



**MINUTES of the MEETING
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 28th April 2026 at 7pm**

PRESENT

Councillor L Rathbone (Town Mayor) - in the Chair

Cllr V E Blondek
Cllr C Cordery
Cllr C A Ellis
Cllr D Ellis
Cllr I D Howes*
Cllr L Hughes

Cllr E J Hutchinson
Cllr H D Hutchinson*
Cllr J S Jones*
Cllr R B Jones
Cllr D Mackie

Cllr M J Peers
Cllr I Peters
Cllr C M Preece
Cllr E L Preece
Cllr A Woolley*

*Joined remotely

IN ATTENDANCE

Mrs K Brown – Town Clerk and Responsible Financial Officer
Mrs L George – Personal Assistant
Mrs C Williams - Personal Assistant

This meeting was 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 any relevant Council policies.

19850- WELCOME

The Mayor welcomed all to the meeting and provided introductions, emergency housekeeping and general meeting protocols.

Councillor L Hughes was welcomed to her first Council Meeting by Members.

19851- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors M A Parry (illness), D J Rose (illness) and R L Stewart (family commitments).

19852- DECLARATIONS OF INTEREST

Three Declaration of Interest were made in relation to Agenda item 8 – Setting Council Priorities 2026-2027 by Councillors C A Ellis, R B Jones and M J Peers. It was -

Resolved – that the Declarations of Interest were noted.

19853- PUBLIC QUESTION TIME

The Town Clerk reported that no questions had been received in writing and none were made orally at the meeting.

Resolved – that the Town Clerk’s report be received and noted.

19854- MAYORAL AND COUNCIL ANNOUNCEMENTS

1. The Mayor thanked Councillor Dave Mackie for saying prayers before the commencement of the meeting.
2. On 27th March my Consort and I attended the Chair of Connah’s Quay Town Council’s Charity Evening held at the Civic Hall, Connah’s Quay.
3. On 11th April my Consort and I attended the Mayor of Mold Town Council’s Charity Ball held at The Beaufort Park Hotel, New Brighton.
4. On 12th April my Consort and I attended the Mayor of Neston Town Council’s Civic Service held at St Mary & St Helen Parish Church, Neston.
5. On 18th April I officially opened Berwyn Books Shop, Buckley.
6. On 18th April I attended the Public Launch of SmartWater in conjunction with North Wales Police and the Town Clerk.

19855- MINUTES

Resolved - that the minutes of the Buckley Town Council Meeting held on 24th March 2026, as now submitted, be approved and adopted and signed as a correct record.

19856- WORKING GROUP – BUCKLEY TOWN HERITAGE

The Council received, noted and approved the Terms of Reference for the Buckley Town Heritage Working Group.

Membership to comprise of Councillors D Ellis, L Hughes, D Mackie, I Peters, E L Preece and L Rathbone, with a quorum of three Members.

19857- SETTING COUNCIL PRIORITIES 2026-2027

The Council received a report from the Clerk which set out the proposed Council Priorities for Buckley Town Council for the civic year 2026/27 and beyond. It followed on from the priorities agreed for 2025/26, for which a full achievement report would be presented separately at the Annual Meeting.

Resolved – that the Council adopt the 2026-27 Council Priorities with amendments.

19858- BUCKLEY STREETSCAPE – PROJECT BRIEFING

The Council received and noted a Project Briefing paper from Karen Whitney-Lang,

Regeneration Manager, Flintshire County Council advising that funding had been secured through UK Government's Pride in Place Impact Fund (PIPIF) for the delivery of a strategic Streetscape project in Buckley town centre.

19859- DERYNCOCH 2026 COUNCIL EVENTS

The Council received and noted the final stages update of planning for this year's Buckley Show taking place on Saturday 16th May 2026 from Deryncoch the Events Contractor.

PLANNING COMMITTEE – The Chair of the Planning Committee took the Chair

19860- WORDING TO BE INCLUDED WITH THE NOTIFICATION LETTER OF OBSERVATIONS MADE BY THIS COMMITTEE TO FLINTSHIRE COUNTY COUNCIL

The Committee noted the following wording would be placed at the head of the observations letter forwarded to Flintshire County Council as a result of the debates contained within this and every other Planning Committee Meeting during 2026/27.

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 applications until they were in full possession of all relevant arguments for and against.

19861- PLANNING APPLICATIONS

Resolved - (i) that the Town Clerk be authorised to submit the Town Council's observations on planning applications to Flintshire County Council, in accordance with the relevant provisions of the Town and Country Planning Act and Building Regulations, namely:-

FUL/000275/26 29 Church Road, Buckley CH7 3JG
Erection of a 1.8m high boundary fence between two residential driveways at the front of the property, set back from the highway to maintain visibility.
Observations: No observations.

(ii) With regard to Agenda item (b) the Committee noted the following applications were dealt with in consultation with local Ward Members in view of the time limit for observations:-

FUL/000245/26 91 Mold Road, Buckley CH7 2JA
Two storey rear extension + altered vehicle crossing to front.
Observations: No observations.

OUT/000264/26 128 Mold Road, Buckley CH7 2NT
Outline application for construction of two semi-detached two storey houses.

Observations: Councillor C A Ellis made the following observations:
Request option 3 and 4.
Concerns over impact on surrounding roads which currently are subject to parking issues close to a busy junction.

FUL/000277/26 The Winding House, Bannel Lane, Buckley CH7 3AP
Observations: No observations.

19862- PLANNING APPEALS

The Committee were advised that no Planning Appeals had been notified to the Town Council by Flintshire County Council this month.

<u>FINANCE COMMITTEE</u> – The Chair of the Finance Committee took the Chair

19863- MINUTES OF THE MEETING OF THE FINANCIAL RESERVES TASK & FINISH GROUP HELD ON 19th MARCH 2026

Resolved – that the minutes of the meeting of the Financial Reserves Task & Finish Group held on 19th March 2026 were confirmed as a correct record by Members who had attended the meeting.

That the minutes of the Financial Reserves Task & Finish Group were noted and approved by the Committee.

19864- COUNCIL EARMARKED RESERVES

The Committee received recommendations from the Financial Reserves Task & Finish Group and approved the changes to the earmarked reserves.

19865- ACCOUNTS FOR PAYMENT

Resolved - (i) that the accounts numbered 14306 – 14314 inclusive as detailed in the Schedule of Accounts Numbered 575a dated 31st March 2026 totalling £13,842.26 be approved for payment.

(ii) that the accounts numbered 14315 – 14347 inclusive as detailed in the Schedule of Accounts Numbered 576 dated 28th April 2026 totalling £52,617.05 be approved for payment.

(iii) that the expenditure be authorised in accordance with powers contained within the relevant local government acts.

19866- BANK RECONCILIATION – FY 2025/26

Resolved – that the Bank Reconciliation for March 2026 be noted and approved. That the balances held are cross-checked to official statements from each financial institution by the Chair of this Committee.

19867- EQUALS CARD – PREPAID CARD

Resolved – that the monthly review of expenditure using the pre-paid cards from Equals Money as at 31st March 2026 be noted and approved.

19868- MATURITY OF FIXED RATE BOND – CAMBRIDGE AND COUNTIES BANK

The Committee received correspondence regarding the maturity and reinvestment of a 1 Year Fixed Rate Bond with Cambridge and Counties Bank. It was -

Resolved – that the reinvestment of £120,000 1 Year Fixed Rate Bond with Cambridge and Counties Bank be approved.

19869- PLAY AREAS – MATCH-FUNDING 2026/27

The Committee received a letter from Mr Paul Jones, Head of Business Improvement & Performance, Gwella in relation to the match-funding scheme for 2026/27. It was –

Resolved – that the Council supported the upgrade to Forest Walk Play Area and the match-funding of £10,000.00 for 2026/27 be approved.

19870- PLANTING TOWN CENTRE

The Committee received and approved the recommendations from the Town Clerk relating to the Town Centre planting.

Sharon Beck (Shaz, Shaz Shabby Chic) gave an update on the Shelbys Yard Project.

19871- FINANCIAL REGULATIONS

The Committee received a copy of the annual review of the Council's Financial Regulations 2026. It was –

Resolved – that the annual review of the Council's Financial Regulations for 2026 be received, noted and approved.

CHAIR

Meeting closed 8.03pm.

SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH BUCKLEY TOWN COUNCIL'S
CODE OF CONDUCT

BUCKLEY TOWN COUNCIL

28th April 2026

MEMBER	ITEM	PERSONAL	PREJUDICIAL	MIN. NO. REFERS
Cllr C A Ellis	Council Meeting Agenda item 8 Setting Council Priorities 2026-2027 In relation to being a Trustee of the Old Buckley Baths Community Hall Ltd.	*		19857
Cllr R B Jones	Council Meeting Agenda item 8 Setting Council Priorities 2026-2027 In relation to being a Trustee of the Old Buckley Baths Community Hall Ltd.	*		19857
Cllr M J Peers	Council Meeting Agenda item 8 Setting Council Priorities 2026-2027 In relation to being a Trustee of the Old Buckley Baths Community Hall Ltd.	*		19857



BUCKLEY TOWN COUNCIL

Committee Structure and Terms of Reference 2026/2027

Date Adopted by Council: 19/05/2026

Date due to review: 1 year (2027)

Policy version: 3 – reviewed with changes - KB

Policy type: Statutory – LGA 1972, S101-106 & Schedule 12



Introduction

The Council is empowered to appoint one or more Committees for the purpose of discharging any of its functions.

A Committee may itself arrange for the discharge of its functions by a Sub-Committee.

The membership and terms of reference of a Committee must be fixed by the Council, and of Sub-Committee by the appointing Committee.

The Council must decide if delegation of decisions is granted to Committees.

All Councillors on Committees and Sub-Committees must adhere to the responsibilities and standards expected in the Buckley Town Council's Members Code of Conduct, Standing Orders and Financial Regulations.

Public notices of Committees and Sub-Committees will be the same as at Council meetings and members of the public are welcome to attend unless the Council resolves to exclude the press and public in line with the Council's Standing Orders due to a confidential or prejudicial matter.

Decisions which can not be delegated

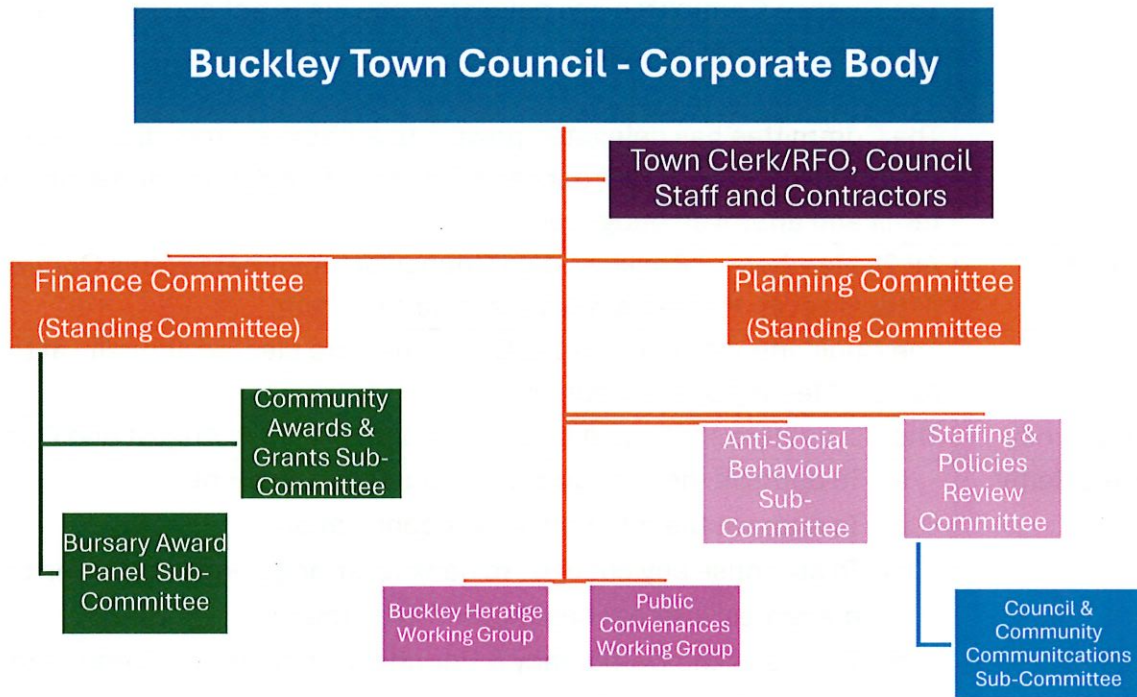
The Council is not empowered to delegate certain specified decisions. In particular any decision regarding:

- setting the final budget or the precept (council tax requirement);
- approving the accounting statements;
- approving an Annual Governance Statement;
- borrowing;
- writing off bad debts;
- addressing recommendations in any report from the internal or external auditors;
- appointment of the Clerk/RFO;

The above shall be matters for the full Council only.



Buckley Town Council Committee Structure (2026/27)



The Financial Reserves Working Group was dissolved following completion of its remit on 28/04/2026.



Finance Committee

Terms of Reference

Type of Committee	The Finance Committee is a Standing Committee of Buckley Town Council. The Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Finance Committee has delegated powers to act and resolve any issues in line with its remit. The Committee has delegated powers to authorise expenditure, subject to the Council's Standing Orders and Financial Regulations and in line with its remit and approved budget area.
Membership & Quorum	All 20 Members of Buckley Town Council are members of this Committee. At least seven Members will constitute a quorum.
Chair	The Chair and Vice Chair of the Committee are elected annually at the Annual Meeting by the Council.
Meeting frequency	The Committee shall meet once per month except in August and December.
Committee's Remit	a) To approve the schedule of accounts for payment. b) To approve the monthly bank reconciliation. c) To authorise any changes to banking arrangements including bank mandates, internet banking and investments. d) To receive the Democracy & Boundary Commission Cymru and agree on the determinations. e) To review the Risk Management Strategy. f) To review the Annual Insurance Renewal. g) To review the Financial Regulations. h) To appoint the internal auditor. i) To receive the internal auditor's report and notice of conclusion of the external audit. j) To receive the quarterly spend against budget report. k) To approve any applications for grant funding. l) To approve Council building improvements, IT, equipment and contracts. m) To authorise pay awards. n) To approve any out of annual cycle grant award. o) To agree the Council's earmarked and general reserves. p) To review annually the Council fees charged for room hire. q) To review tenancy agreements.



Planning Committee

Terms of Reference

Type of Committee	The Planning Committee is a Standing Committee of Buckley Town Council. The Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Planning Committee has delegated powers to act and resolve any issues in line with its remit. It has no budget provision.
Membership & Quorum	All 20 Members of Buckley Town Council are members of this Committee. At least seven Members will constitute a quorum.
Chair	The Chair and Vice Chair of the Committee are elected annually at the Annual Meeting by the Council.
Meeting frequency	The Committee shall meet once per month except in August and December.
Committee's Remit	a) To provide observations to Flintshire County Council planning authority on applications for development that have been considered by Buckley Town Council. b) To note any planning appeals. c) To provide comments to Flintshire County Council planning authority on Local Development Plan consultations, including supplementary planning guidance.



Staffing & Policies Review Committee

Terms of Reference

Type of Committee	The Staffing & Policies Review Committee is an ordinary Committee of Buckley Town Council. The Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Staffing & Policies Review Committee has delegated powers to act and resolve any issues in line with its remit. The Committee has delegated powers to authorise expenditure, subject to the Council's Standing Orders and Financial Regulations and in line with its remit and approved budget area.
Membership & Quorum	7 Members of Buckley Town Council are members of this Committee. 50% of the membership will constitute a quorum (4). Members: 1) Town Mayor (Cllr Julia Jones) , 2) Deputy Town Mayor (Cllr V E Blondek), 3) Cllr E Preece, 4) Cllr D Mackie, 5) Cllr Lorraine Rathbone, 6) Cllr D Ellis, 7) Cllr R Stewart.
Chair	The Chair and Vice Chair of the Committee are elected annually at the Annual Meeting by the Council.
Meeting frequency	The Committee shall meet as and when required. Meetings will usually be held during the morning (between 09:30-12:30).
Committee's Remit	a) To oversee the recruitment process of any Council staff. b) To approve changes to employment contracts. c) To review the recruitment policy. d) To consider matters relating to the Local Government Pension Scheme. e) To agree any professional subscriptions and qualifications. f) To deal with any other staffing related matter. g) To ensure all policies and procedures are regularly reviewed (in line with any changes to legislation, recommended good practices and changes within the Town Council).



	h) To adopt policies, procedures and key documents (or changes to current policies) presented to this committee. i) To consider what new policies and procedures need to be adopted by the Town Council. j) In reaching decisions the Committee will have due regard to its impact on, and implications for the Council's commitment to ensuring equality of opportunity and where possible and practicable to ensure that the actions of the Committee are proactive in this respect.
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Bursary Award Sub-Committee

Terms of Reference

Type of Committee	The Bursary Award Panel is a Sub-Committee of the Finance Committee. The Sub-Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Finance Committee has delegated powers to the sub-committee to act and resolve any issues in line with its remit. The Committee has delegated powers to authorise expenditure, subject to the Council's Standing Orders and Financial Regulations and in line with its remit and approved budget area.
Membership & Quorum	6 Members of Buckley Town Council are members of this Committee. 50% membership will constitute a quorum (3). Members: 1) Chair of Finance Committee (Cllr E Preece), 2) Cllr V E Blondek, 3) Cllr E J Hutchinson, 4) Cllr C A Ellis, 5) Cllr M A Parry, 6) Cllr D Mackie.
Chair	The Chair and Vice Chair of the Committee are elected annually at the Annual Meeting by the Council.
Meeting frequency	The Committee shall meet annually – usually in October Meetings will usually be held during the morning (between 09:30-12:30).
Committee's Remit	a) To receive the bursary applications and award the bursary funds in line with the parameters of the scheme and the budget.



Community Awards & Community Grants Sub-Committee

Terms of Reference

Type of Committee	The Community Award & Grants Panel is a Sub- Committee of Finance Committee. The Sub-Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Finance Committee has delegated powers to the sub-committee to act and resolve any issues in line with its remit. The Committee has delegated powers to authorise expenditure, subject to the Council's Standing Orders and Financial Regulations and in line with its remit and approved budget area.
Membership & Quorum	8 Members of Buckley Town Council are members of this Committee. 50 % membership will constitute a quorum (4). Members: 1) Town Mayor - Cllr Julia Jones, 2) Deputy Town Mayor Cllr V E Blondek, 3) Chair of Finance Committee Cllr E Preece, 4) Vice Chair of Finance Committee - Cllr D Mackie, 5) Cllr Lorraine Rathbone, 6) Cllr C A Ellis, 7) Cllr D Rose, 8) vacancy When considering the community award, we may invite past winners to join the committee.
Chair	The Chair and Vice Chair of the Committee are elected annually at the Annual Meeting by the Council.
Meeting frequency	The Committee shall meet twice per year – Community Awards approx. June 26 and Community Grant approx. November 26. Meetings will usually be held during the morning (between 09:30-12:30).
Committee's Remit	a) To consider, allocate and approve the community grant monies in line with the published procedure. b) To assess nominations for the community award against the assessment criteria and make a final decision on who receives the award. c) To review the community grant and community award published procedure.



Council & Community Communications Sub-Committee

Terms of Reference

Type of Committee	The Council & Community Communications Sub-Committee is an advisory Sub-Committee of the Staffing & Policy Review Committee. The Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Council & Community Communications Sub-Committee has no delegated powers to act. It is an advisory only. The Committee will look into matters in line with the remit and make recommendations in the form of official minutes back to the Staffing & Policy Review Committee for approval.
Membership & Quorum	6 Members of Buckley Town Council are members of this Committee. 50% membership will constitute a quorum (3). Members: 1) Cllr A Parry, 2) Cllr V E Blondek, 3) Cllr D Rose, 4) Cllr E L Preece, 5) Cllr R L Stewart, 6) vacancy.
Chair	The Chair and Vice Chair of the Committee are elected annually from the membership. Chair – Cllr E Preece, Vice-Chair - Cllr R Stewart
Meeting frequency	The Committee shall meet as and when required. Meetings will usually be held during the morning (between 09:30-12:30).
Committee's Remit	a) To discuss matters relating to the website, social media and other communications brought to this committee by the Town Clerk. b) To monitor the delivery of the Council's Branding and Marketing priority for Buckley, ensuring it is aligned with the FCC adopted Buckley Place Making Plan.



Anti-Social Behaviour Committee

Terms of Reference

Type of Committee	The Anti-Social Behaviour Committee is an advisory Committee of the Council. The Committee will be renewed on an annual basis at the Council's Annual Meeting in May.
Delegation	The Anti-Social Behaviour Committee has no delegated powers to act. It is an advisory only. The Committee will look into matters in line with the remit and make recommendations in the form of official minutes back to the General Purposes Committee for approval.
Membership & Quorum	7 Members of Buckley Town Council are members of this Committee. The Town Mayor, Deputy Town Mayor and a minimum of one member from each ward and a nominated representative from North Wales Police. Councillors who cannot attend should aim (where possible) to substitute with a Member from their ward. 50% membership will constitute a quorum (4). Members: Town Mayor Cllr Julia Jones & Deputy Town Mayor Cllr V Blondek Cllr I Peters - Pentrobin Ward, Cllr R B Jones -Bistre East, Cllr C Preece – Bistre West Cllr D Ellis - Bistre West, Cllr C A Ellis-Buckley Mountain.
Chair	The Town Mayor would act as Chair.
Meeting frequency	The Committee shall aim to meet six monthly - with the ability to call an extra meeting if required.
Committee's Remit	a) To focus on hotspots of anti-social behaviour in the Buckley area from which to provide remedies and potential solutions to issues through discussion with the Town Council. b) To receive any reports from Town and Community Council meetings with the Police, ensuring effective communication, identifying key issues, and promoting collaborative solutions for community safety and well-being. c) To propose actions with ownership for resolution within the boundaries of the Council.



The Buckley Town Heritage Working Group

Terms of Reference

Type of Committee	The Buckley Town Heritage Working Group is an advisory Working Group of Buckley Town Council. The Working Group is a short-term group and will be considered at each Annual Meeting if renewal is required.
Delegation	The Buckley Town Heritage Working Group has no delegated powers to act, advisory only. The Committee will look into matters in line with the remit and make recommendations in the form of official minutes back to the Council for approval.
Membership & Quorum	5 Members of Buckley Town Council are members of this Committee. 3 Members will constitute a quorum. Members: 1) Cllr D Ellis, 2) Cllr L Hughes, 3) Cllr I Peters, 4) Cllr E L Preece and 5) Cllr L Rathbone. The Working Group may, where appropriate, invite non-voting representatives from Buckley History Society, community organisations or other relevant bodies to attend meetings in an advisory capacity.
Chair	The Chair and Vice Chair of the Working Group will be appointed at the first meeting of the Working Group, and thereafter at the Annual Meeting of the Council.
Meeting frequency	The Working Group shall meet as and when required. Meetings will usually be held during the morning (between 09:30-12:30).
Committee's Remit	a) To identify, promote and support the protection and celebration of Buckley's local heritage, history and cultural assets. b) To formally register heritage assets with Flintshire County Council. c) To make recommendations to the Council on the use of heritage assets and the development of heritage-focused activities for community benefit.

Type of Committee	The Buckley Public Toilets Working Group is an advisory Working Group of Buckley Town Council, set up to consider matters arising from the public consultation and reports relating to the town's public toilet provision. The Working Group is a short-term group and will be considered at each Annual Meeting if renewal is required.						
Delegation	The Buckley Public Toilets Working Group has no delegated powers to act. advisory only. The Committee will look into matters in line with the remit and make recommendations in the form of official minutes back to the Council for approval.						
Membership & Quorum	xx Members of Buckley Town Council are members of this Committee. 3 Members will constitute a quorum. Members: <table border="0"> <tr> <td>1)</td><td>2)</td><td>3)</td></tr> <tr> <td>4)</td><td>5)</td><td>6)</td></tr> </table>	1)	2)	3)	4)	5)	6)
1)	2)	3)					
4)	5)	6)					
Chair	The Chair and Vice Chair of the Working Group will be appointed at the first meeting of the Working Group, and thereafter at the Annual Meeting of the Council.						
Meeting frequency	The Working Group shall meet as and when required. Meetings will usually be held during the morning (between 09:30-12:30).						
Committee's Remit	The Working Group shall consider the following matters: a) The comments, concerns and suggestions received through the 2025 public survey. b) The suitability of current facilities and opening hours. c) Vandalism, misuse and anti-social behaviour and measures to mitigate these. d) Options for monitoring usage and occupancy, including technology solutions. e) Staffing, supervision and management arrangements. f) Financial implications, value for money and budgetary impact. g) Equality, accessibility, safety and public health considerations. h) Longer-term options and emerging toilet technologies, where relevant.						

BUCKLEY TOWN COUNCIL

SUB-COMMITTEES AND REVIEW COMMITTEES 2025-26

***Powers to act**

Staffing & Policies Review Committee * reports to Full Council

Cllr L Rathbone	-	Town Mayor
Cllr J S Jones	-	Deputy Town Mayor
Cllr E L Preece	-	Chair of Finance Committee
Cllr D Mackie	-	Vice Chair of Finance Committee
Cllr V E Blondek		
Cllr D Ellis		
Cllr R L Stewart		

Bursary Award Panel Sub-Committee * reports to Finance Cttee

Cllr E L Preece	-	Chair of Finance Committee
Cllr V E Blondek		
Cllr M A Parry		
Cllr C A Ellis		
Cllr E J Hutchinson		
Cllr D Mackie		

Community Grants Sub-Committee * reports to Finance Cttee

Cllr L Rathbone	-	Town Mayor
Cllr J S Jones	-	Deputy Town Mayor
Cllr E L Preece	-	Chair of Finance Committee
Cllr D Mackie	-	Vice Chair of Finance Committee
Cllr V E Blondek		
Cllr C A Ellis		
Cllr D Rose		

Community Communications Sub-Committee – reports to Staffing & Policies Review Committee

Cllr M A Parry
Cllr V E Blondek
Cllr D Rose
Cllr E L Preece
Cllr R L Stewart

Anti-Social Behaviour Sub-Committee – reports to Full Council

Cllr L Rathbone	-	Town Mayor
Cllr J S Jones	-	Deputy Town Mayor
Cllr I Peters	-	Pentrobin Ward
Cllr R B Jones	-	Bistre East
Cllr C M Preece	-	Bistre West
Cllr D Ellis	-	Bistre West
Cllr C A Ellis	-	Buckley Mountain

Buckley Town Heritage Working Group – minimum quorum of 3

Cllr D Ellis
Cllr L Hughes
Cllr D Mackie
Cllr I Peters
Cllr E L Preece
Cllr L Rathbone

Annual Return for the Year Ended 31 March 2025

Accounting statement 2024-25 for:

Name of body: Buckley Town Council

	Year ending		Notes and guidance
	31 March 2024 (£)	31 March 2025 (£)	
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	360,534	359,138	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	336,326	346,416	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	37,528	29,559	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	110,888	111,397	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	264,362	289,983	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	359,138	333,733	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	21,767	28,606	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	355,945	316,599	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	18,574	11,472	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	359,138	333,733	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	363,406	340,363	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2025, that:

	Agreed?		'YES' means that the Council:	Tool kit
	Yes	No*		
1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.		N*	Has consulted with the community and focussed its activities to meet the community's needs N* - This was identified as required in June 2024. The Council has agreed the development of a vision as a priority for 2025/26.	A, C
2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities.	Y		Ensures that councillors understand and are equipped to deliver their roles and responsibilities.	B
3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at www.buckleytc.gov.wales .	Y		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	Y		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it does so	
5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	Y		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
6. We have put in place arrangements for: - Effective financial management including the setting and monitoring of the Council's budget - Maintenance and security of accurate and up to date accounting and other financial records - Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council.	Y		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year	D
7. We have maintained an adequate system of internal control and management of risk, including: - measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments - assessment and management of risks facing the Council - an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements.	Y		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	D, E
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	Y		Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors.	D, E
9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	Y		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. General power of Competence – The Council has resolved to adopt the General Power of Competence set out in Local Government and Elections (Wales) Act 2021		N**	Meets the eligibility criteria to exercise the general Power of Competence N** – not eligible	E

* Please include an explanation for any 'No' answers

Additional disclosure notes

Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2024-25 was £10.81 per elector.

In 2024-25, the Council made payments totalling £22,500.00 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

Trust Funds

Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.

Yes

No

N/A

N/A

Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

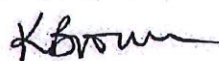
Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2025.

RFO signature:



Name: Karen Brown

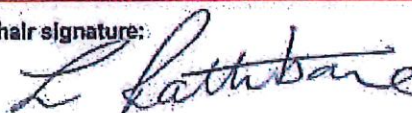
Date: 18th June 2025

Approval by the Council

I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:

Minute ref: 19663

Chair signature:



Name: Lorraine Rathbone

Date: 24th June 2025

* Please include an explanation for any 'No' answers

Auditor General's report and audit opinion

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2025 of **Buckley Town Council**. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 (the 2004 Act) and guidance issued by the Auditor General for Wales.

Audit opinion: Qualified

Except for the matters reported below in my Basis for Qualification, on the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Basis of Qualification

Annual Governance Statement

I am unable to conclude whether or not the Annual Governance Statement is consistent with the Council's internal controls and governance arrangements for the year:

- Assertion 7: The Council is required to maintain an adequate system of internal control. Part of the Council's system is the approval of payments by the Council. However, the minutes do not record individual payments and therefore I have been unable to establish if the payments examined have been approved.

Other matters and recommendations

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council.

Negative response Annual Governance Statement

I draw attention to the negative response to assertion 1 in the Annual Governance Statement. In exercising its statutory functions, the Council will benefit from having a clear vision for its community that has been developed in partnership / consultation with all sections of the community. Developing this vision will help inform Council plans, budgets and activities to ensure the Council best works with and in the interests of the community.

Further information is provided in the Finance and Governance Toolkit for Community and Town Councils.

There are no further matters I wish to draw to the Council's attention.

 Richard Harries, Director, Audit Wales For and on behalf of the Auditor General for Wales	Date: 12/05/2026
---	------------------

Annual internal audit report to:

Name of body: **BUCKLEY TOWN COUNCIL**

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2025.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			✓		NO PETTY CASH
7. Salaries to employees and allowances to members were paid in accordance with contracts/ minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓				

* Please include an explanation for any 'No' answers

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated 18/06/2025.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2024-25 and 2025-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	JDM BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	JDM Business Services Ltd
Date:	18/06/2025

* Please include an explanation for any 'No' answers



Buckley Town Council

Buckley Town Council 2025/26 Priorities – Year End Progress Report

1. Background

In May 2025, Buckley Town Council formally adopted a set of priorities for 2025/26 following consideration at its budget meeting on 14 January 2025. These priorities were designed to provide clear direction for the Council's activities.

Alongside this, the Council is a key delivery partner in the Buckley Place Making Action Plan (2025–2027), developed by Flintshire County Council to improve the town through strategic priorities.

This report provides a summary of progress made against the Council's agreed priorities and highlights how these activities contribute to the wider Buckley Place Making ambitions for Buckley.

2. Primary Priorities 2025/26

a) Create a Vision and Mission Statement for Buckley Town Council

A facilitator has been appointed to support the Council in delivering this priority. Initial work has included a Member training session, completion of a Members' questionnaire and a public survey, and an all-Member workshop to gather views and shape direction.

A draft Vision, Mission and Values document is expected in May for Council consideration. This priority will be completed following the Council's formal adoption.

b) Support the Old Buckley Baths Project

The Council has continued to support the Old Buckley Baths Working Group. This has included funding an asbestos survey and a structural survey, alongside addressing urgent issues through the removal of asbestos and stagnant water in the lower boiler rooms.

The Old Baths Working Group is progressing options for a financially sustainable community model. Good progress has been made, and this priority will continue into 2026/27.

c) Improve the Council's Social Media Presence

The Council has significantly increased its social media activity, publishing 113 pieces of content over the past 12 months. This represents an increase of 431% compared to the previous year.



This activity has generated 105,942 views and 1,227 content interactions, including likes, reactions, comments and shares, demonstrating improved engagement with the community.

This work will continue as part of the Council's ongoing communication and engagement approach.

d) Update and re-launch the Buckley Community Awards

A new policy for the Buckley Community Awards has been developed, adopted, and formally launched. The first round of nominations has been received, marking a successful introduction of the awards. This priority is fully completed.

3. Ongoing Priorities (2024–2026)

a) Progress the Finance and Governance Toolkit Action Plan

Significant progress has been made in advancing the Finance and Governance Toolkit Action Plan, with all priority areas actively addressed and completed.

This work reflects the Council's continued commitment to strong governance and ongoing improvement of its policies and procedures.

b) Progress accessibility improvements in Coronation Gardens

Grant funding has been successfully secured through the UK Shared Prosperity Fund, enabling the project to progress through RIBA Stages 1 and 2 and develop three concept designs. These designs have been subject to public consultation.

This priority will now progress to RIBA Stages 3 and 4 during 2026/27.

c) Progress outstanding actions from the Fire Risk Assessment

Substantial progress has been made in addressing the actions identified within the Fire Risk Assessment, including completion of all high-risk items.

Works undertaken have included improvements to fire detection and alarm systems, emergency lighting, fire doors and compartmentation, safe escape routes, and the removal of hazards. Essential servicing and maintenance schedules have also been established, alongside the introduction of key documentation such as a Fire Safety Policy and evacuation procedures.

A small number of low-risk actions remain and will be progressed as part of ongoing maintenance. Fire risk management will continue as part of the Council's routine operational practices, including regular testing, inspection, and compliance with relevant standards.



4. Secondary Priorities 2025/26

a) Review of CCTV provision and future budget considerations

A comprehensive review of the Council's CCTV provision has been undertaken during 2025/26 to establish a clear understanding of current arrangements and inform future investment decisions.

This has included a detailed assessment of the Service Level Agreement with Flintshire County Council, mobile CCTV provision, and Council-owned systems. Following this review, a revised Service Level Agreement with Flintshire County Council has been fully considered and agreed by the Council.

The review has also identified a range of potential future improvements and budget considerations, which will be progressed as part of 2026/27 planning.

b) Partnership work on the relocation of unused bus shelters

This priority has not progressed as planned during 2025/26 due to competing operational demands and the need for further clarity regarding potential relocation sites. This can be revisited in a future work programme if required.

c) Review of Buckley Public Toilets

A comprehensive review of Buckley's public toilets has been undertaken, including a public survey with 276 responses to understand usage, impact, and future options.

The findings confirm that the toilets are a valued community asset, with over 83% of respondents stating it is very important that the facility remains available. Regular use is reported, particularly in support of shopping, caring responsibilities and general town centre activity.

Key issues identified include inconsistent opening times, vandalism, cleanliness, and safety concerns. Suggested improvements focused on extended opening hours, enhanced maintenance, and measures to reduce anti-social behaviour.

The results also indicate a willingness among many respondents to consider a small usage fee to support ongoing provision, although views are mixed and would require careful consideration.

The Council has agreed to establish a Working Group to review the findings in detail and develop recommendations for future provision and sustainable solutions.



5. 2025/26 Exploration of Future Priorities 2026/27 and Beyond

a) Explore the Feasibility of an Enforcement Officer for Parking and Dog Fouling

Initial enquiries have been made with Flintshire County Council to obtain cost information for additional enforcement provision in Buckley. This information was not received in time to inform the 2026/27 budget setting process.

This will be revisited in a future financial year should it remain a priority for the Council.

b) Explore Options for a Pump/Bike Track in Buckley

The Council remains supportive of the development of a pump or bike track within Buckley. However, identifying suitable land continues to be a significant constraint, as much of the available public green space is subject to environmental protections.

An option to hire a temporary pump track was considered during the budget-setting process; however, this was considered too expensive. The Council will continue to explore opportunities to identify suitable land to support this aspiration.

c) Work in Partnership on the Buckley Place Making Plan

The Council has worked in partnership with Flintshire County Council and other stakeholders to support delivery of the Buckley Place Making Plan.

The Council has successfully aligned its priorities to key projects within the Place Making Action Plan, contributing to shared objectives in the following areas:

- **Celebrating Buckley's Identity**

The re-launch of the Buckley Community Awards recognises local people and strengthens community pride.

Development of a Vision, Mission and Values provides a clearer identity and direction for the Council.

- **Improving the Vibrancy of the Town Centre**

The review of public toilets supports the town centre experience and accessibility for residents and visitors, with survey findings highlighting their importance in supporting footfall and local businesses.

The Council also delivered a successful VE80 town celebration event, increasing town centre activity and community engagement.



- **Developing a Sense of Safety and Connectivity**

A comprehensive review of CCTV provision has been completed, alongside agreement of a new Service Level Agreement, strengthening community safety and informing future improvements.

- **Building the Buckley Brand and Communications**

Significant improvements in the Council's social media presence have increased engagement and visibility of local activity, helping to promote Buckley more widely.

- **Enhancing Green Spaces and Accessibility**

Progress on the Coronation Gardens project supports the development of inclusive and accessible public spaces through design and consultation.

- **Working Together for the Benefit of All**

Ongoing support for the Old Buckley Baths project demonstrates partnership working to bring forward a long-term community asset.

Collaboration with Flintshire County Council and other partners remains central to delivery across multiple projects.

6. Conclusion

The Council has worked proactively throughout the year to deliver its agreed priorities and make a positive impact in the community. Good progress has been achieved across a wide range of areas, demonstrating the Council's commitment to continuous improvement and effective local service delivery.

These priorities represent key focus areas; however, they sit alongside the Council's broader programme of services, support, and community engagement delivered throughout the year.

Overall, this report reflects the positive progress made and the direction of travel for the Council.

It is recommended that the Council approve this report.

Karen Brown – Town Clerk/RFO,

May 2026

David Fitzsimon
Chief Officer (Place and Growth)
Prif Swyddog (Lle a Thwf)



Buckley Town Council
COUNCIL OFFICES
Mold Road
Buckley
CH7 2JB

Your Ref/Eich Cyf
Our Ref/Ein Cyf FUL/000245/26
Date/Dyddiad 05-May-2026
Ask for/Gofynner am Stef Connah
Direct Dial/Rhif Union 01352 703331

Dear Sir/Madam

NOTIFICATION OF PLANNING APPLICATION - Amendments to submitted application FUL/000245/26

Proposal: Two storey rear extension + altered vehicle crossing to front
Location: 91, Mold Road, Buckley, CH7 2JA

Is a Departure from the Development Plan	N
Affects a Right of Way	N
Accompanied by an Environmental Impact Assessment	N

You can view the application, the plans and any other documents submitted with the application on the Council's website: <https://planning.agileapplications.co.uk/flintshire> and make your comments online. Alternatively, comments can be e-mailed to planning.consultation@flintshire.gov.uk

I may only take into consideration representations made to me in writing and these should be made within **21 days** of the date of this letter. Any representations received are liable to be made available for public inspection.



Ty Dewi Sant, St David's Park, Ewloe,
CH5 3FF www.flintshire.gov.uk
Ty Dewi Sant, Parc Dewi Sant,
Ewlo, CH5 3FF
www.siryfflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-oed i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.

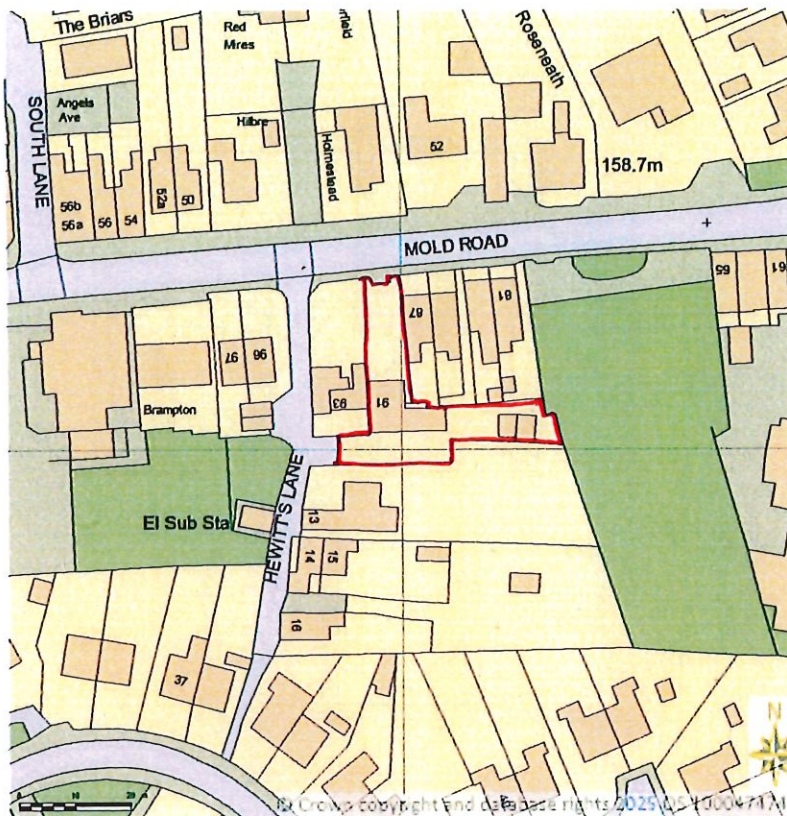
Yours faithfully/Yr eiddoch yn gywir



David Fitzsimon
Chief Officer (Place and Growth)
Prif Swyddog (Lle a Thwf)



SITE LOCATION PLAN
 AREA 2 HA
 SCALE 1:1250 on A4
 CENTRE COORDINATES: 327500, 364006

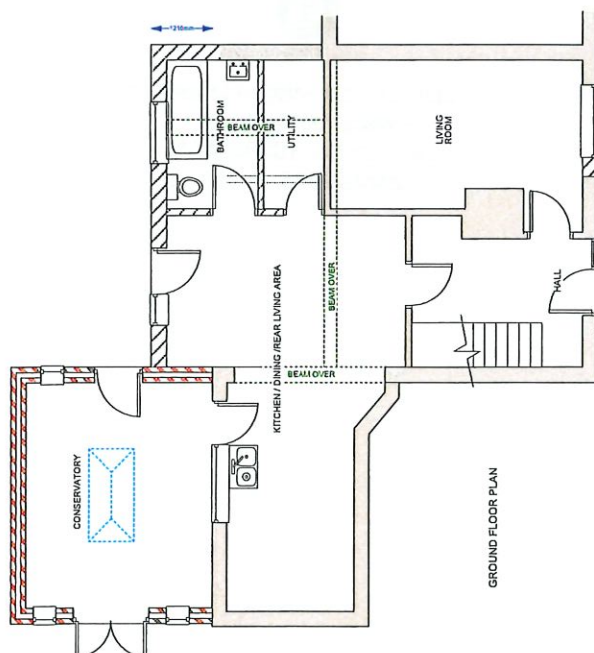
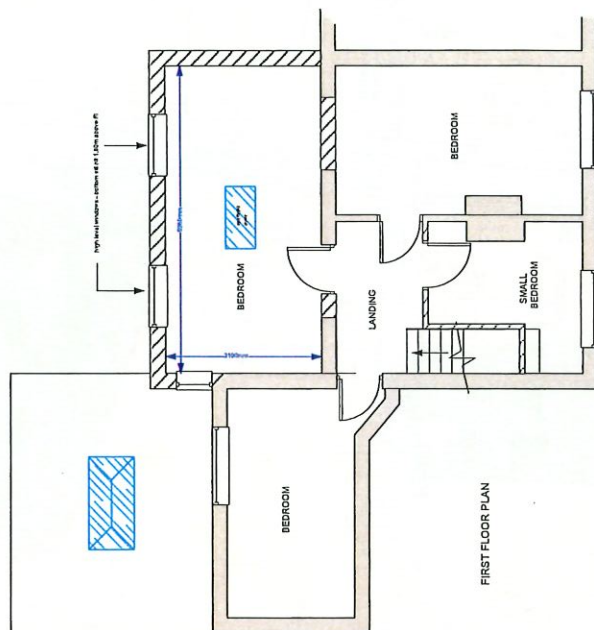


Supplied by Streetwise Maps Ltd
www.streetwise.net
 Licence No: 100047474
 25/02/2025 15:38

The figure consists of four sequential diagrams illustrating the construction of a roof system. The diagrams are labeled as follows:

- Diagram 1:** Shows the basic roof structure with roof joists and roof sheathing. A label indicates "roof joists" and "roof sheathing".
- Diagram 2:** Shows the addition of roof insulation. A label indicates "roof insulation".
- Diagram 3:** Shows the addition of roof waterproofing. A label indicates "roof waterproofing".
- Diagram 4:** Shows the final roof system with a roof finish and a roof parapet wall. A label indicates "roof finish" and "roof parapet wall".

The diagrams also show the relationship between the roof and the building structure, including the foundation and walls. A label indicates "foundation" and "walls".



A black, rectangular, textured object, possibly a piece of equipment or a container, resting on a red brick surface. The object has a slightly raised, rectangular section on its right side.



BIRD NEST BOX

Mira. R. Greaves, 91, Mold Road, Buckley.		Proposed Rear Extension		 T607732 595 480	
Drawn by:	Scale	150, 1/100 @ A1	Date	Nov 2023	
Days left	029/14	Rev.	A		

David Fitzsimon
Chief Officer (Place and Growth)
Prif Swyddog (Lle a Thwf)



Buckley Town Council
COUNCIL OFFICES
Mold Road
Buckley
CH7 2JB

Your Ref/Eich Cyf

Our Ref/Ein Cyf FUL/000317/26

Date/Dyddiad 30-Apr-2026

Ask for/Gofynner am Barbara Kinnear

Direct Dial/Rhif
Union 01352 703331

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Development Management Procedure)
(Wales) Order 2012;
The Town and Country (Environmental Impact Assessment) (Wales)
Regulations 2017

PLANNING APPLICATION CONSULTATION - Ref No: FUL/000317/26

PROPOSAL: GENERAL SHOPFITTING TO EXISTING INDUSTRIAL UNIT. -
DEMOLITION OF EXISTING OUT HOUSE WAREHOUSE - SUB DIVIDE UNIT 6 IN
TO TWO SEPERATE UNITS 6A & 6B - REAR EXTERNAL ALTERATIONS,
INCLUDING FORMING A NEW OPENING FOR A ROLLER SHUTTER.
LOCATION: Spencer Industrial Estate, Unit 6, Standard Road, Buckley, CH7
3LY

Is a Departure from the Development Plan	N
Affects a Right of Way	N
Accompanied by an Environmental Impact Assessment	N

You can view the application, the plans and any other documents submitted with the application on the Council's website:



Ty Dewi Sant, St David's Park, Ewloe,
CH5 3FF www.flintshire.gov.uk
Ty Dewi Sant, Park Dewi Sant,
Ewlo, CH5 3FF
www.sirymflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu goluebiacth Gymraeg. Ymatebwn yn ddi-oed i ohebiacth a dderbynnir drwy gyfrwng y Gymraeg.

<https://planning.agileapplications.co.uk/flintshire> and make your comments online.
Alternatively, comments can be e-mailed to planning.consultation@flintshire.gov.uk

I may only take into consideration representations made to me in writing and these should be made within **21 days** of the date of this letter. Any representations received are liable to be made available for public inspection.

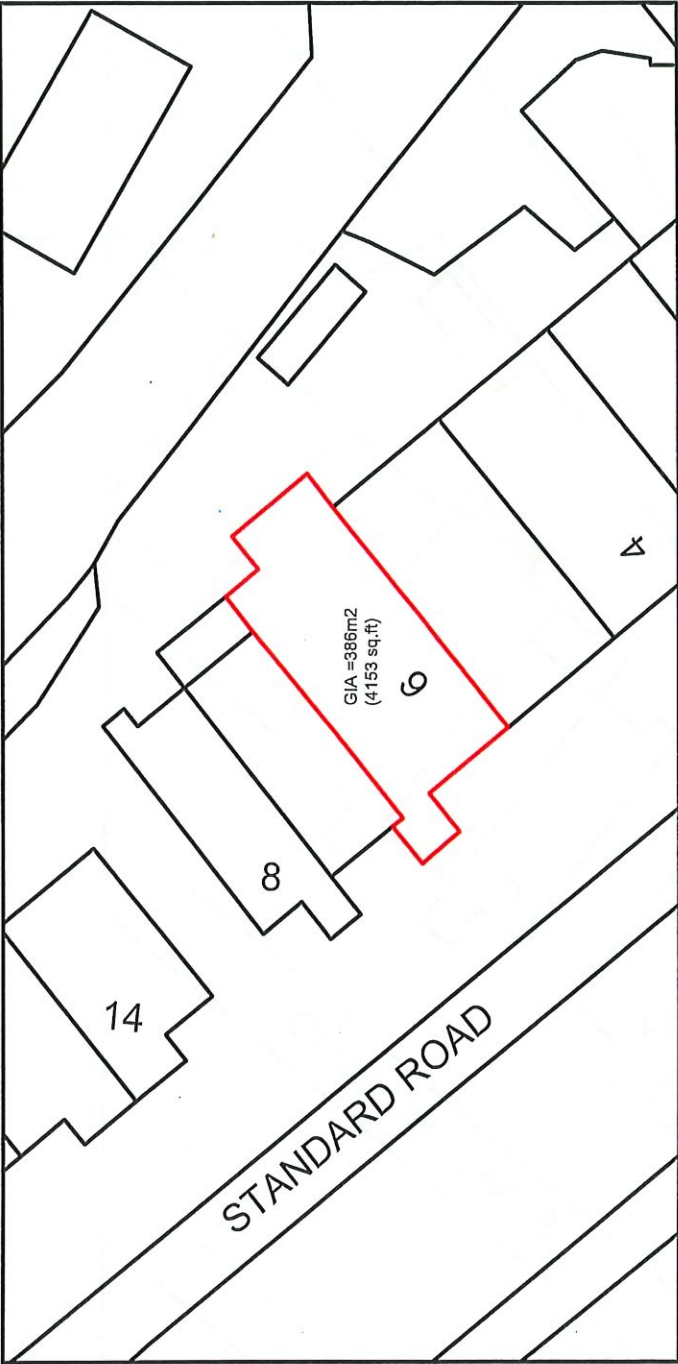
In any response, please quote the application reference number give above. Further information regarding this letter may be obtained by contacting the case officer named at the head of this letter.

Yours faithfully/Yr eiddoch yn gywir



David Fitzsimon
Chief Officer (Place and Growth)
Prif Swyddog (Lle a Thwf)

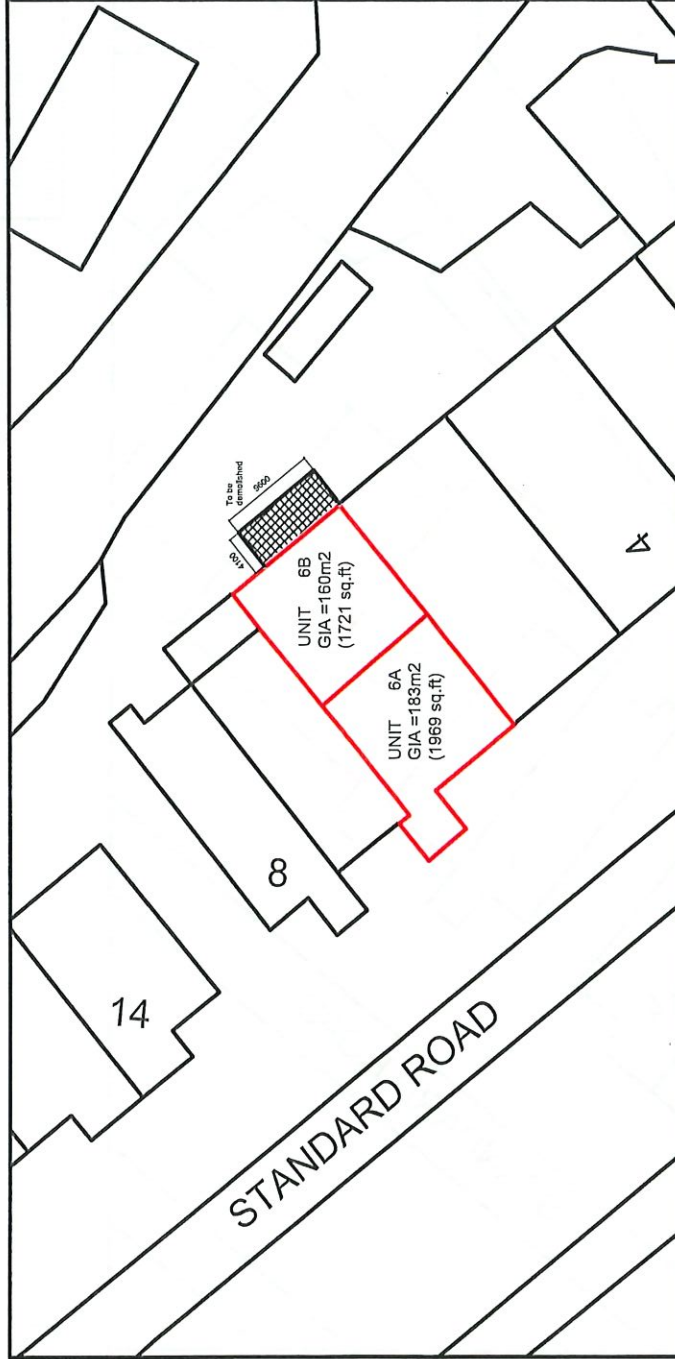




SCALE BAR 1:500 @ A4



DWG NO.	SHEET NO.	REV.
UNIT6-BUCKLEY-002	1 OF 1	A
PROJECT UNIT 6 GENERAL ALTERATIONS, SUB-DIVISION AND MODIFICATIONS TO REAR ELEVATION.		
ADDRESS UNIT 6, SPENCER INDUSTRIAL ESTATE STANDARD ROAD, BUCKLEY. CH7 3LY		
TITLE EXISTING BLOCK PLAN		
DATE	SCALE	1:500 @ A4
DRAWN JR	CLIENT	CHRIS TEW



SCALE BAR 1:500 @ A4



DWG NO.	SHEET NO.	REV.
UNIT6-BUCKLEY-003	1 OF 1	A
PROJECT UNIT 6 GENERAL ALTERATIONS, SUB-DIVISION AND MODIFICATIONS TO REAR ELEVATION.		
ADDRESS UNIT 6, SPENCER INDUSTRIAL ESTATE STANDARD ROAD, BUCKLEY. CH7 3LY		
TITLE PROPOSED BLOCK PLAN		
DATE	SCALE	1:500 @ A4
DRAWN JR	CLIENT	CHRIS TEW

**Town and Country Planning (Development Management Procedure) (Wales) Order 2012 NOTICE UNDER ARTICLE 10
APPLICATION FOR PLANNING PERMISSION**

(Notice 1: This notice is to be printed and served on individuals if Certificate B or C is completed)

Proposed development at:

Name or flat number	Unit 6
Property number or name	Spencer Industrial Estate
Street	Standard Road
Locality	
Town	Buckley
County	Flintshire
Postal town	Buckley
Postcode	CH7 3LY

Take notice that application is being made by:

Organisation name	Construct Care			
Applicant name	Title	Mr	Forename	Chris
	Surname	Tew		

For planning permission to:

Description of proposed development

General shopfitting to existing industrial unit. - Demolition of existing out house warehouse - Sub divide Unit 6 in to two separate units 6A & 6B - Rear external alterations, including forming a new opening for a roller shutter.

Local Planning Authority to whom the application is being submitted:

Flintshire Council

Local Planning Authority address:

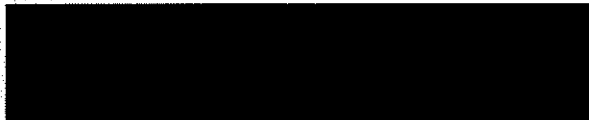
Ty Dewi Sant, St.Davids Park, Ewloe, CH5 3FF.

Any owner of the land or tenant who wishes to make representations about this application, should write to the council within 21 days of the date of this notice.

Signatory:

Signatory	Title	Mr	Forename	Chris
	Surname	Tew		

Signature



Date (dd-mm-yyyy)

23/4/26

Statement of owners' rights: The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or lease.

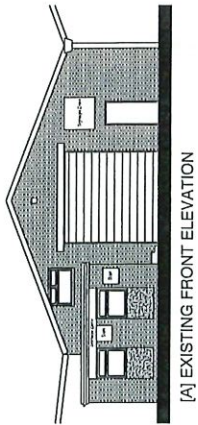
Statement of agricultural tenants' rights: The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

'Owner' means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years.

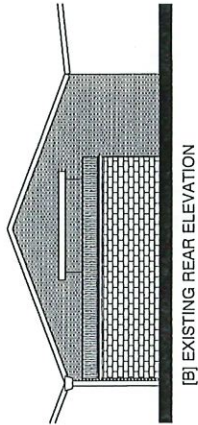
'Tenant' means a tenant of an agricultural holding any part of which is comprised in the land.

Once completed this form needs to be served on the owner(s) or tenant(s)

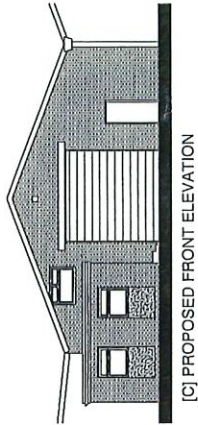
Print Form



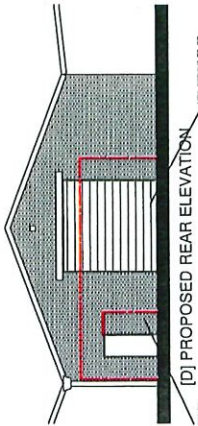
[A] EXISTING FRONT ELEVATION



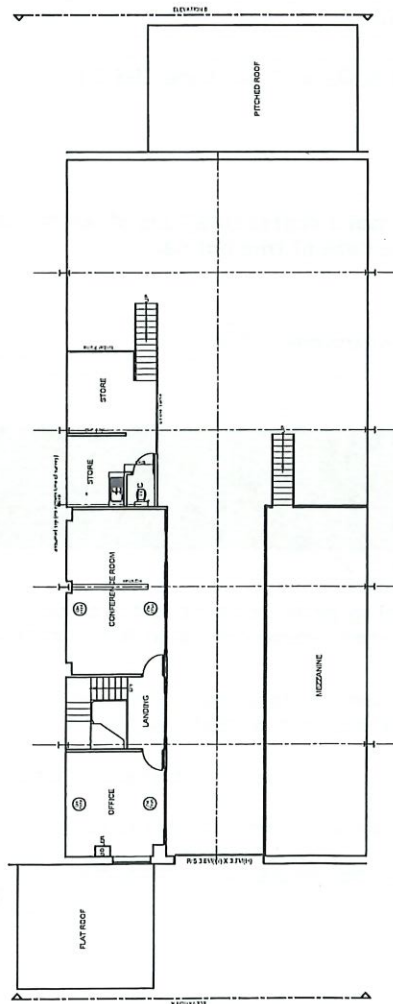
[B] EXISTING REAR ELEVATION



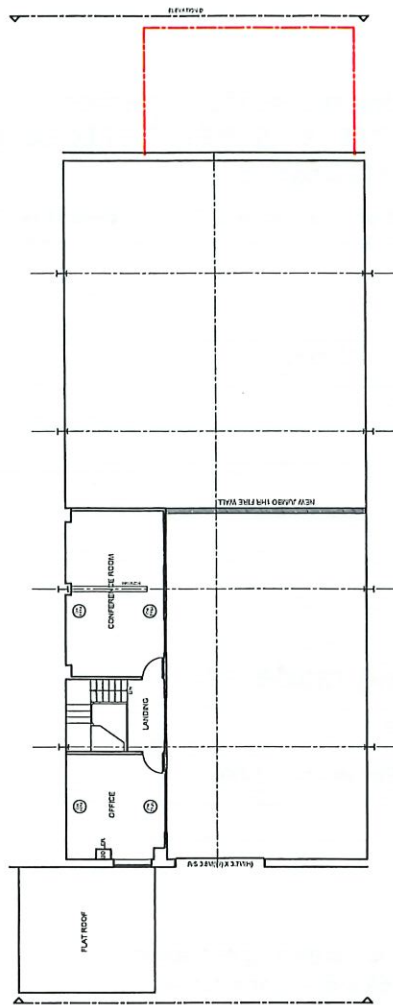
[C] PROPOSED FRONT ELEVATION



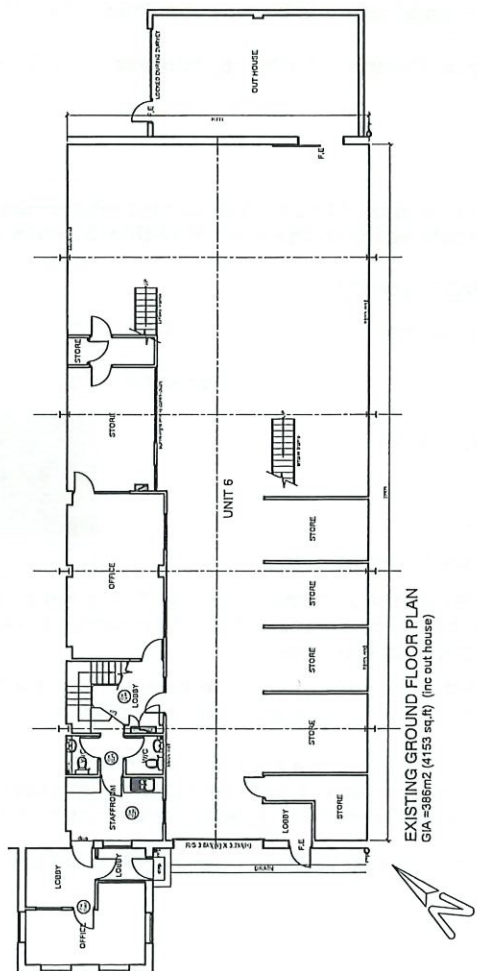
[D] PROPOSED REAR ELEVATION



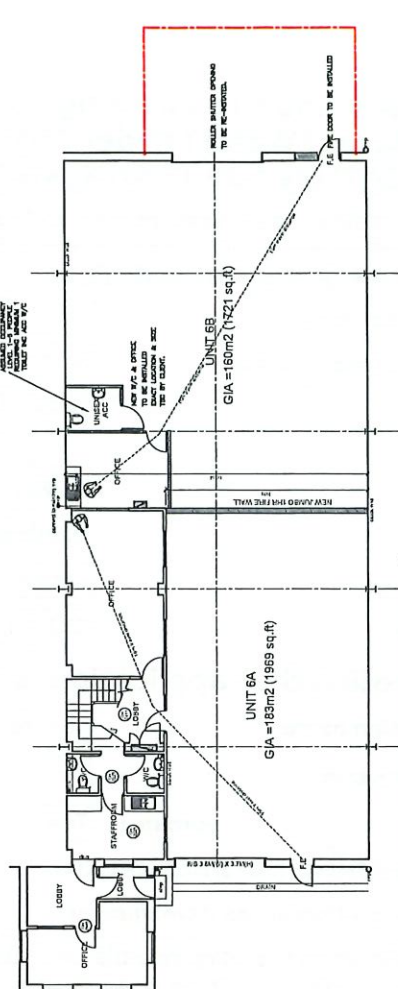
EXISTING FIRST FLOOR PLAN & MEZZANINE
GIA = 123m² (1377 sq.ft)



PROPOSED FIRST FLOOR PLAN
GIA = 52m² (559 sq.ft)



EXISTING GROUND FLOOR PLAN
GIA = 386m² (4153 sq.ft) (inc out house)



PROPOSED GROUND FLOOR PLAN

- NOTES
- DRAWINGS PREPARED FOR FEASIBILITY, GENERAL ARRANGEMENT AND PLANNING PURPOSES ONLY.
 - THE DRAWINGS ARE NOT INTENDED FOR CONSTRUCTION OR FABRICATION.
 - ALL DIMENSIONS MUST BE VERIFIED ON SITE PRIOR TO ANY SETTING OUT OR CONSTRUCTION.
 - ALL BUILDING MATERIALS AND WORKMANSHIP MUST COMPLY AND MEET BRITISH STANDARDS.
 - ALL WORK CARRIED OUT SHOULD BE TO THE SATISFACTION OF THE BUILDING CONTROL OFFICER.

SCALE BAR 1:100
1.0 0 2.0 4.0 6.0 8.0 10.0

DO NOT SCALE FROM THESE PRINTS - DIMENSIONS TO BE CHECKED ON SITE FIRST.

DWG NO.	SHEET NO.	REV.
UNIT6-BUCKLEY-001	1 OF 1	A
PROJECT		
UNIT 6 GENERAL ALTERATIONS, SUB-DIVISION		
ADDITIONAL MODIFICATIONS TO REAR ELEVATION.		
ADDRESS		
UNIT 6, SPENCER INDUSTRIAL ESTATE		
STANDARD ROAD, BUCKLEY.		
THIS EXISTING & PROPOSED PLANS & ELEVATIONS		
CH 3/1		
DATE	SCALE	CLIENT
10.03.26	1:100 @ A1	CHRIS TET
DRAWN	JR	

BUCKLEY TOWN COUNCIL
SCHEDULE OF ACCOUNTS PAID AND FOR PAYMENT FOR THE PERIOD
29TH APRIL 2026 TO 19TH MAY 2026

Acc No.	B/T DD/CHQ	Payable to	Detail		Initial	Initial
14348/49/50/51	B/transfer	Staff costs	Salaries - May 2026	7,746.76		
14352	B/transfer	HM Customs & Revenues	Tax & NIC - May 2026	2,945.45		
14353	B/transfer	Clwyd Pension Fund	Superannuation - May 2026	1,218.37		
14354	B/transfer	B D Colley	Coronation Gardens - maintenance visits x 2	220.00		
14355	B/transfer	Compumedic Ltd	Computer support services - Jan/Feb/March/April/May 2026	300.00		
14356	B/transfer	Jones Bros Construction	Installation of fire door within Council offices	343.96		
14357	B/transfer	Elimay's Florist	1no bouquet	25.00		
14358	B/transfer	Maidscando Ltd	Underpayment on invoice no 0905 - April 2026	708.31		
14359	B/transfer	C Williams	Expenses	18.00		
14360	B/transfer	Starboard Systems Limited	Civic.ly subscription - April 2026	144.00		
14361	B/transfer	Best Water Technology	Water cooler rental - April 2026	4.87		
14362	B/transfer	Axent Workwear	20no hi-vis volunteer vests	166.80		
14363	B/transfer	Cllr L Rathbone	Mayoral Gift 2025/26	149.50		
14364	B/transfer	One Voice Wales	Training session - New Councillor Induction	44.00		
14365	B/transfer	Mayor's Charity Fund 2025-26	Donation to nominated charity	1,858.89		
14366	B/transfer	Mayor's Charity Fund 2025-26	Donation to nominated charity	1,394.17		
14367	B/transfer	Mayor's Charity Fund 2025-26	Donation to nominated charity	464.72		
14368	B/transfer	CAD Recycling Ltd	Trade waste collection - April 2026	35.11		
14369	DD	Quadiant Finance UK Ltd	Franking machine rental 25.04.26 - 24.07.26	141.26		
14370	DD	Octopus Energy Ltd	Public conveniences - electricity supply - April 2026	74.68		
14371	DD	Ocean Telecom	Line rental plus call charges - April 2026	105.60		
14372	DD	H3G	Office mobile rental - April 2026	9.82		
14373	DD	Maidscando Ltd	Cleaning Contract - Council buildings and public conveniences - May 2026	2,968.49		
14374	DD	Neopost Ltd	Postage	200.00		
				21,287.76		

WE HEREBY CERTIFY THAT THE ABOVE MENTIONED ACCOUNTS NOS 14348 - 14374 (INCLUSIVE) WERE APPROVED FOR
PAYMENT AT A MEETING OF THE TOWN COUNCIL'S FINANCE COMMITTEE ON 19TH MAY 2026

..... TOWN MAYOR

..... DEPUTY MAYOR

..... TOWN CLERK

.....CHAIR OF FINANCE COMMITTEE

DATE 19TH MAY 2026

Buckley Town Council

Prepared by: K. Barn
Name and Role (Clerk/RFO etc)

Date: 12/05/2026

Approved by: J. Preece
Name and Role (RFO/Chair of Finance etc)

Date: 12/5/26

Bank Reconciliation at 30/04/2026			
	Cash in Hand 01/04/2026		300,399.19
	ADD Receipts 01/04/2026 - 30/04/2026		162,466.74
			462,865.93
	SUBTRACT Payments 01/04/2026 - 30/04/2026		52,950.00
A	Cash in Hand 30/04/2026 (per Cash Book)		409,915.93
	Cash in hand per Bank Statements		
	Lloyds Bank - Current Account 30/04/2026	0.00	
	Lloyds Bank - Business Call Accou 30/04/2026	0.00	
	Lloyds Bank - 12 Month Fixed Dep 30/04/2026	0.00	
	Lloyds Bank - 32 Day Notice Accot 30/04/2026	0.00	
	Cambridge & Counties Bank - 12 n 30/04/2026	170,701.87	
	Lloyds Bank - Notice Period Transi 30/04/2026	0.00	
	Equals Pre-paid Credit Card 30/04/2026	478.11	
	Unity Trust Bank - Current T2 30/04/2026	44,709.21	
	Unity Trust Bank - Instant Access 30/04/2026	216,460.53	
	CCLA - The Public Sector Deposit 30/04/2026	17,917.57	
			450,267.29
	Less unrepresented payments		40,351.36
			409,915.93
	Plus unrepresented receipts		
B	Adjusted Bank Balance		409,915.93
	A = B Checks out OK		

Buckley Town Council
PAYMENTS LIST

11 May 2026 (2026 - 2027)

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1 Postages, Telephones & Petty (	07/04/2026		Equals Pre-paid Cred	E00321	Refreshments	F & J Newscentre Limited	X	1.25		1.25
2 Postages, Telephones & Petty (	13/04/2026		Equals Pre-paid Cred	E00322	Refreshments	Lidl	Z	12.30		12.30
3 Postages, Telephones & Petty (	13/04/2026		Equals Pre-paid Cred	E00333	Refreshments	F & J Newscentre Limited	X	1.25		1.25
47 Civic Expenses	14/04/2026		Equals Pre-paid Cred		Tickets for Mayoral/Chair event	Wrexham Ecom	X	100.00		100.00
4 Postages, Telephones & Petty (	16/04/2026		Equals Pre-paid Cred	E00336	Refreshments	Spar	X	9.15		9.15
14 Postages, Telephones & Petty (	18/04/2026		Equals Pre-paid Cred	E00337	Publication	The Berwyn Bookshop Ltd	Z	15.00		15.00
45 Postages, Telephones & Petty (	18/04/2026		Equals Pre-paid Cred		Camping Chair	W Bevan and Sons Ltd	S	8.33	1.66	9.99
35 Postages, Telephones & Petty (	21/04/2026		Equals Pre-paid Cred	E00338	Refreshments	Spar	Z	1.80		1.80
36 IT Management, Maintenance	26/04/2026		Equals Pre-paid Cred	E00339	Microsoft Licences Subscription	Microsoft Ireland Operator	S	88.75	17.75	106.50
37 Postages, Telephones & Petty (	27/04/2026		Equals Pre-paid Cred	E00341	Refreshments	F & J Newscentre Limited	X	1.35		1.35
38 Postages, Telephones & Petty (	27/04/2026		Equals Pre-paid Cred	E00342	Cards - msic	F & J Newscentre Limited	X	3.10		3.10
Total								242.28	19.41	261.69

Buckley Town Council

08 May 2026 (2025 - 2026)

Summary of Receipts and Payments

All Cost Centres and Codes

Finance & Economic Development

Code Title	Receipts		Payments		Variance	Net Position	Notes on variations
	Budgeted	Actual	Budgeted	Actual			
1 Council Buildings: Rates & Utilities			23,000.00	23,455.81	-455.81	-455.81 (-1%)	
2 Council Buildings: Contract Cleaning			14,700.00	15,071.34	-371.34	-371.34 (-2%)	
3 Council Buildings: Cleaning Materials & Toc			1,000.00	918.69	81.31	81.31 (8%)	
4 Council Buildings: Maintenance & Refurbish			10,000.00	8,716.73	1,283.27	1,283.27 (12%)	small underspend
5 Gross Wages			118,823.79	117,910.28	913.51	913.51 (0%)	
6 Mayor's Allowance			1,500.00	1,500.00		(0%)	
7 Deputy Mayor's Allowance			500.00	500.00		(0%)	
8 ER National Insurance Contributions			14,996.88	14,684.07	312.81	312.81 (2%)	
9 Superannuation	16,000.00		26,049.18	9,148.97	16,900.21	900.21 (2%)	The Pension rebate is not a receipt, it is deducted off expenditure
10 Civic Expenses			2,500.00	2,220.53	279.47	279.47 (11%)	
15 Council Buildings: Grounds Maintenance &			250.00	13.90	236.10	236.10 (94%)	
16 Council Buildings: Flood lighting			400.00	200.00	200.00	200.00 (50%)	VE80
17 Town Centre & Events Contractor			29,008.00	26,011.50	2,996.50	2,996.50 (10%)	underspend due to 'Town Centre' element of contract terminated Dec 25.
18 Town Centre Support			1,000.00	81.51	918.49	918.49 (91%)	underspend in budget area.
19 Bursary Scheme			3,000.00	2,999.97	0.03	0.03 (0%)	
20 Mental Health Counsellor			11,200.00	11,200.00		(0%)	
21 Printing, Stationery & Equipment			3,500.00	3,596.00	-96.00	-96.00 (-2%)	
22 IT Management, Maintenance & Equipment			3,000.00	3,299.52	-299.52	-299.52 (-9%)	
23 Office Furniture & Equipment			500.00	948.19	-448.19	-448.19 (-89%)	Over due to new office chairs
24 Postages, Telephones & Petty Cash			3,800.00	5,217.34	-1,417.34	-1,417.34 (-37%)	overspend - £861 one off purchase of new phones - cheaper than via the contract. Increase in postage costs.
25 Insurance			6,000.00	5,714.52	285.48	285.48 (4%)	
26 Community Grants (Annual & Outside Roun			4,000.00	4,039.00	-39.00	-39.00 (-0%)	
28 Bank Charges			250.00	234.30	15.70	15.70 (6%)	
30 Membership & Subscriptions			6,600.00	5,943.20	656.80	656.80 (9%)	not all Members claim their allowance
31 Members Allowance/Expenses			4,200.00	2,954.67	1,245.33	1,245.33 (29%)	Fees related to prior year - accounts adjusted at year end
32 Audit Fees			4,000.00	5,994.00	-1,994.00	-1,994.00 (-49%)	
34 Professional Charges/Advertising/Recruitment			500.00	7,020.00	-6,520.00	-6,520.00 (-1304%)	Investigation report - budget pressure

35 Legal Costs				1,000.00	258.00	742.00	742.00	(74%)	
36 Free Parking Scheme - FCC recharge				14,000.00	15,589.73	-1,589.73	-1,589.73	(-11%)	amount paid varies on number of parking
70 Officer Expenses				250.00		250.00	250.00	(100%)	
71 Mayor's Charity Fund Donations	3,000.00	298.09	-2,701.91	3,000.00	4,359.66	-1,359.66	-4,061.57	(-67%)	financial year and civic year are misaligned.
72 Data Protection Support				1,500.00	1,192.00	308.00	308.00	(20%)	
75 Training & Conference				1,000.00	780.00	220.00	220.00	(22%)	
92 Insurance Reinstatement Valuation				1,500.00		1,500.00	1,500.00	(100%)	no spend - work was not commissioned
101 Mayor's Charity Ball Income & Expenses	4,000.00	4,771.00	771.00	4,000.00	3,415.41	584.59	1,355.59	(16%)	
103 Health & Safety				5,000.00	4,641.25	358.75	358.75	(7%)	
106 Remembrance Sunday				260.00	453.00	-193.00	-193.00	(-74%)	medical and security cost
108 Specialist Support				750.00	750.00			(0%)	Vision, Mission & Values
SUB TOTAL	23,000.00	5,069.09	-17,930.91	326,537.85	311,033.09	15,504.76	-2,426.15	(-0%)	Spend against Budget area overall has come in with zero variance - although the investigation report was a budget pressure, smaller underspends across a variety of lines have mitigated this

Highways & Leisure Committee

Code Title		Receipts		Payments		Net Position		
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
37	Public Toilets: Rates & Utilities				1,500.00	2,288.62	-788.62	(-52%)
38	Public Toilets: Cleaning Mat., Repairs & Ma				4,000.00	3,732.19	267.81	(6%)
39	Public Toilets: Contract Cleaning				15,427.00	15,273.36	153.64	(1%)
40	Public Toilets: Loan Charges & Ground Ren				50.00	50.00		(0%)
44	Match-Funding (Renovation of Play Areas)				10,000.00	10,000.00		(0%)
45	Maintenance of Commons (Contribution)				3,600.00	3,400.00	200.00	(5%)
46	Litter Bins/Salt Bins				1,000.00		1,000.00	(100%)
47	Holiday Play Schemes				8,813.00	9,812.80	-999.80	(-11%)
48	Additional Projects				1,300.00		1,300.00	(100%)
49	Event Day - Buckley Show	150.00	467.00	317.00	15,000.00	22,497.49	-7,497.49	(-47%)
50	Arts - Support of (Concerts & Eisteddfodau)				600.00	300.00	300.00	(50%)
51	Coronation Gardens				4,000.00	4,494.00	-494.00	(-12%)
SUB TOTAL		150.00	467.00	317.00	65,290.00	71,848.46	-6,558.46	(-9%)
								When the advance payment of £6,750 is adjusted from Receipts & Payments to Income & Expenses, it will align the budget and spend to show a zero % variance.

General Purposes Committee

Code Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend
52 Communal Fireworks		1,156.56	1,156.56	10,000.00	10,339.26	-339.26	817.30 (8%)
53 Jubilee Bunting & Toilets		428.40	428.40	2,800.00	2,350.70	449.30	877.70 (31%)
55 Mobile CCTV: Camera Lease & Moving Cos				2,500.00	2,219.05	280.95	280.95 (11%)
56 Town Clock Maintenance				750.00	1,189.00	-439.00	-439.00 (-58%)
57 Honours Board				500.00	80.00	420.00	420.00 (84%)
58 Elections				6,000.00		6,000.00	6,000.00 (100%)
59 Maintenance of Burial Grounds				2,200.00	2,200.00		(0%)
60 Christmas Lights (Setup/Set down & CLSO)		223.18	223.18	16,800.00	19,593.20	-2,793.20	-2,570.02 (-15%)
61 CCTV: Town Centre				17,948.00	8,341.38	9,606.62	9,606.62 (53%)
63 Hanging Baskets / Biodiversity				4,500.00	2,827.75	1,672.25	1,672.25 (37%)
93 Defibrillator accessories				250.00	234.98	15.02	15.02 (6%)
SUB TOTAL		1,808.14	1,808.14	64,248.00	49,375.32	14,872.68	16,680.82 (25%)
							Budget area underspend - no election spend required, CCTV lower than budgeted

General & Earmarked Reserves

Code Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend
68 Future Events Fund		197.00	197.00	2,500.00	2,426.00	74.00	271.00 (10%)
69 Old Baths Building				4,000.00	3,230.00	770.00	770.00 (19%)
85 Coronation Gardens - Improvements				15,000.00		15,000.00	15,000.00 (100%)
110 Second Entrance to Common					3,250.00	-3,250.00	-3,250.00 (N/A)
SUB TOTAL		197.00	197.00	21,500.00	8,906.00	12,594.00	12,791.00 (59%)
							Underspend, due to grant secured for Coronation Gardens.

