

# Agenda for the meeting of Bronington Community Council

## A meeting will be held at Whitewell Parish Rooms

On Wednesday 15<sup>th</sup> May 2024 at 7.00 pm

No	Agenda Item	Presented by																		
1.	<b>Apologies</b>	Stg Item																		
2.	<b>Declarations of Interest</b>	Stg Item																		
3.	<b>Police Report</b> To receive Police report	PCSO																		
4.	<b>Open Forum</b> - Residents can raise issues with the Community Council	Stg Item																		
5.	<b>Minutes</b> Adoption of the minutes of the Business Meeting held on 17 <sup>th</sup> April 2024	Stg Item																		
6.	<b>Matters Arising</b> To consider any matters arising from the minutes not included on the agenda	Stg Item																		
7.	<b>Correspondence</b> To note correspondence received	Stg Item																		
8.	<b>Internal Procedures</b> 8.1 To adopt Councillors Code of Conduct 8.2 To confirm appointment of Responsible Financial Officer 8.3 To confirm and agree bank signatories 8.4 To approve Risk Assessment 8.5 To approve the Standing Orders 8.6 To approve Financial Regulations	Stg Item																		
9.	<b>Grant Application Process</b> To consider the following grant requests and decide on amounts for grants for the current financial year:-	Stg Item																		
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10.	<b>Hire of Community Room</b> To consider sharing the fee that was received for holding the PCC elections in the Community Room with Bronington school	Stg Item																		
11.	<b>Accounts</b> 11.1 <u>Accounts:-</u> To receive RFO's report (see attachment) 11.2 <u>Payments:-</u> To approve payments to date including:-	Stg Item																		
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	11.3 <u>Bank signatories:-</u> To receive update regarding appointment of additional bank signatories																			
12.	<b>Annual Audit (see attachment A):-</b> 12.1 To approve the Internal System of Financial Control 12.2 To approve the Annual Governance Statement with respect to the Council's accounting statements for the year ended 31 <sup>st</sup> March 2024	Stg Item																		

	12.3 To approve the Annual Return for year ended 31 <sup>st</sup> March 2024 (including Explanation of Year on Year Variance, Fixed Assets and Allocation of Closing Balance) 12.4 Internal Audit:- to receive the report and agree any actions	
13.	<b>Planning</b> 13.1 <u>Applications Received:-</u> P/2023/0230 - Two storey side and rear extension at Corner Holding Smokey Lane Tybroughton P/2024/0248 - LBC for two storey extension to dwelling and conversion of outbuildings to car port and home office at Moss Villa Chapel Lane Bronington P/2024/0249 - Two storey extension to dwelling and conversion of outbuildings to car port and home office at Moss Villa Chapel Lane Bronington P/2024/0270 - Works to trees protected by Tree Preservation Order WCBC 37 at Maeslywn House Grange Road Bronington P/2024/0277 - Change of use of building from agriculture to class B8 (storage) (in retrospect) at Warehouse Conery Lane Bronington 13.2 <u>New Applications Received:-</u> To consider any Planning Applications received after the agenda has been distributed 13.3 <u>Decisions:-</u> <u>Granted</u> No updates	Stg Item
14.	<b>Barry Barlow Play Area</b> 14.1 <u>Updates:-</u> To receive any updates and agree any action(s) required 14.2 <u>Annual Inspection:-</u> To receive report and agree action	RA
15.	<b>Community Room</b> 15.1 <u>Updates:-</u> To receive report and agree actions 15.2 <u>Coffee Mornings:-</u> To consider and agree the coffee morning donations	BM
16.	<b>Annual Reports</b> To receive update on the annual reports for 2023 and 2024	BM
17.	<b>Roads Working Group</b> To receive report and agree any action	BM
18.	<b>Vehicle Activated Signage (VAS)</b> To receive report and agree any action	BM
19.	<b>Land Opposite Bronington Shop</b> To receive report	LL
20.	<b>Defibrillators</b> To receive report and agree any action	Stg Item
21.	<b>To receive updates / reports from outside organisations:</b>	Stg Item
22.	<b>Any Other Business</b>	Stg Item

**Signed:-** Ruth Shackleton (Clerk)      **Date:-** 9<sup>th</sup> May 2024

### **Remote Access**

Any member of Public or Press wishing to attend the meeting on a remote basis using the Zoom platform is requested to contact the Clerk and submit a request for joining instructions 48 hours prior to the meeting. Email:- [broningtoncommunitycouncil@hotmail.co.uk](mailto:broningtoncommunitycouncil@hotmail.co.uk)

### **Welsh Language**

The number of Welsh speakers in the area is low, however, Bronington Community Council will endeavour to respond to any correspondence that is received in Welsh in that language.

### **Open Forum**

Bronington Community Council welcomes public attendance at all meetings. The public participation of the meeting takes place during the Open Forum where members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The following rules apply during the Open Forum part of the meeting:-

- The period of time designated for public participation at a meeting shall not exceed 30 minutes unless directed by the chairman of the meeting.
- Each member of the public is entitled to speak for no more than 5 minutes.
- A question asked by a member of the public during a public participation session at a meeting shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.
- A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The Chairman of the meeting may at any time permit a person to be seated when speaking.
- A person who speaks at a meeting shall direct his comments to the Chairman of the meeting
- Only one person is permitted to speak at a time.
- If more than one person wants to speak, the Chairman of the meeting shall direct the order of speaking.
- A record of a public participation session at a meeting shall be included in the minutes of that meeting.
- Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent.

**Council meetings in 2024:-**

Wednesday 17<sup>th</sup> January – Whitewell Parish Rooms  
Wednesday 21<sup>st</sup> February – Bronington Community Room  
Wednesday 20<sup>th</sup> March – Whitewell Parish Rooms  
Wednesday 17<sup>th</sup> April – Bronington Community Room  
Wednesday 15<sup>th</sup> May – Whitewell Parish Rooms  
Wednesday 19<sup>th</sup> June – Bronington Community Room  
Wednesday 17<sup>th</sup> July – Whitewell Parish Rooms  
Wednesday 21<sup>st</sup> August - Bronington Community Room  
Wednesday 18<sup>th</sup> September – Whitewell Parish Rooms  
Wednesday 16<sup>th</sup> October – Bronington Community Room  
Wednesday 20<sup>th</sup> November – Whitewell Parish Rooms -  
Wednesday 18<sup>th</sup> December - Bronington Community Room