

Buckley Town Council

Council Offices, Buckley, Flintshire CH7 2JB
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Cyngor Tref Bwcle

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SJ/LG/TJR

17th May 2023

To: All Members

Dear Member,

Please find enclosed the Agenda papers for the Annual Meeting (Resumed) of the Town Council and its Standing Committees Meetings to be held in the Council Chamber on a hybrid basis on Tuesday next 23rd May 2023 commencing at 7pm.

Meetings of the Standing Committees will be held in the order below:-

Planning

Finance and Economic Development

General Purposes

Highways and Leisure

Yours sincerely,

A handwritten signature in blue ink, reading "Shaun Jones".

Shaun Jones

**Clerc y Dref Locwm a'r Swyddog Ariannol Cyfrifol.
Locum Town Clerk and Responsible Financial Officer**

Enc

ANNUAL MEETING (RESUMED) OF THE
TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend the Annual Meeting
(Resumed) of the BUCKLEY TOWN COUNCIL to be held in the Council
Chamber, Buckley on a hybrid basis on TUESDAY next, the 23rd May 2023
commencing at 7pm.

Dated this 17th May 2023



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Shaun Jones

Clerc y Dref Locwm a'r Swyddog Ariannol Cyfrifol.
Locum Town Clerk and Responsible 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 the Meeting of the Town Council held on 25th April 2023 (Pages 7023 - 7026).

5. MAYORAL AND COUNCIL ANNOUNCEMENTS

To receive any Mayoral and Council Announcements.

6. DESIGNATION OF STANDING COMMITTEES

To designate the Standing Committees of the Town Council for the ensuing municipal year and to appoint Members to serve on each Standing Committee. By convention, all Members of the Council serve on each Standing Committee.

7. APPOINTMENT OF STANDING COMMITTEE CHAIRS AND VICE CHAIRS

To appoint **Chairs/Vice Chairs** of each designated Standing Committee. The Standing Committees of the Town Council and the Chairs of those Committees were for the year 2022/2023 –

Chair/Vice Chair

Finance and Economic Development	-	A Woolley/R B Jones
General Purposes	-	H D Hutchinson/A Drury
Highways & Leisure	-	D Ellis/V E Blondek
Planning	-	M J Peers/R B Jones

8. DATES OF MEETINGS

To approve the dates of Meetings of the Town Council and its Committees for the ensuing year as follows:-

27 th June 2023	23 rd January 2024
25 th July 2023	27 th February 2024
26 th September 2023	26 th March 2024
24 th October 2023	23 rd April 2024
28 th November 2023	*14 th May/28 th May 2024
12 th December 2023	

*Annual Meeting

9. SUB-COMMITTEES AND REVIEW GROUPS

To designate the Sub-Committees and Review Groups of the Town Council and to appoint Members to serve on those Sub-Committees and Review Groups.

See Appendix A for Sub-Committees and Review Groups in 2022/23 and the membership of those Sub-Committees and Review Groups.

10. AUTHORITY FOR SIGNING ORDERS FOR PAYMENT

To confirm that payments are to be made from the newly opened Unity Trust Bank current account. Currently the following Members have internet banking access to view balances & transactional information and authority to approve payments prepared by the Locum Clerk or Personal Assistant to the Town Clerk – two Members have to authorise a payment ahead of release, Cllr Woolley, Cllr D Ellis, Cllr E L Preece, Cllr R B Jones, Cllr M J Peers and Cllr Cordery.

11. AUTHORITY FOR SIGNING OTHER OFFICIAL AND LEGAL DOCUMENTS

Two of the undermentioned officeholders, one of which must be the Proper Officer to sign.

Proper Officer
Town Mayor
Deputy Town Mayor
Chair of Finance and Economic Development Committee
Chair of General Purposes Committee

12. DELEGATED POWERS TO ACT

To authorise the Town Mayor and Chair of the Finance and Economic Development Committee to act on behalf of the Town Council, in conjunction with the Clerk, on any matters arising during the Recess period from 26th July 2023 to 25th September 2023.

13. MINUTES OF COMMITTEES

To approve the Minutes of the meetings of the undermentioned Standing Committees of the Council held on 25th April 2023.

	<u>Committee</u>	<u>Page Nos.</u>
(i)	Finance and Economic Development	7027 – 7028
(ii)	General Purposes	7029 – 7030
(iii)	Highways and Leisure Committee	7031 – 7032
(iv)	Planning	7033 – 7034

SUB-COMMITTEES AND REVIEW GROUPS

Establishment Sub-Committee *

Town Mayor
Deputy Town Mayor
Chair/Vice Chair of Finance and Economic Development Committee
Chair/Vice Chair of General Purposes Committee
Cllr V E Blondek
Cllr D Ellis

Exceptional Weather Conditions – Contingency Planning Working Group

Town Mayor
Chair of Highways and Leisure Committee
Cllr H D Hutchinson
Cllr R B Jones
Cllr M J Peers
Cllr I Peters
Cllr C A Ellis
Town Clerk & Financial Officer
Town Events Organiser & Town Centre Support Provider (Contractor)
Flintshire County Council - Mark Edwards (Area Supervisor)

Finance Sub-Committee (Bursary Award Panel) *

Cllr V E Blondek
Cllr A Drury
Cllr C A Ellis
Cllr E J Hutchinson
Cllr E L Preece
Cllr R L Stewart

Finance Sub-Committee (Grants)

Town Mayor
Deputy Town Mayor
Chair/Vice Chair of Finance and Economic Development Committee
Cllr V E Blondek
Cllr C A Ellis
Cllr L G Fox
Cllr D Rose
Cllr R L Stewart

Flintshire Local Development Plan – Delivery Agreement
Approval/Call for Candidate Sites - Working Group

Town Mayor
Chair of Planning Committee
Cllr A Drury
Cllr C A Ellis
Cllr E J Hutchinson
Cllr R B Jones
Cllr I Peters
Cllr E L Preece

Highways & Leisure Review Group

Chair/Vice Chair of Highways & Leisure Committee
Cllr L G Fox
Cllr H D Hutchinson
Cllr R B Jones
Cllr A Woolley

Regeneration Working Group

Town Mayor
Deputy Town Mayor
Cllr C A Ellis
Cllr E J Hutchinson
Cllr R B Jones
Cllr M J Peers
Cllr C M Preece
Cllr E L Preece
Cllr R L Stewart

Anti-Social Behaviour Working Group
(This Committee Membership to be reviewed after six months)

Town Mayor
Chair of General Purposes Committee
Cllr I Peters - Pentrobin Ward
Cllr R B Jones - Bistre East
Cllr L Rathbone - Bistre West
Cllr C Cordery - Buckley Mountain

Communications Task and Finish/Working Group

Cllr A Drury
Cllr V E Blondek
Cllr L G Fox
Cllr D Rose
Cllr E L Preece
Cllr R L Stewart

*** Powers to act**
Updated April 2023

PLANNING COMMITTEE

23rd MAY 2023

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 25th April 2023.

**4. WORDING TO BE INCLUDED WITH THE NOTIFICATION LETTER
OF OBSERVATIONS MADE BY THIS COMMITTEE TO FLINTSHIRE
COUNTY COUNCIL**

As per minute 14488 of the October 2012 meeting of this Committee, the following wording will be placed at the head of the notification letter sent to Flintshire County Council in respect of planning application observations made by this meeting. The letter to Flintshire County Council will specify that the notification letter with regard to the wording shall be regarded as being relevant to all future Planning Committee letters when responding to Planning Application requests for the year 2023/24.

“The Town Council would wish you to formally note that the participation of those Town Councillors, who are also Members of Flintshire County Council, in both the debate and subsequent vote, at the Town Council Planning Committee, was on the basis that the views expressed by them were preliminary views taking account of the information presently made available to this Town Council. The County Councillors therefore reserved their final views on the application until they were in full possession of all relevant arguments for and against”.

The Committee is requested to receive, note and acknowledge that the above wording will be placed in the correspondence with Flintshire County Council, in relation to the notification of observations from this meeting and that the wording, as above, will apply to all future letters to Flintshire County Council regarding Planning Applications for 2023/24.

5. PLANNING APPLICATIONS

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

<u>Plan No.</u>	<u>Location</u>	<u>Proposed Development</u>
TEL/000434/23	Street Works, Church Road	Proposed 5G telecoms Installation: 15m high 'Slim Line' H3G street pole with cabinets and ancillary works

To view online: [Click here](#)

(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 and Proposed Development</u>	<u>Observations</u>
COU/000335/23	Cross Keys Inn, Chester Road Change of use of previously developed land for storage of plant, machinery and siting of two storage containers for a temporary period of 3 years	No observations
FUL/000361/23	5 Cwrt Nuttall, Alltami Road Revised single/2 storey extension	No observations
TEL/000370/23	Land at Church Road, Lane End Proposed 5G telecoms installation: H3G 15M Street Pole and additional equipment cabinets	No observations
FUL/000373/23	8 Ffordd Dol Gwyn Single Storey rear extensions	No observations
FUL/000382/23	27 Manor Drive Proposed single storey front extension and internal alterations	No observations

6. 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.

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE
23rd MAY 2023

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 25th April 2023.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of May 2023 (copy enclosed).

5. FINAL INDEPENDENT REMUNERATION PANEL WALES REPORT FOR 2023/24

To receive, note and approve the latest IRPW report for FY 2023/24. Specifically, to roll forward the payment categories approved 24th January 2023 minute reference 18648, and review the increase from £150 to £156 annual contribution towards extra household expenses of working from home and the new office consumables payment of either a flat annual amount of £56 or on receipted expenses with possible cap of £56/uncapped. A statement on income tax treatment will also be given.

6. THE PUBLIC SECTOR DEPOSIT FUND – ADMINISTERED BY CCLA INVESTMENT MANAGEMENT LIMITED

The Locum Clerk will report on this financial product and how it might assist in reducing risk should a normal bank deposit no longer be covered under the Financial Services Compensation Scheme (copy correspondence enclosed).

The Committee are requested to determine and approve an initial deposit (min. £25,000).

7. COMPUDMEDIC LIMITED – COMPUTER SUPPORT SERVICES

As a result of our current supplier pulling out, an offer to provide technical support for up to 5 client personal computers has been received.

The Committee is requested to review and approve the change of supplier.

GENERAL PURPOSES COMMITTEE
23rd MAY 2023

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 25th April 2023.

4. TOWN EVENTS ORGANISER AND TOWN CENTRE SUPPORT PROVIDER'S (CONTRACTOR) MONTHLY REPORT

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

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

5. VISITS TO TOWN AND COMMUNITY COUNCILS BY INDEPENDENT MEMBERS OF THE STANDARDS COMMITTEE

Enclosed with this Agenda item is a covering email from Flintshire County Council Standards Committee, in respect of the visits by Independent Members of the Standards Committee to Town and Community Councils. Mr Mark Morgan, Flintshire County Council Standards Committee is hoping to attend on 23rd May 2023.

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

6. ANTI-SOCIAL BEHAVIOUR WORKING GROUP UPDATE

Councillor C Cordery to give an oral update on the Anti-Social Behaviour Working Group to the Committee.

HIGHWAYS AND LEISURE COMMITTEE

23rd MAY 2023

AGENDA

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