

Minutes of the meeting of Bronington Community Council

held at Whitewell Parish Rooms on Wednesday 17th May 2023 at 7.00 pm

Present	Cllrs Ryan Adams, Sarah Birch, Sue Clarke, Rob Hill, Louise Lindsay, Ben Martin (Chairperson), Steve Swinden, Mark Watson. The Clerk. Ward Cllr Jeremy Newton. Four members of the public.		
1- Apologies	Cllrs Dave Evans, Robert Millington, Mark Watson.		
2- Declarations of Interest	Cllr Adams declared a non-pecuniary interest in item 10 of the minutes.		
3- Police Update	The police report had been circulated previously. The Council are to request for an update regarding the speed van location.		
4- Open Forum	<p>Ward Cllr Newton updated the meeting regarding the following:-</p> <ul style="list-style-type: none"> - Spray and scraping of footways on the A495 and A525,; - Chevron box at Bronington; - Speed camera signage; - Review of speed limits in September; - Repairs and replacement road signs to be carried out in the summer. <p>The Council made the following requests to Ward Cllr Newton:-</p> <ul style="list-style-type: none"> - Flooding on Broomers Lane; - Flooding near fishing lake at Llanbedr; - Replace sign opposite Nook Lane; - Complaints regarding the quality of the materials used to carry out pothole repairs; - Poor condition of road surface of Dragon Lane. 		
5- Adoption of the minutes	<p>5.1 Resolved:- The Council approved the minutes of the Business Meeting held on Wednesday 19th April 2023. Proposed by Cllr Clarke and seconded by Cllr Martin.</p> <p>5.2 Resolved:- The Council approved the minutes of the Extraordinary Meeting held on Wednesday 26th April 2023. Proposed by Cllr Clarke and seconded by Cllr Martin.</p>		
6- Casual Vacancy	The notice for the vacancy has been published on the website and noticeboards.		
7- Matters Arising	There were no matters arising.		
8- Corres.	List previously circulated.		
9- Internal Procedures	<p>Resolved:- The Council agreed to adopt the following internal procedures:-</p> <p>9.1 To adopt Councillors Code of Conduct 9.2 To confirm appointment of Responsible Financial Officer 9.3 To confirm and agree bank signatories 9.4 To approve Risk Assessment 9.5 To approve Financial Regulations</p> <p>Proposed by Cllr Swinden and seconded by Cllr Lindsay. The Council are to defer approval of the Standing Orders as OVW have advised that an updated version is due to be published shortly.</p>		
10- Grant Application Process	The Council considered the following grant applications:-		
	Organisation	Project	Amount Requested
	1st Bronington Brownies	neckers, storage unit, flag, running costs	£ 962.70

	1st Bronington Rainbows	craft activities	£ 228.15																																	
	1st Bronington Guides	noticeboard, running costs	£ 783.30																																	
	St Marys Church Whitewell	improvements to stable block	£2,000.00																																	
	Total		£3,974.15																																	
	Resolved:- The Council considered the requests and agreed to the following:-																																			
	<ul style="list-style-type: none">- The Council is to own and purchase the storage unit noticeboard. This is to be considered at the June meeting.- 1st Bronington Guides:- to approve a grant application of £600.00 running costs and transport costs. Proposed by Cllr Swinden and seconded by Cllr Hill.- 1st Bronington Brownies:- to approve a grant application of £470.00 for neckers, flag, running costs. Proposed by Cllr Clarke and seconded by Cllr Swinden.- 1st Bronington Rainbows:- to approve a grant application of £228.15 for craft activities. Proposed by Cllr Lindsay and seconded by Cllr Clarke.																																			
	The Council agreed to invite a representative from St Marys Church Whitewell to attend the June meeting regarding the grant application for improvements to stable block.																																			
11- Accounts	11.1 <u>Financial Year 2023 – 2024:-</u> The reconciled bank balance as at 30 th April 2023 is as follows:- Lloyds Current Account £ 26,105.23.																																			
	11.2 <u>Payments:-</u> To approve the following payments:-																																			
	<table><tr><th>Chq</th><th>Payee</th><th>Amount</th></tr><tr><td>Online</td><td>Running Costs</td><td>£ 48.42</td></tr><tr><td>Online</td><td>Little Red Tractor Company</td><td>£ 262.80</td></tr><tr><td>Online</td><td>Jake Gurr FCA (Internal Audit)</td><td>£ 125.00</td></tr><tr><td>Online</td><td>Zurich Insurance</td><td>£ 781.00</td></tr><tr><td>322</td><td>DONATION:- Bronington Church</td><td>£ 322.00</td></tr><tr><td>323</td><td>DONATION:- Welsh Air Ambulance</td><td>£ 315.00</td></tr><tr><td>324</td><td>DONATION:- Rainbow Foundation</td><td>£ 270.00</td></tr><tr><td>Online</td><td>Coronation Reimburse Costs:- Cllr Adams</td><td>£ 216.00</td></tr><tr><td>Online</td><td>Coronation Reimburse Costs:- Cllr Martin</td><td>£ 224.91</td></tr><tr><td>Online</td><td>Coronation Reimburse Costs:- Cllr Birch</td><td>£ 340.12</td></tr></table>	Chq	Payee	Amount	Online	Running Costs	£ 48.42	Online	Little Red Tractor Company	£ 262.80	Online	Jake Gurr FCA (Internal Audit)	£ 125.00	Online	Zurich Insurance	£ 781.00	322	DONATION:- Bronington Church	£ 322.00	323	DONATION:- Welsh Air Ambulance	£ 315.00	324	DONATION:- Rainbow Foundation	£ 270.00	Online	Coronation Reimburse Costs:- Cllr Adams	£ 216.00	Online	Coronation Reimburse Costs:- Cllr Martin	£ 224.91	Online	Coronation Reimburse Costs:- Cllr Birch	£ 340.12		
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	The Clerk's salary was paid by standing order.																																			
	11.3 <u>Receipts:-</u> Precept:- £7,666.66; VAT Claim refunded:- £1,042.27 Resolved: - Councillors agreed to accept the Financial Report and to approve the above payments. Proposed by Cllr Swinden and seconded by Cllr Lindsay.																																			
12- Annual Audit	Resolved:- Councillors agreed to approve the following:- 12.1 <u>Internal System of Financial Control:-</u> Proposed by Cllr Swinden and seconded by Cllr Birch.																																			

	<p>12.2 <u>Annual Governance Statement with respect to the Council's accounting statements for the year ended 31st March 2023:-</u> Proposed by Cllr Swinden and seconded by Cllr Birch.</p> <p>12.3 <u>The Annual Return for year ended 31st March 2023 (including Explanation of Year on Year Variance, Fixed Assets and Allocation of Closing Balance):-</u> Proposed by Cllr Swinden and seconded by Cllr Birch.</p> <p>12.4 <u>Full Audit</u> The Council noted that it has been selected for a full audit for the 2022 - 23 financial year</p> <p>12.5 <u>Internal Audit:-</u> Jake Gurr FCA has carried out the Internal Audit; there were no issues / concerns raised. The Council noted the report.</p>
13- Planning	<p>13.1 <u>Applications Received:-</u> No applications have been received.</p> <p>13.2 <u>New Applications Received:-</u> No new applications have been received.</p> <p>13.3 <u>Decisions:-</u> <u>Granted:-</u> There are no updates. Cllr Martin updated the meeting regarding the planning application for The Glebe.</p>
14- Barry Barlow Play Area	<p>14.1 <u>To receive any updates and agree any action(s) required:-</u> Cllr Adams updated the meeting regarding the second phase of the repairs at the play area.</p> <p>14.3 <u>Annual Inspection:-</u> The order has been placed with ROSPA to carry out the Annual Inspection; it will take place in June / July. There is an additional charge of £42.00 plus VAT for Councillors to attend when the inspection takes place. Cllrs Adams, Hill, Martin and Millington are to attend.</p> <p>14.3 <u>Little Red Tractor Company:-</u> The LRTC has responded regarding the adjustment of letter picking to propose that the standard grounds maintenance provision continues as per 2022 and that any one off requests would incur a higher charge to reflect their uncreased running costs.</p>
15- Community Room	<p>15.1 <u>Management:-</u> Cllr Martin advised that £115.00 was raised at the recent coffee morning. A match funded donation total of £230.00 (£115.00 donation plus £115.00 Council match funded) is to be made to HMS Bronington Fund. Cllr Birch and the Clerk are to prepare a document detailing the process regarding funds raised at coffee mornings. To receive report and agree any actions</p> <p>15.2 <u>Facebook Group:-</u> Resolved:- The Council agreed to set up a Facebook page / group for the Community Room. Cllr Birch agreed to act as Admin for the group.</p>

	Proposed by Cllr Martin and seconded by Cllr Adams.
16- Communication	Resolved:- The Council agreed to set up a Bronington WhatsApp group to help keep those informed who are not on social media. Cllr Birch agreed to act as Admin for the group. Proposed by Cllr Martin and seconded by Cllr Swinden.
17- Annual Report	Cllrs Birch, Clarke and Martin are to prepare the annual report for 2022.
18- Roads Working Group	Cllr Hill is to arrange a meeting with Welshampton Parish Council with Cllrs Adams, Edwards, Hill, Martin, Swinden, Watson attending. Cllr Martin advised there are due to be changes in the way funding is allocated for highways.
19- Biodiversity and Resilience of Ecosystems Duty Report	Cllr Clarke is to prepare a report to be considered at the June meeting.
20- King Charles III Coronation Event	Cllr Martin thanked Cllr Adams, Birch and their team for all their work in organising the event. It was well attended with a good turnouts at the day event and the quiz held later in the evening.
21- Bronington School	Cllr Martin updated the meeting regarding concerns about the process for the proposed federation between Bronington Primary School and Madras Primary School. Cllrs Martin and Swinden have met with Simon Baynes MP and the Director of Education to discuss their concerns. Cllr Martin circulated a draft response for Councillors to make any comments / amendments. See attached for amended final response. Resolved:- The Council agreed for the attached response to be submitted to the Governors in respect of the consultation for the proposed federation between Bronington Primary School and Madras Primary School. Proposed by Cllr Watson and seconded by Cllr Birch.
22- To receive update(s) from outside organisations	There were no updates.
23- AOB	23.1 Oak Trees:- Cllr Hill raised the question of where to plant the oak tree saplings. Cllrs are to consider locations which will be considered at the June meeting.

The meeting closed at 8.40 pm