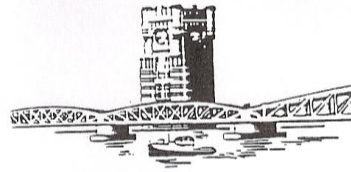


SHOTTON TOWN COUNCIL
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SHOTTON TOWN COUNCIL
Minutes of the Meeting held on
6TH JUNE 2022

PRESENT: Chairman: Councillor Gary Cooper

Councillors: Dean Ashfield, Sean Bibby, Gillian Brockley, Ron Davies, Angela Engle, David Evans, Mike Evans, Kelly Evans-Brown, Elwyn Jones, Doreen Mackie, Tom Oldfield, Chris Risley and Dean Stenner

Officers: Mrs S G Jones, Acting Clerk & Financial Officer
Mrs F Griffiths, Acting Admin Assistant

Also present: 5 members of the public

022/011 APOLOGIES FOR ABSENCE:

There were none.

022/012 DECLARATIONS OF INTEREST:

There were none.

022/013 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the Minutes of the previous Annual meeting of the Council held on 16th May 2022 be approved as a correct record.

022/014 CHAIRMAN'S REMARKS:

Councillor Gary Cooper commented on the following issues:

- i) A memorial service to commemorate the 40th anniversary of the loss of Sgt. Malcolm Wigley, Welsh Guardsman, and other fallen personnel in the Falklands War, will take place on Wednesday 8th June at 10.45am at Connah's Quay War Memorial. Councillors Doreen Mackie and Gillian Brockley would be in attendance.

- ii) He had received an email from Gareth Owen, Monitoring Officer FCC, advising of a vacancy on the Standards Committee and requesting members for their nominations. A member confirmed that the Standards Committee meet on the first Monday of every month which coincides with Shotton Town Council meetings and would therefore make it difficult to attend the meetings.
- iii) An application had been received from Aston Park Rangers requesting the continuation of their use of the 33 Club for football practice and matches.
- iv) He had received an email from UK Government regarding the Levelling Up Fund and sought member approval to agree to it.
- v) He confirmed members of the interview panel for the appointment of the new Clerk and Financial Officer to be Councillors Gary Cooper, Gillian Brockley, Kelly Evans-Brown, Doreen Mackie and Chris Risley.

IT WAS RESOLVED TO:

- i) Approve the request from Aston Park Rangers.
- ii) Write a letter in agreement of the UK Government Levelling Up Fund.
- iii) Approve members of the interview panel.

022/15 HAWARDEN COMMUNITY COUNCIL:

The Acting Clerk and Financial Officer advised of the following issues which had led to gaps in the legislation STC needed to implement and would require action from the new Clerk and Financial Officer:

- i)
 - i) The implications of the Local Government and Election (Wales) Act 2021 as follows:
 - ii) An Annual Report to be prepared each year outlining priorities and achievements – a template is available for guidance.
 - iii) From November 2022, a training plan to be in place for all Members and staff.
 - iv) From May 2022, all Town Council meetings must have the facility to hold hybrid meetings for accessibility of members, members of the public and the press. The purchase of new equipment may have budget implications and would need to be approved. Grant funding to be sourced.
 - v) All meeting summonses and reports to be sent electronically. Request for hard copy agendas and reports should be put in writing to the Clerk and Financial Officer.
 - vi) From May 2022, a list of decisions to be published on the website within 7 days of the last meeting.
 - vii) To ensure that the website is compliant with current legislation and to ensure the accessibility statement is visible.

- viii) Under Section 6 Shotton Town Council need to produce a Biodiversity report to confirm what the Town Council is doing to provide and protect local flora and fauna, local eco-systems, plant and animal life etc. Guidance can be obtained from Sarah Slater, Biodiversity Officer, Flintshire County Council. A template for guidance is available on line.
- a) To ensure that any expenditure undertaken is spent appropriately and using the appropriate legislation. The new Act has brought in the General Power of Competence (GPoC) which means that if a council is eligible, it could resolve to be a GPoC council. The three qualifying criteria are that the Clerk and Financial Officer is CILCA qualified, the last two years' accounts have been unqualified and two thirds of councillors must have been elected.
- ix) The Welsh Audit Office had taken over the role of external audits, however they are 2 years behind in their delivery. In the future, an in depth audit will take place every 3 years with a basic audit taking place in the intervening 2 years.

- ii) The advert, job description, personal specification etc., had previously been circulated to members for approval.

IT WAS RESOLVED:

- I) That the new requirements were noted and will be implemented in due course.
- II) That the advert and associated documents had been approved and would be published on the Council's website, notice boards, social media, SLCC network, Job centre and Flintshire County Council notice boards.
- III) The interview panel would report back to the full council.

022/16 STREETSCENE:

Wayne Jones, Streetscene Flintshire County Council, (FCC), had been unable to attend and sent his apologies.

A member stated that the lock should be re-instated on waste bins near the B & M site (responsibility of FCC).

Members expressed their disappointment that the FCC Enforcement Officers had not followed up on reports from Councillors of regular fly tipping within the area. Members commented that it should be the responsibility of the landlords of the site to look after the bins on their property.

IT WAS RESOLVED: to note the updates.

022/17 POLICE ITEMS:

Members commented on the following issues:

- i) Increased drug problem around the 33 Club during the daytime and at school times, also on Central Drive. Advised to ring 101 and to contact police via email.
- ii) Youths on bikes in area of Pear Tree garage. Previously contacted police but advised to ring 999 if riders not wearing a helmet as it is a health and safety issue.
- iii) Councillor Gary Cooper confirmed that he would make an appointment with the local Inspector advising of concerns and requesting police attendance at Town Council meetings.

IT WAS RESOLVED: to note the updates.

022/18 CLERK'S REPORT:

The Acting Clerk and Financial Officer advised that the council would need to approve the annual year end accounts and the Internal Audit report before the end of June and therefore a special zoom meeting would need to be called.

IT WAS RESOLVED: that the Acting Clerk and Financial Officer email the documents to members and arrange a virtual meeting to gain full council approval.

022/19 PLANNING APPLICATIONS:

There were none.

022/20 LIGHTING:

There were none.

022/21 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments for June be approved and that all payments be itemised in the future.

022/22 A PLAN FOR SHOTTON:

Councillor David Evans, confirmed that he had spoken with Katie Wilby, Chief Officer for Streetscene and Transportation, FCC who had confirmed that due to the recent bereavement of a member of staff, arrangements for the public consultation had been delayed but would commence as soon as possible. It had been anticipated that the consultation would take place during the afternoon and evening.

4 Chair's signature: _____

022/23 COUNTY COUNCILLORS INFORMATION ITEMS:

Councillor David Evans confirmed that the first Environment Strategy meeting of the new county council would take place tomorrow.

Councillor Mike Evans requested that in the future, Members Information items be included on the agenda.

022/24 DURATION OF MEETING:

The Ordinary meeting of the Town Council commenced at 6.45pm and finished at 7.57pm.

5 Chair's signature: _____