PANEL) HELD ON 17th OCTOBER 2019**

Enclosed with this Agenda item are the Minutes of the Finance Sub-Committee (Bursary Award Panel) meeting held on 17th October 2019. Those Members present at the Finance Sub-Committee (Bursary Award Panel) are requested to approve the Minutes as a correct record.

Those Members who were present at the Finance Sub-Committee (Bursary Award Panel) meeting are requested to approve the Minutes as a correct record. As the Finance Sub-Committee (Bursary Award Panel) has delegated powers to act, the Committee is requested to receive and note the minutes of the Finance Sub-Committee (Bursary Award Panel) held on 17th October 2019. The Committee is also advised that the recommendations of the Finance Sub-Committee (Bursary Award Panel), £2,800 is included in the Accounts for Payment Schedule listed below.

5. ACCOUNTS FOR PAYMENT

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

6. BANK RECONCILIATION

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 October 2019.

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

7. MATURITY OF HIGH INTEREST DEPOSIT ACCOUNT

The Committee is advised that one of the High Interest Deposit Accounts held with Lloyds Bank matures on 29th November 2019. The interest received will be 1.1% giving an interest amount of £528.15. The matured sum will be £48,673.88. The Clerk has negotiated with Lloyds Bank for a further 12 months High Interest Deposit Account using the matured sum (£48,673.88). The interest receivable will be 1.1% providing an interest receivable on 30th November 2020 of approximately £535.41. The matured sum at 30th November 2020 will therefore be approximately £49,209.29.

The Committee is requested to receive and note the above report and to endorse and approve the Clerk's actions in the matter. Members are also advised that they should change the wording on Addendum 2 to their Standing Orders on page 2 – Listings of Investments Undertaken – note 1 to read 30th November 2019 on the second to bottom line and 30th November 2020 on the final line of note 1.

8. EXCLUSION OF THE PRESS AND PUBLIC

In view of the confidential financial nature of the following five Agenda items about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they be instructed to withdraw.