

**Minutes of the meeting of Bronington Community Council-
Held using the Zoom Platform on Wednesday 17th June 2020 at 7.30 pm**

Present	Cllrs. Vanessa Brodie, Dave Evans, Rob Hill, Ben Martin, Robert Millington, Richard Mottershead, Steve Swinden, Annemarie Warren. The Clerk. One member of the public attended the meeting.	
1- Apologies	Cllrs. Anna Edwards, Diane Nunnerley, Phil Robinson, Mark Watson.	
2- Declarations of Interest	None were declared.	
3- Police Update	The monthly police reports have been circulated.	
4- Adoption of the minutes	Resolved:- The Council approved the minutes of the business meeting held on Wednesday 18th March 2020. Proposed by Cllr Martin and seconded by Cllr Evans. The voting took place as follows:- For:- Cllrs Brodie, Evans, Martin, Swinden, Warren. Against:- None. Abstained:- Cllrs Hill, Millington, Mottershead.	
5- Matters Arising	There were no matters arising.	
6- Open Forum	There was no consideration of this item.	
7- Corres.	List of Emails Received and forwarded to Cllrs:-	
	Coronavirus Message to ALL Community and Town Councils	
	Covid19 information	
	Ken Skates e-newsletter	
	FINANCIAL AND GOVERNANCE ARRANGEMENTS	
	Covid 19 Leaflet (Rainbow Centre)	
	Wrexham Town and Community Council Forum - 23 April – CANCELLED	
	AVOW Latest update of helpful information	
	Partner briefing from Betsi Cadwaladr Health Board- answers to some questions from people in communities	
	International language information on COVID19	
	Following a request from Wrexham County Borough Council, the Commission has decided to suspend the draft proposals consultation period for the Electoral Review of Wrexham as of 24 March 2020.	
	Covid 19 Crisis - Governance Update	
	COVID-19 Project docs	
	Wrexham business protection advice during Covid lockdown.	
	Ken Skates e-newsletter	
	Collection of medicines (Covid)	
	Written Statement by the Welsh Government:	
	Post Office notice	

	COVID-19 update from Public Services Ombudsman for Wales		
	Ken Skates e-newsletter		
	Community Foundation Wales		
	Arrangements for funerals and crematoriums		
	One Voice Wales (re Ombudsmen and Post Offices)		
	Updated Arrangements for funerals and crematoriums		
	Coronavirus Resilience Fund Community Foundation Wales		
	Fundraising for 3D Printed PPE - Press Release from AVOW		
	Police Updates		
	Community Agents - FUNDING AGREEMENT SOUTHERN CONSORTIA		
	Audit update 20-4-2020		
	IMPORTANT Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020		
	Natural Resources Wales info re Covid 19		
	GUIDANCE TO SUPPORT REMOTELY HELD MEETINGS		
	Police Update		
	WG Stakeholder Briefing on Covid related developments		
	<p>One Voice Wales:-</p> <p>Remote attendance</p> <p>All members can remotely participate in meetings. This applies to meetings held before 1st May 2021. Audio participation is all that will be required. Members should be able to speak and be heard by each other. Despite this welcome flexibility, it is unlikely that community or town council meetings will return to normal for some months and Councils now have the opportunity to lawfully meet remotely in accordance with the regulations.</p> <p>AGMs</p> <p>Councils will not need to hold their AGM in May and can be held on any date in 2020 as determined by the Clerk to the Council</p> <p>Participating in Meetings</p> <p>One Voice Wales has recently sent out an initial advice note on remote working setting out guidelines for participating in meetings and specific advice on suggestions for participants and Chairs. However, given recent queries from Councils since the regulations were released, we think it is necessary to provide some additional advice and guidance specifically relating to teleconferencing and video conferencing. Welsh Government does not use Zoom and does not recommend its use. Zoom does not meet our security requirements and UK central government are currently planning to cease further use of Zoom. Our preferred standards are MS Teams / Skype for Business but we may also use GoTo Meeting which you can join simply with a guest account using a browser and will be more straight forward to join for some organisations.</p>		

	Welsh Government COVID-19 bulletin		
	Question and Answer Brief - The Local Authorities		
	Wrexham Rural Police Update 5th May 2020		
	Ken Skates newsletter		
	Daily updates		
	URGENT ANNOUNCEMENT – APPLICATIONS FOR LOCAL PLACES FOR NATURE RE-OPENED TO COMMUNITY AND TOWN COUNCILS: NEXT DEADLINE 26 MAY 2020		
	Additional resources for your group from AVOW		
	Ken Skates newsletter		
	Police Update 22 May 2020		
	Ken Skates newsletter		
	Covid-19 (Novel Coronavirus) – public briefing note 29.5.20		
	Ken Skates newsletter		
	World Environment Day - New funds for nature will help communities plant the seeds for the Wales we want to see post Covid-19		
	Covid-19 (Novel Coronavirus) – public briefing note 5.6.20		
	Coronavirus COVID-19 News – 05062020		
	Betsi Cadwaladr University Health Board report		
8- Internal Procedures	<p>Resolved:- The Council agreed to the following:-</p> <p>8.1 To adopt the Councillors Code of Conduct</p> <p>8.2 To confirm the appointment of Ruth Shackleton as Responsible Financial Officer.</p> <p>8.3 To confirm the appointment of Jake Gurr as Internal Auditor.</p> <p>8.4 To approve and agree to adopt the Financial Risk Assessment.</p> <p>8.5 To approve and agree to adopt the Standing Orders.</p> <p>8.6 To approve and agreed to adopt the Financial Regulations.</p> <p>Proposed by Cllr Swinden and seconded by Cllr Millington.</p> <p>The voting took place as follows:-</p> <p>For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren.</p> <p>Against:- None.</p> <p>Abstained:- None.</p> <p>8.7 To confirm the following as bank signatories:- The Clerk and Cllrs Evans and Brodie, The Council are to add Cllr Warren as a bank signatory.</p> <p>Proposed by Cllr Brodie and seconded by Cllr Evans.</p> <p>The voting took place as follows:-</p> <p>For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden.</p> <p>Against:- None.</p> <p>Abstained:- Warren.</p>		
9- Accounts	<p>9.1 <u>To approve Payment of Insurance:-</u></p> <p>Resolved: - The Council considered and agreed to the payment of £677.56 for insurance for the Council.</p> <p>Proposed by Cllr Brodie and seconded by Cllr Millington.</p>		

The voting took place as follows: -
For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren.

Against:- None.

Abstained:- None.

9.2 Financial Report:-

The reconciled bank balance as at 31st May is as follows:-

Lloyds Current Account £ 20,970.45.

To approve payments / receipts:-

Payments:-

Chq No	Payee	Amount
Online	Reimburse cost of flowers for Anne Reardon	£ 29.99
Online	Payment of VAT for Defib parts	£ 29.52
Online	Running Costs	£ 21.99
Online	Bronington School - For use of Community Room to 31st March 2020	£ 68.50
Online	Little Red Tractor Company	£ 226.80
Online	Little Red Tractor Company	£ 226.80
Online	Zurich Insurance	£ 677.56
Online	Running Costs	£ 140.44
Online	Little Red Tractor Company	£ 226.80

The Clerk's salary was paid by standing order.

Receipts:-

Precept:- £6,333.33.

HMRC VAT Refund:- £1,393.76

Resolved: - Councillors agreed to accept the Financial Report and the above payments.

Proposed by Cllr Brodie and seconded by Cllr Millington.

The voting took place as follows:-

For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren.

Against:- None.

Abstained:- None.

10- Annual Audit

Annual Audit (see attachment A):-

Resolved:- Councillors agreed to approve the following:-

10.1 Internal System of Financial Control.

10.2 Annual Governance Statement with respect to the Council's accounting statements for the year ended 31st March 2020

10.3 The Annual Return for year ended 31st March 2020 (including Explanation of Year on Year Variance and Allocation of Closing Balance).

Proposed by Cllr Swinden and seconded by Cllr Martin.

The voting took place as follows:-

	<p>For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren.</p> <p>Against:- None.</p> <p>Abstained:- None.</p>
11- Annual Parish Meeting	<p>11.1 <u>Holding of the Annual Meeting:-</u> The Council considered whether to hold the Annual Council Meeting in July remotely or to hold it at a later date when the current restrictions on social distancing and public meetings are amended and the Council can meet in person. The Council agreed to review the situation on a rolling monthly basis.</p> <p>11.2 <u>Rotation of the Chairman:-</u> The Council considered whether to continue with the historic rotation of the Chair through the 3 wards or to change the system and open a vote for the Chair from the whole council. The Council agreed to rotate the position of Chair between the three wards.</p> <p>11.3 <u>Length of Term as Chairman:-</u> The Council considered a finite number of years that the Chair can be in the post consecutively. Resolved: - Councillors agreed to set 2 years as the maximum number of years a Chair can be in the post consecutively. Cllr Brodie is to remain as Chairman until May 2021. Proposed by Cllr Martin and seconded by Cllr Warren. The voting took place as follows:- For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren. Against:- None. Abstained:- None.</p>
12- Barry Barlow Play Area	<p>The Annual Inspection of the play area has been carried out. Any actions arising from the annual report are to be considered at the next meeting of the Council.</p>
13- Planning	<p>13.1 <u>Applications Received</u> None have been received.</p> <p>13.2 <u>New Applications Received:-</u> None have been received.</p> <p>13.3 <u>Decisions:-</u> <u>Granted:-</u> P/2020/0088 - 2 Hall Green Cottages, Iscoyd Park</p> <p>13.4 <u>Planning:-</u> The Clerk is to contact the Planning Department at WCBC to enquire about the processing of planning applications since 'Lockdown'.</p>
14- Community Room	<p>Update as follows:-</p> <ul style="list-style-type: none"> - Concerns raised regarding exterior lighting; the lights have been switched off; the Council are to arrange for an electrician to look at the lighting later in the year. - The works to the roof have now been completed.

	- The Room will need a deep clean before it re-opens.
15- Bronington Shop	Cllr Martin updated the Council regarding the work at Bronington Shop. This expenditure was made using the Power of Well Being as the shop is an asset to to the community. The Council queried the gifting of the items to the Shop with regards to the insurance implications and ownership of the items. The Clerk is to seek clarification with One Voice Wales regarding the matter.
16- Land Opposite Shop in Bronington	Cllr Martin had previously circulated a draft Memorandum of Understanding to Cllrs regarding the land owned by the Hanmer Estate opposite Bronington Shop. The Council agreed for the draft to be sent to the Hanmer Estate. The Clerk is to look into the insurance implications.
17- Bronington School	<p>17.1 <u>To receive report:-</u> Cllr Brodie updated the Council about the School.</p> <p>17.2 <u>Signage:-</u> The Council considered contributing towards signage for the Community Room at the school. Resolved: - Councillors agreed to contribute a maximum of £100.00 towards signage for the Community Room at the school. Proposed by Cllr Brodie and seconded by Cllr Swinden. The voting took place as follows:- For:- Cllrs Brodie, Evans, Hill, Martin, Millington, Mottershead, Swinden, Warren. Against:- None. Abstained:- None.</p>
18- AOB	There was no other business arising.
Date of next meeting	Wednesday 15 th July 2020 (Venue TBA.)