

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 2020

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 25th February 2020 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

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 an Adjourned Meeting of the Town Council held on 28th January 2020 (6685 – 6687) and the Minutes of the Resumed Meeting of the Town Council also held on 28th January 2020 (6701).

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 28th January 2020.

	<u>Committee</u>	<u>Page Nos.</u>
(i)	Planning	6688 – 6691
(ii)	Highways and Leisure	6692 – 6693
(iii)	General Purposes	6694 – 6696
(iv)	Finance & Economic Development	6697 – 6700

7. **CONTRACT FOR THE PROVISION OF A TOWN EVENTS
ORGANISER AND A TOWN CENTRE SUPPORT PROVIDER**

Members will recall that the Wales Audit Office Report in June 2019 recommended that the post of Town Centre Manager should be retendered for and a clear contract for services be created, which clearly differentiated between a Contract of Employment and a Contract to Provide Services. A contract was prepared and presented to a meeting of the Finance and Economic Development Committee at its meeting held on 26th November 2019. At that meeting, it was resolved that "... the Clerk's report be received and noted and the matter be deferred to a meeting in January 2020 for further discussion" (minute 17826 refers).

As a result of the above a Special Meeting of the Council was held on 14th January 2020 where a revised version of the contract was considered. At that meeting it was resolved that "... with minor amendments the contract be approved and the tendering exercise be approved" (minute 17860 refers).

As a result of the above an advertisement for expressions of interest to tender has been placed on the website and in The Leader Newspaper, with a deadline for submission of tenders of 21st February 2020.

The Council now needs to decide how it wishes to address the matter of appointing the successful tenderer. If the Council leaves the matter to its March meeting there will not be sufficient time to make the necessary arrangements for the contract to commence on 1st April 2020. It is, therefore –

Recommended that the Mayor and Chairs be appointed to act as a Tender Approval Panel and be granted the powers to act in choosing the successful tenderer. The Mayor and Chairs should be charged with reporting their actions to the meeting of the Council due to be held on 24th March 2020.

GENERAL PURPOSES COMMITTEE
25th FEBRUARY 2020

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 28th January 2020.

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. ATMs IN BUCKLEY

Members will recall that at the meeting of this Committee held on 28th January 2020, it was resolved under the above heading that "... the Clerk be instructed to contact the Link Organisation and the Pay Point Organisation with regard to the potential for increasing the number of units in the town" (draft minute 17889 refers). Following on from the above resolution, the Clerk contacted CardTronics United Kingdom requesting whether or not the number of ATMs in Buckley could be reviewed with a view to increasing the number. CardTronics replied stating that they had attached an enquiry form for the installation of an ATM at Buckley Town Council Offices. The Clerk replied by stating that he was not enquiring about having an ATM installed at the Council Offices but was requesting a review of the number of ATMs in Buckley with a view to potentially increasing the number. CardTronics responded by stating that the Cashzone Customer Support Team were unable to assist with the request, however, the information had been forwarded to their Commercial Team who would be able to assist further. To-date no further contact has been made. CardTronics also provided a list of the available ATMs in an approximately ten mile radius of Buckley (copies enclosed).

In respect of Pay Point, enclosed with this Agenda item is a list of those retailers who provide a Pay Point facility within a three mile radius of Buckley.

The Committee is requested to receive and note the above report and enclosed correspondence from both CardTronics and Pay Point.

6. COMMUNITY BANK IN BUCKLEY

In December 2018 Cllr C M Preece launched a petition entitled "Don't cut people off from banking when closing branches" on the 38 Degree Platform. It eventually attracted in excess of 107,000 signatures. Members will also be aware that the Welsh Assembly Government has launched a Community Bank Scheme entitled "Banc Cambria".

In the Leader newspaper of 13th February 2020 there was an article in relation to this matter which provides a positive narrative in relation to Banc Cambria opening a branch in Buckley (please see copy of the newspaper article). Cllr C M Preece will provide a verbal update on the matter.

The Committee is requested to receive and note the above report and to receive the verbal update from Cllr C M Preece.

7. STREETLINK APP – A MORE CONSISTENT METHOD OF REPORTING ROUGH SLEEPING

Enclosed with this Agenda item is a covering email from the Chief Officer, Housing and Assets, Flintshire County Council. The email attaches a letter from the Chief Officer advising how Flintshire County Council has adopted a Regional Homeless Strategy, which has identified rough sleeping as a priority area of work. The letter also provides a link so that people can report rough sleepers to the County Council in order that support can be provided to them.

The Clerk advises the Committee that the letter has been placed on the Town Council's website.

The Committee is requested to receive and note the above report and for Members to particularly note the contact details.

8. OWL CYMRU

Enclosed with this Agenda item is an email from Owl Cymru advising that the Charity will close as of 31st March 2020. The reason given is that the Charity has not been able to secure the funding to continue.

The Committee is requested to receive and note the correspondence and to decide what action, if any, it may wish to take on the matter.

9. ITEM TABLED FOR MEMBERS' PERUSAL

The following item is tabled for Members' perusal:-

1. Flintshire Citizens Advice Bureau – Annual Report

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

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE
25th FEBRUARY 2020

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 28th January 2020.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of February 2020 (copy enclosed).

5. 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 January 2020.

The Committee is requested to receive and note the Bank Reconciliation for the period ended 31st January 2020.

6. OCCUPATION OF AN OFFICE ON THE LEFT HAND SIDE OF THE GROUND FLOOR OF THE OLD LIBRARY BUILDING

The Committee will be aware that the North Wales Energy Advice Centre has occupied a single office on the left hand side of the ground floor of the Old Library Building. The occupation was under Licence effective from 1st April 2019 at a cost of £200.00 per annum (minute 17556 refers).

The North Wales Energy Advice Centre has informed the Clerk in writing that it will cease operating on 31st March 2020 and will therefore vacate the premises on that date. The Clerk has rendered an invoice for the organisation's element of the heat, light and rates, the invoice has been paid. There will therefore be no outstanding debts.

The Clerk has been contacted by a potential tenant who would occupy the office on the same basis as that which the North Wales Energy Advice Centre did and could potentially occupy the office from 1st April 2020.

The Committee is requested to receive and note the above report and to approve any future tenant of the office, under Licence, at the same Licence conditions as the previous occupants.

7. AUDITOR GENERAL FOR WALES – FUTURE AUDIT ARRANGEMENTS FOR COMMUNITY COUNCILS IN WALES 2020-21 ONWARDS

The Auditor General for Wales has recently commenced a consultation on the Future Audit Arrangements for Community Councils in Wales. A copy of the consultation document is enclosed with the Agenda item. The document advises of the changes recommended in the Audits and asks a number of questions. The main thrust of the consultation appears to be that the Wales Audit Office wish to incorporate detailed testings of transactions within their scope. Whereas the current Audits arrangements follow a limited assurance approach to reflect the complexity and risk of the sector.

The enclosed consultation document is open for comment until Thursday 19th March 2020.

The Committee is requested to receive and note the above report and enclosed consultation document and to decide whether or not it wishes the Clerk to respond to the questions raised in the document.

8. SUMMER PLAYSCHMES 2020

Enclosed with the Agenda item is an email from the Play Development Officer, Flintshire County Council advising of the costs for the Summer Playschemes 2020.

Members will recall that the total cost of the four Playschemes for four weeks in 2019 was £6,916.00. That figure was made up of approximately £1,374.00 per Playscheme for three weeks and approximately £360.00 for four additional weeks.

Members will note from the enclosed email that the standard three week Playscheme has risen by approximately £60.00 with the additional week cost rising by £121.00. If the Committee therefore wishes to have four Playschemes for four weeks the total cost will be £7,621.00 (£5716.00 for four Playschemes for three weeks and £1,905.00 for an additional week per Playscheme). This equates to an 10.2% increase on the previous year.

The Approved Budget for 2020/21 carries a provision for the Summer Playschemes of £7,054.00. To therefore have the four Playschemes for four weeks will necessitate an approximate £567.00 overspend. However, if the Committee were to approve three Playschemes for four weeks and one Playscheme for three weeks the overspend would reduce to approximately £91.00.

The Committee is requested to receive and note the above report and enclosed correspondence and to decide whether or not it wishes to approve four Playschemes for four weeks or three Playschemes for four weeks with an additional Playscheme for three weeks. The additional costs would be borne through reductions within the budgeted expenditure for the forthcoming year.

PLANNING COMMITTEE
25th FEBRUARY 2020

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 28th January 2020.

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>
060898	Land at Tram Road Mr Miah	Reserved Matters – Erection of 5 No. dwellings

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>
060804	Southdown Primary School Mrs Diane Chisholm Proposed Portacabin to Provide Separate Detached area for Wrap Around Care Facility	No observations
060811	80-86 Mold Road Mr Anthony Parry & Mrs Ann Butler Demolish terrace block of 4 victorian houses and redevelop for residential purposes	No observations
060910	33 Burntwood Road Mr S Backhouse Rear single storey extension, front single storey extension, new roof over existing front single storey projection	No observations

5. PLANNING APPEALS

There have been no Planning Appeals notified to the Town Council by Flintshire County Council this month.

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

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
25th FEBRUARY 2020

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 28th January 2020.

4. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

1. Play for Wales – Issue 54 Winter 2019.
2. Play Wales e-bulletin – February 2020

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

5. EXCLUSION OF THE PRESS AND PUBLIC

In view of the confidential administration nature of the following 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. The Committee is, therefore, requested to so resolve.

6. POTENTIAL FOR THE DE-PEDESTRIANISATION AND OTHER PROJECTS IN AND AROUND BUCKLEY TOWN CENTRE

7. CLEANING CONTRACTS FOR THE COUNCIL OFFICES AND THE PUBLIC CONVENIENCES

8. MEASURES TO BE INCLUDED TO ENSURE THAT THE CONTRACT FOR THE TOWN CENTRE EVENTS ORGANISER AND TOWN CENTRE SUPPORT PROVIDER PROVIDES VALUE FOR MONEY

9. BUCKLEY WELLBEING GROUP

10. MATTERS ARISING FROM THE COUNCIL AND STANDING COMMITTEE
MEETINGS HELD ON 28TH JANUARY 2020