

AGENDAS MAY 2016 TO APRIL 2017

2nd May, 2016

Dear Councillor,

Notice is hereby given that The Annual General Meeting of Brynford Community Council will be held on Tuesday 10th May, 2016 commencing at 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **APPOINTMENT OF CHAIRMAN**

Declaration of Acceptance Form to be signed.

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **APPOINTMENT OF VICE CHAIRMAN.**

5. APPOINTMENT OF REPRESENTATIVES ONTO OUTSIDE BODIES.

Copy of current representatives attached.

6. MINUTES.

To approve the minutes of the meeting held 12th April, 2016 – copy attached.

7. FILLING OF VACANCY ON THE COUNCIL BY CO-OPTION.

8. MATTERS ARISING FROM THE MINUTES.

8.1 Streetscene Services Mr. I. Williams will be present to provide an update of his service area.

8.2 Council Web Site.

8.3 Internal Audit of Accounts Year Ending 31st March, 2016.

8.4 External Audit of Accounts Year Ending 31st March, 2016.

8.5 To consider any other items of correspondence received since the despatch of the agenda.

9. CORRESPONDENCE RECEIVED.

9.1 Revised Guidance on the Code of Conduct.
Copy of the above document will be provided at the Council meeting.

9.2 Presenting the Chair and Crown to the Eisteddfod Yr Urdd 2016.
Invitation for two persons to attend the presentation at Ysgol Gwynedd, Flint on Thursday 19th May, 2016 at 6.50pm.

9.3 Urdd Gobaith Cymru – Reception Monday 30th May, 2016 for 1.30pm.

9.4 Community Transport, Consultation.

9.5 Consultation on Household Recycling Centre Service.

9.6 To consider any other items of correspondence received since the despatch of the agenda.

10. **COMMUNITY POLICING.**

11. **PLANNING APPLICATIONS.**

- A) HJP/055218
Creation of Overburden Storage Bund.
Pant-Y-Pwll Dwr Quarry, Pentre Halkyn, Holywell, CH8 8HP.

12. **REPRESENTATIVE'S REPORTS.**

13. **ITEMS RAISED BY MEMBERS.**

14. **ACCOUNTS FOR PAYMENT.**

5th June, 2016

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 14th June, 2016 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the Annual General Meeting held 10^h May, 2016-copy attached.

5. **APPOINTMENT OF REPRESENTATIVES ONTO OUTSIDE BODIES.**

Copy of representatives appointed at the Annual General Meeting attached.

6. **FILLING OF VACANCY ON THE COUNCIL BY CO-OPTION.**

7. MATTERS ARISING FROM THE MINUTES.

7.1 Streetscene Services, Mr. I. Williams will be present to provide an update of his service area.

7.2 Council Web Site.

7.3 Community Transportation, Mrs K. Wilby, Flintshire County Council will be present to discuss the community transport review.

7.4 Provision of Interpretation Signs, Brynford Village Green Heritage Project - Outline of scheme enclosed.

7.5 St. Michael's Church, Brynford – External Lighting Project.

7.6 To consider any other matters arising/received since the despatch of the agenda.

8. CORRESPONDENCE RECEIVED.

8.1 To consider any other items of correspondence received since the despatch of the agenda.

9. COMMUNITY POLICING.

10. PLANNING APPLICATION.

CFM/055470

Change of use to mixed use including agricultural residential and business and replenishment of existing stone hard standing.

Brynsannan Cottage, Bryn Sannan, Brynford, Holywell, CH8 8AX.

11. REPRESENTATIVE'S REPORTS.

12. ITEMS RAISED BY MEMBERS.

13. ACCOUNTS FOR PAYMENT.

3rd July, 2016

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 12th July, 2016 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 14th June, 2016-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services, Mr. I. Williams will be present to provide an update of his service area.

5.2 Council Web Site.

- 5.3 Community Transportation, Mrs K. Wilby, Flintshire County Council will be present to discuss the community transport review.
- 5.4 Provision of Interpretation Signs, Brynford Village Green Heritage Project -
- 5.5 St. Michael's Church, Brynford – External Lighting Project.
- 5.6 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 School Modernisation Programme.
Review of Brynford C.P., Lixwm C.P. and Ysgol Rhos Helyg, Rhosesmor.

The Council has been advised that between 1st July, and 22nd July, 2016 Flintshire County Council will enter into an informal consultation period on the following options:-

- 1. Status Quo.
- 2. Area School on One Site.
- 3. Retain Ysgol Rhos Helyg, Rhosesmor and one Area School on one site (either Brynford C.P. and Lixwm C.P. School).

An informal drop in session will be held on Monday 11th July, 2016 between 6.00pm and 8.00pm at Brynford C.P. School.

- 6.2 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

8. PLANNING APPLICATION.

- A) ADW/055319
Erection of a Stable Block
Bryn Rhiw, Brynsannan, Brynford, CH8 8AX.
- B) ADW/055485
Erection of two storey extension to rear of dwelling.

Ivy Cottage, Brynsannan, Brynford, CH8 8AX.

9. **REPRESENTATIVE'S REPORTS.**
10. **ITEMS RAISED BY MEMBERS.**
11. **ACCOUNTS FOR PAYMENT.**

4th September, 2016

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 13th September, 2016 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 12th July, 2016-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services – Enclosed for members attention is a letter received from Mr. S. Jones, Chief Officer.

5.2 Provision of Dog Waste Bins – Brynford Common.

- 5.3 Community Transportation.
- 5.4 Brynford Village Green Heritage Project -
- 5.5 St. Michael's Church, Brynford – External Lighting Project.
 - Removal of spoil from cemetery.
 - Tree Condition Survey.
- 5.6 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 Community Asset Transfer Overview and Play Area Update.
- 6.2 Travellers on Halkyn Common – Letter received from Mr. Tom Birtles, Grosvenor Estates.
- 6.3 Best Kept Village competition – To receive a report from Councillor D. Jones on this year's judging results.
- 6.4 Holywell Leisure Centre, Pool and Library Working Group.
- 6.5 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

P.C.S.O.3660 Laura Williams has advised that she intends to attend the Council meeting and introduce herself to members of the Council.

8. INTERNAL AUDIT REPORT 2015/16.

Enclosed for members attention and action is a copy of the Internal Audit Report setting out recommendations and actions which the Council needs to consider.

In order for the Council to comply with External Audit requirements the Fixed Asset Register was amended for 2015/16 audit to reflect the insurance values of 2014/15

and in future will remain so unless assets are purchased or disposed of.

9. PLANNING APPLICATION.

- A) BMK/055851
Conversion of loft space with internal roof terrace and alterations.
Saron Chapel, Brynford, CH8 8AG.

- B) ADW/055629
Construction of Horse Arena.
Bryn Hyfryd Farm, Pwll Clai, Brynford, CH8 8BB.

- C) ADW/055564
Demolition of one and two storey buildings and erection of new single storey extension.
Glanrafon, Calcoed Lane, Babel, CH8 8PT.

10. REPRESENTATIVE'S REPORTS.

11. ITEMS RAISED BY MEMBERS.

12. FILLING OF VACANCY ON THE COUNCIL BY CO-OPTION.

13. ACCOUNTS FOR PAYMENT.

2nd October, 2016

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 11th October, 2016 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 13th September, 2016-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services – Enclosed for members attention is a letter received from Mr. S. Jones, Chief Officer.

5.2 Proposed provision of stones to deter parking of vehicles – Brynford Common.

- 5.3 Community Transportation.
- 5.4 Brynford Village Green Heritage Project – Mrs L Jenner will be in attendance to report progress on this matter
- 5.5 St. Michael’s Church, Brynford – External Lighting Project.
- 5.6 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 Brynford Football Club-Lease Agreement copy letter enclosed
- 6.2 External Audit of Accounts Year Ending 31st March,2016
- 6.3 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

P.C.S.O.3660 Laura Williams has advised that she intends to attend the Council meeting and introduce herself to members of the Council.

8. PLANNING APPLICATION.

9. REPRESENTATIVE’S REPORTS.

10. ITEMS RAISED BY MEMBERS.

11. ACCOUNTS FOR PAYMENT.

30th October, 2016

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 8th November, 2016 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 11th October, 2016-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services.

5.2 Community Transportation.

- 5.3 Brynford Village Green Heritage Project – The subcommittee will report progress on this matter
- 5.4 St. Michael's Church, Brynford – External Lighting Project.
- 5.5 To consider any other matters arising/received since the despatch of the agenda.

6. **CORRESPONDENCE RECEIVED.**

6.1 Flintshire Local Development Plan

Strategic Options – Growth and Spatial Options.

Enclosed for members attention is a copy letter dated 21st October, 2016 from the Head of Planning Services, Flintshire County Council. The letter gives notice of a 6 week consultation exercise beginning on Friday 28th October, 2016 ending on Friday 9th December, 2016.

- : - Venues where the Documentation can be publicly viewed.
- : - The Website www.flintshire.gov.uk/1dp
- : - How to contact the Council with observations or comments.

6.2 **Public Engagement Events 1st November-21st November 2016-10-30**

Enclosed for members attention and action is a copy letter received from the Chief Executive of Flintshire County Council, advising of the above event to be held on Thursday 10th November, 2016 at Ysgol Meas Y Felin, Holywell for 6.30 pm.

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- 6.2 To consider any other items of correspondence received since the despatch of the agenda.

7. **COMMUNITY POLICING.**

P.C.S.O.3660 Laura Williams has advised that she intends to attend the Council meeting and introduce herself to members of the Council.

8. **PLANNING APPLICATION.**

BMK/056003

Demolition of existing annex, erection of lean to extension and first floor extension Bryn Hyfryd Farm, Pwll Clai, Brynford.

9. **REPRESENTATIVE'S REPORTS.**

10. **ITEMS RAISED BY MEMBERS.**

11. **APPLICATIONS FOR FINANCIAL ASSISTANCE.**

- A) Cynfaen Memorial Chapel, Calcoed.
- B) St. Michael's Church, Brynford.

12. **ACCOUNTS FOR PAYMENT.**

December

December

2nd January, 2017

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 10th January, 2017 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 13th December, 2016-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services.

5.2 Community Transportation.

5.3 Brynford Village Green Heritage Project.

- 5.4 St. Michael's Church, Brynford – External Lighting Project.
- 5.5 Vacancy On Brynford Community Council.
- 5.6 To consider any other matters arising/received since the despatch of the agenda.
6. **CORRESPONDENCE RECEIVED.**
- 6.1 Citizens Advice Annual Report
- 6.2 The Independent Remuneration Panel For Wales.
Invitation to a round table discussion event on its remuneration framework for community and town councils.
26th January, 2017 10.30- 12.30 Venue Cymru, Llandudno.
- 6.3 Brynford OAP's Christmas Luncheon Club
- 6.4 To consider any other items of correspondence received since the despatch of the agenda.
7. **COMMUNITY POLICING.**
P.C.S.O.3660 Laura Williams has advised that she intends to attend the Council meeting and introduce herself to members of the Council.
8. **PLANNING APPLICATION.**

ADW/056297
Erection of a replacement dwelling.
Ferndale, Pwll Clai, Brynford, CH8 8BB
9. **REPRESENTATIVE'S REPORTS.**
10. **ITEMS RAISED BY MEMBERS.**
11. **Budget Estimate and Precept Options for The Financial Year 1st April, 2017-18**
A) Enclosed for members attention is the report on the Council's current approved budget, estimation of total expenditure for the year 2016-17,

together with estimates of budget requirements for 2017-18 for Council consideration and approval.

- B) A report setting out precept options based upon the above budget report is also enclosed.. Members are requested to consider and approve one of the precept options for 2017-18 financial year.

12. ACCOUNTS FOR PAYMENT.

5th February, 2017

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 14th February, 2017 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 10th January, 2017-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services.

5.2 Community Transportation.

5.3 Brynford Village Green Heritage Project.

- 5.4 St. Michael's Church, Brynford – External Lighting Project.
- 5.5 Maintenance of Community Garden- Hafod-Y –Bryn, Brynford
- 5.6 Land adjacent to the A5026- The Nant, Brynford
- 5.7 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 Summer Playscheme Programme, 2017
- 6.2 Best Kept Communities Competition, 2017
- 6.3 Holywell Town Council-Charity Event the Stamford Gate Hotel, Holywell the 4th March, 2017
- 6.4 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

P.C.S.O.3660 Laura Williams may be in attendance

8. PLANNING APPLICATION.

HJP/056419

Erection of replacement asphalt plant.

Dwr Quarry, Pentre Halkyn, Holywell, CH8 8HP

9. REPRESENTATIVE'S REPORTS.

10. ITEMS RAISED BY MEMBERS.

11. Applications For Financial Assistance

A) St Michael's Church-Tree Maintenance

B) Holywell Leisure Centre- Support Grant (Copy Letter Enclosed)

12. ACCOUNTS FOR PAYMENT.

5th March, 2017

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 14th March, 2017 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.**

2. **APOLOGIES FOR ABSENCE.**

3. **DECLARATION OF INTEREST.**

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. **MINUTES.**

To approve the minutes of the meeting held 14th February, 2017-copy attached.

5. **MATTERS ARISING FROM THE MINUTES.**

5.1 Streetscene Services.

5.2 Community Transportation.

- 5.3 Brynford Village Green Heritage Project. – Enclosed for members attention and approval is a copy of the Heritage Lottery Fund Application.
- 5.4 St. Michael’s Church, Brynford – External Lighting Project.
- 5.5 Provision of Dog Waste Bins Brynford Common
- 5.6 Land adjacent to the A5026- The Nant, Brynford
- 5.7 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 The 2018 Review of Parliamentary Constituencies In Wales-Secondary Consultation Period.

Notice that the consultation will run from the 28th February to 27th March, 2017
Commission Website **www.bcw2018.org.uk**

- 6.2 County Forum Held the 28th February,2017- White Paper on Local Government (Reforming Local Government: Resilient and renewed)

<http://gov.wales/newsroom/localgovernment/2017/170131-local-government-reform/?lang=en>

Enclosed for members attention is a copy of Section 6. Of the White Paper which refers to proposals for Community Councils.

- 6.3 Local Government Elections- Thursday 4th May 2017-03-05
Nomination Packs Enclosed.

- 6.4 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

P.C.S.O.3660 Laura Williams may be in attendance

8. PLANNING APPLICATION.

BMK/056575

Renovation, demolition, re-build & Extension of dwelling.
Yew Tree, Brynsannan, Brynford, Holywell, CH8 8AX

9. REPRESENTATIVE'S REPORTS.

10. ITEMS RAISED BY MEMBERS.

11. Applications For Financial Assistance

A) Holywell Leisure Centre- Support Grant (Deferred from February Meeting)

12. Formal Rick Assessment 2017

In accordance with the requirements of the External Audit the Council is required to undertake an annual risk assessment. The assessment should identify the key risks that the Council is facing, evaluating the consequences of an identified risk taking place and deciding upon the appropriate action the Council should take to reduce or control the risk.

Enclosed for member's consideration and approval is a copy of the Risk Report for 2017.

13. External Audit Report Year Ending 31st March, 2016

Enclosed for members attention is a copy of the Audit Findings Report together with the councils proposed actions to address any issues identified.

14. ACCOUNTS FOR PAYMENT.

2nd April, 2017

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 11th April, 2017 commencing 7.00pm at Brynford C.P. School. The following business will be transacted:-

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. ITEMS RAISED BY MEMBERS OF THE PUBLIC PRESENT IN RELATION TO COUNCIL BUSINESS.

2. APOLOGIES FOR ABSENCE.

3. DECLARATION OF INTEREST.

To receive Declaration of Interest from members in respect of any issues from the agenda.

4. MINUTES.

To approve the minutes of the meeting held 14th March, 2017-copy attached.

5. MATTERS ARISING FROM THE MINUTES.

5.1 Streetscene Services.

5.2 Community Transportation.

- 5.3 Brynford Village Green Heritage Project.
- 5.4 St. Michael's Church, Brynford – External Lighting Project.
- 5.5 Ruth Cartwright, Enforcement Officer, Flintshire County Council will be in attendance
To discuss control of dogs By-Laws.
- 5.6 Land adjacent to the A5026- The Nant, Brynford
- 5.7 To consider any other matters arising/received since the despatch of the agenda.

6. CORRESPONDENCE RECEIVED.

- 6.1 Notice of External Audit of Accounts for the year ending 21st March,2017
- 6.2 County Forum Held the 28th February,2017- White Paper on Local Government
(Reforming Local Government: Resilient and renewed)
Deferred from March meeting of the council.
- 6.3 The Pensions Regulator.- Automatic Enrolment Into Workplace Pension Scheme.
- 6.4 Membership Of One Voice Wales 2017-18.
- 6.4 To consider any other items of correspondence received since the despatch of the agenda.

7. COMMUNITY POLICING.

P.C.S.O.3660 Laura Williams may be in attendance

8. PLANNING APPLICATION.

9. REPRESENTATIVE'S REPORTS.

10. ITEMS RAISED BY MEMBERS.

11. Applications For Financial Assistance

A) Caerwys Agricultural Show, 2017.

13. Internal Audit Report Year Ending 31st March, 2017

Enclosed for members attention and approval is a copy of the yearend Financial Report.

14. ACCOUNTS FOR PAYMENT.