



**MINUTES of the MEETING
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 23rd June 2026 at 7pm**

PRESENT

Councillor J S Jones (Town Mayor) - in the Chair

Cllr C Cordery
Cllr C A Ellis
Cllr D Ellis
Cllr L Hughes

Cllr D Mackie
Cllr M J Peers
Cllr I Peters
Cllr C M Preece

Cllr E L Preece
Cllr L Rathbone
Cllr D J Rose
Cllr A Woolley

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

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.

19906- WELCOME

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

19907- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors V E Blondek (family commitments), I D Howes (family commitments), E J Hutchinson (family commitments), H D Hutchinson (illness), R B Jones (family commitments), M A Parry (prior engagement) and R L Stewart (prior engagement).

19908- DECLARATIONS OF INTEREST

Three Declarations of Interest were made in relation to Agenda item 8 – Old Buckley Baths by Councillors C A Ellis, D Ellis and M J Peers.

Resolved – that the Declarations of Interest were noted.

19909- 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.

19910- MAYORAL AND COUNCIL ANNOUNCEMENTS

1. The Mayor thanked Councillor Dave Mackie for saying prayers before the commencement of the meeting.
2. The Mayor thanked all the Members and Staff who attended the Civic Service on 14th June at St Matthew's Church, the Reverend Jenny Clarke for the Service and the ladies of the Church for helping with the refreshments after the service.
3. On 5th June the Deputy Mayor attended the Volunteer Celebration Day – Refurb Café.
4. On 18th June – Jubilee Celebration Coffee Morning was held in the Council Chamber.
5. On 19th June the Deputy Mayor attended the 90th birthday celebration of Maureen Smallman at Marleyfield House.

19911- MINUTES

Resolved - that the minutes of the Annual Meeting (Adjourned) held on 12th May 2026 and Annual Meeting (Resumed) of the Town Council and Standing Committees held on 19th May 2026 be approved and adopted and signed as a correct record.

19912- BUCKLEY TOWN COUNCIL VISION, MISSION & VALUES

The Council received and welcomed the final report prepared by Gareth Kiddie Associates appointed to facilitate the development of Buckley Town Council's first Vision, Mission and Values.

Resolved – to adopt the proposed Values, Vision, Mission & Strategic Objectives for Buckley Town Council and to set up a Working Group to look at the Strategic Objectives within the report and involve Flintshire County Council at these meetings.

19913- OLD BUCKLEY BATHS

The Council received a report from the Town Clerk on recent developments of the Old Buckley Baths. After a lengthy debate it was -

Resolved – to approve funding the insurance, Officer's time to assist this project and to consider further financial support over the next 1-2 years. The Council gave formal support to the proposed development and requested that when the more detailed plans are developed that it incorporates the elements of the previous masterplan.

Councillor C Cordery left the meeting at 8pm (prior engagement).

19914- ANNUAL RETURN AND ANNUAL GOVERNANCE STATEMENT 2025/26

The Council considered the Annual Return and Annual Governance Statement 2025/26.

Resolved – to approve the Annual Return and Annual Governance Statement 2025/26 and to give authority to the Town Mayor to sign on behalf of the Council the approved Annual Return/Annual Governance Statement for submission to Audit Wales and publish on the Council website.

19915- HERITAGE SPACE FOR BUCKLEY SOCIETY

The Council received a request from Buckley Society to provide space to store or display artefacts belonging to the Society. The Town Clerk gave a verbal update to the Council.

Resolved – to approve free of charge use of the enclosed storage area by Welsh Border Community Transport office to store artefacts belonging to the Buckley Society.

<u>PLANNING COMMITTEE</u> – The Chair of the Planning Committee took the Chair

19916- 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/000439/26 | 96 Brunswick Road, Buckley CH7 2ER
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). |
| Observations: | <p>The proposal appears to be an overdevelopment of the site, leading to potential overcrowding. No adequate parking provision is identified. There is no on-site parking shown in the plans and no clear provision made; however, applying the standard guideline of 0.4 spaces per unit would indicate that approximately three spaces should be provided, which does not appear to be accounted for within the proposal.</p> <p>This is likely to increase on-street parking in an area already known for road traffic accidents, raising highway safety concerns.</p> <p>The application is also incomplete. There is no Design and Access Statement, and details regarding sewerage and drainage are unclear.</p> <p>Overall, the Council considers the application to be flawed and lacking sufficient information for proper assessment.</p> <p>The Council requests that this application be referred to Planning Committee for determination.</p> |
| FUL/000462/26 | Black Horse Hotel, Mold Road, Buckley CH7 2JB
Erection of Convenience Retail Store with parking. |

Observations: There are significant highway safety implications associated with the proposal.

No provision has been made for staff parking, which is likely to increase on-street parking and add pressure to an already constrained area.

The development, by reason of its size and scale, would intensify activity at the site and surrounding roads.

Concerns are raised regarding pedestrian and footpath safety in and around the site, particularly for children, given its proximity to an existing builder's yard and the presence of larger delivery vehicles; the proposal would introduce additional vehicle movements and increased footfall, which may exacerbate these risks, alongside existing transport and congestion issues previously highlighted by Arriva in relation to Mold Road.

The Council also has concerns regarding noise and disturbance from the proposed air conditioning and refrigeration units, as well as refuse collection and delivery activities, which may impact nearby residents.

In environmental terms, the Council considers the proposal to result in a net loss to biodiversity. The submitted environmental information is not considered acceptable, with insufficient mitigation for the loss of grassland and inadequate provision for biodiversity enhancements such as swift boxes.

The Council considers that the historical significance to Buckley of the site should be acknowledged within the development, including through design approach, materials and, where appropriate, on-site interpretation.

As a site identified within the Buckley Place Plan as a key western gateway location, the Council considers that the proposal fails to meet the expected standards for design, green infrastructure and biodiversity enhancement.

FUL/000506/26

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

Observations: No observations. The Council fully supports and endorses this application.

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

- FUL/000372/26** 1 Mountain Close, Buckley CH7 3JR
 We are seeking permission to install an open/visually permeable trellis for climbing plants extension to the top of our existing boundary fence. The current fence height is approximately 1.8 metres and the proposed trellis would add an additional height of approximately 0.6 metres (2 feet). This would be along the outside fence alongside the footpath and highway.
- Observations: No observations.
- FUL/000451/26** Tavern Inn, Alltami CH7 6LG
 Retrospective application for the erection of three dwellings.
- Observations: Councillor C A Ellis – request Option 3 – departs from application that was granted planning permission.

19917- PLANNING APPEALS

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

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

19918- ACCOUNTS FOR PAYMENT

Resolved - (i) that the accounts numbered 14375 – 14408 inclusive as detailed in the attached Schedule of Accounts Numbered 578 dated 23rd June 2026 totalling £32,213.96 be approved for payment.

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

19919- BANK RECONCILIATION – FY 2026/27

Resolved – that the Bank Reconciliation for May 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.

19920- EQUALS CARD – PREPAID CARD

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

19921- INTERNAL AUDIT REPORT FOR THE YEAR ENDED 31st MARCH 2026

The Committee received the Internal Audit Report of the Financial Accounts for year ended 31st March 2026, which concluded that “in their view the Council’s systems of internal controls is in place, adequate for the purpose intended and effective”.

The Internal Auditor had completed Section 4 of the Local Councils in Wales Annual Return for the year ended 31st March 2026.

Resolved – that the Committee received, noted and approved the completion of Section 4 of the Local Councils in Wales Annual Return for the year ended 31st March 2026 and to acknowledge receipt of the Internal Audit report and note the Auditor's conclusion which stated on the basis of the internal audit work carried out, 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. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan for the year ended 31st March 2026.

19922- BUCKLEY TOWN COUNCIL FINANCIAL YEAR END REPORTS

The Committee received the following reports which formed part of the 2025/26 Annual Return. The Town Clerk explained the reduced variance in the Asset Register Balance was due to removing all the old CCTV from the Asset Register.

- a) Asset Register.
- b) Transfer and Balances of Earmarked Reserves.
- c) Year End Adjustments.
- d) Income and Expenditure Account.
- e) Balance Sheet.

Resolved – to approve all the reports which formed part of the 2025/26 Annual Return, with amendments to the Asset Register - Council Chamber Car Park purchase date 1976 to 2015.

19923- AED DEFIBRILLATOR ACCESSORIES

The Committee received a request from Councillor D Ellis that the budget for Defibrillators be increased.

Resolved – to approve the budget for Defibrillators to be increased by £1,000 and to start building up an Earmarked Reserve to replace defibrillators.

19924- HAWKESBURY HALL BELL TOWER MEMORIAL PLAQUE AND SUN DIAL

The Committee received a request from Councillor D Ellis to fund the repairs to both Hawkesbury Hall Bell Tower Memorial Plaque and the Sun Dial, both located at Hawkesbury Bowling Club.

Resolved – to defer until ownership of the Hawkesbury Hall Bell Tower Memorial Plaque and Sun Dial have been established.

19925- CORONATION GARDENS

The Committee received a verbal update on the grass cutting contractor from the Town Clerk and noted its content.

19926- CHRISTMAS LIGHTING QUOTE SPECIFICATION

Resolved - the Committee approved the Buckley Christmas Lighting & Bunting quote specification. The Town Clerk to issue specification to suitable contractors.

CHAIR

Meeting closed 9.06pm.

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

BUCKLEY TOWN COUNCIL

23rd June 2026

MEMBER	ITEM	PERSONAL	PREJUDICIAL	MIN. NO. REFERS
Cllr C A Ellis	Council Meeting Agenda item 8 Old Buckley Baths Report on recent developments.	*		19913
Cllr D Ellis	Council Meeting Agenda item 8 Old Buckley Baths Husband to Trustee of Buckley Baths.	*		19913
Cllr M J Peers	Council Meeting Agenda item 8 Old Buckley Baths I was providing information to assist in the Council's decision making on this matter.	*		19913

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	Elimay'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	Cllr 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	Maidscando 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