

Buckley Town Council

Council Offices, Buckley, Flintshire. CH7 2JB
Telephone and Fax: 01244 544540
www.buckleytc.org.uk

Town Clerk and Financial Officer:
Martin B. Wright CPFA AFA MAAT
E mail: mbw@buckleytc.org.uk



Cyngor Tref Bwcle

Swyddfa'r Cyngor, Bwcle, Sir y Fflint. CH7 2JB
Rhif Ffôn a Ffacs: 01244 544540
www.buckleytc.org.uk

Clerc y Dref a Swyddog Cyllid:
Martin B. Wright CPFA AFA MAAT
E bost: mbw@buckleytc.org.uk

Our Ref/Ein Cyf

MBW/LG/TJR

Your Ref/Eich Cyf

Date/Dyddiad

20th July 2016

To: All Councillors

Dear Councillor,

I enclose Agenda papers for the Meeting of the Town Council and the Meetings of the Standing Committees to be held in the Council Chamber, Buckley, on Tuesday next 26th July 2016 commencing at 7pm. Meetings of the Standing Committees will be held in the order below:-

Finance and Economic Development

Highways and Leisure

Planning

General Purposes

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Wright', with a horizontal line underneath.

Town Clerk and Financial Officer

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FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE

26th JULY 2016

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 28th June 2016.

4. ACCOUNTS FOR PAYMENT

The Committee is requested to approve for payment the accounts of the Council for the month of July 2016 (copy enclosed).

5. FLINTSHIRE AGAINST BUSINESS CRIME (FABC)

Members will recall that at the meeting of this Committee held on 28th June 2016 it was resolved, with regard to the above, that "... the Committee would request Inspector Bowcott and Ms Charlie Warr (the Scheme Co-ordinator) to attend the next meeting of this Committee to provide more details in relation to the Radio Link Scheme" (minute 16235 refers).

Inspector Bowcott and Ms Warr will therefore be attending the meeting to provide a brief presentation giving further details in relation to the Radio Link Scheme.

The Committee is requested to receive and note the above report and to receive the presentation from Inspector Bowcott and Ms Warr and to decide whether or not it wishes to agree to fund the scheme to the value of £1,000.00.

6. BUCKLEY JUBILEE

This item although not of a financial nature, is placed on this Committee in order that Inspector Bowcott may receive the concerns of the Committee in relation to events that occurred at the Fairground and the Black Horse Public House on the evening of 12th July 2016. A number of Members have contacted the Clerk, both verbally and via email, regarding the above. Enclosed with this Agenda item is an email from Councillor C A Ellis to Inspector Bowcott and Inspector Bowcott's reply. The matters relate to violent conduct at the Fairground and an assault at the Black Horse Public House.

The Committee is requested to acknowledge that it approves of this item being placed on this Committee's Agenda so that Inspector Bowcott can address the issues and the Committee to discuss the matter with Inspector Bowcott in order to try and achieve a resolution to ensure that future events do not attract the sort of behaviour that occurred on 12th June 2016.

7. **BANK RECONCILIATION**

Enclosed with this Agenda item is a copy of the Bank Reconciliation for the two Bank Accounts and one High Interest Deposit Account administered by this Town Council for the period ended 30th June 2016.

The Committee is requested to receive, note and approve the Bank Reconciliation for the period ended 30th June 2016.

8. **PETTY CASH EXPENDITURE**

Enclosed with this Agenda item is the Petty Cash Account as at the end of June 2016 for the 2016/17 Financial Year.

The Committee is requested to receive and note the Petty Cash Account Spreadsheet and to approve the spreadsheet accordingly.

9. **BUDGETS TO ACTUALS WITH PROJECTIONS 2016/17**

Enclosed with this Agenda item are the summarised Financial Accounts for the Town Council for the period to 30th June 2016. Members will note that included in the figures are the Budget for 2016/17, the Actual Income and Expenditure to 30th June 2016, the Projections of Income and Expenditure to 31st March 2017 and the Variance Analysis between the Budgeted and Projected Income and Expenditure for the Year. Attached to the summarised Financial Accounts there are a number of notes explaining certain significant variances identified, Members attention is drawn to those notes.

The Clerk will provide a verbal report upon the figures if required.

The Committee is requested to receive and note the above summarised Financial Accounts and Analysed Data and to note the significant variance information provided.

10. **FINANCIAL ASSISTANCE - BUCKLEY TOWN FOOTBALL CLUB**

Members will recall that the Finance Sub-Committee met with representatives of the Buckley Town Football Club (BTFC) and a Mr Darryl Davies to discuss the financial future arrangements in relation to the Football Club. The meeting was held on 12th May 2016 and it was resolved that "... the presentation by the Buckley Town Football Club be received and noted and that arrangements be made for the representatives to make contact with the Chamber of Commerce and that the Clerk would be instructed to contact the Chief Officer (Organisational Change), Flintshire County Council to arrange a meeting between the Sub-Committee, representatives of Buckley Town Football Club and the Chief Officer. Any further considerations in relation to supporting the Football Club would be considered after the above meetings at a future meeting of this Sub-Committee".

The presentation referred to in the resolution was made by Mr Darryl Davies, who proposed that payments from local businesses which could make substantial energy savings with his son's company, Your Energy Friend (YEF), could be used to fund the

Football Club. As a result of the above resolution the Clerk contacted the Chief Officer (Organisational Change), Flintshire County Council and upon receiving no response, the Clerk advised Mr Davies that it would probably be easier for him to contact the Chief Officer direct and make arrangements for him to meet the Chief Officer. The Clerk heard nothing further until a letter was received dated 30th June 2016 from the Chair of Buckley Town Football Club, who advised the Clerk that Mr Davies had resigned from BTFC and had withdrawn most of his sponsorship, £3,500.00 having been paid back to him by the Club. The remainder of the letter from the Chairman of BTFC refers to the need for consideration of financial support. The Clerk replied to the Chairman on 4th July 2016 requesting a detailed statement outlining the support BTFC would seek from the Town Council (copies of correspondence enclosed). As at the date these Agendas were forwarded to Members no statement has been received from BTFC.

The Committee is requested to receive and note the above report and to be advised that upon receipt of the detailed statement from BTFC, the matter will be referred to the Finance Sub-Committee as the resolution above indicates.

11. ANNUAL NATIONAL PAY AWARD

The Annual National Pay Award agreed between the Local Authority Employers and the Unions has been agreed at 1% payable from 1st April 2016. As the Staff of the Council are paid under the National Agreement, the salaries for August 2016 will reflect the increase and the back-pay from 1st April 2016 until 31st July 2016. Members are advised that the Budgetary provision agreed for Staff costs included the 1% increase. Members are also advised that the Town Centre Manager's monthly recharge will increase by 1% in line with the terms of the contract between the Town Centre Manager's Company and the Town Council.

The Committee is requested to receive and note the above report.

HIGHWAYS AND LEISURE COMMITTEE

26th JULY 2016

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 28th June 2016.

4. COMMUNITY TRANSPORT

The Committee is advised that Ms Katie Wilby, Flintshire County Council, together with a member of the Transportation Team are attending the meeting to discuss the next steps in the Community Transport Plan devised by Flintshire County Council. The meeting has been arranged following the meeting of this Committee held on 24th May 2016, where it was resolved that the Town Council should express an interest in either option 1 or option 2, which were detailed in Flintshire County Council's email to the Town Council dated 4th May 2016 (please see enclosed correspondence).

The Committee is requested to receive and note the above report and to receive a presentation from Ms Katie Wilby in relation to the Community Transport Plan currently being developed by Flintshire County Council.

5. CAR PARKING CHARGES

Members will recall that at the meeting of this Committee held on 28th June 2016 it was resolved that "... the Clerk's report and additional spreadsheet be received and noted and that the following questions should be put before Flintshire County Council's Chief Officer (Streetscene and Transportation):-

1. Could the Chief Officer please provide the Financial Analysis of how the outturn figures would affect the overall Budget?
2. It appeared that Buckley had been the only net contributor when assessing Actuals to Budget and along with Holywell was the only net contributor when assessing Actuals against the RTC Model. Was there, therefore, not a case to provide Buckley with a refund on an element of the over achievement of Actual to Budget? If not, was Buckley expected to minimise the total deficit on car park income?
3. Buckley had little on-street parking provision in and around the town centre as most roads had parking restrictions. This did not apply to other towns, particularly to Connah's Quay. Could the Chief Officer please, therefore, provide the rationale used to restrict on-street parking in town centres?
4. The figures the Chief Officer provided in his report did not appear to include the fines raised by penalty notices served by the Traffic Wardens. Could the Chief

5. Officer please provide those figures analysed over the towns included in the car park charging scheme?
6. Could the Chief Officer also please indicate the capital and revenue costs of operating the car park charging scheme for the year covered by his report to the Environment Overview and Scrutiny Committee of Flintshire County Council on 15th June 2016?" (minute 16227 refers).

As a result of the above the Clerk forwarded an email to the Chief Officer (Streetscene and Transportation), Flintshire County Council, on 30th June 2016 and received a holding reply on 5th July 2016 (copy emails enclosed).

The Committee is requested to receive and note the above report and enclosed correspondence and to be advised that the Clerk will provide the detailed response to his email to the Committee once it is received.

PLANNING COMMITTEE

26th JULY 2016

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 28th June 2016.

4. WORDING TO BE INCLUDED WITH THE NOTIFICATION LETTER OF OBSERVATIONS MADE BY THIS COMMITTEE TO FLINTSHIRE COUNTY COUNCIL

As per minute 14488 of the October 2012 meeting of this Committee, the following wording will be placed at the head of the notification letter sent to Flintshire County Council in respect of planning application observations made by this meeting.

“The Town Council would wish you to formally note that the participation of those Town Councillors, who are also Members of Flintshire County Council, in both the debate and subsequent vote, at the Town Council Planning Committee, was on the basis that the views expressed by them were preliminary views taking account of the information presently made available to this Town Council. The County Councillors therefore reserved their final views on the application until they were in full possession of all relevant arguments for and against”.

The Committee is requested to receive, note and acknowledge that the above wording will be placed in the correspondence with Flintshire County Council, in relation to the notification of observations from this meeting.

5. PLANNING APPLICATIONS

(a) The Committee is requested to consider applications for planning consent which are listed below (copies enclosed).

<u>Plan No.</u>	<u>Location and Applicant</u>	<u>Proposed Development</u>
055573	AM-PM Convenience Store The Cross, Mold Road Ms Natalie Dickinson New Wave Installations Cardtronics UK Ltd	Installation of illuminated signage

(b) The following applications were dealt with in consultation with local Ward Members in view of the time limit for observations.

<u>Plan No.</u>	<u>Location, Applicant and Proposed Development</u>	<u>Observations</u>
055455	Custom Precision Joinery Catheralls Industrial Estate Mr M Jones Demolition of existing entrance/display area and replacement with extension to provide new entrance and customer/ office area	No observations
055505	3 Wentworth Close Mr & Mrs Hutchinson Erection of orangery to rear of dwelling	No observations
055536	26 Mill Lane Mr Paddy Prendergast Change of use from Class C3 to Class C2 (Residential Institutions)	No observations
055569	Car Park rear of former Royal British Legion, The Precinct Way Mr James France-Hayhurst (Spurstow Properties Ltd c/o Mason Owen) Display of 1no. totem sign and new signage over front and rear	No observations

6. PLANNING APPLICATION DECISIONS

Enclosed with this Agenda item is the monthly update of planning decisions that have been notified to this Council by Flintshire County Council.

The Committee is requested to receive and note the spreadsheet.

GENERAL PURPOSES COMMITTEE

26th JULY 2016

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. DECLARATIONS OF INTEREST

To receive and approve Declarations of Interest from Members in relation to any Agenda item on this Committee.

3. MINUTES

Authority is requested for the Chair to sign the Minutes of the previous meeting of the Committee held on 28th June 2016.

4. TOWN CENTRE MANAGER'S MONTHLY REPORT

Enclosed with this Agenda item is the monthly report presented by the Town Centre Manager with regard to the vitality of the town centre and its retail/commercial outlets.

The Committee is requested to receive and note the enclosed report.

5. BUCKLEY HOUSEHOLD RECYCLING CENTRE

Members will recall that at the meeting of this Committee held on 24th May 2016, it was resolved, with regard to the above, that "... every effort be made to keep the Buckley HRC open and in order to promote this course of action a letter be forwarded to the Minister for the Environment, Welsh Assembly Government with copies to Flintshire County Council and the Alyn and Deeside AM, highlighting and outlining the inconsistencies in the Wrap report and to emphasise the importance of maintaining the HRC in Buckley" (minute 16197 refers).

As a result of the above the Clerk forwarded a letter to the Minister for Environment and Rural Affairs, Welsh Government on 7th June 2016, with copies being forwarded via email to Flintshire County Council and to Carl Sargeant AM. The Clerk reported to this Committee at its meeting held on 28th June 2016 advising that the letter had been forwarded and a holding response had been received from the Minister. An email response dated 1st July 2016 from the Head of Collaborative Change Programme, Waste and Resource Efficiency Division, Welsh Government, has been received, the email enclosed a response from the author of the report, the response answered each of the Clerk's questions in turn. The main points in relation to the author's response are that:-

- (a) The response refers on a number of occasions to the fact that the report was "... still in draft", "The WRAP report appended to the Scrutiny report was a draft and subject to amends" and "Should new/additional information regarding site availability become available then WRAP would be happy to liaise with Flintshire County Council on revisiting the options".

- (b) The response also refers on a number of occasions to the lack of, or limited, availability of development land in Buckley as being the main reason why the site was recommended for closure.

In relation to point (a) above, the Clerk emailed the Chief Officer (Streetscene and Transportation), Flintshire County Council, requesting that he confirm that "... the Wrap report that you presented to the Committee [Environment Overview and Scrutiny Committee, Flintshire County Council] was the Final report and was not a draft report?". The Clerk's email was dated 7th July 2016. On 15th July 2016 the Chief Officer (Streetscene and Transportation) replied and stated "I can confirm the WRAP report you refer to below was the final report and not draft".

As a result of the communications, the Clerk has prepared a draft response to the Welsh Government for approval by this Committee (copies of all correspondence referred to are enclosed). The Clerk has also been in telephone conversation with Mr Russell Owens who has requested whether or not the Town Council wishes the County Council to be involved in any further communications. No response to-date has been received to the Clerk's letter of 7th June 2016 from either Flintshire County Council or the Alyn and Deeside AM.

The Committee is requested to receive and note the above report and to consider the fact that the report, according to its author, is still in draft, yet the Chief Officer (Streetscene and Transportation) regards it as "... the final report" and also that it would appear the main thrust of the recommendation to close the Buckley HRC was based on the premise that there is little or no development land available in Buckley. The Committee is also requested to consider whether or not it wishes Flintshire County Council to be involved in future communications. Finally the Committee is requested to decide whether or not it wishes to send the draft response to the Welsh Assembly Government or an amended version of it.

6. BUCKLEY INVESTMENT STRATEGY

Members will recall that at the Special Meeting of this Committee held on 19th April 2016, Flintshire County Council's Economic Development Manager stated that "... the County Council would be commissioning a survey of the town centre, particularly in relation to empty land in the town centre, which was available for development, but no such development has so far been forthcoming. The commission would hope to raise awareness of the feasibility of the town centre and engage with the people of the town. The tenders for the commission would be sought in early May 2016 and be for a two month programme". The Special Committee resolved that "... the Committee noted the information provided" (minute 16104 refers).

The Clerk has received an email dated 15th July 2016, which requests Buckley Councillor involvement in the Investment Strategy process. The email also points out relevant dates in relation to the tendering and appointing process. Flintshire County Council recommends that two Members of Buckley Town Council are involved in the process and seek names.

The Committee is requested to receive and note the above report and enclosed correspondence and to decide which two Members should be appointed to represent the Town Council on the above matter.

7. **FLINTSHIRE CITIZENS ADVICE BUREAU STATISTICS**

Enclosed with this Agenda item is a copy of the usage statistics for the Citizens Advice Bureau, Buckley Outreach Office for the period 1st April 2016 to 30th June 2016.

Members will note that there were 42 clients seen of which 34 came from Buckley.

The Committee is requested to receive and note the above report and enclosed statistical information and be advised that the statistics have been forwarded to Higher Kinnerton Community Council.