

Tuesday 8th November 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on Tuesday 8th November 2022 at Brynford C.P. School commencing at 7.00pm, for the purpose of transacting the following business: -

The meeting may be joined virtually by telephone conference.

(Should any members of the public wish to gain access to the meeting by telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL**

A Member of the Standards Committee will be present as an observer.

2. **DECLARATION OF INTEREST**

To receive Declarations of Interest from members in respect of any business on the agenda.

3. **MINUTES**

To approve the minutes of the meeting held on the 27th September 2022.

4. **MATTERS ARISING FROM THE MINUTES**

A) **Streetscene Services – To receive any issues that need reporting.**

B) **Email Accounts for Members of the Council.**

C) **Enclosure of Common Land – Calcoed Lane, Brynford.**

- D) **Parking of vehicles on B5121 during restricted time zone.**
- E) **Distribution of Halkyn Mountain Newsletter.**
- F) **Christmas Tree Illumination Event - Brynford Village Green.**
- G) **Code of Conduct Training Wednesday 12th October 2022.**
- H) **To consider any other matters arising from the minutes.**

5. CORRESPONDENCE RECEIVED

- A) **Natural Resources Wales – Racecourse Farm, Babel.**
- B) **One Voice Wales – Training events programme October/November 2022.**
- C) **Brynford Changing Rooms – Business Rate Demand.**
- D) **Independent Remuneration Panel for Wales Draft Annual Report.**
- E) **Welsh Government Consultation - Electoral Administration and Wider Electoral Reform in Wales.**
- F) **Joint meeting of the Standards Committee and Town & Community Councils on Monday 7th November at 6.00pm.**
- G) **Notice of Local Democracy and Boundary Commission for Wales – Community Review.**
- H) **Invitation to attend a Cost-of-Living Workshop - 10th November 2022.**
- I) **Invitation to Attend Cemex Quarry Liaison Meeting.**
- J) **Summer Playscheme Report 2022.**
- K) **To consider any other correspondence received since the dispatch of the agenda.**

6 PLANNING APPLICATIONS CONSULTATIONS

- A) **000468/22**
Proposed erection of a staff accommodation building.
Allerton Cottage, Naid Y March, Brynford, CH8 8LG
- B) **To consider any Planning Applications received following the despatch of the agenda.**

7. COMMUNITY POLICING

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

- A) Construction works ongoing at Paradise Park, Milwr.
- B) Grass cutting of Horse's Leap Monument - Naid Y March, Brynford.
- C) Repairs to bus shelter Naid Y March, Brynford.

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

- A. Holywell Swimming Club.
- B) Holywell Leisure Centre.
- C) Holywell Half Marathon Run 2024.

11. BUDGET MONITORING REPORT NOVEMBER 2022

In accordance with the Financial Audit Guidance, the council is to monitor income and expenditure during its fiscal year. The Clerk has prepared a Budget Audit Statement for consideration and approval.

12. ACCOUNTS FOR PAYMENT

Tuesday 13th September 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 13th September 2022 at Brynford C.P. School commencing at 7.00pm for the purpose of transacting the following business:-

The meeting may be joined remotely by members of the public.

(Should any members of the public wish to gain access to the meeting by telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

AGENDA

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL**

2. **DECLARATIONS OF INTEREST**

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

3. **MINUTES**

To approve the minutes of the meeting held on the 12th July 2022.

4. **MATTERS ARISING FROM THE MINUTES**

A) Streetscene Services – To receive any issues that need reporting to the services area.

B) Email Accounts for Members of the Council.

C) Enclosure of Common Land – Calcoed Lane, Brynford.

D) St. Michael's Church Cemetery – accumulation of spoil.

E) Parking of vehicles - B5121 during restricted time zone.

F) Distribution of Halkyn Mountain News Letter.

G) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A) Natural Resources Wales – Fly tipping of manure/agricultural waste.

B) One Voice Wales – Training events programme September 2022.

C) Code of Conduct Training Wednesday 12th October 2022.

D) Brynford Village Green and Recreation Ground – Revitalising Trusts Program.

E) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS RECEIVED AND CONSIDERED DURING RECESS

A) 0115/22

Amendments to submitted application 0115/22

Permanent retention of 4 glamping pods with car parking space granted under planning permission 057997.

Glamping Pods at Derwen Bach, Derwen Bach Junction, A5026, Milwr, CH8 8HE.

B) 0270/22

Proposed rear 2 storey extension to form additional habitable space with bedroom and en-suite on the first floor.

Land adjacent to Bryn Rhew, Bryn Sannan.

To consider any Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

A. Whitford Young Farmers Club.

12. ACCOUNTS FOR PAYMENT

Tuesday 12th July 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 12th July 2022 at Brynford CP School commencing at 7.00pm for the purpose of transacting the following business:-

The meeting may be joined remotely by members of the public.

(Should any members of the public wish to gain access to the meeting by telephone, please contact the Clerk at least three days prior to the meeting)

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL

2. DECLARATIONS OF INTEREST

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

3. MINUTES

To approve the minutes of the meeting held on the 14th June 2022.

4. MATTERS ARISING FROM THE MINUTES

A) Streetscene Services – To receive any issues that need reporting to the services area.

B) Narrow Lane, Calcoed.

C) Email Accounts for Members of the Council.

D) Traffic Speed Monitoring B5121 Brynford Village Road.

E) Vehicle off Road Parking Facilities Hafod Y Bryn, Brynford.

F) Enclosure of Common Land – Calcoed Lane, Brynford.

G) County Forum Meetings.

H) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A) HyNet North West Carbon Dioxide Pipeline – Further Consultation.

B) One Voice Wales – Training events programme July 2022.

C) Visitor vehicle parking facilities at Glan Clwyd Hospital.

D) Flintshire Local Development Plan 2015-2030 – Examination Consultation on Matters Arising and Changes.

E) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

A) 0104/22

Erection of a Stable Building.

Paradise Pride, West of the A5026, Northop Road, Milwr, Holywell, CH8 8BE.

To consider any Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

11. APPOINTMENT OF REPRESENTATIVES ONTO OUTSIDE BODIES 2022/23

12. ACCOUNTS FOR PAYMENT

Tuesday 14th June 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 14th June 2022 at Brynford C.P. School commencing at 7.00pm for the purpose of transacting the following business:-

The meeting may be joined virtually by telephone conference.

(Should any members of the public wish to gain access to the meeting by telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the Annual General Meeting held virtual 10th May 2022.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Streetscene Services – To receive any issues that need reporting to the services area.**
 - B) **Narrow Lane, Calcoed.**
 - C) **Brynford Changing Rooms – Painting and Cleaning.**
 - D) **Hybrid Meetings of the Council.**
 - E) **Traffic Speed Monitoring B5121 Brynford Village Road.**
 - F) **Vehicles off Road Parking Facilities Hafod Y Bryn, Brynford.**
 - G) **To consider any other matters arising from the minutes.**

5. CORRESPONDENCE RECEIVED

- A) Submission of External Annual Return for year ending 31st March 2022
- B) One Voice Wales – Training events programme June 2022
- C) Visitor vehicle parking facilities at Glan Clwyd Hospital
- D) Code of Conduct training event provided by Flintshire County Council
- E) Children’s Play Area Match Funding Programme 2022/23
- F) To consider any other correspondence received since the despatch of the agenda.

6. PLANNING APPLICATIONS

To consider any Planning Applications received following the despatch of the agenda.

7. COMMUNITY POLICING

- A) Bo Weld Truck Bodies, Milwr Road – Unloading of HGVs on Highway.

8. REPRESENTATIVES’ REPORTS

9. ITEMS RAISED BY MEMBERS

- A) Cllr L. O’Hare - Provision of Christmas Tree 2022.
- B) Cllr T. Stephenson - Members Services Recognition.

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

- A) Holywell Market Group – Free Fun day for Children from Holywell and Surrounding Area.

11. FILLING OF VACANCIES ON THE COUNCIL BY CO-OPTION

To receive nominations for the filling of the vacancies.

12. ACCOUNTS FOR PAYMENT

Tuesday 10th May 2022

Dear Councillor,

Notice is hereby given that the **Annual General Meeting** of Brynford Community Council, will be held on Tuesday 10th May 2022 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

ANNUAL GENERAL MEETING

1. **Signing of Declaration of Acceptance of Office**
2. **Appointment of Chairperson for the ensuing year**
3. **Apologies for Absence**
4. **Appointment of Vice Chairperson for the ensuing year**
5. **Appointment of Representatives onto Outside Bodies
(Copy of current representatives list attached)**

A G E N D A

1. **ITEMS RAISED BY MEMBERS OF THE PUBLIC IN CONNECTION WITH THE BUSINESS OF THE COUNCIL**
2. **DECLARATION OF INTEREST**

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

3. MINUTES

To approve the minutes of the virtual meeting held on the 12th April 2022.

4. MATTERS ARISING FROM THE MINUTES

A) **Streetscene Services – To receive any issues that need reporting**

B) **Narrow Lane, Calcoed**

C) **Community Litter Pick Day Saturday 23rd April 2022**

D) **Hybrid Meetings of the Council**

E) **Traffic Speed Monitoring B5121 Brynford Village Road**

F) **Vehicle off Road Parking Facilities Hafod Y Bryn, Brynford**

G) **To consider any other matters arising from the minutes**

5. CORRESPONDENCE RECEIVED

A) **Completion of Internal Audit for Year Ending 31st March 2022**

B) **One Voice Wales – Training events programme May 2022**

C) **Community Council Elections 5th May 2022**

D) **Brynford Rams Football Club -Termination of Pitch Hire Agreement**

E) **To consider any other correspondence received since the despatch of the agenda**

6. PLANNING APPLICATIONS

To consider any Planning Applications received following the despatch of the agenda.

7. COMMUNITY POLICING

A) **Boweld Truck Bodies, Milwr Road – Unloading of HGVs on Highway.**

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

A) Rhes-Y-Cae and Moel-Y-Crio Sheepdog Trials and Show.

11. ACCOUNTS FOR PAYMENT

Tuesday 12th April 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 12^h April 2022 commencing at 7.00pm**: (The meeting will be held virtually by video and telephone conference) At the meeting the following business will be transacted :-

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL

- 1. APOLOGIES FOR ABSENCE AND APPOINTMENT OF CHAIRMAN**
- 2. DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
- 3. MINUTES**
To approve the minutes of the virtual meeting held on the 8th March 2022.
- 4. MATTERS ARISING FROM THE MINUTES**

- A) **Streetscene Services – To receive any issues that need reporting.**
- B) **Narrow Lane, Calcoed**
Maintenance of roadway.
- C) **Community Litter Pick Day Saturday 23rd April 2022**
- D) **Parking of Vehicles on Restricted Zone B5121**
- E) **Hybrid Meetings of the Council**
- F) **Traffic Speed Monitoring B5121, Brynford Village Road**
- G) **Crooked Horn Inn - Development and Planning Response**
- H) **Vehicle off Road Parking Facilities - Hafod Y Bryn, Brynford**
- I) **To consider any other matters arising from the minutes**

5. **CORRESPONDENCE RECEIVED**

- A) **Notice of Internal Audit for year ending 31st March 2022**
- B) **One Voice Wales – Affiliation of membership 2022**
-Training events programme 2022
- C) **Notice of External Audit for the Year 2021/22**
- D) **Community Council Elections 5th May 2022**
Reschedule of date for the Annual General Meeting of the Council.
- E) **To consider any other correspondence received since the dispatch of the agenda**

6. **PLANNING APPLICATIONS**

- A) **Ref: 064227**

**Proposal: Application for removal or variation of a condition following grant of
planning permission (056297)**

Location: Ferndale, Brynford, Holywell, Flintshire, CH8 8BB

B) To consider any Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

11. DRAFT CONTRACT OF EMPLOYMENT FOR CLERK TO THE COUNCIL

Further to Minute No. 121/22. The External Audit has recommended that the Council provide a Contract of Employment for the Clerk. As instructed, the Clerk has prepared a draft model for consideration by the Council.

12. ANNUAL RETURN AND ACCOUNTING STATEMENTS FOR THE YEAR 2021/22

13. ACCOUNTS FOR PAYMENT

Tuesday 8th March 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 8th March 2022 commencing at 7.00pm**: (The meeting will be held virtually by video and telephone conference) At the meeting the following business will be transacted :-

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

ITEMS RAISED BY MEMBERS OF THE PUBLIC IN ATTENDANCE IN CONNECTION WITH THE BUSINESS OF THE COUNCIL

1. **APOLOGIES FOR ABSENCE AND APPOINTMENT OF CHAIRMAN**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues on the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held 8th February 2022.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Streetscene Services** – To receive any issues that need reporting.
 - B) **Register of Electors**

Properties not being listed on the Register of Electors. Response received from the Legal Officer Flintshire County Council.

C) Narrow Lane, Calcoed

Maintenance of roadway.

D) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A. The Local Government and Elections (Wales) Act 2021: Draft Statutory Guidance for Community and Town Councils.

The council has received the findings of a survey on Section 47 Multi Location - Meetings for Community and Town Councils conducted by One Voice Wales.

Several concerns had been raised by Councils following the introduction of legislation by the Welsh Government requiring all council's face to face meetings to have the facility for multi-location meetings with effect from May 2021.

Members are requested to note the conclusions and recommendations of the report which can be found on Page 10.

B. One Voice Wales

Training Events Programme 2022

C) Independent Remuneration for Wales – Annual Report 2022/2023

The Council has received the above report advising councils of several changes being made to members' allowances and entitlements. Section 13 of the report refers to Town and Community Councils. Members will note that Councils have been placed into 5 categories based on the size of the electoral roll. Brynford has 847 persons on the register so is placed in Category No 5.

D. To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

A. To consider any Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. REPRESENTATIVES' REPORTS

9. ITEMS RAISED BY MEMBERS

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

11. ANNUAL RISK ASSESSMENT REPORT

The Council is required to undertake an annual risk assessment to identify any potential risk that may have a detrimental impact on the business of the council.

The assessment should incorporate measures to mitigate any identified or perceived risk.

12. ACCOUNTS FOR PAYMENT

Tuesday 8th February 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 8th February 2022 commencing at 7.00pm**: (The meeting will be held virtually by video and telephone conference) At the meeting the following business will be transacted :-

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting)

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held on the 11th January 2022.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) Streetscene Services – To receive any issues that need reporting.
 - B) To consider any other matters arising from the minutes.
5. **CORRESPONDENCE RECEIVED**

- A. The Local Government and Elections (Wales) Act 2021: Draft Statutory Guidance for Community and Town Councils.
- B. Training events programme 2022
- C. External Audit of Accounts and Annual Return year ending 31st March 2022.

The council has received from the Auditor General for Wales the completion of Audit Certificate and report.

- D. Register of Electors received from the Returning Officer Flintshire County Council.
- E. To consider any other correspondence received since the dispatch of the agenda.

6. **PLANNING APPLICATIONS**

A. **063083**

Notice of Appeal : Start date 18th January 2022.

Proposed erection of 2 dwelling units together with formation of access.

Land side of Delfryn, Brynford, Holywell, CH8 8AD

- B. To consider any Planning Applications received following the dispatch of the agenda.

7. **COMMUNITY POLICING**

8. **REPRESENTATIVES' REPORTS**

9. **ITEMS RAISED BY MEMBERS**

10. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

11. **ACCOUNTS FOR PAYMENT**

Tuesday 11th January 2022

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on **Tuesday 11th January 2022 commencing at 7.00pm**: (The meeting will be held virtually by video and telephone conference) At the meeting the following business will be transacted :-

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held on the 14th December 2021.
4. **MATTERS ARISING FROM THE MINUTES**
 - a) Streetscene Services – To receive any issues that need reporting.

- b) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

- a) The Local Government and Elections (Wales) Act 2021: Draft Statutory Guidance for Community and Town Councils.

The council has received notice that the consultation is being undertaken seeking views on the draft statutory guidance for community and town councils. The consultations close on the 17th March 2022.

- b) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

To consider any Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. ITEMS RAISED BY MEMBERS

9. APPLICATIONS FOR FINANCIAL ASSISTANCE

10. BUDGET AND PRECEPT REPORT FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2023

Enclosed for members' attention and action is a copy of the above report setting out the draft budget which in-corporates the findings of the Budget Monitoring Report presented and approved at the council meeting held in October 2021.

A report setting out precept options.

Members are requested to consider the above reports and set the budget and precept for the fiscal year 2022/23.

11. ACCOUNTS FOR PAYMENT