

SGJ/H.08.06.20

3rd June 2020

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend a **MEETING** of the **HAWARDEN COMMUNITY COUNCIL** to be held remotely (*The Local Authorities (Coronavirus) (Wales) Regulation 2020*) on **MONDAY, 8TH JUNE 2020** at **6.30p.m.**

The agenda and papers are attached.

To join the meeting please follow the instructions that will be sent via email on Monday. Members of the public are welcome to attend and observe the meeting. Please contact the Clerk and Financial Officer on **07752 595239** if you require log-in details for the meeting, or if you have any problems logging in.

Yours sincerely

Mrs Sharron G Jones
Clerk & Financial Officer



HAWARDEN COMMUNITY COUNCIL

VIRTUAL MEETING

8TH JUNE 2020

A G E N D A

1. **APOLOGIES FOR ABSENCE:**

2. **DECLARATIONS OF INTEREST:**

To receive any declarations of interests from Members.

3. **REMOTE MEETING GUIDANCE:**

To consider and approve the attached meeting guidance for virtual meetings. This has been produced by One Voice Wales as a Guide for Councillors and Clerks.

4. **COVID.19 PANDEMIC:**

Scheme of Delegation: to formally re-approve, via council resolution, the Council's Scheme of Delegation (as circulated via email on 24th March 2020)

Highly Infectious Disease Policy: to formally re-approve, via council resolution, the Council's Highly Infectious Disease Policy (as circulated via email on 24th March 2020).

Risk Assessment: copy attached for Members' information.

New legislation: *The Local Authorities (Coronavirus)(Wales) Regulation 2020* introduced on 21st April enabling virtual meetings and postponement of Annual Meetings of the council. The meetings due to be held on 13 April and 11 May were cancelled due to the outbreak of Covid.19 and pending new legislation

5. **MINUTES OF THE PREVIOUS MEETING:**

To receive and approve the minutes of the meeting of the Council held on 9th March 2020, copy attached.

6. **MATTERS ARISING FROM MINUTES:**

7. **MINUTES OF COMMITTEES:**

To receive and confirm the minutes of the meetings of the following Committees held on 9th March 2020:

Staff & General Purposes Committee
Community Amenities Committee
Planning Committee
Finance Committee

8. **MATTERS ARISING FROM COMMITTEES:**

The attached table shows updates and/or outcomes following the March meeting.

9. **INTERNAL AUDIT:**

To receive the Internal Auditor's report for the financial year ending 31 March 2020, COPY TO FOLLOW.

10. **ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2020:**

To receive and approve the Annual Return prior to submission for External Audit, COPY TO FOLLOW.

11. **APPOINTMENT OF INTERNAL AUDITOR:**

To agree to the appointment of JDH Business Services Limited as the Council's Internal Auditor for the financial year 2020-21.

12. **INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT (IRPW) – FEBRUARY 2020 – PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:**

To review Determinations 42 to 51 in Table 10 noting the "mandatory" payments as outlined. Decisions taken will apply to all Members at the levels determined by the IRPW. An individual member may make a personal decision to elect to forgo all or part of the entitlement to any of these allowances by giving notice in writing to the proper officer of the Council.

13. **ACCOUNTS FOR PAYMENT:**

To approve the List of Payments for the months of April, May and June 2020, copies attached. *In light of the pandemic, the Chairman of the Council and the Chairman of Finance have authorised the payments for April and May but a formal council resolution must be passed. All payments have been budgeted for in the 2020-21 budget. There is no new expenditure.*

14. **BANK RECONCILIATIONS:**

To receive and note the bank reconciliations for the periods ending 31st March 2010 and 30th April 2020, copies attached.

15. **PLANNING APPLICATIONS AND DECISIONS:**

- (i) To note the planning applications and decisions for the month of April, copy attached.

County Council Members:

- (ii) To formally note that the participation of those Councillors who are also members of the County Council, in both the debate and subsequent vote, is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Community Council. The County Councillors reserve their final views on the application until they are in full possession of all relevant arguments for and against.

- (iii) To consider the planning applications received to date for the months of May and June (table attached).

Members are asked to view the applications on-line prior to the meeting via <http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>

- (iv) To note any planning appeals.

- (v) To note the planning decisions as attached.

16. **CLERK AND FINANCIAL OFFICER'S REPORT:**

Central Administration and Direct Maintenance Agreement:

To note the costs for Hawarden Community Council for the Joint Agreement for the months of April at £11,041.67 and May at £10,748.74.

Community Council's Insurance:

The Council's insurance is due for renewal on the 1st June. However, Members will recall that three quotes had been obtained last year and a 3-year deal entered into Came and Company: Local Council Insurance brokers. Council is requested to endorse this arrangement.

Hawarden High School, Bursary Awards

The Clerk and Financial Officer, together with the Chairman of the Council, the Vice-Chair and the Chair of Community Amenities has recently met to review the applications. 8 applications have been received all of a particularly high standard. The Panel would like to grant each applicant a bursary of £250 per annum for the next three years. However, to do this, there is a budget shortfall in the current financial year of £160. ***Council is therefore requested to consider the virement of £160 from another budget heading, for example, community grants to enable this.***

17. DATE AND TIMES OF FUTURE MEETINGS FOR THE MUNICIPAL YEAR 2020/2021:

8 June 2020 (current)	11 January 2021
13 July 2020	8 February 2021
14 September 2020	8 March 2021
12 October 2020	12 April 2021
9 November 2020	10 May 2021
14 December 2020	

The above meetings will commence at 6.30 p.m. It is customary for the Council to go into recess during August, when only urgent business is transacted.

For this purpose, relevant Recess Sub-Committees, comprising the Chair of Council, the Chair of the relevant Committee and the Clerk and Financial Officer will be held.