

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

Rhif Ffon: 01244 544540

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Ebost: townclerk@buckleytc.gov.wales

KB/LG/TJR

13th May 2026

Dear Member,

YOU ARE HEREBY SUMMONED to attend the **RESUMED ANNUAL MEETING** of **BUCKLEY TOWN COUNCIL** to be held in the Council Chamber, Buckley on a hybrid basis on Tuesday 19th May 2026 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.

The Agenda for the meeting is given below.

If joining online please follow the link below:

Join Zoom Meeting

Meeting ID 891 2355 7943

Passcode 438147

<https://us06web.zoom.us/j/89123557943?pwd=C3vKrLmV0uCo576ZwEhWir5ma25uot.1>

Yours sincerely,

K BROWN

Karen Brown MAAT, CiLCA
Town Clerk and Responsible Financial Officer
Clerc y Dref a Swyddog Ariannol Cyfrifol

Enc.



RESUMED ANNUAL COUNCIL MEETING
19th MAY 2026

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 and reasons 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. MAYORAL AND COUNCIL ANNOUNCEMENTS

To receive any Mayoral and Council Announcements.

6. MINUTES

To approve and to sign as a correct record the Minutes of the Meeting of the Town Council held on 28th April 2026.

7. APPROVAL OF COMMITTEE STRUCTURE, TERMS OF REFERENCE, DELEGATIONS AND MEMBERSHIP

To receive and approve the 2026/27 Committee Structure Terms of Reference which include, membership, delegated powers, appointment of Chair, quorum and role of Committee.

8. 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 2025/26 –

Current Chair/Vice Chair

Finance	-	E L Preece/D Mackie
Planning	-	M J Peers/D Ellis

9. DATES OF MEETINGS

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

23 rd June 2026	12 th January/26 th January 2027
21 st July 2026	23 rd February 2027
22 nd September 2026	16 th March 2027
20 th October 2026	27 th April 2027
24 th November 2026	*11 th May/25 th May 2027

*Annual Meeting

10. OUTSIDE BODIES

To appoint Members to serve on Outside Bodies. Members currently on Outside Bodies –

Community Transport Working Group

Cllr R B Jones

Heidelberg Materials Liaison Committee

Cllr R B Jones
Cllr C M Preece

Hawkesbury Community Centre Management Committee

Cllr I Peters

North Wales and Mid Wales Association of Local Councils

Cllr V Blondek (voting)
Cllr L Rathbone (voting)

One Voice Wales

Town Mayor
Cllr M A Parry
Deputy Mayor (Reserve)

11. AUTHORITY FOR SIGNING ORDERS FOR PAYMENT

To confirm that payments are to be made from 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 Clerk or Personal Assistant to the Town Clerk – two Members must authorise a payment ahead of release, Cllr J S Jones, Cllr A Woolley, Cllr D Ellis, Cllr E L Preece, Cllr R B Jones and Cllr M J Peers.

12. TO AUTHORISE THE COUNCIL'S REGULAR PAYMENTS FOR 2026/27

To pre-authorise payments of contracts, fixed direct debits, variable direct debits, annual subscriptions, contracts and staff salaries.

13. 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 Committee

14. DELEGATED POWERS TO ACT

To authorise the Town Mayor and Chair of the Finance Committee to act on behalf of the Town Council, in conjunction with the Clerk, on any matters arising during the Summer Recess period from 22nd July 2026 to 21st September 2026. Any decisions taken during this period will be reported to Council on 22nd September 2026. Any decisions taken during the Christmas period 25th November to 25th January 2027 will be reported to Council on 26th January 2027.

15. BUCKLEY TOWN COUNCIL ANNUAL RETURN FOR YEAR ENDED 31st MARCH 2025 CONCLUSION OF AUDIT

The Annual Return from Audit Wales has been received for the Financial Year 2024/25 in accordance with Account and Audit Regulations, the Notice of Conclusion of Audit had been duly completed and publicly advertised.

To receive the Certified Annual Return for the year ended 31st March 2025 and note the Auditor's opinion.

The Council is requested to receive and note the content of the Auditor General's report and audit opinion contained in the Certified Annual Return for the Financial Year ending 31st March 2025.

16. 2025/26 BUCKLEY TOWN COUNCIL PRIORITIES – YEAR END PROGRESS REPORT

To receive and note the progress report on the Council Priorities.

PLANNING COMMITTEE – The Chair of the Planning Committee to take the Chair

17. PLANNING APPLICATIONS

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

FUL/000245/26 **Amendments to submitted application FUL/000245/26**
91 Mold Road, Buckley CH7 2JA
Two storey rear extension + altered vehicle crossing to front.

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

FUL/000317/26 Spencer Industrial Estate, Unit 6, Standard Road, Buckley CH7 3LY.
General shopfitting to existing industrial unit – demolition of existing out house warehouse – sub divide unit 6 into two separate units 6A & 6B –

rear external alterations, including forming a new opening for a roller shutter.

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

(b) The following applications were dealt with in consultation with local Ward Members in view of the time limit for observations.

There have been no plans provided by Flintshire County Council.

18. PLANNING APPEALS

The Committee is requested to note that there have been no Planning Appeals notified to the Town Council by Flintshire County Council this month.

FINANCE COMMITTEE – The Chair of the Finance Committee to take the Chair

19. ACCOUNTS FOR PAYMENT

To receive and approve the payment of the accounts of the Council for the month of May 2026.

20. BANK RECONCILIATION – FY 2026/27

To receive and approve the monthly report for April 2026.

21. EQUALS CARD – PREPAID CARD

To receive and approve the monthly review of expenditure using the pre-paid cards from Equals Money.

22. INCOME AND EXPENDITURE AGAINST BUDGET REPORT – Q4

To receive and note the Summary Report showing Actual vs Budgeted Income and Expenditure for the Town Council for the period Q4 – April 2025 - March 2026.

23. 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 matters, the disclosure of which would be prejudicial to the public.

24. REGULAR PAYMENT LIST FOR AUTHORISATION 2026/27

To receive, note and approve the Regular Payment List for Authorisation 2026/27.