

BRYNFORD COMMUNITY COUNCIL

CYNGOR CYMUNED BRYNFFORDD

Minutes of the Annual General Meeting held virtually 9th June 2020

PRESENT:

Councillor J. Davies – Chairman
Councillor T. Alcock
Councillor L. O’Hare
Councillor L. Rosedale
Councillor P. Wahl

APOLOGIES FOR ABSENCE:

Councillor W. Beaumont
Councillor D. Jones
Councillor G. Legg
Councillor D. Redfern-Lloydjones
Councillor T. Stephenson

IN ATTENDANCE:

Mr. A. Roberts – Clerk to the Council

DECLARATION OF INTEREST

None were declared in respect of the business of the Council.

01/20 APPOINTMENT OF CHAIRMAN

Proposed by Councillor T. Alcock and seconded by Councillor P. Wahl, Councillor J. Davies was unanimously appointed as Chairman for the ensuing year.

02/20 APPOINTMENT OF VICE CHAIRMAN

Proposed by Councillor P. Wahl and seconded by Councillor L. Rosedale, Councillor L. O’Hare was unanimously appointed as Vice Chairman for the ensuing year.

**03/20 APPOINTMENT OF REPRESENTATIVES ONTO OUTSIDE BODIES AND
SUB COMMITTEES**

RESOLVED:

That the current representative list for 2019/20 be approved for the ensuing year.

04/20 MINUTES

RESOLVED:

That the minutes of the meeting held on the 10th March 2020 were approved as a correct record.

It was noted that due to the COVID-19 epidemic no meetings of the council had been held during April and May.

05/20 DELEGATED ACTIONS UNDERTAKEN BY THE CHAIRMAN, VICE CHAIRMAN AND CLERK DURING APRIL AND MAY

A report advising of all the accounts that had been paid during April and May was presented to the council by the Clerk.

RESOLVED:

That the accounts were approved and would be recorded in the minutes of the May meeting of the council.

06/20 APPROVAL OF YEAR END ACCOUNTS 2019/20

A report setting out the council income, expenditure and balances for the financial year ending the 31st March 2020 was presented to the council by the Clerk.

RESOLVED:

That the report be approved.

07/20 INTERNAL AUDIT FOR THE YEAR ENDING 31ST MARCH 2020

J.D.H. Business Services Ltd, the Council's appointed Internal Auditor, had written to the Council confirming that the year end audit had been concluded and approved.

A Report of Recommendations made by the auditor was reported to members by the Clerk.

RESOLVED:

That the recommendations made by the auditor were approved and would be undertaken by the Council.

08/20 WALES AUDIT: ANNUAL RETURN REPORT YEAR ENDING 31ST MARCH 2020

The Clerk reported that a copy of the completed Annual Return, had been provided to all Members of the council. Upon approval of the Annual Return, the document and supporting documentation would be submitted to BDO the council external auditor.

Copy of the Notice of Audit and a copy of the Return would also be posted on the council's website.

RESOLVED:

That the Annual Return was approved by the council.

09/20 PROVISION OF CATTLE GRID - BRYNFORD HILL

Members reported that the construction and installation of the cattle grid at the top of Brynford Hill had been finally completed. However, it had been reported that the pedestrian gate was not self-closing and that, on several occasions, it had been left open allowing sheep access onto the highway beyond.

It was further reported that residents were experiencing high levels of noise disturbance caused by traffic wheels running over the grid.

RESOLVED:

That this matter be reported to Streetscene Services, Flintshire County Council.

10/20 PROVISION OF ASH TREE PRUNINGS FOR CHESTER ZOO

Councillor O'Hare reported that due to the COVID-19 Government restrictions, Chester Zoo had been making appeals for donations of any Ash tree prunings that could be used as animal feed. Given the number of Ash trees growing on Halkyn Common and should Grosvenor Estates be undertaking any environmental pruning, could these prunings be provided to Chester Zoo?

RESOLVED:

That the Clerk would advise Grosvenor Estates of this request.

11/20 DELEGATION OF POWERS DURING THE COVID-19 GOVERNMENT RESTRICTIONS

The Chairman advised that given the current Government restrictions, any future meetings of the council would be held virtually for the foreseeable future.

The day to day business of the council during the past 2 months had continued by the clerk liaising with the Chairman and Vice Chairman.

Until such time that the Welsh Government guidance allows conventional meetings to take place, the council will continue to operate under Delegated Powers.

However, when a full council meeting is required, a formal notice will be given to all members and the public.

12/20 ACCOUNTS FOR PAYMENT

RESOLVED:

That the following accounts were approved for payment: -

1614)	A. Roberts (L.G.A.1972s112,131)	Clerk's salary	£712.31
1615)	H.M. Revenue & Customs (L.G.A.1972s112)	P.A.Y.E.	£201.03
1616)	Treetops Environmental (L.G.A.1972s144)	Grass Cutting	£45.00

Actions taken under Delegated Powers during the COVID-19 Government Restrictions

These actions will be reported and recorded at the next council meeting following the lifting of the current Government Restrictions.

April 2020 Accounts for Payment

(1594)	Alex Morrell Mole Control Brynford Recreation Ground. £240.00 (L.G.A. 1972, s.14p.27)	
(1595)	Holywell Golf Club- Youth Training Grant (L.G.A.2000, s2)	£50.00
(1596)	A. Roberts -Clerks Salary (L.G.A.1972 s 112,151)	£654.54
(1597)	H.M. Revenue & Customs - PAYE (L.G.A.1972s112)	£181.03
(1598)	Information Commissioner-Registration Fees (L.G.A.1972s140,111)	£40.00
(1600)	J. Owen-Rolling of recreation ground. (L.G.A.1972, s14p.27)	£40.00
(1601)	Urdd Gobaith Cymru- Grant (L.G.A.1972s.145)	£250.00
(1602)	Scottish Power- Energy Fees Changing Room (L.G.(MP)A1976, s19)	£48.48

Actions taken under Delegated Powers during the COVID-19 Government Restrictions.

These actions will be reported and recorded at the next council meeting following the lifting of the current Government Restrictions.

May 2020 Accounts for Payment

(1599)	Came & Company – Insurance Renewal (L.G.A.1972s111)	£1137.52
(1603)	H.M. Revenue & Customs - PAYE (L.G.A.1972s112)	£201.03
(1604)	Scottish Power- Energy Fees (P.C.A.1957s111)	£373.34
(1605)	A. Roberts - Clerk’s Salary (L.G.A.1972 s 112,151)	£770.06
(1606)	H.M. Revenue & Customs -1. A National Insurance (L.G.A.1972s112)	£83.55
(1607)	S. Jones Business Solutions – Payroll Fees (L.G.A.1972s112)	£132.41
(1608)	Viking Ltd – Supply of Stationery (L.G.A.1972,111)	£83.55
(1609)	Society of Local Council Clerks - Membership Fees (L.G.A.1972s140,111)	£90.00
(1610)	Livotech Ltd – Webhosting Fees (L.G.A. 1972s112)	£144.00

(1611)	Welsh Water – Changing Room Fees (L.G.(MP)A1976, s19)	£28.00
(1612)	J.D.H. Business Services – Internal Audit Fees (L.G.A.1972s112)	£180.00
(1613)	Canon UK Ltd – Copy Fees (L.G.A.1972s111)	£33.64

To Be Noted

Following the advice of the Council’s Payroll Officer, the clerk’s monthly salary includes the establishment allowance paid to the clerk for the use of his property as an office base.

PAYE contributions are also being declared and collected monthly for this total income.

13/20 DURATION OF THE MEETING

The meeting commenced at 7.00pm and was closed at 8.00pm.

CHAIRMAN
