



**MINUTES of the MEETING
of the
BUCKLEY TOWN COUNCIL
held in the
Council Chamber, BUCKLEY
on
Tuesday 21st July 2026 at 7pm**

PRESENT

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

Cllr V E Blondek
Cllr D Ellis
Cllr I D Howes*
Cllr L Hughes

Cllr E L Hutchinson
Cllr H D Hutchinson
Cllr D Mackie
Cllr M A Parry*

Cllr I Peters
Cllr E L Preece
Cllr A Woolley

*Joined remotely

IN ATTENDANCE

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

This meeting was held in accordance with the Council's Standing Orders, Financial Regulations, the Members Code of Conduct, the Civility and Respect Pledge and in line with any relevant Council policies.

19927- WELCOME

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

19928- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors C Cordery (prior engagement) C A Ellis, R B Jones, M J Peers, C M Preece and D J Rose (would be late arriving due to Flintshire County Council Meeting), L Rathbone (family commitments) and R L Stewart (holiday).

19929- DECLARATIONS OF INTEREST

One Declaration of Interest was made in relation to Agenda item 10(a) – Planning Applications by Councillor A Woolley and three Declarations of Interest were made in relation to Agenda item 15 – Old Buckley Baths by Councillors D Ellis, E J Hutchinson and H D Hutchinson.

Resolved – that the Declarations of Interest were noted.

19930- 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.

19931- MAYORAL AND COUNCIL ANNOUNCEMENTS

1. The Mayor thanked Councillor Dave Mackie for saying prayers before the commencement of the meeting.
2. On 10th July The 170th Buckley Jubilee Window Dressing / Period Costume Competition had taken place.
3. On 14th July the Mayor and Consort attended and walked in the Buckley Jubilee procession.
4. On 18th July a Litter Pick was held in Buckley.
5. On 19th July the Mayor and Consort had attended the Mayor of Flint Town Council's Civic Service held at St Mary & St David Church, Flint.

19932- MINUTES

Resolved - that the minutes of the Buckley Town Council Meeting held on 23rd June 2026, as now submitted, be approved and adopted and signed as a correct record.

19933- ANNUAL REPORT 2025/26

Resolved – to approve the publication of the Buckley Town Council Annual Report 2025/26. The Clerk and Staff be thanked for the excellent report that had been produced.

Councillor M J Peers arrived at the meeting at 7.10pm.

19934- CONSULTATION TO RENEW ALCOHOL CONTROL AND DOG CONTROL PUBLIC SPACES PROTECTION ORDERS (PSPO) IN FLINTSHIRE, 24 JUNE 2026 TO 31 JUNE 2026

The Council received the Public Spaces Protection Order consultation letter from Flintshire County Council for consideration.

Resolved – that the Town Clerk complete the response in support of both surveys on behalf of the Town Council.

19935- PUBLIC TOILETS – VANDALISM

The Council received a report from the Town Clerk on the recent closure of the Public Toilets due to vandalism.

Resolved – that the Council noted the recent incidents, the action taken to restore the facilities to a safe and usable condition and the referral of the criminal damage incident to North Wales Police. That signage with a contact number for Buckley

Town Council be placed in the public toilets for the public to report vandalism, with the facility to enable the call/message to be transferred to the Council Offices telephone during out of hours.

Councillor J S Jones left the meeting at 7.27pm.

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

19936- 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/000542/26 Hawkesbury Little Theatre, Mill Lane, Buckley CH7 3HB
New changing rooms and storage facilities.
Observations: Buckley Town Council fully supports this application.

That a letter of support be sent to the Chief Officer (Place and Growth), Flintshire County Council.

(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/000439/26 **AMENDMENTS TO SUBMITTED APPLICATION FUL/000439/26**
96 Brunswick Road, Buckley CH7 2ER
Change of use from C3 (Dwellinghouse) which includes a shop no longer in use (not in use for more than 10+ years according to locals and google street view) to Sui Generis (Large HMO).
Observations: Buckley Town Council noted the responses already provided by individual Members, as per Buckley Town Council's comments submitted on 21st June 2026.

FUL/000520/26 Dee View & Woodside, Bank Lane, Drury, Buckley CH7 3EQ
Application for variation of condition 1 following grant of planning permission RES/000678/23.
Observations: No observations.

FUL/000524/26 73 Well Street, Buckley CH7 2PQ
Removal of existing conservatory with proposed extensions and internal alterations with proposed garage conversion.
Observations: No observations.

19937- 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

19938- ACCOUNTS FOR PAYMENT

Resolved - (i) that the accounts numbered 14409 – 14442 inclusive as detailed in the attached Schedule of Accounts Numbered 579 dated 21st July 2026 totalling £29,288.43 be approved for payment.

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

19939- BANK RECONCILIATION – FY 2026/27

Resolved – that the Bank Reconciliation for June 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.

19940- EQUALS CARD – PREPAID CARD

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

Councillor M J Peers made a Declaration of Interest in relation to Agenda item 15 – Old Buckley Baths. Councillors D Ellis, E J Hutchinson, H D Hutchinson and M J Peers left the meeting while the item was discussed.

19941- OLD BUCKLEY BATHS

The Committee received an updated report from the Town Clerk on recent developments relating to the Old Buckley Baths project.

A lengthy discussion took place regarding the request for a significant financial investment. Members considered whether officer time could be recognised as part of the required match funding and discussed the time-sensitive nature of the opportunity, additional community fundraising, the opportunity for new Trustees to be appointed once the insurance is in place, the anticipated financial and social return on investment, and the potential risks associated with not supporting the project.

The Committee Resolved:

- (a) to approve payment of the annual insurance premium of £6,803.42, with the cost apportioned across the 2026/27 and 2027/28 financial years in accordance with the period of insurance cover.*
- (b) to approve the allocation of up to £30,000 capital match funding and £3,000 revenue match funding from General Reserves towards the Old Buckley Baths project.*
- (c) to authorise the Town Clerk, in consultation with the Town Mayor and Finance Committee Chair to confirm and commit this match funding as part of any grant application or funding agreement relating to the project, subject to the total Council contribution not exceeding £33,000.*

Councillor I Peters left the meeting at 8.07pm (family commitments).

Councillor C A Ellis arrived at the meeting 8.15pm.

19942- ZURICH MUNICIPAL INSURANCE – INTERNAL AUDIT RECOMMENDATION

The Committee received a report from the Town Clerk and confirmation that the insurance review had taken place in response to the Internal Audit recommendation and the current insurance accurately reflects the Council's Assets.

Resolved – that the Committee noted the action taken by the Town Clerk in response to the internal audit recommendation and agreed that the current insurance schedule reflected the Council's assets.

Members asked the Town Clerk to look into the War Memorial insurance value.

19943- AUDIT WALES 2025/26

The Committee received a copy of the submitted Audit documentation for Audit Wales for information.

Resolved – that Audit Wales Basic audit for 2025/26 be received and noted.

19944- COMMUNITY AWARDS CELEBRATION EVENT

The Committee received a supplementary agenda item to consider a budget virement to support a Community Awards Presentation/Celebration Event.

Resolved – that the Committee agreed to consider the supplementary agenda item and approved a budget virement of up to £600 from the Staffing Budget to provide funding for a Community Awards Presentation and Celebration Event, noting that the final arrangements and associated costs were yet to be determined.

Councillor R B Jones arrived at the meeting at 8.20pm.

CHAIR

Meeting closed 8.22pm.

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

BUCKLEY TOWN COUNCIL

21st July 2026

MEMBER	ITEM	PERSONAL	PREJUDICIAL	MIN. NO. REFERS
Cllr A Woolley	Planning Committee Agenda item 10(a) Planning Applications – FUL/000542/26 Hawkesbury Little Theatre Member of Hawkesbury Little Theatre	*		19936
Cllr D Ellis	Finance Committee Agenda item 15 Old Buckley Baths Personal	*	*	19941
Cllr E J Hutchinson	Finance Committee Agenda item 15 Old Buckley Baths Husband is Trustee of the Old Buckley Baths	*	*	19941
Cllr H D Hutchinson	Finance Committee Agenda item 15 Old Buckley Baths Trustee of the Old Buckley Baths	*	*	19941
Cllr M J Peers	Finance Committee Agenda item 15 Old Buckley Baths Trustee of the Old Buckley Baths	*	*	19941

BUCKLEY TOWN COUNCIL
SCHEDULE OF ACCOUNTS PAID AND FOR PAYMENT FOR THE PERIOD
24TH JUNE 2026 TO 21ST JULY 2026

Acc No.	B/T DD/CHO	Payable to	Detail		Initial	Initial
1409/10/11/12	B/transfer	Staff costs	Salaries - July 2026	8,223.70		
14413	B/transfer	HM Customs & Revenues	Tax & NIC - July 2026	2,946.05		
14414	B/transfer	Clwyd Pension Fund	Superannuation - July 2026	1,218.37		
14415	B/transfer	The Cumbria Clock Company	Servicing of Town Clock on balcony of Council buildings	234.00		
14416	B/transfer	JDH Business Services Ltd	Fees for year end internal audit 2025/26	478.80		
14417	B/transfer	Clr R L Stewart	Reimbursement for refreshments for Jubilee Coffee Morning - 18/06/26	23.70		
14418	B/transfer	CAD Recycling Ltd	Trade waste collection - June 2026	26.26		
14419	B/transfer	Flintshire County Council	CCTV rent/maintenance/electricity (town centre) 01/07/26 - 30/09/26	2,994.81		
14420	B/transfer	Flintshire County Council	Public conveniences - annual land rent	50.00		
14421	B/transfer	BWT UK Ltd	Water cooler rental - June 2026	4.87		
14422	B/transfer	Profresh Window Cleaning Services	Watering of hanging baskets in town centre - one off charge	90.00		
14423	B/transfer	Starboard Systems Limited	Civic.ly Subscription - July 2026	144.00		
14424	B/transfer	Canda Copying Ltd	Photocopier rental 01/07/26 - 30/09/26	223.84		
14425	B/transfer	Canda Copying Ltd	Photocopier copies 25/03/26 - 29/06/26	359.18		
14426	B/transfer	Zurich Municipal	Combined insurance 01/07/26-30/06/27	4,850.64		
14427	B/transfer	Eyton Solutions Ltd	Council buildings - Fire Risk Assessment	720.00		
14428	B/transfer	Common Sense Safety Solutions Ltd	Annual appointment of Competent Health & Safety Advisors	810.00		
14429	B/transfer	Mega Electrical NW Ltd	Installation of Jubilee bunting 2026	1,176.00		
14430	B/transfer	H & R Roberts & Sons	Miscellaneous hardware - June 2026	18.98		
14431	B/transfer	Poplar Properties (Wrexham) Ltd	Buckley Jubilee 2026 - hire of public toilets	428.40		
14432	B/transfer	GLS	Stationery and cleaning supplies	269.22		
14433	B/transfer	NWATLCC	Delegate fees	23.00		
14434	DD	Bright SG Ltd	Annual payroll subscription 2026/27	204.48		
14435	DD	Cathedral Leasing Ltd	Hygiene services - quarterly	312.77		
14436	DD	Equals Money PLC	Account fee - July 2026	25.00		
14437	DD	Oclopus Energy Ltd	Public conveniences - electricity supply - June 2026	60.45		
14438	DD	Ocean Telecom UK Ltd	Line rental plus call charges - June 2026	105.60		
14439	DD	Ocean Telecom UK Ltd	Additional access point supplied and fitted	210.00		
14440	DD	H3G	Office mobile rental - June 2026	9.82		
14441	B/transfer	Maidscando Ltd	Cleaning Contract - Council buildings and public conveniences + opening & closing - July 2026	2,968.49		
14442	B/transfer	Designs 4 Signs	Adding Mayor's name to Honour's Board	78.00		
				29,288.43		

WE HEREBY CERTIFY THAT THE ABOVE MENTIONED ACCOUNTS NOS 14409 - 14441 (INCLUSIVE) WERE APPROVED FOR PAYMENT AT A MEETING OF
THE TOWN COUNCIL'S FINANCE COMMITTEE ON 21ST JULY 2026

..... TOWN MAYOR CHAIR OF FINANCE COMMITTEE

..... TOWN CLERK

DATE: 21ST JULY 2026

