

SGJ/H.10.07.17

5th July 2017

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend an **ORDINARY MEETING** of the **HAWARDEN COMMUNITY COUNCIL** to be held at **THE COUNCIL CHAMBER, HAWARDEN INSTITUTE, GLYNNE WAY, HAWARDEN** on **MONDAY, 10th July 2017** at **6.30p.m.**

The agenda and papers are attached.

Yours sincerely

S G JONES
Clerk & Financial Officer

HAWARDEN COMMUNITY COUNCIL

ORDINARY MEETING

10TH JULY 2017

A G E N D A

1. **APOLOGIES FOR ABSENCE:**

2. **DECLARATIONS OF INTEREST:**

To receive any declarations of interests from Members.

3. **NOTICE OF MOTION (ATTACHED):**

Councillors Emma Preece, Gillian Brockley, Alan Diskin and Dan Preece – to rescind the decision of the Community Council taken at its meeting on 12th June, Minute Number 24/017 refers.

A copy of the email advice provided by Gareth Owens, Flintshire County Council's Monitoring Officer, and referred to in the attached Notice of Motion, is attached for Members' Information.

Following receipt of the Notice of Motion, the Chairman of the Council and the Clerk and Financial Officer have received the following advice from Flintshire County Council's Monitoring Officer and the Returning Officer respectively:

Monitoring Officer – "I was asked for advice by you as clerk and Cllr Carver before the meeting of 12 June. At that time it was not known when David Hough's application was submitted except that it was after the office closed on 2 June. I therefore gave advice about whether or not to give the benefit of the doubt to Mr Hough. At the time my advice was that *on balance* the late application should be rejected because it should be clear that one needs to deliver an application to the council when its office is open.

It subsequently transpired that the late application was not delivered on the 2nd at all. Had I known that, then my *unequivocal* advice would have been to reject the application because it was late and that to accept it would have been unfair to the candidate who submitted on time.

I am aware that a notice of motion has been submitted which asks the council to rescind the decision to co-opt because, amongst other things, the council made a decision based on inaccurate information. This gives the council chance to change a decision which I would have advised it not to make. So inevitably my unequivocal advice now is that the council should take that opportunity to reverse what has subsequently turned out to be an unfair decision."

Returning Officer – “My advice is that the application concerned should not have been admitted on the twin grounds that it was late (this would not be permitted under normal nominations procedures) and was not in the required form (ditto). The application was invalid and the appointment was therefore improper.”

4. VACANCY IN EWLOE WARD:

[The decision of the Council on item 3 will determine whether or not this item will be debated]

One valid application has been received for the vacancy in Ewloe. The Council is advised to accept the application as it is uncontested and the applicant satisfies all the eligibility criteria.

5. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the meeting held on 12th June 2017.

6. MATTERS ARISING FROM MINUTES:

7. MINUTES OF COMMITTEES:

To receive and confirm the minutes of the annual meetings of the following Committees held on 12th June 2017:

Staff & General Purposes Committee
Lighting Committee
Playing Fields Committee
Planning Committee
Community & Environment
Finance Committee

8. AMENDMENT TO ANNUAL RETURN FOR YEAR ENDED 31ST MARCH 2017:

At its meeting on the 12th June the Council approved the Annual Return for submission to the External Auditor. During the 2016 End of Year Audit an amount of £20,680 had been omitted from the Asset Register and the External Audit requested that Box 12 be amended accordingly. The total Fixed Assets and long-term assets for the Council as at 31st March 2017 should therefore read £844,770 and not £824,090. This adjustment has been approved by the Chairman of the Council and the Chair of the Finance Committee and a formal resolution of acceptance is required by the Council.

9. MODEL LOCAL RESOLUTION PROTOCOL FOR COMMUNITY AND TOWN COUNCILS:

The Council is requested to consider adopting the attached Model Local Resolution Protocol for Community and Town Councils prepared by One Voice Wales.

10. CHAIR'S REMARKS: