

## **BAGILLT COMMUNITY COUNCIL**

Minutes of the proceedings of the Annual meeting of the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY on Wednesday 12<sup>th</sup> June 2024.

**PRESENT: Councillor S. Jones (Chairwoman)**

**COUNCILLORS:** R. Davies, , B. Gittins, J. Humphreys, A. Locker, C. P. Owens, W. Owens, K. Rush, Y. Rush, T. Strong, C. Williams and D. J. Williams.

**IN ATTENDANCE:** Mrs. L. Wood (Clerk), Mr. T. Woodhall, Flintshire Service Manager, Access & Natural Environment and Ms. I. Smith, Flintshire Connecting Countryside and Coast Development Officer and Members of the Public.

**APOLOGIES:** Councillors B. T. Doleman and A. Griffiths.

### **23. PUBLIC ENQUIRY ITEM**

There were no public enquiry items.

### **24. DECLARATION OF INTERESTS**

Councillor A. Locker declared an interest on Minute Number 30 (Chairwomen's Communications).

**RESOLVED:** That the declaration of interests are noted and the register is updated.

### **25. BAGILLT BOLWING CLUB**

Ms. L. Williams, Bagillt Bowling Club attended and updated Council on the progress at the Bowling Club and asked for financial assistance from the Bowling Green Budget for tarmacking works and electricity costs totalling £1,660.

Councillor B. Gittins proposed this payment is made and it was seconded by Councillor T. Strong.

**RESOLVED:** That £1,160 was agreed and would be paid to the Bagillt Bowling Club following production of invoices and receipts.

### **26. FLINTSHIRE COAST PARK**

Mr. T. Woodhall, Flintshire Service Manager, Access & Natural Environment and Ms. I. Smith, Flintshire Connecting Countryside and Coast Development Officer were in attendance to provide an overview and update on the Flintshire Coast Park.

Members shared ideas and suggestions and the Flintshire Officers said they will continue to work and engage with the Community Council.

**RESOLVED:** That the report is noted.

## 27. POLICING MATTERS

Issues reported:

Speeding vehicles at the Wern.

Anti-Social Behaviour, Bron y Wern at the top of Wern Avenue.

**RESOLVED:** That the issues reported are passed onto the PCSO.

## 28. STREETSCENE MATTERS

Issues reported:

Large Pot Holes, Wern Avenue.

**RESOLVED:** That the issues reported are passed onto the Flintshire Streetscene Officer.

## 29. MINUTES

**RESOLVED:** That the minutes of the Annual Meeting of the Council held on 15th May 2024, with the agreed amendments, be confirmed as a correct record and signed by the Chairwoman.

## 30. CHAIRWOMAN'S COMMUNICATION

The Chairwoman reported she has been invited to attend Ysgol Glan Aber to present the Community Shield.

The past Chairwomen reported she had been given a complimentary ticket to a local fundraiser which she attended.

**RESOLVED:** That the reports were noted.

## 31. REPORTS BY REPRESENTATIVES OR COUNTY COUNCILLORS

There were no reports by representative or County Councillors.

## 32. PLANNING

There were no planning applications or decisions to report.

## 33. ACCOUNTS FOR PAYMENT

Voucher No	Name	Details	£
25	Staff Salary	Salary & Expenses	924.12

26	HM Revenues & Customs	Tax & NI	283.61
27	Clwyd Pension Fund	Pension Contributions	307.20
28	Valda Energy	Community Library Electricity ** Paid via Direct Debit	35.20
29	Bagillt Web Design	Upload Agenda	70.00
30	Bagillt Web Design	Upload files	70.00
31	AVOW	Payroll Services	37.74
32	Aubergine	Website set up, Annual Domain transfer & management, bi-lingual	958.80
33	Flint Town Council	Photocopying Charges	20.00
	HSBC	Bank Chagres	5.00

Councillor R. Davies proposed the accounts were paid and it was seconded by Councillor J. Humphreys.

**RESOLVED:** That the above-mentioned accounts be paid.

#### **34. BAGILLT COMMUNITY LIBRARY**

On behalf of the Community Library, Councillor C. Williams reported that Community Asset Transfer had been received from Flintshire Legal department, however they are awaiting clarification on matters before they will sign the agreement.

Members were informed that a smart meter had now been installed in the Library.

The Clerk shared an invoice from the Community Bagillt Library for £100, this was a corporate membership fee as the Council had appointed two Council representative for the Library. On behalf of the Community Library, Councillor C. Williams reported that this payment had been discussed by the Library Committee and it was agreed the Council could pay a nominal fee of £1 and a revised invoice will be sent.

Councillor C. Williams proposed the Council pays the nominal corporate membership of £1 to the Community Library and it was seconded by Councillor R. Davies.

**RESOLVED:** That the reports be noted and that the £1 nominal fee will be made to Bagillt Community Library.

#### **35. COUNCILS WEBSITE**

The Clerk reported that the new website build and commenced and she has been in regular contact with Aubergine, the new website provider.

Aubergine advised that we are only obliged to have 12 months of minutes on the website, if the Council would like more, this would incur additional costs, and a quotation was shared with Council.

Councillor C. Williams proposed that the Council seeks advice and if 12 months of minutes meets the legal requirements, then we proceed with this at no extra cost and it was seconded by Councillor R. Davies.

**RESOLVED:** That the Clerk will seek advice regarding the legal requirements for the number of years minutes on a Council website, if 12 months complies, this is agreed by Council.

### **36. AUDIT OF ACCOUNTS 2023/24**

#### **a. Internal Audit**

Members considered the Report and Action Plan of the Internal Auditor, JDH Business Services Ltd.

The Clerk detailed the issues and reported the action to be taken.

Councillor R. Davies proposed we accept the Report and Action Plan and it was seconded by Councillor J. Humphreys.

**RESOLVED:** That the report of the Internal Auditor for the 2023/24 accounts and the report of the Clerk in responding to the Action Plan issues be noted.

#### **b. External Audit**

Members considered the Accounting Statements, Annual Government Statement – Part 1 and Part 2 and also a section completed by the Internal Audit.

Councillor R. Davies proposed the Accounting Statement of the Annual Return be approved and certified by the Chairwoman and it was seconded by Councillor J. Humphreys.

**RESOLVED:** That the Accounting Statement of the Annual Return be approved and certified by the Chairwoman of the Council and the Clerk and Responsible Financial Officer.

### **37. COUNCIL POLICES**

The Council considered the Information and Data Protection Policy and the Freedom of Information Publication Scheme for approval and adoption.

Councillor C. Owens requested clarification on some of the wording and dates within the Information and Data Policy prior to approval and said the ICO Information pages within Freedom of Information Publication Scheme policy were not required and that the publication schemes costs for photocopying documents should be increased to 20p.

Councillor C. P. Owens proposed both policies were amended and brought back to Council for approval next month and it was seconded by Councillor K. Rush.

**RESOLVED:** That the Clerk will seek clarification and amend both the Information and Data Protection Policy and the Freedom of Information Publication Scheme and bring back to the next Council meeting for approval.

### **38. PLAYAREA MATCH FUNDING 2024/25**

The Council considered a letter from Aura Leisure and Libraries.

Members agreed to share an expression of interest in the scheme for £8,000 as set in the budget in January and agreed with the suggested play area in need of improvements, Manor Estate.

Councillor J. Humphreys requested for a Play Area Officer to attend a future meeting to discuss the options and plans for the proposed play area improvements.

Councillor R. Davies proposed the above actions and it was seconded by Councillor J. Humphreys.

**RESOLVED:** That the Council wish to express an interest and propose £8,000 for the match funding scheme 2024/25 and nominate Manor Estate play area; and will invite a Play Area Officer to attend a future meeting.

### **39. BUS STOPS**

Councillor R. Davies reported following a residents complaints regarding the bus stops, Flintshire Streetscene Officers confirmed the vegetation will be removed and the two shops by the Old Royal Oak will be repaired including signage with the possibility of the East side bus stop signage being replaced.

**RESOLVED:** That the reported be noted.

### **40. PROPOSED VILLAGE FOOTBALL TEAM**

Councillor B. Gittins said that the two local schools had been approached regarding the suggestion for a proposed village football team and although they thought this was an excellent idea, they asked it was revisited at the start of the next term in September.

**RESOLVED:** That the report be noted.

### **40. CORRESPONDENCE & CLERKS REPORT**

There were no correspondence or reports.

### **41. FUTURE AGENDA ITEMS**

Councillor J. Humphreys requested Public Question Time item.

Councillor K. Rush requested Hybrid Meeting equipment item.

**RESOLVED:** That the Clerk will include these items on the next agenda.

<b>Date of Council Meeting</b>	<b>Wednesday 12<sup>th</sup> June, 2024</b>
<p style="text-align: center;">..... <b>Chairwoman</b></p>	

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