Buckley Town Council

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



Cyngor Tref Bwcle

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Our Ref/Ein Cyf

MBW/LG/TJR

Your Ref/Eich Cyf

Date/Dyddiad

19th October 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 25th October 2016 commencing at 7pm. Meetings of the Standing Committees will be held in the order below:-

Planning

Finance and Economic Development

General Purposes

Highways and Leisure

Yours sincerely,

Town Clerk and Financial Officer

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PLANNING COMMITTEE 25th OCTOBER 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 27th September 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).

Plan No.	Location and Applicant	Proposed Development
055936	Land to rear of Hillcrest, Mr D Hutchinson and the Estate of Mr W C Wilson	Renewal of outline planning permission ref: 046545 for residential development
055953	Land at Prince of Wales Court Flintshire County Council	Creation of car park including change of use of part play area, installation of lighting and fencing

055978	19A Brunswick Road Mr A Jones, Mackaskill Solicitors	Alterations to shop front
055979	19A Brunswick Road Mr A Jones, Macaskill Solicitors	Display of new signage
056055	Dolwyn, The Willow Mr & Mrs Peter Shaw	Erection of single storey extension and roof over existing garage
056060	Household Waste & Recycling Centre Globe Way Flintshire County Council	The application is to re-model an existing Household Waste Recycling Centre

<u>Full details are available for perusal in the office and will be deposited in the Council Chamber from 6.30pm on the day of the Meeting.</u>

(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>	Location, Applicant and Proposed Development	Observations
052364	Brock PLC Stoney Beach Quarry, Pinfold Lane, Alltami Brock Plc Notification under Regulation 22 — Further Information Development of an Integrated Waste Management Facility comprising a mixed waste treatment facility, a construction waste materials recycling facility, and a contaminated soils treatment facility	Councillor D Ellis has forwarded the following observations to Flintshire County Council:- 1. Duplication of existing facilities that exist locally in this area. 2. Impact on the environment. 3. Impact on residents. 4. Impact on the highway. 5. Question the need for the facility due to other similar existing facilities in the area
055996	Holmleigh, Cheshire Lane Gabriela Buckley Erection of extension to dwelling	No observations
055999	Padeswood Place, Padeswood Road Mr James Oldham Erection of replacement dwelling	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.

FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE 25th OCTOBER 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 27th September 2016.

4. MINUTES OF A MEETING OF THE FINANCE SUB-COMMITTEE HELD ON 26th SEPTEMBER 2016

Enclosed with this Agenda item are the Minutes of the Finance Sub-Committee meeting held on 26th September 2016. Those Members present at the Finance Sub-Committee are requested to approve the Minutes as a correct record.

Those Members who were present at the Finance Sub-Committee meeting are requested to approve the Minutes as a correct record. The Committee is requested to receive and note the above report and approve the minutes and recommendation of the Finance Sub-Committee held on 26th September 2016. In anticipation of the approval of the recommendation of the Finance Sub-Committee, £1,000.00 is included in the Accounts for Payment listed below.

5. ACCOUNTS FOR PAYMENT

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

6. BANK RECONCILIATIONS

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 September 2016.

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

7. PETTY CASH EXPENDITURE

Enclosed with this Agenda item is the Petty Cash Account as at the end of September 2016 for the Financial Year to 30th September 2016.

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

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8. 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 September 2016. Members will note that included in the figures are the Budget for 2016/17, the Actual Income and Expenditure to 30th September 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.

9. ITEM TABLED FOR MEMBERS' PERUSAL

The following item is tabled for Members' perusal:-

1. Draft Annual Report for 2017/18 – Independent Remuneration Panel for Wales

The Committee is requested to receive and note the item tabled for perusal.

GENERAL PURPOSES COMMITTEE 25th OCTOBER 2016

AGENDA

1. APOLOGIES

To receive and approve apologies for absence.

2. <u>DECLARATIONS OF INTEREST</u>

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 27th September 2016.

4. BUCKLEY PCSO UPDATE

Enclosed with this Agenda item is the North Wales Police update for the Buckley area from 17th September 2016 to 15th October 2016. The update provides an analysis of the types of incidents that have occurred during the above period. Members will note that the statistics provided are analysed into the four Wards of the town. As this Agenda item is discussed in an open forum, any reference to an individual or specific address has been deleted. This Agenda item has been distributed to the Buckley Library and the Press, following the issue of Agendas to Members.

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

5. 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.

6. EXCESSIVE NOISE

Members will recall that at the meeting of the Police Liaison Committee the issue of excessive noise emanating from the Black Horse Public House on August Bank Holiday Sunday was discussed and North Wales Police stated that they would provide an update on the matter.

Enclosed with this Agenda item is the update from North Wales Police. You will note that North Wales Police and Flintshire County Council are of the opinion that the best way forward is for a meeting between North Wales Police, Flintshire County Council, a representative from Buckley Town Council and the Licensee. The meeting is scheduled for 11am on 3rd November. The Clerk has notified North Wales Police that the matter has been placed on this Agenda.

The Committee is requested to receive and note the above report and enclosed email correspondence and to decide which representative should be appointed on behalf of the Town Council to attend the proposed meeting.

7. ANNUAL FIREWORK DISPLAY

The annual firework display will take place this year on 5th November 2016. The Clerk advises the Committee that any donations received by Buckley Town Council personnel/volunteers and those donations received by North Wales Fire Service will be evenly split between the North Wales Fire Services charities and the Mayor's Charity Account for distribution in due course.

Volunteers from Members are therefore required to act as donation collectors on the night and also as Safety Stewards to ensure that the Town Council can cover the requirements of its insurances in relation to the event.

The Committee is requested to receive and note the above report and to record those Members who volunteer to act as donation collectors and Safety Stewards on the night.

8. CHRISTMAS LIGHTS SWITCH-ON

The Christmas Lights will be switched on this year on Thursday 24th November 2016. There will be an urgent need for assistance throughout the day from Members. Could all Members who are willing and able to help during the day please contact the Town Centre Manager so that he can programme the work required accordingly.

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

9. 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 July 2016 to 30th September 2016.

Members will note that there were 40 clients seen of which 33 came from Buckley, 2 from Mold, 1 from Penyffordd, 1 from Mynydd Isa and 3 from Deeside.

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.

10. THE ROYAL BRITISH LEGION – BUCKLEY BRANCH – REMEMBRANCE DAY SERVICE AND PARADE – SUNDAY 13th NOVEMBER 2016

The Staff have contacted The Royal British Legion, Buckley Branch, and have been advised that the Town Council is invited to its annual Remembrance Day Service and Parade, due to be held on Sunday 13th November 2016. Members will note that this year's service will be at St Matthew's Parish Church and the Parade will assemble on Precinct Way Car Park at 9.30am for march off at 10am. The Wreath Laying Ceremony at the Cenotaph will be held at 11am on Friday 11th November 2016. Persons attending the Cenotaph service to assemble at 10.40am.

The Committee is requested to receive and note the above report and to advise Members to place the dates and times for the Parade and Services in their diaries.

11. AFFORDABLE FIRE AND RESCUE SERVICES FOR NORTH WALES

Members will recall that at the meeting of this Committee held on 27th October 2015 it received and considered a Public Consultation on how to maintain excellent, affordable Fire and Rescue

Services in North Wales. The Consultation document was dated Autumn 2015. The resolution at that meeting was that "... the Clerk's report and enclosed correspondence be received and noted and that the survey requested be completed by the Clerk to indicate the high satisfaction felt by the Town Council in the service provided by North Wales Fire and Rescue Authority" (minute 15870 refers).

Enclosed with this Agenda item is a further Public Consultation from North Wales Fire and Rescue Service entitled Affordable Fire and Rescue Services for North Wales. This is a follow on from the document referred to above.

The Committee is requested to receive and note the above report and enclosed Public Consultation Document and to decide whether or not it wishes to make comment upon it.

12. COMMUNITY ASSET TRANSFERS

Members will recall that at the meeting of this Committee held on 27th September 2016, the above matter, in particular the play areas, was discussed under the Agenda item entitled "County Forum Meeting 30th June 2016". It was resolved at the above meeting that "... the Clerk be instructed to communicate with Flintshire County Council to clarify the position with regard to the play areas and also with those Assets that were also included on the Community Asset Transfer list" (minute 16315 refers).

As a result of the above, the Clerk forwarded an email to Flintshire County Council on 28th September 2016 and received a response on 18th October 2016. Members will note that the situation in relation to play areas would appear to have been put back until at least 2017. The only other Asset identified on the Community Asset Transfer list as having any progress made is that of the Bistre Youth and Community Centre (copy correspondence enclosed).

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

13. ITEMS TABLED FOR MEMBERS' PERUSAL

The following items are tabled for Members' perusal:-

- 1. Wrexham-Bidston Rail Users Association Notice of Annual General Meeting
- 2. Inside Flintshire October 2016 Free Local Magazine
- 3. Voluntary Voice Issue 02 2016 Flintshire Local Voluntary Council

The Committee is requested to receive and note the items tabled for perusal.

HIGHWAYS AND LEISURE COMMITTEE 25th OCTOBER 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 27^{th} September 2016.

4. FLINTSHIRE COUNTY SUMMER PLAYSCHEME PROGRAMME 2016

Enclosed with this Agenda item is a covering letter from Flintshire County Council enclosing a spreadsheet of the take-up of the four Playschemes operated in Buckley in 2016. Members will note that the cost of the Playschemes to the Town Council is £4,640.00, this figure was approved at the meeting of the Finance and Economic Development Committee held on 26th April 2016 (minute 16135 refers).

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