

**Minutes of the meeting of Bronington Community Council  
held at Whitewell Parish Rooms  
on Wednesday 18<sup>th</sup> May 2022 at 7.00 pm**

<b>Present</b>	Cllrs Ryan Adams, Vanessa Brodie, Sue Clarke, Anna Edwards, Dave Evans (Vice Chairman), Rob Hill, Louise Lindsay, Ben Martin (Chairman), Steve Swinden, Mark Watson. The Clerk. Ward Cllr Jeremy Newton. Two members of the public attended the meeting.		
<b>1- Apologies</b>	Cllrs Annemarie Warren, Robert Millington.		
<b>2- Declarations of Interest</b>	Cllr Brodie declared a non-pecuniary interest in item 10 of the minutes. Cllr Clarke declared a non-pecuniary interest in item 11.2 of the minutes.		
<b>3- Co-option</b>	At the recent elections there were nine candidates therefore all were elected unopposed onto the Council. This left three vacancies to be filled. The notice for the three Casual Vacancies has been displayed on the noticeboards and the website. <b>Resolved:- The Council agreed to co-opt Ryan Adams and Anna Edwards to represent the Bronington ward. The Council agreed to co-opt Louise Lindsay to represent the Iscoyd ward.</b> <b>Proposed by Cllr Brodie and seconded by Cllr Evans.</b> <b>Cllrs Adams, Edwards and Lindsay duly signed the Acceptance of Office form.</b>		
<b>4- Police Update</b>	The police report had been circulated previously. The following concerns were discussed by the Council:- fly tipping; speeding; recent RTC on the A525. The Council are to invite PCSO Sawyer to attend the June meeting.		
<b>5- Open Forum</b>	The recently elected Ward Cllr Jeremy Newton, introduced himself to the meeting. The Council look forward to working closely with the Ward Cllr Newton.		
<b>6- Adoption of the minutes</b>	<b>Resolved:- The Council approved the minutes of the Business Meeting held on Wednesday 20<sup>th</sup> April 2022.</b> <b>Proposed by Cllr Brodie and seconded by Cllr Evans.</b>		
<b>7- Matters Arising</b>	7.1 Caravans at Connery Lane:- The Clerk is to follow the matter up with WCBC. 7.2 Planning:- The Clerk is to contact Planning Enforcement regarding works being carried out to buildings at Conery Lane Farm.		
<b>8- Corres.</b>	List previously circulated.		
<b>9- Internal Procedures</b>	<b>Resolved:- The Council agreed to adopt the following internal procedures:-</b> 9.1 <b>To adopt Councillors Code of Conduct</b> 9.2 <b>To confirm appointment of Responsible Financial Officer</b> 9.3 <b>To confirm and agree bank signatories</b> 9.4 <b>To approve Risk Assessment</b> 9.5 <b>To approve the Standing Orders</b> 9.6 <b>To approve Financial Regulations</b> 9.7 <b>To approve the Local Resolution Protocol</b> <b>Proposed by Cllr Evans and seconded by Cllr Brodie.</b>		
<b>10- Grant Application Process</b>	The Council has received the following grant applications:-		
	<b>Organisation</b>	<b>Project</b>	<b>Amount Requested</b>
	1st Bronington	Brownie Flag and Running	£ 523.00

Brownies	Costs	
Friends of Bronington School	Summer Fair @ Bronington Big Day Out 2023	£ 750.00
St Marys Church Whitewell	Churchyard maintenance	£2,000.00
Bronington Church	Tarmac part of the church drive	£3,000.00
<b>Total</b>		<b>£6,273.00</b>

**Resolved:- The Council considered the requests and agreed to the following:-**

- **1st Bronington Brownies:- to approve a grant application of £523.00 for Brownie Flag and Running Costs.  
Proposed by Cllr Lindsay and seconded by Cllr Brodie.**
- **Friends of Bronington School:- to approve a grant application of £750.00 for Summer Fair @ Bronington Big Day Out 2023.  
Proposed by Cllr Swinden and seconded by Cllr Clarke.**
- **St Marys Church Whitewell:- to approve a grant application of £1,000.00 for Churchyard maintenance.  
Proposed by Cllr Evans and seconded by Cllr Hill.**
- **Bronington Church:- to request further information regarding the quotes to Tarmac part of the church drive.**

## 11- Accounts

### 11.1.1 Financial Year 2022 – 2023:-

The reconciled bank balance as at 30<sup>th</sup> April 2022 is as follows:-  
Lloyds Current Account £ 22,739.15.

### 11.1.2 Payments:-

To approve the following payments:-

Chq	Payee	Amount
Online	Running Costs	£ 54.17
Online	Little Red Tractor Company	£ 262.80
Online	Play Inspection Company	£ 60.00
Online	Jake Gurr FCA (Internal Audit)	£ 120.00
Online	Zurich Insurance	£ 706.43

The Clerk's salary was paid by standing order.

### 11.1.3 Receipts:-

Precept:- £7,667.00

Community Room Income:- £94.00

VAT Claim refunded:- £1,580.37

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

**Proposed by Cllr Evans and seconded by Cllr Watson.**

### 11.2 WiFi:-

The Council considered the Wi-Fi costs at Whitewell Parish Rooms for 2022 – 2023 and agreed to wait until a request is received from the Committee.

## 12- Annual Audit

**Resolved:- Councillors agreed to approve the following:-**

### 12.1 Internal System of Financial Control:-

**Proposed by Cllr Watson and seconded by Cllr Evans**

### 12.2 Annual Governance Statement with respect to the Council's accounting statements for the year ended 31<sup>st</sup> March 2022:-

**Proposed by Cllr Evans and seconded by Cllr Swinden.**

	<p><b>12.3 <u>The Annual Return for year ended 31<sup>st</sup> March 2022 (including Explanation of Year on Year Variance, Fixed Assets and Allocation of Closing Balance):-</u></b>  <b>Proposed by Cllr Evans and seconded by Cllr Brodie.</b></p>
<b>13- Finance and Internal Procedures Committee</b>	<p>Cllr Swinden advised that a Committee meeting is due to take place to consider the Council's policies.  He suggested that the Council look at the bigger picture and consider larger projects and investigate funding opportunities.  This is to be considered at the June meeting.</p>
<b>14- Planning</b>	<p>14.1 <u>Applications Received:-</u>  <u>Appeal:-</u>  PG/2020/00030 - Without planning permission, the unauthorised change of use of the land from a woodland to a mixed use of a woodland and the siting of a residential motor home on Maesllwyn Lane, Bronington</p> <p>14.2 <u>New Applications Received:-</u>  P/2022/0442 - Installation of solar panel array in paddock area at Henrwst Smith Iscoyd  <b>Resolved:- The Council agreed to support the application and would request that size is limited.</b>  <b>Proposed by Cllr Brodie and seconded by Cllr Evans.</b></p> <p>14.3 <u>Decisions:-</u>  <u>Granted:-</u>  P/2022/0090 - Whitegates Cottage Fenns Bank</p>
<b>15- War Memorial at Bronington</b>	<p>Work has started to repoint the war memorial at Bronington Church.</p>
<b>16- Barry Barlow Play Area</b>	<p>Cllrs Brodie and Millington attended the annual inspection of the play area. Cllr Brodie suggested that the Council applies for a lottery grant to replace the multi play equipment.  The Clerk has contacted the company who installed the new play equipment regarding maintenance work required and requested that repairs are carried out. This has now been done.  The Little Red Tractor Company is to paint the bench. The Clerk is to confirm that the seesaw also needs painting.</p>
<b>17- Community Room</b>	<p>Cllr Brodie provided the following update:-</p> <ul style="list-style-type: none"> <li>- The booking form / hirers agreement is to be updated and presented to the Council for approval at the June meeting.</li> </ul>
<b>18- Coffee Mornings at the Community Room</b>	<p>The Clerk has contacted both OVW and Zurich insurance to clarify the Council's position regarding the holding of coffee mornings and donating any funds raised at the event to various charities.  The Council considered donating any money raised at the coffee mornings to charity. This is to be formally agreed by the Council.  Volunteers are requested to assist at the coffee mornings and to bake cakes.</p>
<b>19- Highways Working Group</b>	<p>Cllr Martin advised that a meeting of the Highways Working Group is due to take place.</p>
<b>20- Speed Cameras</b>	<p>This will be considered at the next meeting of the Highways Working Group.</p>
<b>21- Land Opposite</b>	<p>The Council received the licence agreement which is <b>initially</b> for 2 years at</p>

<b>Shop in Bronington</b>	a rental of £50.00 per annum, <b>with renewal thereafter.</b> The Council are to pay for the legal fees of £300.00 plus VAT. <b>Resolved:- The Council agreed to approve the licence agreement and pay the 2 years at a rental of £50.00 per annum. The Council agreed to pay for the legal fees of £350.00 plus VAT.</b> <b>Proposed by Cllr Evans and seconded by Cllr Brodie.</b>
<b>22- Facebook Profile</b>	This item was deferred.
<b>23- Jubilee Event</b>	Cllr Martin updated the meeting of the arrangements for the Jubilee event at Iscoyd Park on Sunday 5 <sup>th</sup> June 2022. There is to be a 'Community Tent' for displays by local groups / organisations.
<b>24- Annual Report</b>	Cllr Martin hopes to have the annual report prepared in time for the Jubilee event.
<b>25- Bronington School Rep</b>	Cllr Swinden updated the meeting regarding numbers and recent staff changes at the school.
<b>26- To receive update(s) from outside organisations</b>	26.1 Meals on Wheels:- Cllr Brodie made a request for volunteers.
<b>27- AOB</b>	27.1 Collection of Large Items by WCBC:- Cllr Martin updated the meeting as WCBC have not resumed with the collection of large household items since the pandemic began. The Council agreed for Cllr Martin to prepare a letter to be sent to WCBC regarding the issue. 27.2 Potholes:- The Clerk is to report potholes on School Lane (road and pavement).

**The meeting closed at 9.25 pm**