

## **BAGILLT COMMUNITY COUNCIL**

Minutes of the proceedings of the Annual meeting of the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY on Wednesday 11<sup>th</sup> May 2022.

**PRESENT: Councillor Mrs. S.L. Jones (Chairman)**

**COUNCILLORS:** R. Davies, B. T. Doleman, , Ms. A. Locker, C.P. Owens, Mrs. W. Owens, K. Rush.

**APOLOGIES:** Councillor A. Griffiths, Miss. T. Strong, C. Williams, and Mrs. D. J. Williams.

**IN ATTENDANCE:** Mrs. L. Wood (Clerk).

### **1. DECLARATION OF INTERESTS**

There was no declaration of interests recorded.

### **2. ELECTION OF CHAIRMAN 2022/23**

The Chairman called for nominations and Councillor C. P. Owens was cordially proposed and seconded.

**RESOLVED:** That Councillor C. P. Owens be elected Chairman of the Community Council for the ensuing Municipal year.

**(Councillor C. P. Owens in the Chair)**

Councillor C. P. Owens made the Declaration of Acceptance of Office and was invested with the Chain of Office by Councillor Mrs. S. L. Jones. The Chairman presented Councillor Mrs. S. L. Jones with the Past Chairman's Badge in recognition of her year as Chairman for 2021/22 and congratulated her on his year of Office.

### **3. APPOINTMENT OF VICE-CHAIRMAN 2022/23**

The Chairman called for nominations and Councillor A. Griffiths was cordially proposed and seconded.

**RESOLVED:** That Councillor A. Griffiths be appointed Vice Chairman of the Community Council for the ensuing Municipal year.

### **4. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

**RESOLVED:** That the Members indicated below be appointed as the Council's representatives on the organisations indicated.

#### **1. Local Organisations**

##### **a. Bagillt Community Association**

Councillors R. Davies and Ms. A. Locker

## **b. Bagillt Heritage Society**

Councillor Mrs. S. L. Jones

### **5. MEMBERS ATTENDANCE RECORD 2021/22**

A list had been previously circulated showing the attendance record for each Member of the Council for the 2021/22 municipal year.

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

### **6. POLICING MATTERS**

Councillor K. Rush said he had reported the on-going speeding issues in the village and on the A548 to the Leader of Flintshire County Council.

Councillors shared positive feedback from the Police Meeting that a delegation of Councillors attended in March and thanked Councillor R. Davies for providing a report to all Councillor via email after the meeting.

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

### **7. MINUTES**

**RESOLVED:** That the minutes of the Ordinary meeting of the Council held 9<sup>th</sup> March 2022 be confirmed as a correct record and signed by the Chairman.

### **8. CHAIRMAN'S COMMUNICATION**

There were no Chairman commutations.

### **9. REPORTS BY REPRESENTATIVES**

Councillor K. Rush reported following another fire at the recycling depot, he has requested a meeting with the Leader, Chief Executive and Officers of Flintshire County Council to ascertain why another fire has happened, what is being stored at the depot. After the fire, resident's water was brown which is also concerning.

Councillor Mrs. S. Jones added her thanks to the local residents for notifying the Fire Services when the fire started.

Councillor K. Rush has also been in touch with Flintshire Environmental department regarding planting wildflowers around Lyons Den to brighten up the area.

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

## 10. PLANNING

### Application Decisions.

App No	Location	Detail	Decision
063784	Manor Farm Bungalow, Holywell Road, Flint, Flintshire, CH6 5RR	Conversion of rear single garage and small extension to form a new kitchen, dining/living area with new pitched roof to replace the old flat roof. Building of new garage to side and incorporation of open porches over front and side door	Approved
063925	Unit 1, Manor Industrial Estate, Flint, Flintshire, CH6 5UY	Installation of external extraction plant	Approved

The Clerk informed the Council of the above planning applications decisions that were received from Flintshire County Council.

**RESOLVED:** That the Application decisions were noted.

Councillor Mrs. W. Owens raised concerns that planning applications which were showing as approved on the Flintshire County Council website had not previously been sent to the Community Council for consideration and comments.

**RESOLVED:** That the Clerk will write to Flintshire Planning to ask why the Community Council does not receive all the planning applications.

## 11. ACCOUNTS FOR PAYMENT

### April 2022

Voucher No	Name	Details	£
1	Mrs. L. Wood, Clerk	Clerks Salary & Expenses	709.58
2	HM Revenues & Customs	Tax & NI - Clerks Salary	192.40
3	Clwyd Pension Fund	Employers & Employees' Pension Contribution for Clerk	206.71
4	Clwyd Pension Fund	Deficit Pension	100.00
5	Opus Energy	Community Library Electricity	19.87
6	Audit Wales	2020/21 Audit Fee	450.00
7	Bagillt Web Design	Website Maintenance from 1.4.2022	360.00
8	Zurich insurance	Councils Insurance	605.84
	HSBC	Bank Chagres	5.00

## May 2022

Voucher No	Name	Details	£
9	Mrs. L. Wood, Clerk	Clerks Salary & Expenses	709.38
10	HM Revenues & Customs	Tax & NI - Clerks Salary	192.60
11	Clwyd Pension Fund	Employers & Employees' Pension Contribution for Clerk	206.71
12	Opus Energy	Community Library Electricity	17.67
13	Compumedic	Laptop Mouse	24.99
14	Zurich insurance	Community Library's Insurance	417.36
15	JDH Business Services	Internal Audit 21/22	270.00
16	Flint Town Council	Photocopying Charges	14.45
	HSBC	Bank Chagres	5.00

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

## 12. AUDIT OF ACCOUNTS 2021/22

### a. Internal Audit

The meeting considered the Report and Action Plan of the Internal Auditor, JDH Business Services Ltd, copies of which had been previously circulated.

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

**RESOLVED:** That the report of the Internal Auditor for the 2021/22 accounts and the report of the Clerk in responding to the Action Plan issues be noted.

### b. External Audit

Members had previously been circulated with a copy of the Accounting Statements, Annual Government Statement – Part 1 and Part 2 and also a section completed by the Internal Audit.

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

## 13. FINANCIAL INFORMATION 2021-2022

This information is usually presented to Council in April, but due to the Pre-Election period, no April was held.

### a. Budget Monitoring Report

The meeting considered the Budget Monitoring report and Bank reconciliation statement for the final quarter to 31st March 2022, copies of which had been previously circulated to Members. See Appendix A.

**RESOLVED:** That the financial information be noted as circulated and approved

#### **14. ACCESS TO INFORMATION – MEMBERS’ ALLOWANCES AND EXPENSES**

This information is usually presented to Council in April, but due to the Pre-Election period, no April was held.

The Council considered a report of the Clerk, copies of which had been previously circulated. This follows the advice received from the Independent Remuneration Panel for Wales (IRPW) that the Council were required publish on the Council notice boards and website the amount of allowances and expenses paid to Members in that year by 30<sup>th</sup> September 2022. In addition also to send a copy to the IRPW. See Appendix B.

**RESOLVED:** That the actions as reported by the Clerk be agreed in relation to the Council’s duties, as informed by the IRPW.

#### **15. STREET FURNITURE WORKS**

The Clerk reported a quote had been shared with the Chair and Vice Chair from N. R. Glaziers to replace the Perspex on the Riverbank notice board that the Annual Street Works Inspection identified, this had been approved and the works will be completed in the coming weeks.

The Clerk reported she had been in contact with both Arriva and Flintshire County Council regarding the villages bus stop notice boards which needs replacing, to date no response.

The Clerk also reported the difficulty in finding a contractor who would paint the bus stop bench which requires painting.

**RESOLVED:** That the quotation from NR Glaziers is noted and accepted and the Clerk will peruse both Arriva and Flintshire County Council regarding the bus stop notice boards.

#### **16. HANGING BASKETS**

Councillor Miss. T. Strong was due to report but was not present at the meeting. At the March meeting, Councillor Miss. T. Strong agreed to obtain quotations for 8 x hanging baskets, the plants and also agreed to water the baskets on a regular basis.

The Clerk shared a quotation from a local garden centre which included the provision of 8 x baskets, plants and a watering service for the period the baskets were up.

Councillor Mrs. S. L. Jones proposed that the Clerks contacts Councillor Miss. T. Strong after the meeting to ascertain if progress has been made with quotations and if so, was Councillor Miss. T. Strong still willing to arrange for the baskets to be filled and watered. If so, share the quotation with the Chairman and the Vice Chairman for them to make a decision on behalf of the Council. However if Councillor Miss. T. Strong was unable to this, Councillor Mrs. S. L. Jones proposed the Council accepts the quotation from the local

garden centre.

Councillors agreed.

**RESOLVED:** That the Clerk will contact Councillor Miss. T. Strong to ask for quotations and in consultation with the Chairman and Vice Chairman make a decision regarding the purchase and watering of the hanging baskets.

## 17. COUNCIL POLICIES

The following Council policy document was considered for approval and adoption:

Multi Location Policy.

**RESOLVED:** That the above Council policy document was considered and approved and was adopted by the Council.

## 18. CORRESPONDENCE & CLERKS REPORT

The Clerk reported the Flintshire Chief Officer – Governance had invited all Councillors, new and existing to attend Code of Conduct training via zoom, 3 dates were offered. The Clerk advised she will email all Councillors the dates and asked they inform her which date they can attend.

**RESOLVED:** That the Correspondence and Clerk’s Report be noted.

## 19. MEMBERS ITEMS & FUTURE AGENDA ITEMS

The Chairman requested Parking in congested areas is included on the next agenda.

Councillor R. Davies requested Christmas Lights is included on the next agenda.

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

<b>Date of Council Meeting</b>	<b>Wednesday 11<sup>th</sup> May, 2022</b>
..... <b>Chairman</b>	