

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 a Meeting of the Town Council held via Zoom on 23rd March 2021 (6811– 6814).

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 via Zoom on 23rd March 2021.

<u>Committee</u>	<u>Page Nos.</u>
(i) Highways and Leisure	6815 – 6816
(ii) General Purposes	6817 – 6818
(iii) Planning	6819 – 6822
(iv) Finance and Economic Development	6823 – 6825

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE
27th APRIL 2021

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 23rd March 2021.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of April 2021 (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 March 2021. Members will note that on this occasion, the Bank Reconciliation as presented will form part of the Annual Financial Accounts, which are presented to Committee later in these Agenda papers.

The Committee is requested to receive, note and approve the Bank Reconciliation for the period ended 31st March 2021.

6. PETTY CASH EXPENDITURE

Enclosed with this Agenda item is the Petty Cash Account as at the end of March 2021 for the 2020/21 Financial Year to 31st March 2021. Members will note that on this occasion, the Petty Cash Account as presented will form part of the Annual Financial Accounts, which are presented to Committee later in these Agenda papers.

The Committee is requested to receive and note the Petty Cash Account Spreadsheet and to approve the spreadsheet accordingly.

7. FINANCIAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021

Enclosed with this Agenda item are the out-turn figures for the financial accounts of Buckley

Town Council for the year ended 31st March 2021. Included with the Summarised Income and Expenditure Account there is a detailed Income and Expenditure Account, the Local Government Act 1972 Section 137 Expenditure and the Statutory Powers used for other expenditure. There is also a Balance Sheet, Bank Reconciliation, Supporting Notes, Responses to the Internal Auditor's Annual Interim Audit Report for 2020/21, Analysis of Petty Cash, Analysis of Significant Variances between Budget and Actual Figures for the year end 31st March 2021 and a Detailed Variance Analysis between the Income and Expenditure of 2019/20 and 2020/21. There is also enclosed an analysis of the Expenditure to balance with the Summarised Income and Expenditure Account, a spreadsheet showing the movements of debtors and creditors for both 2019/20 and 2020/21 and a spreadsheet showing the additional income accounted for after the Cash Book had closed..

The Clerk will provide a detailed verbal report upon the Accounts if required.

The Committee is advised that the Internal Audit of the Final Accounts has been conducted on 21st April 2021 and the Internal Audit report, together with responses, will be placed before this Committee at a subsequent meeting, when the Annual Return will be presented for approval.

The Committee is requested to receive, note and approve the Final Accounts as presented for the Financial Year 2020/21 and to authorise the Mayor to sign the Accounts on the Balance Sheet as shown as document 5 of this Final Accounts bundle.

8. POLICY IN RESPECT OF THE USAGE OF IT EQUIPMENT PROVIDED BY THE COUNCIL TO MEMBERS

Members will recall that the Clerk has obtained a £10,000 grant from the Welsh Government under the Digital Democracy Fund. The grant is provided to ensure that the Town Council can equip its Members with IT hardware and software in order for them to be more proficient in the virtual meetings currently being held and other ancillary work that may be required in relation to the Town Council's business.

Enclosed with this Agenda item is a draft Policy Document in relation to the conditions under which the equipment will be provided by the Council to those Members wishing to receive it. The Policy lays out in clear terms the responsibilities placed upon the Members who receive the equipment.

The Committee is requested to receive and note the above report and enclosed Policy and approve its implementation. Upon the approval of the implementation of the Policy, the Clerk will write to all Members requesting whether or not they wish to receive any equipment.

GENERAL PURPOSES COMMITTEE
27th APRIL 2021

AGENDA

1. APOLOGIES

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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 23rd March 2021.

4. TOWN EVENTS ORGANISER AND TOWN CENTRE SUPPORT PROVIDER MONTHLY REPORT

Enclosed with this Agenda item is the monthly report presented by the Town Events Organiser and Town Centre Support Provider.

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

5. DETERMINATION OF LICENCE – GRACE CHURCH

Grace Church who currently occupy one small room on the right hand side of the ground floor of the Old Library Building have, under the terms of the Licence, provided one calendar month's notice to Determine the Licence. Grace Church will therefore vacate the premises on 12th May 2021. There are no debts outstanding in relation to the occupancy.

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

PLANNING COMMITTEE
27th APRIL 2021

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 23rd March 2021.

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>
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No plans, apart from those listed in 4(b) below have been received.

Full details are available for perusal in the office and can be viewed by prior appointment between 9am – 1pm by contacting the Clerk – mbw@buckleytc.org.uk

(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>
062592	Courtlands, Padeswood Road South Increase size of existing dropped kerb Crossover	No observations
062617	5 Oak Tree Close Erection of a single storey rear extension	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
27th APRIL 2021

AGENDA

1. APOLOGIES

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2. DECLARATIONS OF INTEREST

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3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 23rd March 2021.

4. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

- 1. Play Wales – Free Play Wales 2021 Membership.**
- 2. Play Wales e-bulletin – April 2021.**

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

5. EXCLUSION OF PRESS AND PUBLIC

In view of the confidential administration and financial nature of the following Agenda item 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. THE COVID SNAKE CREATED AT THE ENTRANCE TO THE HIGHER COMMON PLAY AREA