

Buckley Town Council

Council Offices, Buckley, Flintshire CH7 2JB

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Cyngor Tref Bwcle

Swyddfa'r Cyngor, Bwcle, Sir y Fflint CH7 2JB

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KB/LG/TJR

12th February 2025

To: All Members of the Council

Dear Member,

You are summoned to attend a hybrid Meeting of the Council and its Standing Committees to be held in the Council Chamber on Tuesday 18th February 2025 at 7pm.

This meeting will be held in accordance with the Council's Standing Orders, Financial Regulations, the Members Code of Conduct, the Civility and Respect Pledge and in line with the relevant Council Policies.

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

General Purposes

Planning

Highways and Leisure

Finance and Economic Development

The agenda for the meeting is given below.

If joining online please follow the link below:

Join Zoom Meeting

<https://us06web.zoom.us/j/81251690077?pwd=4z6cwD6Lx9lvfjTswGHaKhaac4pfk6.1>

Meeting ID: 812 5169 0077

Passcode: 359550

Yours sincerely,

K Brown

Karen Brown MAAT, CiLCA

Town Clerk and Responsible Financial Officer

Clerc y Dref a Swyddog Ariannol Cyfrifol

Enc.



COUNCIL MEETING
18th February 2025

AGENDA

1. WELCOME

The Mayor to welcome all to the meeting and provide introductions, emergency housekeeping and general meeting protocols.

2. APOLOGIES

To receive and approve apologies for absence.

3. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this meeting.

4. PUBLIC QUESTION TIME

To allow members of the public the opportunity to make representations to the Council.

5. MINUTES

To approve and to sign as a correct record the Minutes of the Meetings of the Town Council held on 28th January 2025 (pages 7304 – 7308).

6. MAYORAL AND COUNCIL ANNOUNCEMENTS

To receive any Mayoral and Council Announcements.

7. MINUTES OF COMMITTEES

To approve the Minutes of the meetings of the undermentioned Standing Committees of the Council held on 28th January 2025.

	<u>Committee</u>	<u>Page Nos.</u>
(i)	Finance and Economic Development	7309 – 7310
(ii)	Planning	7311 – 7313
(iii)	General Purposes	7314 – 7315
(iv)	Highways and Leisure	7316 – 7317

8. ELECTION OF THE TOWN MAYOR AND DEPUTY TOWN MAYOR

At the meeting of the Council held on 27th January 2009, it was resolved that the "... Town Mayor elect and the Deputy Town Mayor elect be chosen at the March meeting with the formal appointments being made at the Annual General Meeting" (minute 12640 refers).

The matter is included on the Agenda at this time in order that consideration may be given between now and the March meeting for nominations to be prepared for the post of Town Mayor elect and Deputy Town Mayor elect.

The Council is requested to receive and note the above report and to ensure that nominations are available for the posts of Town Mayor elect and Deputy Town Mayor elect for consideration at the meeting of the Council due to be held on 25th March 2025.

9. BUCKLEY TOWN COUNCIL ANNUAL RETURN FOR YEARS ENDED 31st MARCH 2023 AND 2024 CONCLUSION OF AUDIT

The Annual Returns from Audit Wales have been received. The Town Clerk is pleased to confirm that Buckley Town Council had two unqualified Audits for the Financial Year 2022/23 & 2023/24. In accordance with Account and Audit Regulations, the Notice of Conclusion of Audit had been duly completed and publicly advertised.

(a) Enclosed is the Certified Annual Return for the year ended 31st March 2023.

(b) Enclosed is the Certified Annual Return for the year ended 31st March 2024.

The Council is requested to receive and note the content of the Auditor General's report and audit opinion contained in the Certified Annual Returns for the Financial Years ending 31st March 2023 and 31st March 2024.

Items 10 – 11 will be adjourned until after the Standing Committees.

10. EXCLUSION OF THE PRESS AND PUBLIC

To pass a resolution to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential employment matters, the disclosure of which would be prejudicial to the public.

11. CONFIDENTIAL CORRESPONDENCE RECEIVED

To receive a report from the Town Clerk relating to confidential correspondence received and agree next steps.



HIGHWAYS AND LEISURE COMMITTEE
18th February 2025

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 2025.



GENERAL PURPOSES COMMITTEE
18th February 2025

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 2025.

4. TOWN & EVENTS CONTRACTOR MONTHLY REPORT

Enclosed is the monthly report presented by the Town & Events Contractor.

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

5. PRESENTATION FROM THE TIVOLI, BUCKLEY

To receive a presentation from a representative of The Tivoli, Buckley regarding their proposed activities with regard to their 100th year Anniversary. Enclosed with this Agenda item is a copy email with quotes from local business regarding The Tivoli.

6. BUCKLEY TOWN COUNCIL – COUNCILLOR QUESTIONNAIRE NOV 2024

Enclosed with this Agenda item is an analysis of the results of the Councillor Questionnaire sent out to Members in November 2024.

The Committee is requested to receive and note the analysis of the results of the Councillor Questionnaire.



FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE

18th February 2025

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 2025.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of February 2025 (copy enclosed).

5. BANK RECONCILIATION REPORT – FY2024/25

To receive and approve the monthly report for January 2025.

6. EQUALS CARD – PREPAID CARD

A monthly review of expenditure using the pre-paid cards from Equals Money.

The Committee is requested to approve the enclosed summary report for January 2025.

7. EXPENDITURE AGAINST BUDGET REPORT – Q3

Enclosed with this Agenda item is the Summary Report showing Actual vs Budgeted Expenditure for the Town Council period Q3 – 1st April – 31st December 2024.

The Committee is requested to receive and note the above summarised Financial Account and Analysed Data and to note the significant variance information provided.

8. FINANCIAL, BUDGET AND AUDIT TIMETABLE

Enclosed with this Agenda item is a comprehensive Annual Financial Timetable covering the key dates and responsibilities throughout the year. This document is required to address one of the Internal Interim Audit 24/25 recommendations.

The Committee is requested to approve the Financial Timetable.

9. PROPOSED NEW SECOND ENTRANCE TO HIGHER COMMON

Enclosed with this Agenda item is an email from Flintshire County Council's Countryside Ranger with a quotation for the installation of two new 4m wide black barriers – one barrier for the existing entrance and one barrier for the proposed second entrance (see Town Events Contractors report).

The attached quotation is for both entrances, the Town Council is requested to consider funding the cost of the second entrance.

The Committee is requested to receive and note the above report and decide if it wishes to contribute to the proposal.

10. AUDIT WALES OUTCOME LETTER TO PUBLIC OBJECTION AUDIT OF ACCOUNTS 2022-23

To receive and note the contents of the outcome letter including the audit findings and conclusions from Audit Wales following the elector's right to submit an objection.

The Committee is requested to receive and note the contents of the outcome letter from Audit Wales.



PLANNING COMMITTEE
18th February 2025

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 2025.

4. 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>
FUL/000034/25	19 Liverpool Road	20FT X 9FT X 7FT 6 Inch Concrete base wooden workshop

To view online: [Citizen Portal Planning - application details](#)

(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/001117/24	Buckley Police Station Extension and conversion to existing Police Station to provide 2no. 2 bedroom apartments and 3no 1 bedroom apartments with undercroft parking	No observations
FUL/000012/25	The Poplars, Nant Mawr Road Single storey extension to side elevation & demolition of existing kitchen & garage	No observations

5. FLINTSHIRE LOCAL DEVELOPMENT PLAN – CONSULTATION ON DRAFT SUPPLEMENTARY PLANNING GUIDANCE - SPG

Enclosed is a copy of an email from Flintshire County Council regarding the above Consultation.

<https://www.flintshire.gov.uk/en/Resident/Planning/Review-of-Supplementary-Planning-Guidance.aspx>

Following the adoption of the Local Development Plan (LDP), Flintshire County Council have produced draft Supplementary Planning Guidance (SPG) relating to the following policy areas:-

- Space Around Dwellings
- Retention of Local Facilities
- Affordable Housing

The Committee is requested to receive and note the above report and to decide what comments, if any, they wish to forward to Flintshire County Council.

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.