



**MINUTES of the ANNUAL MEETING (Adjourned)
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 12th May 2026 at 7pm**

PRESENT

Councillor L Rathbone (Town Mayor) - in the Chair

Cllr V Blondak
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 C M Preece
Cllr E L Preece
Cllr A Woolley*

*Joined remotely

NOT PRESENT

Cllr I Peters

IN ATTENDANCE

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

19872- WELCOME

The Mayor welcomed Members, their friends and families and other guests to the meeting and advised of the fire exit points should an emergency arise.

The Mayor gave a speech in relation to her year in office, which she felt had been a wonderful experience, and said she would carry memories with her always. She thanked Members and Staff for the honour and support she had received from them during the year which had been invaluable. She thanked Revd C Lawton, who had presided over her Civic Service held at Bistre Church and for making it a truly special occasion.

She thanked her husband, Paul, who had been by her side on every occasion with enthusiasm and pride in everything he did. "He was my Consort, my companion and my greatest supporter. His passing had left a void that words could not fill, but the memories of him smiling, chatting and making everyone around him feel at ease, will stay with me forever". She thanked her son Michael for taking over the role of her Consort on the passing of Paul in February and how proud she was of Michael for taking on the role of Consort.

The Mayor wished Councillor Julia Jones a wonderful, enjoyable and memorable Mayoral year.

The Mayor invited representatives from The Buckley Community Fridge, The Royal Buckley Town Band and MIND up to receive a donation from the Mayoral fund.

19873- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors C Cordery (prior engagement), C A Ellis (family commitments), D Ellis (family commitments), M A Parry (family commitments), D J Rose (Prior engagement) and R L Stewart (family commitments).

19874- ELECTION OF MAYOR

The Mayor sought approval from the Council to formally approve Councillor J S Jones (Mayor-elect) as the Town Mayor for the civic year 2026/27. Following a mover and a seconder, the vote was carried. Councillor L Rathbone invited Councillor J S Jones to the rostrum for the investiture of the new Town Mayor.

Councillor L Rathbone then presented Councillor J S Jones with the Chain of Office of Town Mayor of Buckley.

The Mayor gave a short acceptance speech in which she thanked the Council for the honour it had bestowed upon her in making her Town Mayor and promised to uphold the values and duties of the Town Mayor to the best of her ability and that she would do her best for the community and town.

The Mayor then announced that her Chaplain would be Revd Jenny Clarke from St Matthew's Parish Church, Buckley and her Civic Service would be at St Matthew's Parish Church, Buckley on 14th June at 11am. Her charities for the forthcoming year would be Aaron's Army and the Buckley Jubilee.

19875- MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

Councillor J S Jones read out the Mayor's Declaration of Acceptance of Office and signed the document. The Town Clerk countersigned as witness to the Mayor's signature and announced that Councillor J S Jones was duly elected as the Town Mayor for Buckley for 2026/27.

19876- APPOINTMENT OF MAYOR'S CONSORT

The Mayor announced that she was nominating Mr James Shone as her Consort. Mr Shone came to the rostrum and the Mayor presented him with the Chain of Office of Consort.

19877- APPOINTMENT OF DEPUTY MAYOR

The Mayor sought approval from the Council to formally approve Councillor V E Blondek (Deputy Mayor-elect) as Deputy Town Mayor for the civic year 2026/27. Following a mover and seconder being identified, the Mayor

requested a show of hands to appoint Councillor V E Blondek as Deputy Town Mayor. The vote was carried. The Mayor then called Councillor V E Blondek to the Rostrum and presented her with the Chain of Office of Deputy Town Mayor of Buckley.

The Deputy Mayor thanked Members for electing her and would support the Mayor and the community to the best of her ability.

19878- DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

Councillor V E Blondek read out the Deputy Mayor's Declaration of Acceptance of Office and signed the document. The Town Clerk countersigned as witness to the Deputy Mayor's signature and announced that Councillor V E Blondek was duly elected as the Deputy Town Mayor for Buckley for 2026/27.

19879- APPOINTMENT OF DEPUTY MAYOR'S CONSORT

The Deputy Mayor announced that she was nominating Mr Andy Wright as her Consort. Mr Wright came to the rostrum and the Deputy Mayor presented him with the Chain of Office of Consort.

19880- PRESENTATIONS

The Town Mayor asked the outgoing Mayor Councillor L Rathbone to return to the rostrum, where the Town Mayor presented Councillor L Rathbone with a memento and a bouquet of flowers in recognition of her year of office and the Town Council's Past Mayor's Badge.

The Mayor then advised Members of the Council that if anyone wished to speak in relation to the outgoing Mayor, Councillor L Rathbone, they should do so. Members and the Town Clerk paid tribute to the work undertaken by Councillor Rathbone throughout her year of office as Mayor stating how she had carried out her role with dignity and compassion and applauded the charitable monies Councillor Rathbone had raised during the year.

19881- ADJOURNMENT

The Mayor announced that the meeting was being adjourned until 7pm on Tuesday 19th May 2026 and invited all present to join her in refreshments.

CHAIR

Meeting closed at 7.30pm.



**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

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

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
21st July 2026
22nd September 2026
20th October 2026
24th November 2026

12th/26th January 2027
23rd February 2027
16th March 2027
27th April 2027
*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
Town Mayor

Deputy 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 underlying 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.

<u>FINANCE COMMITTEE</u> – 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.

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	343.98		
14357	B/transfer	Ellmay'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		
				21,287.76		

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



Un Llais Cymru



One Voice Wales

The development of **Values, vision, mission & strategic objectives**

For Buckley Town Council

One Voice Wales in association with GKA

Contents

Introduction	Page 3
• Buckley Town Council: Values, vision, mission & strategic objectives	
Section 1: Brief	Page 3
Section 2: Values, vision, mission, strategic objectives	Page 4
Section 3: Results of councillor workshops	Page 8
Appendix 3.1	
Section 4: Results of councillor and staff survey	Page 14
Appendix 4.1	
Section 5: Results of Community Survey Page	Page 20
Appendix 5.1	



Acknowledgements: Many thanks to all of the Buckley town councillors that participated in the survey and workshop sessions. Special thanks to the Town Clerk, Karen Brown and the staff team, for their kind support throughout the commission.

Note: Ideally you won't need to print this report. If you do print a copy it is designed for double-sided printing. If you use recycled paper and print it draft quality too you are doing your bit :)

Document Name:	Values, vision, mission and strategic objectives
Primary author:	Gareth Kiddie – for and on behalf of One Voice Wales
Client:	Buckley Town Council
Document creation date:	15.05.26
Version:	Final Report

Front cover photo:

Introduction

This report sets out the development of a shared set of values, a vision, mission statement and strategic objectives for Buckley Town Council, shaped through engagement with councillors, staff, residents and local stakeholders. **The final result of the commission is presented overleaf.**

The process recognised that town councils increasingly face complex challenges, including rising community expectations, pressure on local services and infrastructure, declining town centres, financial constraints, and the need to build stronger relationships with residents and partners. At the same time, there is growing importance in providing clear leadership, improving communication and accountability, strengthening local identity, and establishing clearer priorities for the future.

Some of the discussions highlighted wider challenges and opportunities that fall outside of the commission, but are nevertheless going to be critically important for Buckley Town Council to address. These included:

- The **formal adoption** of the final version of the values, vision, mission & strategic objectives, and thereafter, adherence to them going forward.
- The **prioritisation and realistic costing** of projects, that support the implementation of the strategic objectives listed. The recommendation here is that there is a robust process for identifying specific projects and that targets are set, so that progress against the objectives can be measured and presented annually alongside the council's budget.
- The **training and induction** that is provided to new councillors, supporting them in developing critical skills and encouraging them to read and follow the provisions within the Welsh Government's publication [The Good Councillor's Guide](#).

Finally, it is worth saying that it has been a real pleasure to work with the staff team and councillors at Buckley Town Council. Thank you for the opportunity, and the very best of luck with your future endeavours!

Gareth Kiddie

Associate Consultant
One Voice Wales

15th May 2026

Buckley Town Council: Values, vision, mission & strategic objectives

Values

- **We are community-led** - We will listen to, involve and work alongside the people of Buckley in shaping the town's future.
- **We will act openly, honestly and responsibly** – We will ensure local people understand how decisions are made and how public money is used.
- **We are rooted in Buckley** - We will champion Buckley's identity, celebrate its heritage, and help create a greener, cleaner, safer and more welcoming town.
- **We are stronger together** - We will work in the interests of the whole community, ensuring everyone feels respected, represented and able to participate.
- **We are future focussed** - We will be proactive, collaborative and ambitious in helping Buckley thrive now and for future generations.

Vision

Buckley will be a vibrant, welcoming and proud town — rooted in its heritage, rich in community spirit, and full of opportunity for current and future generations.

Mission

Buckley Town Council will work with residents, businesses and partners to strengthen community life, support regeneration, celebrate Buckley's heritage, and improve the wellbeing and quality of life of everyone who lives, works and visits our town.

Strategic objectives

1. **Revitalise Buckley town centre** - Support the regeneration of the town centre so it becomes a vibrant, attractive and welcoming place for residents, businesses and visitors.
2. **Support local businesses & local enterprise** - Champion local businesses, encourage local spending, and help create a stronger and more resilient local economy.
3. **Strengthen community life** - Build stronger connections between the Council and the community through better communication, engagement and participation.
4. **Improve community wellbeing** - Prioritise initiatives that improve wellbeing, reduce isolation and create opportunities, activities and safe spaces for young people and families.
5. **Celebrate Buckley's heritage & identity** - Protect, promote and celebrate Buckley's unique heritage, traditions and identity as part of efforts to help to shape its future.
6. **Protect & enhance local green spaces** - Safeguard Buckley's green spaces and improve the quality, accessibility and appearance of the local environment.
7. **Be a strong community leader** - Act as a proactive voice for Buckley by influencing partners, coordinating local action and championing the needs of the community.

Section 1: Brief

The project

Buckley Town Council worked with One Voice Wales (OVW) to undertake this project to support the council in the development of a clear and shared set of values, a vision statement, and a mission statement. Council Clerk, Karen Brown, commissioned and worked closely with OVW's associate consultant, Gareth Kiddie, to complete the initiative, and during the course of the project it was agreed that a natural result of the work would be the collation of information that would support the creation of a set of strategic objectives for the council to adopt. Strategic objectives were therefore incorporated as an additional outcome to the commission.

Context

The Council recognises that, as Buckley continues to evolve and face new challenges and opportunities, there is a need to establish a stronger strategic framework that reflects both the aspirations of the community and the Council's role in helping to shape the town's future. The intention was not simply to produce a set of statements, but to create a shared sense of purpose and direction that could:

- Support better decision-making.
- Strengthen communication and engagement with the community.
- Help establish clearer priorities.
- Provide a stronger basis for future planning and partnership working.

The project was designed as an engagement-led process, recognising the importance of involving councillors, staff, residents and wider stakeholders in shaping the outcome.

Delivery

The work was delivered through four interconnected stages:

- **Councillor and staff engagement** - Including a survey and facilitated workshop exploring Buckley's identity, challenges, aspirations and the Council's future role.
- **Community consultation** - Including a public survey distributed online and through paper copies to gather wider resident and stakeholder views.
- **Analysis** - Bringing together findings from all engagement activity to identify recurring themes, priorities and aspirations.
- **Drafting the strategic framework** - Developing a proposed set of Values, Vision, Mission and Strategic Objectives rooted in the evidence gathered through the process.

This report is the result of that work.

Section 2: Values, vision, mission, strategic objectives

Introduction

The following **draft framework** has been developed from the key themes emerging across:

- The councillor workshop (see **Section 3**)
- The Councillor & Staff Survey (see **Section 4**)
- The Community Survey responses (see **Section 5**)

A light **heritage thread** has been woven throughout the statements to reflect Buckley's industrial and community heritage, while also looking forward to the town's future.

Values

Community-led

We will listen to, involve and work alongside the people of Buckley in shaping the town's future.

This value emerged strongly from both residents and councillors, with 'listening to residents' identified as one of the most important qualities in how the Council should operate. The workshop discussions also reinforced the importance of becoming a more visible, approachable and community-focused council. The emphasis on neighbourliness, belonging and community spirit throughout the surveys also supports this value.

Open and accountable

We will act openly, honestly and responsibly, ensuring local people understand how decisions are made and how public money is used.

Residents consistently highlighted transparency, accountability and value for money as essential qualities for the Council. During the workshop, councillors themselves identified openness, accountability and effective communication as core principles that should guide the Council's work.

Rooted in Buckley

We will champion Buckley's identity, celebrate its heritage, and help create a greener, cleaner, safer and more welcoming town.

A strong theme across all engagement was concern about Buckley's appearance and a desire to restore pride in the town. Residents repeatedly referred to the town centre's decline, deteriorating buildings and loss of identity, while also expressing pride in Buckley's heritage, traditions and community spirit. Workshop discussions highlighted the importance of protecting and promoting Buckley's industrial heritage and distinctiveness.

Stronger together

We will work in the interests of the whole community, ensuring everyone feels respected, represented and able to participate.

Survey responses stressed the importance of fairness, inclusivity and community wellbeing. The workshop discussions also highlighted the need to engage younger people more effectively and ensure future growth benefits all residents.

Future focussed

We will be proactive, collaborative and ambitious in helping Buckley thrive now and for future generations.

Residents repeatedly expressed frustration at a lack of visible progress and called for action rather than 'more consultations.' Councillors similarly identified the importance of being proactive, delivering on promises and taking a stronger leadership role in regeneration and community development.

Vision statement

Buckley will be a vibrant, welcoming and proud town — rooted in its heritage, rich in community spirit, and full of opportunity for current and future generations.

The vision reflects the shared aspiration for Buckley to become a more vibrant, thriving and attractive town while retaining its strong identity and sense of community. Residents consistently described wanting:

- A revitalised town centre.
- More opportunities for young people.
- Cleaner and safer surroundings.
- Stronger local pride.
- A town people are proud to call home.

The reference to being 'rooted in its heritage' reflects repeated concerns about preserving Buckley's industrial and community history, including brickmaking, pottery, traditions and local landmarks.

Mission statement

Buckley Town Council will work with residents, businesses and partners to strengthen community life, support regeneration, celebrate Buckley's heritage, and improve the wellbeing and quality of life of everyone who lives, works and visits our town.

This mission draws directly from the priorities identified during the workshop session and both surveys, particularly:

- Supporting regeneration.
- Strengthening day-to-day community life.
- Improving communication and engagement.
- Supporting local businesses.
- Protecting heritage and green spaces.
- Improving wellbeing and safety.

The emphasis on 'working with residents, businesses and partners' reflects recognition that many challenges require collaboration and influencing rather than direct Council control.

Strategic objectives

1. Revitalise Buckley town centre

Support the regeneration of the town centre so it becomes a vibrant, attractive and welcoming place for residents, businesses and visitors.

Improving the town centre emerged as the single strongest priority across the entire consultation process. Residents highlighted concerns about empty shops, lack of vitality and deteriorating buildings, while councillors discussed the need to increase footfall, improve appearance and support regeneration plans.

2. Support local businesses & local enterprise

Champion local businesses, encourage local spending, and help create a stronger and more resilient local economy.

Supporting local businesses was consistently identified as a major priority by both residents and councillors. Discussions during the workshop focused on promoting local traders, encouraging a more diverse offer, supporting events and developing a stronger "buy local" culture.

3. Strengthen community life

Build stronger connections between the Council and the community through better communication, engagement and participation.

The surveys revealed a strong desire for the Council to become more visible, approachable and responsive. Workshop discussions highlighted improving social media, engaging schools, involving young people and increasing public participation in local decision-making.

4. Improve community wellbeing

Support initiatives that improve wellbeing, reduce isolation and create opportunities, activities and safe spaces for young people and families.

A recurring concern throughout the consultation was the perceived lack of opportunities for younger people and the impact this has on community wellbeing and anti-social behaviour. Both residents and councillors stressed the importance of investing in younger generations and strengthening community wellbeing.

5. Celebrate Buckley's heritage & identity

Protect, promote and celebrate Buckley's unique heritage, traditions and identity as part of efforts to help to shape its future.

Buckley's industrial heritage and traditions featured strongly throughout the process. Residents expressed concern about the loss of historic buildings and identity, while councillors discussed heritage trails, education projects, heritage events and interpretation. Productive reuse of redundant heritage assets such as the Old Baths building was mentioned along with a range of other opportunities. The objective recognises heritage not simply as the past, but as part of creating a distinctive future for the town.

6. Protect & enhance local green spaces

Safeguard Buckley's green spaces and improve the quality, accessibility and appearance of the local environment.

Residents consistently valued Buckley's common land, countryside access and green spaces as important parts of the town's identity and quality of life. Workshop discussions also highlighted the importance of biodiversity, maintenance standards and protecting open spaces from inappropriate development.

7. Be a strong community leader

Act as a proactive voice for Buckley by influencing partners, coordinating local action and championing the needs of the community.

Throughout the workshop there was recognition that many of Buckley's biggest challenges sit outside the Town Council's direct powers, particularly around infrastructure, transport and regeneration. However, there was also strong agreement that the Council should increasingly act as a coordinator, advocate and community leader.



Buckley Town Council

Old Buckley Baths Report

1. Background

Support for the Old Buckley Baths is an agreed Council priority and aligns with the Buckley Place Plan.

There have been some exciting recent developments, which this report sets out, along with likely areas of expenditure that Buckley Town Council is being asked to consider funding.

The Old Buckley Baths Community Hall Ltd owns the building as an asset held in trust for the community.

Over the past 18 months, the Old Baths Working Group has been established to explore redevelopment of the building and address current issues. The group has successfully commissioned a structural survey and an asbestos survey, and has considered options for a regeneration model that is financially sustainable.

The four current Trustees of the Old Buckley Baths Community Hall Ltd have indicated that, after 14 years, they wish to step down, subject to suitable replacement Trustees being appointed. The company's Articles of Association require a minimum of four Trustees.

There is interest from members of the Working Group to become Trustees. However, one of the main issues that all parties (Trustees, Working Group members, Flintshire County Council (FCC), and Buckley Town Council) are seeking to resolve is the lack of building, indemnity and public liability insurance.

Numerous attempts have been made over the past 12 months to secure insurance.

2. Insurance

Buckley Town Council has recently secured an insurance broker who is likely to be able to provide the required cover. It was hoped that a confirmed figure could be included within this report; however, a quotation is still awaited (a verbal update will be provided at the meeting).

The broker works with a partner company offering desktop valuations for insurance purposes, which has been commissioned at a cost to Buckley Town Council of £105.00.

Historically, annual insurance has been funded from the Old Buckley Baths earmarked reserve. Approval is sought for the Council to fund insurance for the next 12 months from this reserve, which currently has a balance of £4,270 at 01/04/2026.



3. Trustees of the Old Buckley Baths Community Hall Ltd

Once the insurance issue is resolved, FCC and the Town Council can assist the current Trustees in calling an AGM, appointing at least four new Trustees, and overseeing the resignation of the current Trustees. This is a legal process which must take place on the same day.

There are no fees associated with the appointment or resignation of Directors/Trustees at Companies House, and FCC and Buckley Town Council are able to support the correct legal process.

Any Members interested in becoming a Trustee in this next phase are requested to notify the Town Clerk.

The Articles of Association state that Buckley Town Council may appoint up to two Trustees.

4. Proposal to Develop the Old Buckley Baths

An early-stage proposal has been received from a local resident to transform the Old Buckley Baths into a community pool hall. Full details of the proposal are included in Appendix 1 of this report.

This proposal has been reviewed and supported by the Working Group and presented to the Trustees. The Trustees have indicated their support for the principle of redevelopment, as the proposal would enable the building to be brought back into use.

The proposal is likely to require significant Welsh Government grant funding, alongside some private investment. Karen Whitney-Lang of the FCC Regeneration Team has indicated that this is a strong proposal for a substantial grant application.

5. Funding and Support

Grant funding would be delivered in two phases:

Phase 1 (2026/27) would include full project development, comprising a detailed business case, asbestos removal to make the building construction-ready, architectural plans, and legal costs to establish lease arrangements.

Phase 2 (2027/28) would include the construction stage.

FCC has indicated that there could be a third phase focusing on enhancements to the wider site, including improvements to the Old Library Building.

To progress the grant application, FCC will require formal minutes confirming Buckley Town Council's support for the development of the project. Any formal support provided by the Town Council will also be shared with the Trustees of the Old Buckley Baths Community Hall Ltd, demonstrating the Council's ongoing commitment to the project and its role as a key partner in the future redevelopment and long-term sustainability of this important community asset.



Additionally, there may be a requirement for matched funding. Therefore, in principle, support is sought to consider a future financial contribution. At this stage, the level of any commitment remains unknown. Any proposal would be brought back to Council for formal approval before agreement.

FCC officers are currently progressing the grant application and associated documentation. As part of this process, Buckley Town Council has been asked to assist in obtaining initial quotations, particularly in relation to asbestos removal works. It is anticipated that further quotations will be required as the project develops, and the Town Council will continue to support this work as a key partner in progressing the scheme.

6. Conclusion

Significant progress has been made in addressing the key barriers to the redevelopment of the Old Buckley Baths, particularly with the development of a viable proposal.

The resolution of the insurance issue is a critical next step, enabling the formal transition to new Trustees and allowing the project to move forward. The proposed redevelopment represents a strong opportunity to bring a valued community asset back into sustainable use, supported by external grant funding and partnership working.

7. Recommendations

That Buckley Town Council:

- a) Approves the funding of building, indemnity and public liability insurance for the Old Buckley Baths for a 12-month period from the earmarked reserve.
- b) Notes the process required to appoint new Trustees and supports the Town Clerk in facilitating this once insurance is secured.
- c) Provides formal support, to be recorded in the minutes, for the principle of redeveloping the Old Buckley Baths in order to support grant applications.
- d) Supports the allocation of Town Clerk officer time to assist with the progression of this project, including obtaining quotations and supporting preparatory work required for grant applications, recognising Buckley Town Council's role as a key project partner.
- e) Confirms in-principle support to consider a future financial contribution towards the project, subject to further detail and formal Council approval.



Appendix 1

Proposal: Re-establishing the Old Buckley Baths as a Community Pool Hall

Old Buckley Baths has remained unused for approximately 20 years, during which time the condition of this important local building has continued to deteriorate.

This proposal sets out a sustainable and community-focused plan to bring the building back into active use, safeguarding its future while creating meaningful social, recreational and developmental opportunities for local residents.

The vision is to transform Old Buckley Baths into a multi-use community pool hall, youth club and social hub, delivering inclusive activities, structured youth engagement, and intergenerational programmes within a financially sustainable model (subject to business rates and rental/lease costs).

Core Purpose and Sustainability

The primary income-generating activities will be the pool tables and café/bar provision. Based on market research into pool clubs and associated competitive activities, together with the current lack of dedicated facilities in North Wales, it is anticipated that this venue will attract competitive players from across the region, generating significant footfall, potentially reaching hundreds of visitors at weekends and strong attendance on selected weekday evenings. These elements are fundamental to creating a reliable and ongoing revenue stream that enables the Buckley Pool Hall to:

- Maintain and preserve the Old Buckley Baths building
- Fund free and subsidised community activities
- Support inclusion, youth development and wellbeing initiatives

Commercial activity is therefore deliberately positioned as an enabler of community outcomes.

Key Facilities and Activities

Community Pool Hall

- Approximately 14 pool tables (subject to final layout and building constraints).
- Open access for casual players at affordable rates.
- Fully accessible with a disabled league.
- Structured coaching sessions and informal learning opportunities for all ages.
- Development pathways for those wishing to progress into the competitive pool, including:
 - Teaching and mentoring by experienced players
 - Preparation for participation in regional, national and international leagues
 - Support with confidence, discipline and sportsmanship



Alignment with the Charitable Organisation's Aims

The proposal strongly aligns with the charitable objects outlined in Article 4 of the Articles of Association in the following ways:

Preservation of Old Buckley Baths

The proposal supports the core objective to own, manage and preserve the Old Buckley Baths building by bringing it back into regular, viable use.

Active occupation will reduce deterioration and generate income to support ongoing maintenance and conservation.

Benefit to the Local Community

Facilities are designed to be accessible to people of all ages and backgrounds, without discrimination. Free and low-cost activities ensure that financial barriers are minimised.

Advancing Social Welfare and Improving Quality of Life

Recreational activities such as pool, darts, ping pong, bingo and card games directly support the Trust's charitable aim to provide facilities in the interests of social welfare for recreation or leisure-time occupation.

Structured and informal activities encourage social interaction, helping to reduce isolation, particularly among older residents and those living alone.

Supporting Education and Development

Gaming, card games, pool, and organised activities promote cognitive skills, coordination, teamwork, and informal learning. The sensory room supports inclusive educational and developmental outcomes.

Community Cohesion and Partnership

The venue provides shared space where residents, voluntary organisations, and community groups can mix naturally. The proposal creates opportunities for partnership working with local authorities, charities, and community organisations, as envisaged in the charity's powers.

Inclusivity and Equal Access

Disabled access and SEN provision ensure the facility meets the charitable requirement to benefit people without distinction and to improve overall living conditions for residents.



Intergenerational Engagement

Planned engagement with the local care homes, including: organised daytime visits to the pool hall, gentle, assisted gameplay adapted for older adults and social interaction projects to reduce isolation and promote wellbeing.

Youth Club Provision

A dedicated youth club operating at set times, providing a safe and positive environment for young people. Activities to include - Pool and table-based games; console and arcade gaming; structured sessions focusing on teamwork, confidence and social skills. Youth provision designed to complement existing local services, not duplicate them.

Inclusive and SEN-Friendly Facilities

A free, small sensory room available for children with special educational needs. A calm, supportive space suitable for sensory regulation and respite.

All core areas are designed with step-free disabled access to ensure inclusivity.

Family, Youth and Adult Leisure Zones

To ensure safeguarding and positive experiences for all users, the building will operate with clearly defined zones: a) Children and Family Areas - Located well away from adult gaming and bar areas; b) Adult Recreation Areas - 18+ gaming machines in a separate adult-only space

Café, Bar and Social Space

Café and Coffee Bar offering a welcoming café serving hot drinks, soft drinks and light food. Operated throughout the day as a non-alcohol-centred social space. The modest bar area will operate in line with licensing requirements. An Outdoor Community Space to act as a meet-and-greet outdoor seating area, with tables available during the summer months, open for general community use, encouraging informal social interaction, this will be designed to make the building outward-facing, welcoming and visible as a community asset. The Café and Bar acts as a key income stream.



Sustainable Operation

Profitable commercial income-generating elements (bar, pool, adult gaming, food and drinks) are essential to support and enable the charitable purpose and serve to support the sustainability of the building and charitable activities, rather than replace them.

The combination of income-generating pool and café facilities with free and subsidised community provision ensures a balanced, compliant and sustainable hybrid commercial/charitable model, capable of protecting the building while enriching community life for the long term.

Alignment with the Buckley Place Making Plan

This proposal directly supports key themes and priorities identified in the Buckley Place Making Plan by bringing a long-vacant heritage building back into active use as a community activity generator.

The re-use of Old Buckley Baths helps to establish a civic and community heart within the town centre, addressing the Plan's call to repurpose underused landmark buildings to generate footfall, activity and local pride. The mix of pool, youth club, café and community space contributes to a diverse, mixed-use town centre offer, responding to the identified need to broaden reasons to visit Buckley beyond retail alone.

By providing youth provision, inclusive facilities, intergenerational activity and pathways into sport and personal development, the proposal supports the Plan's People and Connected Communities objectives, improving wellbeing, social inclusion and community cohesion.

The café, outdoor seating and programmed activities align with the emphasis on activating the public realm, encouraging dwell time, social interaction and town centre vibrancy during both daytime and evening periods.

Overall, the proposal functions as a locally rooted, sustainable activity hub that reinforces Buckley's identity, strengthens the town centre's role in everyday community life, and delivers practical outcomes consistent with the Place Making Plan's strategic vision.

Annual Return for the Year Ended 31 March 2026

Accounting statement 2025-26 for:

Name of body: **Buckley Town Council**

	Year ending		Notes and guidance
	31 March 2025 (£)	31 March 2026 (£)	
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	359,138	333,733	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	346,416	398,378	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	29,559	30,484	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	111,397	141,743	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	289,983	289,729	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	333,733	331,123	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	28,606	37,743	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	316,599	300,399	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	11,472	7,019	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	333,733	331,123	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	340,363	220,816	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, that for the year ended 31 March 2026:

	Agreed?		'YES' means that the Council:	Toolkit
	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.	Y		Has consulted with the community and focussed its activities to meet the community's needs	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 https://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 and preparation and approval of the annual accounts - 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 and has prepared and approved its accounts in accordance with legislation	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		N	Meets the eligibility criteria to exercise the general Power of	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 2025-26 was £11.10 per elector.

In 2025-26, the Council made payments totalling £22,798.63 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	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
			N/A	

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 2026.	Approval by the Council I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:
RFO signature:	Minute ref:
	Chair signature:
Name: Karen Brown	Name:
Date: 16/06/2026	Date:

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 2026.

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 17 | 06 | 2026] * 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:	JDH BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	JDM Bünner Services Ltd
Date:	17 06 2026

* Please include an explanation for any 'No' answers

Karen Brown

From: kevin williams <kevluhg@hotmail.co.uk>
Sent: 30 April 2026 07:32
To: Karen Brown
Subject: Heritage Space.

Kevin Williams
67, Powell Road
Buckley
Flintshire
CH7 2BY
Kevluhg@hotmail.co.uk
07548135813

Dear Karen Brown,

I am writing to enquire whether Buckley Town Council may have any available space that could be used to store, or potentially display, artefacts belonging to the Buckley Society.

At present, we have a small area where these items are kept; however, there is a possibility that this space may no longer be available in the near future. Additionally, the current environment is not suitable for certain artefacts, particularly paper items, which may be adversely affected by colder temperatures during the winter months. Our collection includes bricks, pottery, paper materials, and other historically significant items.

Should a suitable space become available, ideally near the Town Council offices, we would welcome the opportunity to develop it into a small heritage area. This could potentially be opened to the public, allowing us to celebrate and share the history of Buckley with the wider community.

Any advice, guidance, or support you may be able to offer would be greatly appreciated.

Thank you for your time and consideration.

Yours sincerely,

Kevin Williams

The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will be not shared or provided to any other third party without your consent. We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted. (You may request the deletion of your data held by the council at any time). The council privacy notice can be found on our website <https://buckleytc.gov.wales>

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/000439/26

Date/Dyddiad 09-Jun-2026

Ask for/Gofynner am Stef Connah

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/000439/26

PROPOSAL: CHANGE OF USE FROM C3 (DWELLINGHOUSE) WHICH
INCLUDES AN UNCONFIRMED HISTORIC SHOP (NOT IN USE FOR MORE
THAN 10+ YEARS ACCORDING TO LOCALS AND GOOGLE STREET VIEW) TO
C4 (SMALL HMO).
LOCATION: 96 , Brunswick Road, Buckley, CH7 2ER

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.siruffyflint.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.



<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.

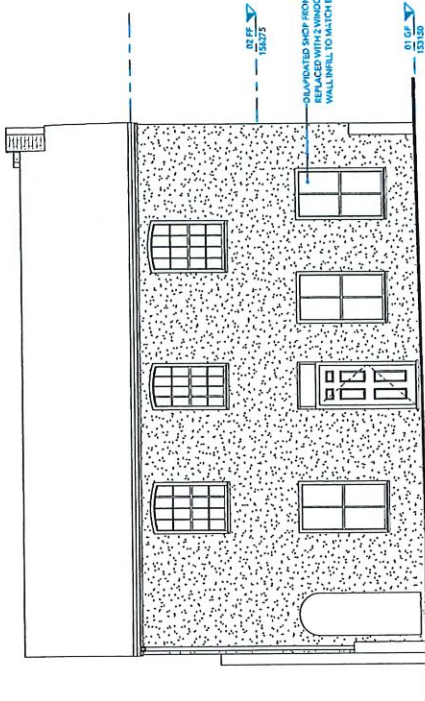
In any response, please quote the application reference number give above. Further information regarding this letter may be obtained by contacting the case officer named at the head of this letter.

Yours faithfully/Yr eiddoch yn gywir

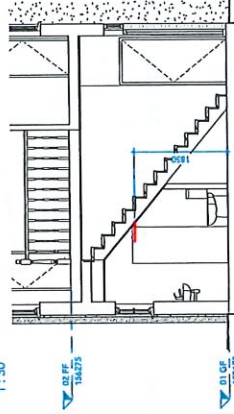


David Fitzsimon
Chief Officer (Place and Growth)
Prif Swyddog (Lle a Thwf)

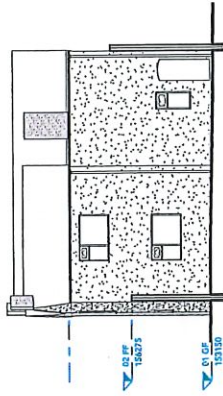




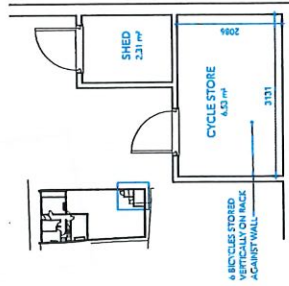
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1:50



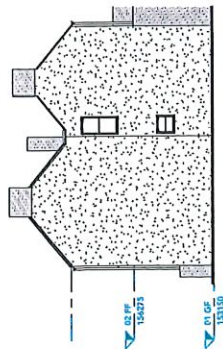
SECTION A-A
1:50



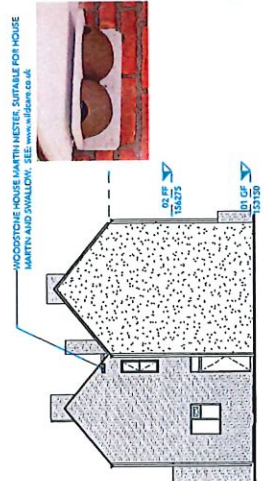
REAR ELEVATION (SOUTH)
1:100



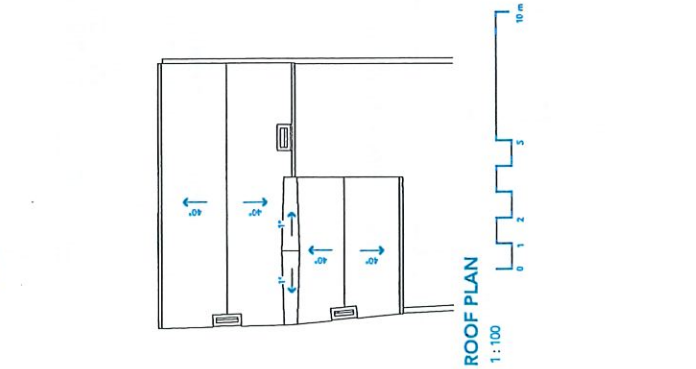
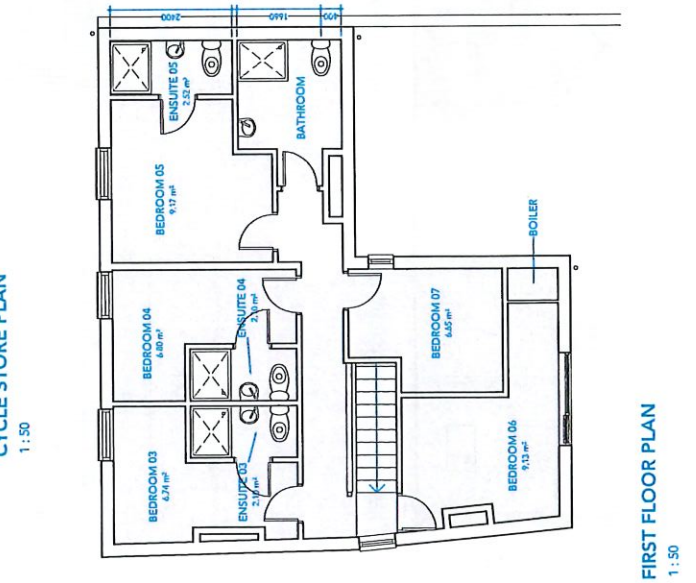
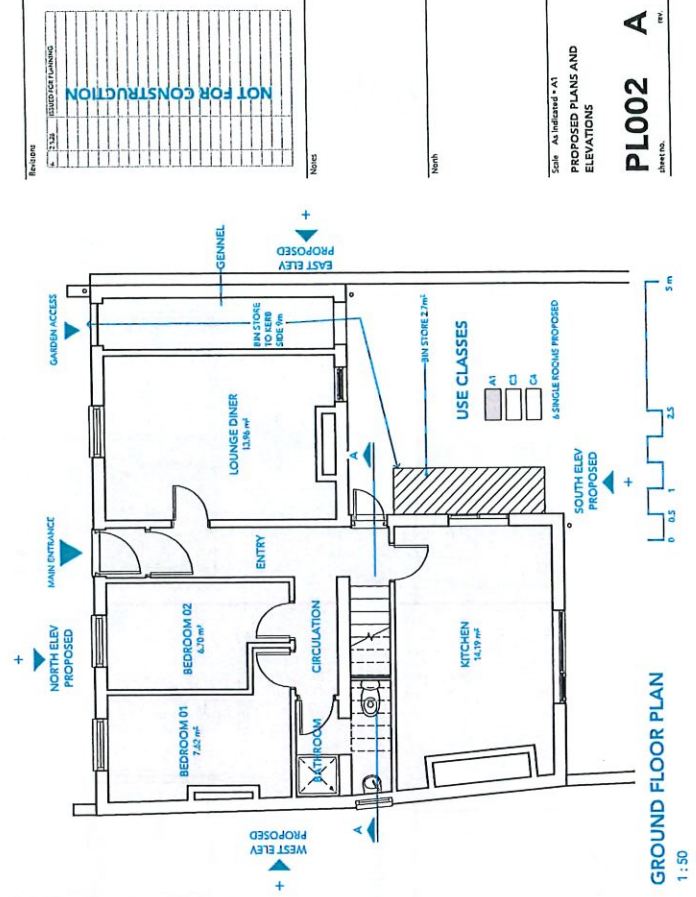
CYCLE STORE PLAN
1:50



SIDE ELEVATION (WEST)
1:100



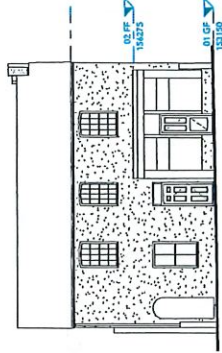
SIDE ELEVATION (EAST)
1:100



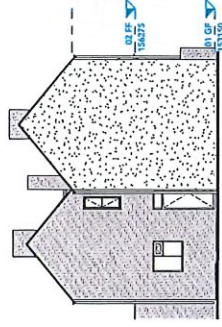
96 Brunswick

96 Brunswick Road, Buckley,
CH7 2ER

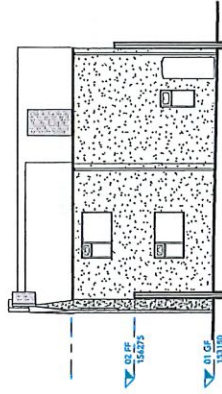
Project 2415
KCAM PROPERTIES
96 Brunswick Road, Buckley,
CH7 2ER



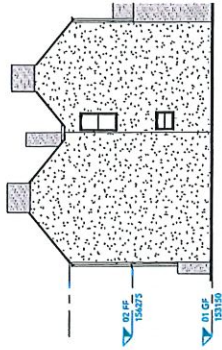
FRONT ELEVATION (NORTH)
1:100



SIDE ELEVATION (EAST)
1:100



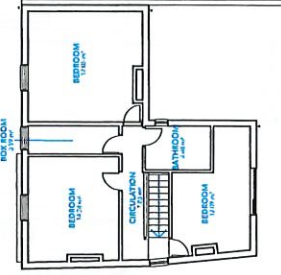
REAR ELEVATION (SOUTH)
1:100



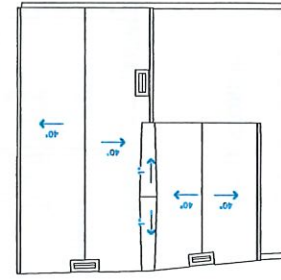
SIDE ELEVATION (WEST)
1:100

NORTH ELEV
(EXISTING)

USE CLASSES
A1
C3
C4



FIRST FLOOR PLAN
1:100



ROOF PLAN
1:100

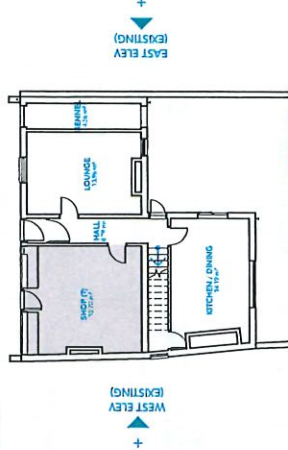
BIODIVERSITY ENHANCEMENT STATEMENT

Planning Application: Change of Use from Dwelling to Local General Industrial (G1/2), including cycle and
bicycle storage.

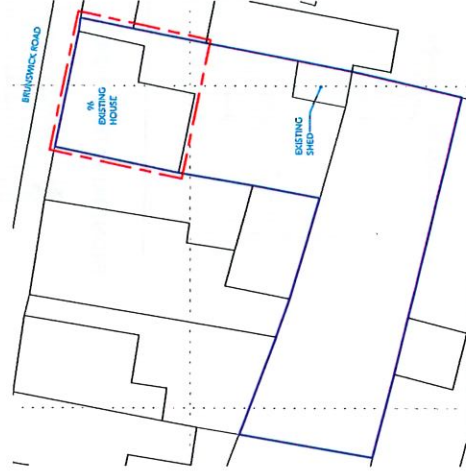
In support of the above application, the applicant proposes the following biodiversity
enhancement measure:
The installation of a new Woodstone House Martin nesting box on the north or east elevation of
the building, in line with the recommendations of the Natural England guidance on nesting box
placement. The box should be installed at least 1.5m above the ground level. (See Civil Aviation Authority (CAA) 2021). This measure will provide high-quality
nesting habitat for House Martins (Delichon urbicum), a UK Red Listed species experiencing
population declines. The installation of the box will also contribute to local biodiversity and demonstrate a positive commitment to local and national planning policy.

We confirm this strategy has been fully installed prior to first occupation of the building and
we will monitor the success of the measure.

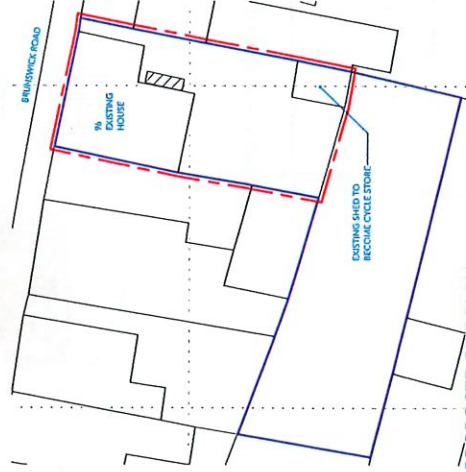
RESEK 25/01/2025
Date: 25/01/2025



GROUND FLOOR PLAN
1:100



EXISTING SITE PLAN
1:200



PROPOSED SITE PLAN
1:200

NOT FOR CONSTRUCTION

Rev	Description	Date
1	Issue for Planning	25/01/2025

Note

North

Scale: As Indicated - A3

LOCATION SITE AND
EXISTING PLANS AND
ELEVATIONS

PL001 A

Sheet no.

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/000462/26
Date/Dyddiad 29-May-2026
Ask for/Gofynner am Alison Dean
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/000462/26

PROPOSAL: ERECTION OF CONVENIENCE RETAIL STORE WITH PARKING
LOCATION: BLACK HORSE HOTEL, Mold Road, Buckley, CH7 2JB

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



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

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)



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/000506/26

Date/Dyddiad 15-Jun-2026

Ask for/Gofynner am Stef Connah

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/000506/26

PROPOSAL: SINGLE-STOREY EXTENSION TO THE EXISTING BUCKLEY
CRICKET CLUB CLUBHOUSE TO PROVIDE ENLARGED HOME AND AWAY
CHANGING ROOMS, SHOWER FACILITIES, WC ACCOMMODATION AND AN
OFFICIALS' CHANGING ROOM, TOGETHER WITH ASSOCIATED INTERNAL
ALTERATIONS. THE PROPOSAL WILL IMPROVE AND MODERNISE THE
EXISTING SPORTS FACILITIES FOR PLAYERS AND MATCH OFFICIALS.
THERE IS NO CHANGE OF USE, AND THE BUILDING WILL REMAIN IN USE AS
A CRICKET CLUBHOUSE AND COMMUNITY SPORTS FACILITY.
LOCATION: BUCKLEY CRICKET CLUB, Chester Road, Buckley, CH7 3AQ

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

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

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

Rydym yn croesawu gohebiaethu Gymraeg. Ymatebwn yn
ddi-od i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



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Yours faithfully/Yr eiddoch yn gywir



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



Title:

Existing: Site & Location Plan

Address:

Buckley Cricket Club,
24 Chester Road,
Buckley, CH7 3AQ

Scale (A3):

As Indicated

Ref:

B004-005

Date:

May 2026

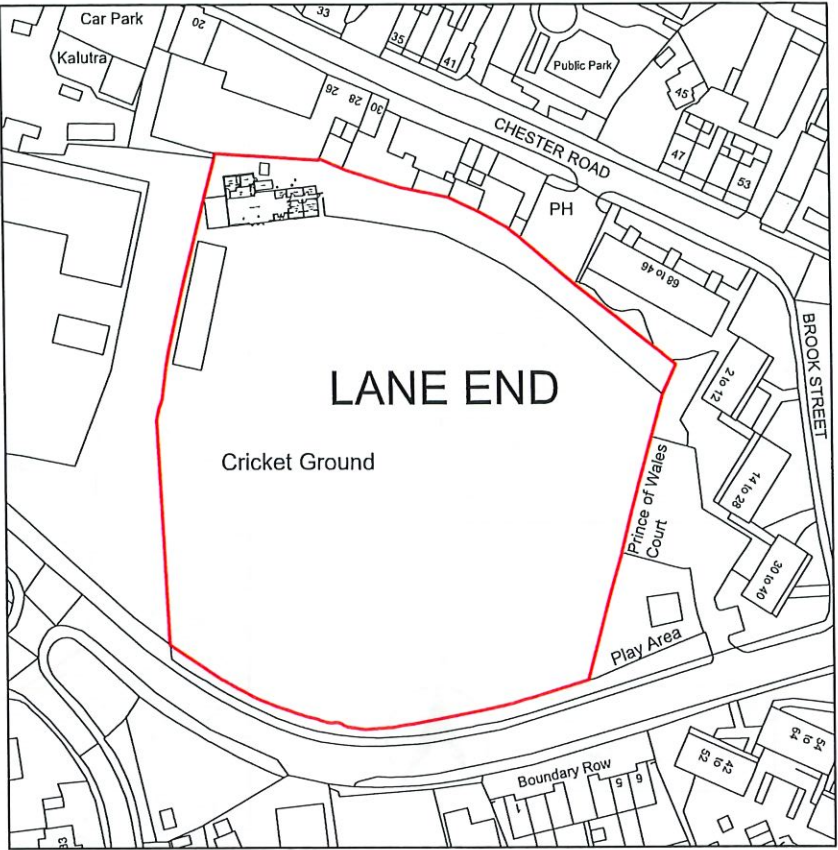
Drawn by:

S.E.

Sheet:

1 of 1

Rev	Date	Description	Initials



Location Plan 1:1250



Site Plan 1:200

Title:

Proposed: Site & Location Plan

Address:

Buckley Cricket Club,

24 Chester Road,

Buckley, CH7 3AQ

Scale (A3):

As Indicated

Ref:

B004-006

Date:

May 2026

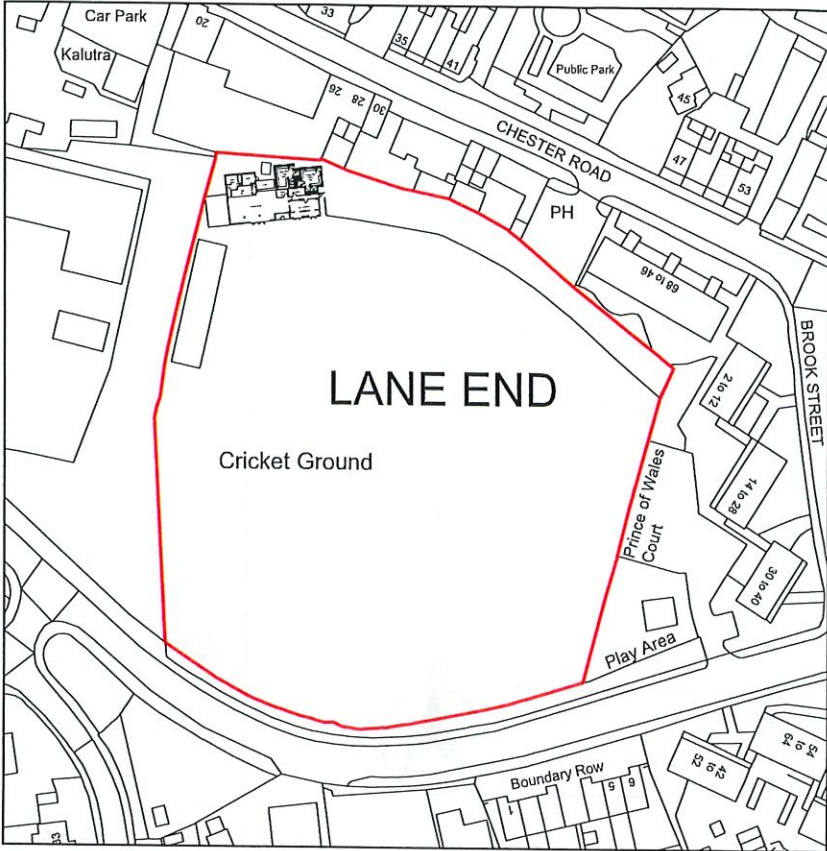
Drawn by:

S.E.

Sheet:

1 of 1

Rev	Date	Description	Initials

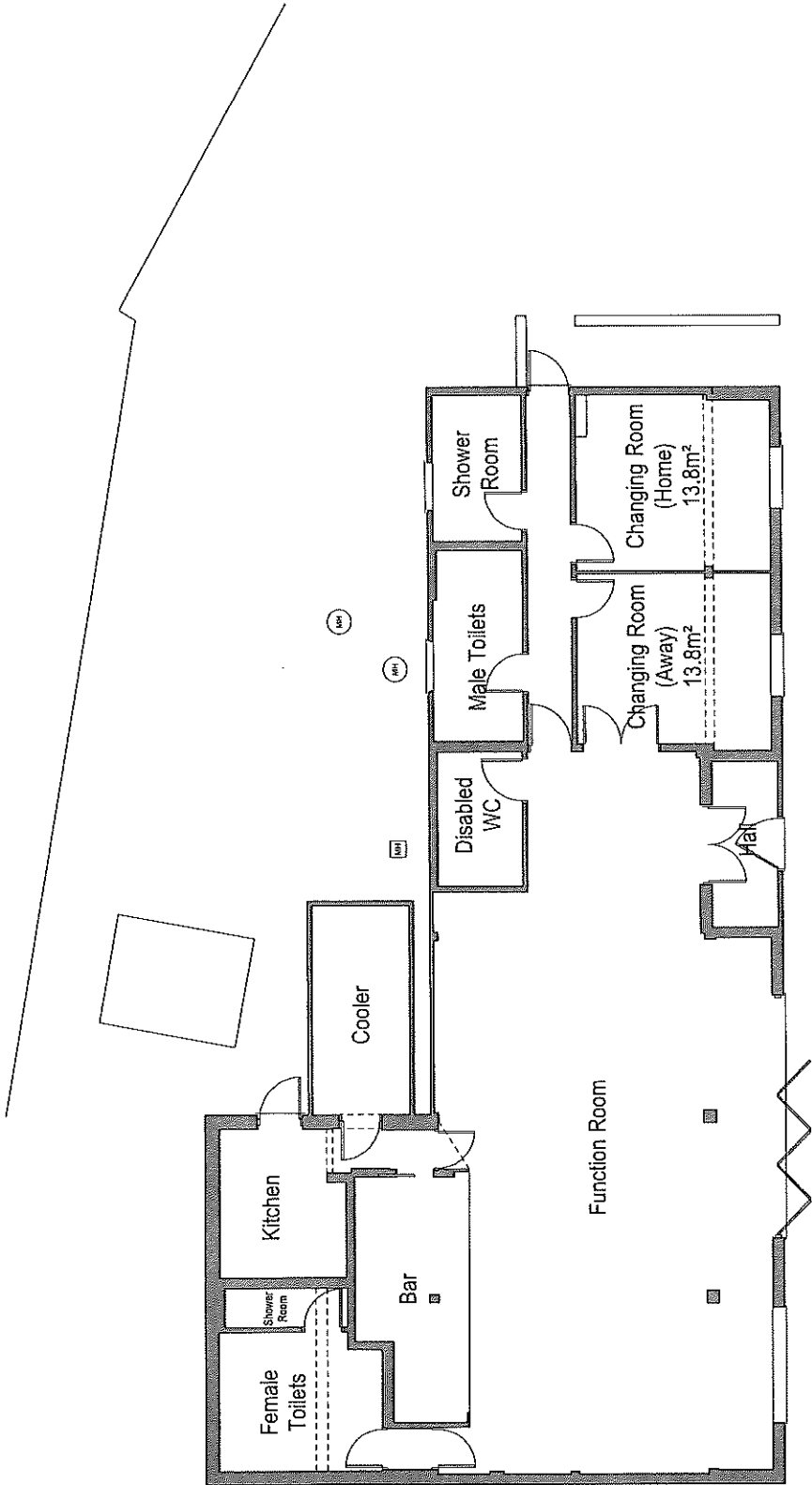


Location Plan 1:1250



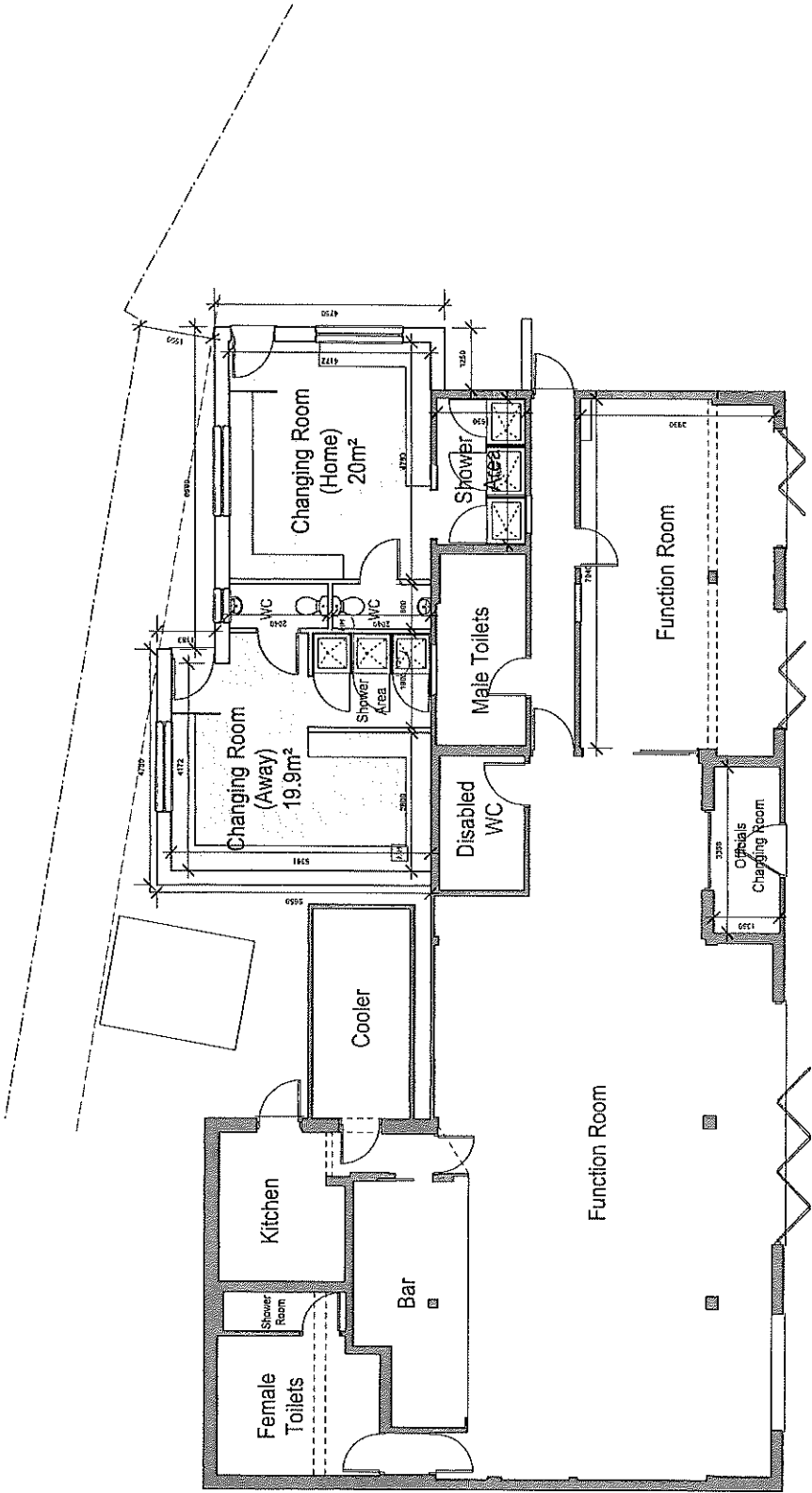
Site Plan 1:200

Title: Existing: GF Plan			
Address: Buckley Cricket Club, 24 Chester Road, Buckley, CH7 3AQ			
Scale (A3): As Indicated	Ref: B004-001		
Date: Dec 2025	Drawn by: S.E.	Sheet: 2 of 3	



Ground Floor Plan 1:100

Title: Planning: GF Plan			
Address: Buckley Cricket Club, 24 Chester Road, Buckley, CH7 3AQ			
Scale (A3): As Indicated	Ref: B004-004		
Date: Feb 2026	Drawn by: S.E.	Sheet: 2 of 3	



Ground Floor Plan 1:100

BUCKLEY TOWN COUNCIL
SCHEDULE OF ACCOUNTS PAID AND FOR PAYMENT FOR THE PERIOD
20TH MAY 2026 TO 23RD JUNE 2026

Acc No.	B/T DD/CHQ	Payable to	Detail		Initial	Initial
14375/6/7/8	B/transfer	Staff costs	Salaries - June 2026	7,745.96		
14379	B/transfer	HM Customs & Revenues	Tax & NIC - June 2026	2,946.25		
14380	B/transfer	Clwyd Pension Fund	Superannuation - June 2026	1,218.37		
14381	B/transfer	Defib World	10no AED Starter Kits	77.99		
14382	B/transfer	Elmay's Flowers	4no bouquets - Annual Meeting 2026/103rd birthday Marleyfield resident	130.00		
14383	B/transfer	CAD Recycling Ltd	Trade waste collection - May 2026	25.00		
14384	B/transfer	Shelbys Place Community Interest Company	SLA Town Centre Flower Trough Maintenance 2026/27	1,325.00		
14385	B/transfer	Flintshire County Council	CCTV maintenance/electricity 01/04/2026 - 30/06/2026 plus adjustment from 2025/26	4,945.79		
14386	B/transfer	Wrexham Bidston Rail Users Association	Annual subscription 2026/2027	30.00		
14387	B/transfer	GLS	Stationery and office cleaning materials	248.48		
14388	B/transfer	Gwella - Flintshire Libraries & Leisure Ltd	Contribution towards the Fit, Fed & Read Programme Summer 2026	1,000.00		
14389	B/transfer	L P & S A Thompson	24no hanging baskets for town centre	1,560.00		
14390	B/transfer	Flintshire County Council	Annual contribution to Flintshire Countryside Service 2026/2027	3,400.00		
14391	B/transfer	Starboard Systems Limited	Civic.ly Subscription - May/June 2026	288.00		
14392	B/transfer	TJN Services	Supply & fit new sink unit, taps & under sink boiler in Community Room	950.00		
14393	B/transfer	TJN Services	Handyman services - miscellaneous	300.00		
14394	B/transfer	Clir J S Jones	Civic Service 2026 - reimbursement for refreshments	165.00		
14395	B/transfer	Viking Direct	1no laminator plus office supplies	396.69		
14396	B/transfer	Mr S Evans	Civic Sunday 2026 - Parade Marshall expenses	50.00		
14397	B/transfer	The Royal Buckley Town Band	Services on Civic Sunday 2026	300.00		
14398	B/transfer	Design 4 Signs	Supply of printed 170th Jubilee Banner	81.60		
14399	DD	Equals Money PLC	Account fee - May/June 2026	50.00		
14400	DD	CCTV Rentals	Mobile CCTV rental - quarterly	400.72		
14401	DD	Check Communications Ltd	Network charge for router - end of contract	411.00		
14402	DD	Unity Trust Bank Plc	Bank charges - April/May 2026	24.80		
14403	DD	Ocean Telecom	Additional work to existing network system to improve wireless coverage within Council buildings	786.00		
14404	DD	Octopus Energy Ltd	Public conveniences - electricity supply - May 2026	73.40		
14405	DD	Ocean Telecom	Line rental plus call charges - May 2026	105.60		
14406	DD	H3G	Office mobile rental - May 2026	9.82		
14407	B/transfer	Maldscando Ltd	Cleaning Contract - Council buildings and public conveniences + opening & closing - June 2026	2,968.49		
14408	DD	Neopost Ltd	Postage	200.00		
				32,213.96		

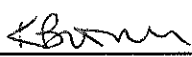
WE HEREBY CERTIFY THAT THE ABOVE MENTIONED ACCOUNTS NOS 14375 - 14408 (INCLUSIVE) WERE APPROVED FOR PAYMENT AT A MEETING OF
THE TOWN COUNCIL'S FINANCE COMMITTEE ON 23RD JUNE 2026

..... TOWN MAYOR CHAIR OF FINANCE COMMITTEE

..... TOWN CLERK

DATE: 23RD JUNE 2026

Buckley Town Council

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

Date: 16/06/2026

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 31/05/2026		
	Cash in Hand 01/04/2026		300,399.19
	ADD Receipts 01/04/2026 - 31/05/2026		191,631.40
	SUBTRACT Payments 01/04/2026 - 31/05/2026		492,030.59
	Cash in Hand 31/05/2026 (per Cash Book)		75,776.25
B			416,254.34
	Cash in hand per Bank Statements		
	Lloyds Bank - Current Account 31/05/2026	0.00	
	Lloyds Bank - Business Call Accou 31/05/2026	0.00	
	Lloyds Bank - 12 Month Fixed Dep 31/05/2026	0.00	
	Lloyds Bank - 32 Day Notice Accou 31/05/2026	0.00	
	Cambridge & Counties Bank - 12 n 31/05/2026	120,000.00	
	Lloyds Bank - Notice Period Transi 31/05/2026	0.00	
	Equals Pre-paid Credit Card 31/05/2026	487.89	
	Unity Trust Bank - Current T2 31/05/2026	61,332.99	
	Unity Trust Bank - Instant Access 31/05/2026	216,460.53	
	CCLA - The Public Sector Deposit 31/05/2026	17,972.93	
			416,254.34
	Less unrepresented payments		
			416,254.34
B	Plus unrepresented receipts		
	Adjusted Bank Balance		416,254.34
	A = B Checks out OK		

Buckley Town Council
PAYMENTS & RECEIPTS LIST

15 June 2026 (2026 - 2027)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
39	Postages, Telephones & Petty (	01/05/2026		Equals Pre-paid Cred	E00340	Payment - Refreshments	F & J Newscentre Limited	X	-1.35		-1.35
40	Postages, Telephones & Petty (	08/05/2026		Equals Pre-paid Cred	E00343	Payment - Refreshments	F & J Newscentre Limited	X	-1.35		-1.35
41	Postages, Telephones & Petty (	08/05/2026		Equals Pre-paid Cred	E00344	Payment - The Buckley Show -	Home Bargains	S	-10.98	-2.20	-13.18
44	Postages, Telephones & Petty (	08/05/2026		Equals Pre-paid Cred	E00346	Payment - Civic expenses	Home Bargains	S	-2.63	-0.53	-3.16
42	Postages, Telephones & Petty (	08/05/2026		Equals Pre-paid Cred	E00345	Payment - Office cleaning mate	W Bevan and Sons Ltd	S	-2.49	-0.50	-2.99
49	Civic Expenses	12/05/2026		Equals Pre-paid Cred	E00347	Payment - Civic expenses	Home Bargains	S	-3.89	-0.78	-4.67
43	Civic Expenses	12/05/2026		Equals Pre-paid Cred	E00345	Payment - Mayor Making refres	Legends Cafe Catering	X	-370.00		-370.00
50	Civic Expenses	12/05/2026		Equals Pre-paid Cred	E00348	Payment - Mayor Making refres	Aldi Stores Limited	S	-94.05	-18.81	-112.86
50	Civic Expenses	12/05/2026		Equals Pre-paid Cred	E00348	Payment - Mayor Making refres	Aldi Stores Limited	Z	-23.06		-23.06
108	Bank Charges	15/05/2026		Equals Pre-paid Cred	143	Payment - Bank charges - May	Equals Money PLC	X	-25.00		-25.00
51	Civic Expenses	20/05/2026		Equals Pre-paid Cred	E00349	Payment - Donation	Hope Parish Church	X	-20.00		-20.00
53	Postages, Telephones & Petty (	21/05/2026		Equals Pre-paid Cred	E00350	Payment - Refreshments	Spar	Z	-1.40		-1.40
75	IT Management, Maintenance (	26/05/2026		Equals Pre-paid Cred	E00353	Payment - Microsoft Licences S	Microsoft Ireland Operator	S	-71.00	-14.20	-85.20
Total									-627.20	-37.02	-664.22

INTERNAL AUDIT REPORT –YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26

The internal audit is carried out by the following testing of the internal controls specified on the Annual Return for local councils in Wales:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year-end testing on the accuracy and completeness of the financial statements
- Where the Council is sole trustee of a charity, checking that the Council has procedures in place to meet its responsibilities as a sole trustee

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

JDH Business Services Limited 17/06/2026

INTERNAL AUDIT REPORT –YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26

ACTION PLAN

	ISSUE	RECOMMENDATION	FOLLOW UP
1	The debtors report within SCRIBE includes a debtor of 2129.16 for a CCTV charge in 23/24. This did not appear in the accounts originally provided for internal audit. The accounts were corrected during the internal audit to include the debtor.	<i>The SCRIBE debtors report should be reviewed as part of year-end closedown procedures to ensure that debtors is stated accurately in the balance sheet.</i>	
2025/26 year-end audit recommendations			
1	The Council made an annual grant to 'The Counselling Hub' for £11,200 in 2025/26. A partnership agreement from October 2020 is in place which states the sum payable as agreed between the parties for the provision of the service per annum or per clients seen, whichever both parties agreed to. We have not seen any agreement between the Charity and the Council as to what the agreed funding is and the agreed service.	<i>Given the significance of the funding and the expected service from the Counselling Hub, the Council should have a Service Level Agreement in place.</i>	This is being drawn up for 26/27

INTERNAL AUDIT REPORT – YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26

	ISSUE	RECOMMENDATION	FOLLOW UP
	A report has been received from the Charity detailing the service that they have provided over the past year.		
2	The Clerk has confirmed during the internal audit that fixed assets are checked to ensure that they are adequately insured on an annual basis. We have not seen evidence as to when this was last carried out.	<i>The Council should record when the annual check of fixed assets for the adequacy of insurance take place.</i>	This will be recorded within the Council minutes in 2026/27
3	The annual risk assessment is included as an appendix to the standing orders. The minutes record the approval of the Standing Orders but do not implicitly state that the risk assessment has been approved by Council. The financial regulations state: <i>2.2. The Clerk shall prepare, for approval by the Council, a risk management policy covering all activities of the Council. This policy and consequential risk management arrangements shall be reviewed by the Council at least annually.</i>	<i>The minutes should record the annual approval of the risk assessment by the Council.</i>	Implemented – March 2026 minutes

INTERNAL AUDIT REPORT –YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26

	ISSUE	RECOMMENDATION	FOLLOW UP
	2024/25 year-end audit recommendations		
1	The accounts include a credit note from Flintshire CC in relation to CCTV of £1686.86 as an unrepresented receipt. This is incorrect and should appear in the accounts as a prepayment. The accounts also include a provision for a doubtful debt of £2129.16 although the accounts do not include the debt of £2129.16.	<i>The accounts should be amended to include the credit note as a prepayment.</i> <i>The accounts should be amended to remove the provision for doubtful debts.</i>	Implemented - The annual return and supporting accounts were amended prior to internal audit signing of the annual return. Implemented - The annual return and supporting accounts were amended prior to internal audit signing of the annual return.
	2024/25 interim audit recommendations		
1	The financial regulations require that the Clerk obtains three quotes for contracts over £5000 and a formal tender process for contract over £20,000. We note that there were two contracts where this hadn't happened: • Fireworks contract £5500. Council approval was not sought as this was considered a specialist area of work and requirement for safety	<i>To ensure transparency, the Council minutes should record the reasons when less than three quotes are obtained or a formal tender process was not followed.</i>	The Council have retrospectively recorded the reasons for these decisions in the Council minutes.

INTERNAL AUDIT REPORT –YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26

	ISSUE	RECOMMENDATION	FOLLOW UP
	certificates. This was not documented in the council minutes. Christmas Lights contract £20,660. The Council were required to use the Flintshire County Council (FCC) contractor on FCC street lights. This requirement was not documented in the council minutes.		
2	The Clerk has developed a budget timetable but this has not been formally adopted by Council.	<i>A comprehensive formal budget timetable should be established annually covering the main elements of the Council's budget setting process together with key dates and responsibilities.</i> <i>This should be formally adopted by Council.</i>	Implemented
2023/24 year-end audit recommendations			
1	The risk assessment has been approved by Council as an addendum to the standing orders when the standing orders were reviewed by Council. This is not explicitly stated in the minutes which only refer to the standing orders document.	<i>The minutes should record the approval of the risk assessment.</i>	Implemented
2	The assets of the council are maintained in	<i>The assets listed in the separate register</i>	Implemented

**INTERNAL AUDIT REPORT –YEAR END AUDIT
BUCKLEY TOWN COUNCIL
2025/26**

	ISSUE	RECOMMENDATION	FOLLOW UP
	two documents. There is one register that records the assets as at 31/3/22. The other register maintained in Scribe includes a total for assets as at 31/3/22 then records assets added to the register since then.	<i>should be entered individually into the Scribe asset register to ensure it is a complete list of the assets held by the Council.</i>	
2023/24 interim audit recommendations			
1	A review of payments found for the following contract, the minutes only recorded a review of two quotations: • Gas boiler replacement. The financial regulations require for contracts above £5,000, the Clerk shall obtain 3 quotations.	<i>When three quotations have not been obtained as per the financial regulations, the reason should be stated within the minutes.</i>	See issue 1 in 24/25 interim
2	The Council do not have the following policies: • Gifts and hospitality policy • Expenses policy	<i>The Council should establish a gifts and hospitality policy and an expenses policy.</i>	Implemented

Buckley Town Council

Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Finance & Economic Development Committee							
Bus Shelter	2022	1,250.00		Mold Road, adj to Bistre (			
CCTV Equipment* @ 03/2026	2020 & 2022	2,200.00		Council Building & Public	5 years		
Commemorative Bench @ 03/2022	2022	721.00		Bistre Churchyard			
Community Civic Assets x 11 @ 2022	2022	11.00					
Computer, Printers & IT Equipment @ 03/2022	2022	13,334.00		Council Office			
Coronation Garden	1976	22,000.00					
Council Building	1976	25,000.00	2,980,000.00	Council Building			
Council Building Furniture & Equipment @ 03/2	2022	43,861.00		Council Building			
Council Chamber Car Park	1976	39,100.00					
Desk & Pedestal	04/10/2024	194.00		Council Office	15 years +		
Digital Intercom System to Tenants Entrance	31/05/2022	1,060.00					
Extension Leads	14/12/2022	47.00					
Folding Tables x 10	26/02/2024	399.90		Council Building	10 years		
Fridge	06/08/2024	112.46		Council Office	5 years		
Gazebos & Tables @ 03/2022	2022	3,881.00		Council Building			
Hanging Basket Columns	2022	10,207.00					
Hanging Baskets & Flower Troughs @ 03/2022	2022	2,759.00		Exterior of Council Buildir			
Mobile phone - office	02/05/2024	263.19		Clerk's Office	3 years		
Mobile Stage	2022	14,000.00					
Monitors for hybrid meetings x 2	03/01/2024	223.37		Council Chamber	5 years		
Office Chair	15/07/2024	244.00		Clerk's Office	10 years		
Office Chairs x 3	25/06/2025	757.27		Council Office	7 years		
Office Cupboards (metal) x2	04/10/2024	300.00		Council Office	15 years +		
Office Shredder	16/07/2024	499.00		Council Office	5 years		
Office Telephones	09/12/2025	513.52		Council Office	5 years		
PC Monitor	04/03/2024	82.50		Clerk's Office	5 years		

Buckley Town Council

Fixed Assets and Long Term Investments

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Projector	18/07/2024	244.49		Council Chamber	5 years		
Projector Screen	19/07/2024	150.39		Council Chamber	10 years		
Public Conveniences	1976	12,908.00		Public Conveniences			
Sound Bar	07/12/2023	88.82		Council Chamber	3 years		
Speed Radar Guns & Battery Charger	2022	158.00					
Wheel barrows x 2	2022	77.00					
		196,646.91	2,980,000.00				
General Purposes Committee							
Christmas Lights - Town Centre 2024	19/12/2024	14,991.00		Council Building	10 years		
Christmas Tree	27/11/2024	127.50		Council Chamber	5 years		
Christmas Tree Lights - Additional	01/03/2023	300.00					
		15,418.50					
Highways & Leisure Committee							
Bleed Control Cabinet & Kit	12/03/2024	395.00		Exterior of Council Buildir	10 years		
Defibrillator	2022	3,018.00		Council Building			
Event Barriers x 80	20/03/2024	1,856.00		Council Building	15 years +		
High Visible Vests	02/01/2025	177.98			10 years		
VC800 Video Bundle and 8-Port PoE Switch	31/05/2022	3,206.98					
Walkie Talkies	29/04/2024	96.69		Council Office	10 years		
		8,750.65					
Grand Total:		220,816.06	2,980,000.00				

Buckley Town Council

Fixed Assets and Long Term Investments (Disposed Assets Only)

Asset Description	Date Acquired	Purchase Value	Current Value	Location /Responsibility	Estimated Life	Usage/Capacity	Charges
Finance & Economic Development Committee							
Office Chairs x 2	04/10/2022	318.00					
		<u>318.00</u>					
General Purposes Committee							
Icicle Christmas Lights	26/10/2022	1,095.00					
		<u>1,095.00</u>					
Grand Total:							
		<u>1,413.00</u>					

Buckley Town Council
Reserves Balance
2025 - 2026

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Provision for Refurb of Play Are	7,863.00	-7,863.00			0.00
Provision for Jubilee Bunting	4,400.00	-4,400.00			0.00
Repairs of Old Library Building I	12,000.00				12,000.00
Financial Support of Hawkesbui	5,000.00				5,000.00
Future Events Fund	6,150.00		2,426.00	176.00	3,900.00
Old Baths Building	7,500.00		3,230.00		4,270.00
Council Buildings Renovations	35,000.00				35,000.00
Coronation Gardens - Improven	25,000.00				25,000.00
Christmas Lights	19,194.00	4,400.00			23,594.00
CCTV	15,000.00	7,000.00			22,000.00
IT Equipment	8,000.00				8,000.00
Pedestrian Barriers					0.00
Snow / Winter	2,000.00				2,000.00
Elections	12,000.00	6,000.00			18,000.00
Second Entrance onto Higher C	3,250.00		3,250.00		0.00
Toyota Funds - Warm Rooms G		2,475.00			2,475.00
Total Earmarked	162,357.00	7,612.00	8,906.00	176.00	161,239.00
TOTAL RESERVE	162,357.00	7,612.00	8,906.00	176.00	161,239.00
GENERAL FUND					167,754.82
TOTAL FUNDS					328,993.82

Buckley Town Council
ADJUSTMENTS FOR THE YEAR ENDING 31/03/2026

Accruals - Increase Expenditure**Code**

Free Car Parking - Jan/Feb/March 26	Flintshire County Council	Free Parking Scheme - FCC	1,883.48
Internal Audit 2025/26	JDH Business Services Ltd	Audit Fees	760.00
2024/25 External Audit Fees	Audit Wales	Audit Fees	1,500.00
2025/26 External Audit Fees	Audit Wales	Audit Fees	750.00
CCTV balancing figure 2025/26	Flintshire County Council	CCTV: Town Centre	1,950.98
			<u>£6,844.46</u>

Prepayments - Decrease Expenditure**Code**

Pre Payment for Buckley Show May 2026	Deryncoch Cyf	Event Day - Buckley Show	6,750.00
			<u>£6,750.00</u>

Debtors - Increase Income**Code**

Community Room Hire	Lorraine Rathbone	Miscellaneous Income	30.00
CCTV in precinct 2023/24	EuroGroup Properties Limited	CCTV: Town Centre	2,129.16
			<u>£2,159.16</u>

Receipts in Advance - Decrease Income**Code**

Donation for Jubilee Window Dressing Com	Maidscando Ltd	Miscellaneous Income	75.00
Donation for Jubilee Window Dressing Com	Busby Kane	Miscellaneous Income	100.00
			<u>£175.00</u>

Buckley Town Council
Income & Expenditure Account
01/04/2025 to 31/03/2026

<i>(Last) Year Ended</i> 31 Mar 2025		<i>(Current) Year Ended</i> 31 Mar 2026
	<u>Income</u>	
363,260.74	Income	419,212.67
10,719.73	Finance & Economic Development	4,749.09
4,495.51	Highways & Leisure Committee	467.00
1,528.52	General Purposes Committee	4,257.30
	General & Earmarked Reserves	176.00
<u>£380,004.50</u>		<u>£428,862.06</u>
	<u>Expense</u>	
271,322.91	Finance & Economic Development	304,454.59
59,021.44	Highways & Leisure Committee	65,098.46
46,759.99	General Purposes Committee	53,013.16
28,306.00	General & Earmarked Reserves	8,906.00
<u>£405,410.34</u>		<u>£431,472.21</u>
	<u>General Fund</u>	
180,225.97	Balance at 01 Apr 2025	171,376.13
380,004.50	ADD Total Income	428,862.06
560,230.47		600,238.19
405,410.34	DEDUCT Total Expenditure	431,472.21
154,820.13		168,765.98
-16,556.00	DEDUCT Reserves Balance	-1,118.00
<u>£171,376.13</u>	Balance at 31 Mar 2026	<u>£169,883.98</u>

Reserves:

Earmarked Reserve Balance £161239.00

Buckley Town Council
BALANCE SHEET
31/03/2026

(Last) Year Ended
31 Mar 2025

(Current) Year Ended
31 Mar 2026

£		£
	CURRENT ASSETS	
	Stocks and stores	
	Work in progress	
	Debtors (Net of provision for doubtful debts)	2,159.16
1,686.86	Prepayments	6,750.00
	Temporary lendings (investments)	
26,919.29	VAT	28,834.09
	BANK BALANCES	
20.46	Lloyds Bank - Current Account	0.00
390.34	Lloyds Bank - Business Call Acc	0.00
0.00	Lloyds Bank - 12 Month Fixed £	0.00
10,878.44	Lloyds Bank - 32 Day Notice Ac	0.00
155,349.46	Cambridge & Counties Bank - 1	163,116.93
122,000.00	Lloyds Bank - Notice Period Tra	0.00
487.88	Equals Pre-paid Credit Card	258.25
9,998.38	Unity Trust Bank - Current T2	3,414.36
369.08	Unity Trust Bank - Instant Acces	115,748.86
17,104.92	CCLA - The Public Sector Depc	17,860.79
0.00	Petty Cash	0.00
316,598.96	TOTAL BANKS	300,399.19
345,205.11	TOTAL ASSETS	338,142.44
	CURRENT LIABILITIES	
1,324.50	Creditors	0.00
0.00	Receipts in Advance	175.00
10,147.48	Accruals	6,844.46
0.00	VAT	0.00
11,471.98	TOTAL LIABILITIES	7,019.46
<u>333,733.13</u>	NET ASSETS	<u>331,122.98</u>
	Represented by:	
171,376.13	General fund Balance	169,883.98
	Reserves:	
	Capital Reserves	
0.00		0.00
	Earmarked Reserves	
7,863.00	Provision for Refurb of Play Are	0.00
4,400.00	Provision for Jubilee Bunting	0.00
12,000.00	Repairs of Old Library Building I	12,000.00
5,000.00	Financial Support of Hawkesbur	5,000.00
6,150.00	Future Events Fund	3,900.00
7,500.00	Old Baths Building	4,270.00
35,000.00	Council Buildings Renovations	35,000.00
25,000.00	Coronation Gardens - Improven	25,000.00
19,194.00	Christmas Lights	23,594.00
15,000.00	CCTV	22,000.00
8,000.00	IT Equipment	8,000.00
0.00	Pedestrian Barriers	0.00
2,000.00	Snow / Winter	2,000.00
12,000.00	Elections	18,000.00
3,250.00	Second Entrance onto Higher C	0.00
0.00	Toyota Funds - Warm Rooms G	2,475.00
162,357.00		161,239.00

Adjustments

333,733.13

331,122.98

The above statement represents fairly the financial position of the council as at 31 Mar 2026

Signed K Brown
Responsible Financial Officer

Date 17/06/2026.

----- Forwarded message -----

From: **Steve Blackwell** <steve_blackwells@hotmail.com>

Date: Tue, 2 Jun 2026, 12:01

Subject: Hawkesbury memorial and sun dial

To: ellis889@gmail.com <ellis889@gmail.com>

Dave, as discussed, please view quote.

Re set any failed bricks,

Re point any failed joints,

Cleaning of York stone tablet.

For the um of £280.00

Vat £56.00

Total £336.00

As mentioned, regarding the plaque, - after cleaning this will return to it's present condition, pitted and discoloured (fungal growth) within 3 or 4 years.

Another option would be to fix a polished granite (maintenance free) plaque with the original inscription described to it and fix it over the original allowing for a small visible moulded border of the original York stone which would in effect act as a decorative border and pedestal.

The cost of this would be £600.00 & Vat

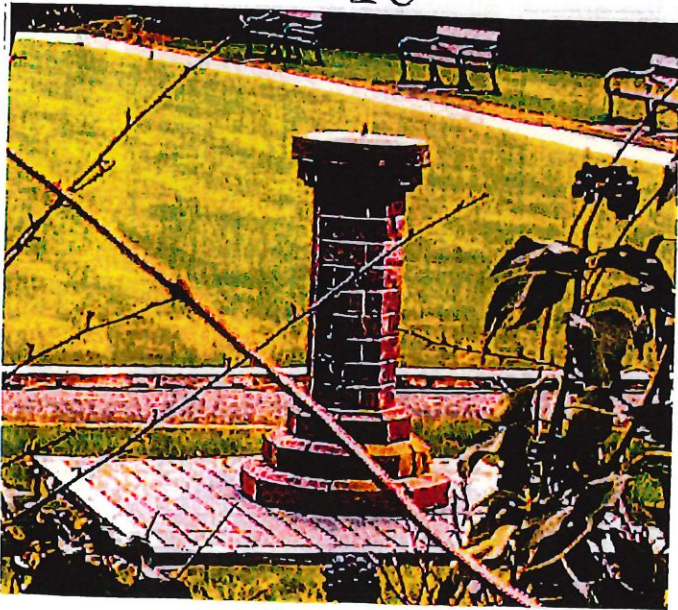
2006



2026



2026





Buckley Town Council Christmas Lights and Town Centre Bunting Specification for Quotation

1. Scope of Contract

The contractor shall be responsible for the installation, maintenance, monitoring, removal, and storage of Christmas lighting displays within the Council area, in accordance with agreed dates and requirements.

The contract shall also include the installation and removal of seasonal town centre bunting.

2. Purchasing Organisation:

Buckley Town Council, Council Offices, Mold Road, Buckley, Flintshire, CH7 2JB

Lead Contact: Karen Brown, Town Clerk email: townclerk@buckleytc.gov.wales

3. Contract Details:

Contract to commence from 1st xxx 2026 for three years.

To provide Christmas lighting and Bunting installation and removal with associated maintenance and monitoring through the fulfilment of duties as set out in Schedule 1 attached.

4. Insurance:

The Contractor must hold and maintain appropriate insurance policies to cover public liability and employer's liability.

5. Contract period:

The initial period of the contract shall be three years.

At the end of the three years the contract may be extended for a maximum period of a further one year at the Council's discretion.

6. Health and Safety Regulations, other Legislations and Council Policies:

The Contractor is expected to adhere to all relevant health and safety legislation and best practice guidance. Further details are set out in Schedule 1.

The Contractor will carry out risk assessments and provide adequate PPE as appropriate.

7. Usage of the Contractor's own Equipment:

The use of the Contractor's equipment is explained in Schedule 1.



8. Quote Submission:

Buckley Town Council is looking for the following :

- 1) Your proposal for the fulfilment of duties outlined and a complete fee breakdown for each year of the contract.
- 2) Details of previous relevant experience to be included in the proposal.
- 3) Health and Safety policy.
- 4) Evidence of public liability insurance.
- 5) Key personnel contact information (if you are awarded the contract).

Prospective Contractors must not contact Councillors or staff to encourage or support their quote outside the prescribed process.

Written quotations must have been received by Buckley Town Council addressed to the Town Clerk, by midday on **Friday xxth xx 2026.**

Email submissions are also accepted and should be emailed to townclerk@buckleytc.gov.wales with the subject 'Christmas Lights Quote' The same deadline applies.

Any quotes received after this time will not be considered.

9. Additional Information:

If you would like to request further information, please arrange with the Town Clerk by emailing townclerk@buckleytc.gov.wales or telephoning 01244 544540.

Quotes will be treated as private and confidential.

Electronic or written submissions must be received by midday on **Friday xx xx xx**

The Council will notify the applicants as soon as reasonably practicable.



SCHEDULE 1

Buckley Christmas Lights and Town Centre Bunting

1. Purpose of Contract:

The purpose of this contract is to appoint a competent contractor to deliver the installation, maintenance, operation, removal, and storage of Christmas lighting displays, town centre bunting, and the Town Christmas tree within Buckley. The contract also includes attendance at the annual Christmas lights switch-on event and the provision of a responsive maintenance service throughout the operational period.

2. Scope of Responsibilities:

The contractor shall be responsible for:

- a) Refurbishment, testing, certification, installation, maintenance, and removal of all Christmas lighting displays,
- b) Installation and removal of approximately 500+ metres of town centre bunting,
- c) Installation, decoration, maintenance, and removal of the Town Christmas tree,
- d) Provision of a call-out service for lighting faults during the festive period,
- e) Attendance at the annual Christmas lights switch-on event,
- f) Safe storage and insurance of lighting stock between seasons.

Buckley Town Council will supply the bunting and the Christmas tree annually.

3. Detailed Requirements:

a) Christmas Lighting

- i. Test and certify all existing light displays,
- ii. Test and certify all existing catenary wire fixings,
- iii. Testing and safe operation of all power supply connections,
- iv. Identify and agree with the Council any replacement of failed light sections, components, connectors, timers, or brackets,
- v. Install all cable runs, commando sockets, and lighting to catenary wires and buildings,
- vi. Agree the lights timing schedule with the Council,
- vii. Install lighting displays between mid and end November (or agreed dates),
- viii. Attend the Christmas lights switch-on event (date agreed annually) to ensure operation and provide support
- ix. Provide maintenance and fault response during the operational period (approx. 5–6 weeks), with response times agreed with the Council (recommended within 24–48 hours depending on severity),
- x. Remove all lighting in January and transport to storage.



b) Town Centre Bunting

- i. Install approximately 500+ metres of bunting at agreed town centre locations,
- ii. Installation to take place end June / early July annually,
- iii. Removal to take place between 1–7 September annually,
- iv. Ensure bunting is securely fixed and safe for public and highway users.

c) Town Christmas Tree

- i. Install the Christmas tree at the designated location,
- ii. Decorate with LED lighting and agreed decorations,
- iii. Provide electrical connection, testing, and certification,
- iv. Maintain the tree and lighting during the festive period,
- v. Remove decorations and dismantle the tree in January,
- vi. Dispose of or store the tree as instructed.

d) Storage and Security

- i. Provide secure storage for all lighting stock,
- ii. Ensure appropriate insurance cover is in place,
- iii. Protect assets from damage, loss, or deterioration.

4. Compliance Requirements

All works must comply with:

- a) Relevant UK and Welsh health and safety legislation,
- b) Electrical safety standards and best practice,
- c) Highway and public realm regulations,
- d) Risk assessments and method statements (RAMS).

5. Standards and Accreditations

The contractor must hold:

- a) NICEIC electrical certification
- b) HERS (Highway Electrical Registration Scheme) registration
- c) Appropriate Public Liability Insurance (level specified by the Council)

All installations must be safe, robust, and suitable for outdoor public/highway environments.

Buckley Town Council

Council Offices, Buckley, Flintshire CH7 2JB
Telephone: 01244 544540 / 07310016328
Email: townclerk@buckleytc.gov.wales
www.buckleytc.gov.wales

**Cyngor Tref Bwcle**

Swyddfa'r Cyngor, Bwcle, Sir y Fflint CH7 2JB
Rhif Ffon: 01244 544540 / 07310016328
E bost: townclerk@buckleytc.gov.wales
www.buckleytc.gov.wales

6. Traffic Management and Equipment

The contractor must include all necessary traffic management measures and ensure minimal disruption to residents, businesses, and road users.

7. Programme and Coordination

All key dates for lighting installation, Christmas tree installation and removal, switch-on event, maintenance period, bunting installation and removal, and lighting removal shall be agreed in advance in writing with the Council. The contractor shall liaise with the Council's nominated officer to coordinate all activities.

Works may be subject to delay due to adverse weather or unforeseen circumstances; any changes to agreed dates must be communicated promptly and agreed with the Council.

8. Outcomes and Performance Expectations

- a) All installations completed safely, on time, and to a high standard,
- b) Lighting displays fully operational throughout the festive period,
- c) Prompt response to faults and effective maintenance service,
- d) Assets returned, stored, and maintained in good condition,
- e) Positive presentation of Buckley town centre during seasonal events.

9. Pricing Requirements

Prices must be fully inclusive of labour, materials, transport, testing, certification, traffic management and storage.

Any exclusions must be clearly stated.

10. Summary of Christmas Lighting Stock

- 1 crossing display ("Bauble Delight") spanning 14m, approx. 5.5m wide x 1.5m high, LED (red and warm white) aluminium motif.
- 200m zig-zag LED icicle lighting (Upper Precinct), made up of 40 sets of 5m lengths.
- 12m MaxiLED festoon crossing with globe lights, plus additional zig-zag section with 24m red LEDs.
- 260m zig-zag LED icicle lighting (Lower Precinct), made up of 52 sets of 5m lengths.
- Icicle lighting along Council Building/ Old Library +existing wall displays.
- 2 trees (shopping centre trees), each with 1,500 cool white LED bulbs and drivers.
- 6 columns (Windmill Road) fitted with 10m mixed warm and cool white LED braids.
- 6 columns (Precinct Way) fitted with 10m mixed warm and cool white LED braids.
- 4 festive cutouts (in back car park).

