MINUTES of the ANNUAL MEETING (Resumed)
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 19th May 2026 at 7pm

PRESENT

Councillor J S Jones (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 R B Jones
Cllr D Mackie
Cllr M A Parry
Cllr M J Peers
Cllr C M Preece
Cllr E L Preece
Cllr L Rathbone
Cllr D J Rose*
Cllr R L Stewart*
Cllr A Woolley

*Joined remotely

IN ATTENDANCE

Mrs K Brown – Town Clerk and Responsible Financial Officer
Mrs L George – Personal Assistant
Mrs T J Reece – 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.

19882- WELCOME

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

19883- APOLOGIES

An apology for absence and reason was received and approved from Councillor I Peters (family commitments).

19884- DECLARATIONS OF INTEREST

No Declarations of Interest were made in relation to this Agenda.

Resolved – that no Declarations of Interest were noted.

19885- 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.

19886- MAYORAL AND COUNCIL ANNOUNCEMENTS

1. The Mayor thanked Councillor Dave Mackie for saying prayers before the commencement of the meeting.
2. The Mayor thanked the Members and Staff for a most enjoyable evening on 12th May.
3. On 16th May the Buckley Show had been held on Higher Common and was a great success with large crowds attending. The Mayor thanked Members, Staff and volunteers who had helped on the day.
4. On 18th May the funeral of the past Mayor Mrs Audrey Jones had been held at St Cyngar's Church, Hope. Karen, Lynne and Tracey had attended the funeral service.
5. The Mayor advised Members that her Civic Service had been arranged for Sunday 14th June at 11am at St Matthew's Church.

19887- MINUTES

Resolved - that the minutes of the Buckley Town Council Meeting held on 28th April 2026 be approved and adopted and signed as a correct record.

19888- APPROVAL OF COMMITTEE STRUCTURE, TERMS OF REFERENCE, DELEGATIONS AND MEMBERSHIP

Resolved – (i) that the 2026/27 Committee Structure, Terms of Reference, which includes membership, delegated powers, appointment of Chair, quorum and role of Committee be accepted and approved with amendments to remove the Anti-Social Behaviour Sub-Committee and Public Toilets Working Group and published on the Council website.

(ii) that for the ensuing municipal year, membership of Committees, Sub-Committees and Review Committees be as follows: -

Standing Committees
Finance Committee and Planning Committee – Membership is all Members of the Council.

Staffing & Policies Review Committee with delegated Powers to Act reports to Full Council

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

__Bursary Award Panel Sub-Committee with delegated Powers to Act reports to Finance Committee__

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 Awards & Community Grants Sub-Committee with delegated Powers to Act reports to Finance Committee__

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

__Community Communications Sub-Committee reports to Staffing & Policies Review Committee__

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

__Buckley Town Heritage Working Group minimum quorum of 3__

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

19889- __*APPOINTMENT OF STANDING COMMITTEE CHAIRS AND VICE CHAIRS*__

Resolved – that for the ensuing municipal year Chairs and Vice Chairs of the Standing Committees be as follows:-

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

19890- __DATES OF MEETINGS__

Resolved –that the meetings of the Town Council and its Standing Committees for the ensuing municipal year be held on the following dates:-

23rd June 2026	*12th/26th January 2027*
21st July 2026	*23rd February 2027*
22nd September 2026	*16th March 2027*
20th October 2026	*27th April 2027*
24th November 2026	**11th May/25th May 2027*
	Subject to date of 2027 Elections.
	**Annual Meeting*

19891- **OUTSIDE BODIES**

Resolved – that for the ensuing municipal year, representatives on Outside Bodies would be appointed and that those representatives would be as follows: -

Community Transport Working Group

The Town Clerk to establish if this Working Group still exists.

Heidelberg Materials Liaison Committee

Cllr D Ellis
Cllr C M Preece

Hawkesbury Community Centre Management Committee

Cllr I Peters

North Wales and Mid Wales Association of Local Councils

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

One Voice Wales

Town Mayor
Cllr M A Parry
Deputy Mayor (Reserve)

Councillor D J Rose left the meeting at 7.21pm.

19892- **AUTHORITY FOR SIGNING ORDERS FOR PAYMENT**

Resolved – that payments are to be made from Unity Trust Bank current account. The following Members have internet banking access to view balances and transactional information and authority to approve payments prepared by the Town Clerk or Personal Assistant to the Town Clerk – two Members have to 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.

19893- **TO AUTHORISE THE COUNCIL'S REGULAR PAYMENTS FOR 2026/27**

Resolved – to approve the regular payments of contracts, fixed direct debits, variable direct debits, annual subscriptions and contracts.

19894- AUTHORITY FOR SIGNING OTHER OFFICIAL AND LEGAL DOCUMENTS

Resolved – that two of the undermentioned office holders, one of which must be the Proper Officer to sign.

Proper Officer	**Deputy Town Mayor**
Town Mayor	**Chair of Finance Committee**

19895- DELEGATED POWERS TO ACT

Resolved – that 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 decision taken during this period would be reported to Council on 22nd September 2026. Any decisions taken during the Christmas period 25th November to 25th January 2027 would be reported to Council on 26th January 2027.

19896- BUCKLEY TOWN COUNCIL ANNUAL RETURN FOR YEAR ENDED 31st MARCH 2025 CONCLUSION OF AUDIT

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

The Council noted the Certified Annual Return for the year ended 31st March 2025 and noted the Auditor's opinion.

The Council received a Report from the Town Clerk seeking approval to write to Audit Wales requesting refinement of the wording to clarify the evidential basis of the qualification.

Resolved - that the Auditor's report is noted and the Town Clerk be authorised to write to Audit Wales to request consideration of clarifying the wording of the Basis for Qualification to reflect that this matter relates to reliance on minute records as audit evidence, rather than any weakness in the Council's underlaying control framework.

19897- 2025/26 BUCKLEY TOWN COUNCIL PRIORITIES – YEAR END PROGRESS REPORT

The Council received and noted the progress report on the Council Priorities.

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

19898- 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/000245/26	Amendments to submitted application FUL/000245/26 91 Mold Road, Buckley CH7 2JA Two storey rear extension + altered vehicle crossing to front.
Observations:	No observations.

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.
Observations:	No observations.

(ii) With regard to Agenda item 17(b) the Committee noted the following applications were dealt with in consultation with local Ward Members in view of the time limit for observations:-

There had been no plans provided by Flintshire County Council.

19899- **PLANNING APPEALS**

There have been no Planning Appeals notified to the Town Council by Flintshire County Council this month.

Resolved - to receive and note the above report.

FINANCE COMMITTEE – The Chair of the Finance Committee took the Chair

19900- **ACCOUNTS FOR PAYMENT**

Resolved - (i) that the accounts numbered 14348 - 14374 inclusive as detailed in the attached Schedule of Accounts Numbered 577 dated 19th May 2026 totalling £21,287.76 be approved for payment.

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

19901- **BANK RECONCILIATION – FY 2025/26**

Resolved – that the Bank Reconciliation for April 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.

19902- **EQUALS CARD – PREPAID CARD**

Resolved – that the monthly review of expenditure using the pre-paid cards from Equals Money as at 30th April 2026 be noted and approved.

19903- INCOME AND EXPENDITURE AGAINST BUDGET REPORT – Q4

Resolved – that the Summary Report showing Actual vs Budgeted Income and Expenditure for the Town Council for the period Q4 – April 2025 to March 2026 be received and noted. That £6,000 be transferred to Elections Earmarked Reserves and £7,000 be transferred to CCTV Earmarked Reserves.

19904- 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. It was -

Resolved – that the press and public be excluded from the meeting due to the following confidential matters that were to be discussed.

19905- REGULAR PAYMENT LIST FOR AUTHORISATION 2026/27

The Council received, noted and approved the confidential section of Regular Payment List of Authorisation 2026/27.

CHAIR

Meeting closed at 7.55pm.

SCHEDULE 577

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	1,216.37		
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	Quadient 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		
				21,267.76		

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