

CYNGOR CYMUNED PENARLÂG
HAWARDEN COMMUNITY COUNCIL



SGJ/H.13.01.2025

8th January 2025

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor,

YOU ARE HEREBY SUMMONED to attend the **HYBRID MEETING** of the **HAWARDEN COMMUNITY COUNCIL** to be held on **MONDAY 13th January 2025 at 6.30 P.M.** The remote access meeting link will be sent out on Monday afternoon on request.

The agenda and papers are attached.

Members of the public are welcome to attend and observe the meeting. Please contact the Clerk and Financial Officer on **07931 231770** direct 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

Gyda Chyfarchion With Compliments

MRS SHARRON G JONES
Clerc a Swyddog Cyllidol Clerk & Financial Officer

• • •

SWYDDFEYDD Y CYNGOR

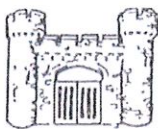
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

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HAWARDEN COMMUNITY COUNCIL

HYBRID MEETING

13th January 2025

A G E N D A

6.30 p.m.

COUNCIL MEETING:

1. APOLOGIES FOR ABSENCE:

2. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

3. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the meeting of the council held on 9th December 2024, copy attached.

4. MATTERS ARISING FROM THE MINUTES:

5. CHAIRMAN'S REMARKS:

6. VACANCIES IN HAWARDEN – MANCOT AND ASTON WARDS:

To receive a verbal update from the Clerk and Financial Officer.

STAFFING AND GENERAL PURPOSES COMMITTEE:

7. POLICE MATTERS:

To consider any matters of concern.

8. HIGHWAYS/STREETSCENE MATTERS:

To consider any matters of concern with John Griffiths who might be in attendance.

9. LIGHTING FAULTS:

To raise any lighting issues.

10. MEMBERS INFORMATION ITEMS:

To consider any relevant information items from Members.

PLANNING COMMITTEE:

11. PLANNING APPLICATIONS AND DECISIONS:

County Council Members:

- (i) 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.

- (ii) To consider the planning applications received to date for the month of January.

Members are asked to view the applications on-line prior to the meeting via

<http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>

(iii) To note any planning appeals.

(iv) To note the attached planning decisions for January.

COMMUNITY AND ENVIRONMENT COMMITTEE:

12. NEW COMMUNITY CENTRE AT EWLOE:

To receive a verbal update from the Chairman of the Delivery Team.

13. HYNET/VICKER'S CLOSE:

To receive any relevant updates.

FINANCE COMMITTEE:

14. ACCOUNTS FOR PAYMENT:

To approve the attached list of payments for January, copy attached.

15. CLERK AND FINANCIAL OFFICER'S REPORT:

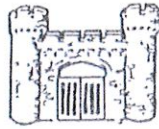
To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the month of January and any other relevant matters.

16. BANK RECONCILIATION:

To receive the bank reconciliation statements for the period ending 31st December, *copy to follow*.

17. DRAFT BUDGET 2025-26 AND PRECEPT DEMAND:

Report attached for consideration.



HAWARDEN COMMUNITY COUNCIL

Minutes of the Hybrid Meeting

held on

09th December 2024

PRESENT: Chairman: Councillor Joyce Angell

Councillors: Helen Brown, Billy Cooper, Sarah Hinks, Dave Mackie, Doreen Mackie, Emma Preece, Colin Randerson, Margaret Redfern, Darren Sterry, Sam Swash, Linda Thomas and Amanda Wormall.

Officers: Mrs Sharron Jones, Clerk & Financial Officer
Miss Georgina Griffiths, Assistant Clerk

Others: None.

122/24 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Janet Axworthy and Ralph Small.

123/24 DECLARATIONS OF INTEREST:

Councillor Helen Brown declared an interest in the Aston Bowling Club item and duly completed her Declaration of Interest form.

124/24 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: the minutes of the previous meeting of the Council held on 11th November 2024 were approved as a correct record.

125/24 MATTERS ARISING FROM THE MINUTES:

None.

126/24 JOINT MAINTENANCE COMMITTEE::

IT WAS RESOLVED: that the minutes from the Joint Maintenance Committee meeting be noted and approved.

127/24 EXTERNAL AUDIT:

The 2022-23 External Audit report had been received with no issues for action. The 2023-24 audit would be received in due course. Members of the Council applauded the Clerk and Financial Officer for the unqualified report.

IT WAS RESOLVED: to approve the receipt of the 2022-23 External Audit report.

128/24 CHAIRMAN'S REMARKS:

The Chairman had recently attended the Joint Services Committee via zoom and had held a meeting with the Chairman of the Allotments Committee and the Assistant Clerk.

On 13th November she attended the RYLA Awards at the Glynne Arms. Two young ladies had been presented with certificates and it had been a thoroughly enjoyable evening. She would like to invite the two ladies to attend a future meeting of the Council to share their experiences.

The Chairman thanked Councillor Swash for sending an article to all members that Carolyn Thomas, M.S had produced about the Hynet project and it had been a very interesting and useful read.

She reminded members about the Christmas dinner on Tuesday evening at 6.00 p.m. at the Hawarden Gold Club at 6:00 p.m. and looked forward to the evening. The Chairman thanked the Clerk and Financial Officer and the Assistant Clerk for arranging the event.

IT WAS RESOLVED: to note the information.

STAFFING AND GENERAL PURPOSES COMMITTEE:

129/24 POLICE MATTERS:

Members had been informed that a Police Surgery would be held at Daleside Garden Centre, Hawarden on Tuesday 10th December at 3:00pm; all members had been invited to attend.

IT WAS RESOLVED: to note the information.

130/24 HIGHWAYS/STREETSCENE MATTERS:

Members reported the following issues to be reported to Senior Highways Officer John Griffiths:

- The road at the bottom of Old Aston Hill, outside the garage is split and it is becoming larger.
- there is flooding happening over the River Dee bridge every time there is bad weather, the gully's need to be cleared.

IT WAS RESOLVED: that the information is to be sent to Senior Highways Officer John Griffiths.

131/24 LIGHTING FAULTS:

None reported.

132/24 MEMBERS INFORMATION ITEMS:

A member informed that there would be a consultation starting for the Queensferry bridge. Although it was not within the Hawarden ward it had a major impact on the local community.

IT WAS RESOLVED: to note the information.

133/24 CONSULTATIONS:

Flintshire Connects

Members had been informed that Flintshire County Council had initiated a consultation about the Connect Centres. There is a survey online for people to complete or they could attend any of the Connect Centres. The survey would be open between Monday 18th November and Sunday 15th December 2024.

North Wales Police

The Police had also issued a consultation for members of the public to have their say about much the public would pay towards policing in the next financial year. The survey closed on Friday 20th December 2024.

IT WAS RESOLVED: to note the information and complete the surveys independently.

PLANNING COMMITTEE:

134/24 PLANNING APPLICATIONS AND DECISIONS:

IT WAS RESOLVED:

(a) County Council Members:

That the participation of those Councillors who were also Members of the County Council, in both the debate and subsequent vote, was on the basis that the views expressed had been preliminary views taking account of the information made available to the Community Council. The County Councillors reserved their final views on the applications until they were in full possession of all relevant arguments for and against.

(b) That the County Planning Authority be advised of this Council's observations on the applications submitted to it for consideration, as per the attached schedule.

- (c) That the planning decisions be noted.
- (d) There were no planning appeals.

COMMUNITY AND ENVIRONMENT COMMITTEE:

135/24 VICKER'S CLOSE:

The Clerk and Financial Officer advised that the Estate Office has said If the Community Council had not been willing to pay the increased annual rent of £200 for the play area, then the land should be returned to the Estate Office.

Members felt that they had no other choice but to pay the rent increase as they wished to keep the land for community use as a play area.

IT WAS RESOLVED: that the Clerk and Financial Officer advise the Estate Office that the Community Council had reluctantly agreed to an increase in the annual rent to £200.

136/24 CHRISTMAS LIGHTING:

The Clerk and Financial Officer asked members if they would consider that Christmas lights be lit for 24 hours a day as there had been a number of issues with some timers and lights. The cost was negligible due to the use of LEDs and it would be more efficient to manage and maintain.

IT WAS RESOLVED: that the Christmas lights be erected and lit for 24 hours.

FINANCE COMMITTEE:

137/24 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £39,670.41 for December, be approved.

138/24 FEES AND CHARGES – ALLOTMENTS 2024/25:

The Clerk and Financial Officer had requested council to retrospectively approve the fees and charges for the Hawarden Allotments, following approval with the Chairman of the Council and the Chairman of the Finance Committee in accordance with the Council's Financial Procedures. The fees had been increased by the cost of inflation. A member suggested that in future, the increases are rounded up to the nearest pound.

IT WAS RESOLVED: that the allotment fees be increased.

138/24 INCOME AND EXPENDITURE REPORT:

The Clerk and Financial Officer had circulated a report showing the Council's budget position up to the period 30th November 2024, for members information and approval.

IT WAS RESOLVED: that the report be approved.

139/24 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer advised members of the costs to the council for the Joint Services Committee in November as £15,234.20.

She also advised members about forthcoming charges that Lloyd's Bank had implemented on a monthly basis. The monthly costs did not exceed the monthly interest but the Clerk and Financial Officer wished to challenge this decision directly with Lloyds bank as the Council was not a business.

IT WAS RESOLVED: to note the information.

140/24 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ended 30th November 2024 be approved.

141/24 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

IT WAS RESOLVED: that the public and press be excluded from the meeting for the following item of business on the grounds that it contained sensitive commercial information.

142/24 ASTON BOWLING CLUB:

IT WAS RESOLVED: that the request from Aston Bowling Club for planning permission be approved.

Hawarden Community Council
Planning Committee
09th December 2024

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/001007/24 Ward: Ewloe	Single storey rear extension with new patio area, widened drive with permeable surface and extended dropped kerb.	22, Wood Lane, Hawarden, Deeside, CH5 3JD	Stef Connah 18.11.2024 No Objections
2.	FUL/000803/24 Ward: Ewloe	Erection of electric vehicle charging station including associated groundworks, access, landscaping, totem sign and associated works	Land adj. to OK Diner, Ewloe, Mold, CH7 6HB	Rhian Chitty 31.10.2024 No Objections
3.	FUL/000990/24 Ward: Ewloe	Application for removal of condition No.2 attached to Planning ref: FUL/000432/22	GROOMSDALE COTTAGE, Groomsdale Lane, Hawarden, Deeside, CH5 3EH	Barbara Kinnear 12.11.2024 Information only
4.	COU/001049/24 Ward: Mancot	Change of use of land to form a 4 pitch family gypsy and traveller site with access from Mancot Lane, along with the formation of a permeable surface, erection of 4 day room, boundary fencing and landscaping part retrospective	Land to the south of Mancot Lane, Sandycroft, Deeside, CH5 2EX	Awaiting allocation to Case Officer 29.11.2024 Objected
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7.				

Accounts for Payment			
Dec-24			
Ref:	Method	Item	Cost
H/24/238	DD	Welsh Water - Office Water Bill - Oct	£19.98
H/24/239	Cash	Royal British Legion - Poppy Appeal	£100.00
H/24/240	Cash	Petty Cash top up	£100.00
H/24/241	DD	Flotek - Mobile Phones - November	£32.44
H/24/242	DD	Ruby Energy - Office Electric - 13th Oct - 13th Nov	£94.38
H/24/243	DD	Onecom - Internet Office - Oct	£191.93
H/24/244	BACS	Brookes & Son's Ltd - No Dog Fouling Signs & Fixtures	£133.56
H/24/245	BACS	Brookes & Son's Ltd - Stop & Wait signs & Fixtures	£103.08
H/24/246	BACS	HW Oultram & Co - Vehicle Fuel - CU16 LGX - October	£258.03
H/24/247	BACS	HW Oultram & Co - Vehicle Fuel - YX19 KKL - October	£153.74
H/24/248	BACS	Microshade - Hosted Services- Oct	£115.10
H/24/249	SJ 0734	Post Office - Stamps (TBR STC)	£20.00
H/24/250	SJ 0734	Screwfix - Demarcation Tape	£10.38
H/24/251	DD	Scottish Power - Elelctric Bill - Office - 12th Oct - 13Nov	£210.46
H/24/252	BACS	Griffiths Security - Padlocks	£218.40
H/24/253	M.O	Charlies - RS Chain / Flat File	£35.80
H/24/254	BACS	Mancot Library - Grant Funding	£200.00
H/24/255	BACS	Hawarden Strollers - Grant Funding	£500.00
H/24/256	BACS	Friends of Penarlag - Grant Funding	£500.00
H/24/257	BACS	The Donkey Sanctuary - Grant Funding	£300.00
H/24/258	BACS	Hawarden Park Girls & Ladies FC - Grant Funding	£260.00
H/24/259	SJ 0734	C.E.F. - PVC Cable / Brass Cable Gland / Wall Socket / Blanking Plug - TBR	£434.70
H/24/260	SJ 0734	Charlies - Screenwash / Antifreeze Blue - TBR	£19.98
H/24/261	SJ 0734	Tool Station - Cable Ties	£8.91
H/24/262	SJ 0734	Tool Station - De-Icer, Adblue (van) / Cable Ties / Socket Box / Click Mode Box	£56.87
H/24/263	BACS	PA Support - Remembrance Day 2024	£100.00
H/24/264	DD	Welsh Water - Office Bill - 18th November	£3.33
H/24/265	DD	EE - Mobile Phone Contracts - 22nd Nov - 22nd Dec	£24.60
H/24/266	BACS	LITE - Christmas Lights	£1,920.00
H/24/267	DD	ldata - CCTV - November	£49.85
H/24/268	BACS	Done N Dusted - Office Clean - November	£35.00
H/24/269	DD	SSE Energy - Street Lighting - October	£2,750.93
H/24/270	GG 1030	Charlies - LED Christmas Lights (TBR-STC)	£32.95
H/24/271	BACS	Canda Copying - Photocopier Meter Reading - Aug - Nov	£464.20

H/24/272	BACS	Canda Copying - Rental of Photocoper - Dec 2024-Feb 2025	£147.48
H/24/273	BACS	Vision ICT - Website Renewal - Feb 25 - Jan 27	£78.00
H/24/274	BACS	HW Oultram & Co - Vehicle Fuel - November	£348.23
H/24/275	DD	HW Oultram & Co - Vehicle Fuel - November	£177.40
H/24/276	GG 1030	PROVAC - Estesol Pure Hand Wash 4 x 2 ltr	£58.74
H/24/277	BACS	Hawarden Estate Office - Christmas Trees (TBR)	£1,723.33
H/24/278	BACS	Lloyd's Bank - Salaries - December	£15,113.02
H/24/279	BACS	Clwyd Pension Fund - Salaries - December	£6,067.22
H/24/280	BACS	HMRC - Salaries - December	£5,742.66
H/24/281	BACS	Viking - Office Supplies (paper,files,tape,post it's,dividers)	£112.70
H/24/282	BACS	SLCC & OVW Joint Virtual Conference 2024	£78.00
H/24/283	BACS	SLCC - Membership Fee	£565.00
		TOTAL	£39,670.38

Chairman:

Chair of finance:

Hawarden Community Council
Planning Committee
13th January 2025

Item 11
(ii)

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/001077/24 Ward: Aston	Proposed side and rear extensions and internal alterations	19, Hillside, Hawarden, Deeside, CH5 3HQ	Stef Connah 13.12.2024
2.	COU/001061/24 Ward: Mancot	Change of use from dwelling to offices	12, The Highway, Hawarden, Deeside, CH5 3DH	Stef Connah 10.12.2024
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Item
11
(iv)

**PLANNING DECISIONS MADE BY FCC FOR NOTING BY HAWARDEN
COMMUNITY COUNCIL**

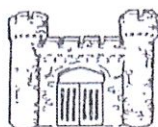
	Planning Application Number	Proposal	Address	Decision
1.	FUL/001007/24 Ward: Ewloe	Single storey rear extension with new patio area, widened drive with permeable surface and extended dropped kerb.	22, Wood Lane, Hawarden, Deeside, CH5 3JD	Approved Stef Connah 20.12.2024
2.	FUL/000990/24 Ward: Ewloe	Application for removal of condition No.2 attached to Planning ref: FUL/000432/22	GROOMSDALE COTTAGE, Groomsdale Lane, Hawarden, Deeside, CH5 3EH	Approved 20.12.2024 Barbara Kinnear
3.	FUL/000810/24 Ward: Ewloe	Rear extension to Ewloe Stake Centre, together with additional parking and associated hard and soft landscaping.	Church of Jesus Christ of Latter-day Saints, Chester Stake Centre, St David's Park, Ewloe, CH5 3XP	Approved 11.12.2024 Stef Connah
4.	FUL/000866/24 Ward: Aston	Application for permanent continuation of a mixed use, as dwelling house and dog walking/care/boarding/grooming enterprise	Castle Hill Stables, Stamford Way, Ewloe, Deeside, CH5 3BZ	Approved 20.12.2024 Alison Dean
5.	COU/000678/24 Ward: Mancot	Proposed Change of Use of front extension to Chiropractic Treatment Room	70, Ash Lane, Mancot, Deeside, CH5 2BR	Approved 20.12.2024 Alison Dean
6.	FUL/000618/24 Ward: Ewloe	The development of 12 Electric Vehicle charging bays and associated works	ST DAVIDS PARK HOTEL, St Davids Park Spine Road, Ewloe, Deeside, CH5 3YB	Refused 20.12.2024 Stef Connah
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ITEM 14

Accounts for Payment			
Jan-25			
Ref:	Method	Item	Cost
H/24/284	BACS	SLCC - National Conference - Clerk & Financial Officer	£485.00
H/24/285	DD	Air Liquide - Cylinder Rental - 31.10.24-30.11.2024	£19.15
H/24/286	DD	Ruby Energy - Gas - Office 01.11.24 - 01.12.24	£175.48
H/24/287	BACS	Microshade - Hosted Services - Dec	£115.10
H/24/288	BACS	FCC - Aston Community Centre Land Rent	£1,360.00
H/24/289	BACS	Minshull Windows - Office Front Door Window Repair	£250.00
H/24/290	DD	Ruby Energy - Electric - Office - 13th Nov-13th Dec	£112.31
H/24/291	BACS	Vision ICT - Website Maintenance Jan 25 - Dec 25	£564.00
H/24/292	BACS	William Hall & Co - Trueman's Hill Playing Field	£0.25
H/24/293	DD	Scottish Power - Electric Bill - Pavillion - 14Nov - 05Dec	£210.46
H/24/294	GG 1030	Ebay - Chainsaw Helmet	£39.00
H/24/295	DD	One com - Landline / Internet - Nov	£194.76
H/24/296	BACS	St.Deiniols Church - Charity Christmas Tree	£40.00
H/24/297	BACS	Thornccliffe - Tanalised Sawn, Staples, Wood Preserver, Tanalised Round Posts, Hex Nut, Wire Roll, Tanalised Wooden Posts, Carriage Bolt	£204.31
H/24/298	BACS	Done N Dusted - Office Clean - December	£35.00
H/24/299	SJ 0734	Tool Station - Centre Feed 2 Ply Blue Roll / Propane Gas Cylinder	£46.95
H/24/300	DD	EE - Mobile Phones Contract - Nov	£24.60
H/24/301	DD	Welsh Water - Office - December	£3.31
H/24/302	DD	Air Liquide - Cylinder Rental - 30.11.24-31.12.24	£19.15
H/24/303	DD	Ruby Energy - Office Gas Bill - 01.12.24-01.01.25	£182.00
H/24/304	DD	iData - CCTV	£49.85
H/24/305	BACS	William Hall & Co - Playing Fields at Vickers Close	£25.00
H/24/306	GG 1030	Charlies - Depot Supplies	£13.98
H/24/307	BACS	SLCC - Study Days - May 2025	£180.00
H/24/308	DD	SSE - Street Lighting - 01.11.24-30.11.24	£2,662.17
H/24/309	DD	EE - Mobile Phones Contract - 23.12.2024	£31.66
H/24/310	BACS	HW Oultram & Co - Vehicle Fuel - CU16 LGX - December	£215.03
H/24/311	BACS	HW Oultram & Co - Vehicle Fuel - December	£191.21
H/24/312	BACS	Lloyd's Bank - Salaries - January	£15,113.03
H/24/313	BACS	Clwyd Pension Fund - Salaries - January	£6,067.22
H/24/314	BACS	HMRC - Salaries - January	£5,742.65
		TOTAL	£34,372.63

Chairman:

Chair of finance:



HAWARDEN COMMUNITY COUNCIL
CYNGOR CYMUNED PENARLAG

13th January 2025
 Annual Budget 2025-26

1.	Name of Councillor(s)/ Officer	Clerk and Financial Officer Chairman and Vice-Chairman of the Council The Chairman of Community and Environment The Chairman of the Finance Committee and Councillors E.L. Preece and M. Redfern representing the Finance Working Group.
2.	Title of Report	Annual Budget and Precept Demand for 2025-26
3.1	Purpose of Report	To consider the Council's draft budget and precept for the year 2025-26.
3.2		The council's Finance Working Group has met to review the budget line by line and propose the attached draft budget and precept for consideration and approval.
4.1	Background to this request	Each year when the Community Council sets its draft budget and precept it must also consider the level of reserves it has to make sure that the reserves are adequate.
4.2		The council has to keep between three and twelve months' worth of operating costs in its reserves which ranges from approximately £100,000 to £400,000 based on current estimates. As at 30 th November the council's reserves sit at £404,834 noting that four months of income and expenditure is still awaited.

4.3		An advisory note is appended to this report about reserves and balances.
4.4		Members will recall that the Council holds a significant amount of assets including community buildings and fleet which had not been budgeted for in ear-marked reserves (EMR) during the years previous to last year 2024-25. The current list of EMRs are attached.
5.	Financial Implications	The draft budget attached shows an annual predicted expenditure of £517,760 and a predicted income of £523,483 with a net surplus of £5,723.
5.1		The budget includes the following recommendations of the Finance Working Group:
5.2		Inflationary increases on utilities and other annual costs have been included at 3.2%.
5.3		Increases on gas and electric are based on existing data and expected increases. The office has recently negotiated a reduced deal during the current financial year.
5.4		The Street Lighting contract with Southern Scottish Power comes to an end on the 31 st March 2025; discussions have been held with Flintshire County Council and it is likely that the Community Council will be entering into a new deal with the County Council. This is more economical and will save money based on existing quotes received and a lack of companies willing to supply unmetered supplies.
5.5		Salaries have been budgeted at an increase of 5% based on an average of other councils.

5.6		The changes to National Insurance rates have been factored into the budget. The employer NI contributions will increase in April 2025 to 15% (from 13.8%) and the threshold has been reduced by £5,000.
5.7		Employer pension contributions remain at 23.1% noting that a credit of £26,200 had been received during the financial year 2024-25; <i>the Finance Working Group propose that this amount be earmarked for fluctuations in the Clwyd Pension Fund during the actuarial valuations process and to allow for a reserve fund for any deficit.</i>
5.8		Mandatory Member Allowances have increased to £156 per member, plus an amount of £52 per member for consumables; this total payment of £208 is mandatory unless a member elects, in writing, to forego this payment. There is also an allowance of £1,500 for the Chairman of the Council.
5.9		Annual budget provision should be earmarked for replacement vehicles. This is shown in the revised EMRs attached to this report.
5.10		The contingency for local elections has been increased to 15,000 in the current draft budget.
5.11		The draft budget proposes that the precept for 2025-26 be set at £367,243 which means £57.55 per band D charge. This equates to an annual increase of £5.23 per household which equates to £0.10 per week.
6.	Environmental Implications	None directly associated with this report but the budget contains finances for open spaces and tree management. The cost of tree management has increased to £5,000 considering the current levels of spend for 2024-25 as shown on page 6 of the budget report, code line 4808.

7.	Decision sought by Council	To consider and agree the proposed draft budget as per the attached schedule.
7.1		The budget, as presented, includes a recommended precept of £367,243 which equates to a council tax band D property of £57.55 representing an increase of £5.23 therefore £0.10 per week.
7.2		Members are also asked to approve the EMRs as presented.
7.3		Members are asked to agree to the transfer of £26,200 from general reserves to Ear Marked Reserves for the purposes of the Clwyd Pension Fund as detailed in 5.7 above.
8.	Equality implications	None directly associated with this report.



HAWARDEN COMMUNITY COUNCIL

Policy on Reserves

1. Introduction

- 1.1** Hawarden Community Council is required by statute to maintain adequate financial reserves in order to meet the needs of the council. S.50 of the Local Government Finance Act 1992 requires that the billing and precepting authorities in England and Wales have regard to the level of reserves needed to meet estimated future expenditure when calculating its annual budget. The Council follows the advice as set out in the *Governance and Accountability for Local Councils in Wales – A Practitioner's Guide (2019 Edition)* jointly published by One Voice Wales and the Society of Local Council Clerks (SLCC).

2. Types of Reserves held by the Council

The Council holds two types of reserves, General Reserves and Earmarked Reserves:

2.1 General Reserves:

It is generally accepted that general (un-earmarked) reserves usually lie within a range of three to twelve months of gross expenditure. However, the amount of general reserves is assessed on an annual basis during the budget setting process.

- 2.2** The minimum amount of general reserves required for Hawarden Community Council is £33,333 and the maximum is £400,000.

- 2.3** Where general reserves are utilised during the financial year, the Community Council will agree to formulate a suitable plan to replenish the reserves budget during the following financial year to at least the minimum amount as required, or provide justification as to why this cannot be done.

2.4 Earmarked Reserves:

The Council may hold earmarked reserves, which are set aside for specific purposes and for savings for future projects with the levels assessed and approved on an annual basis during the budget setting process, or during the year if ear-marked reserves are utilised.

3. Review

This policy will be reviewed on an annual basis.

SGJ/June 2024

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
322 EMR - Comm Centre, Ewloe	20,000.00		20,000.00
323 EMR Aston s106	4,969.50		4,969.50
325 EMR - Elections	10,000.00		10,000.00
327 EMR - Play Equip/Areas	80,000.00		80,000.00
328 EMR - Christmas Lighting	10,000.00		10,000.00
329 EMR - Legal fees	2,000.00		2,000.00
330 EMR - Vans	20,000.00		20,000.00
331 EMR - Tractors	30,000.00		30,000.00
332 EMR - Ride on Mower	5,000.00		5,000.00
333 EMR - Mower	5,000.00		5,000.00
334 EMR - Community Council Office	10,000.00		10,000.00
335 EMR - Pavilion	10,000.00		10,000.00
336 EMR - Depot	10,000.00		10,000.00
337 EMR - Outdoor Store	5,000.00		5,000.00
338 EMR - Garage & Shed	10,000.00		10,000.00
339 EMR - SLA Non Fulfillment	30,000.00		30,000.00
340 EMR - Personnel	30,000.00		30,000.00
	291,969.50	0.00	291,969.50

HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
100 Staffing								
4101 Salaries - Ad	61,740	64,721	62,000	46,073	62,000	0	65,100	0
4102 Superannuation - Ad	26,039	16,887	27,341	9,654	27,341	0	28,700	0
4103 PAYE - Ad	12,707	12,210	13,342	13,789	3,342	0	14,009	0
4104 NIC - Ad	14,363	14,589	15,081	10,224	15,081	0	17,505	0
4105 Travelling - Ad	750	607	750	200	750	0	750	0
4106 Training - Ad	4,000	3,302	4,000	3,261	4,000	0	4,000	0
4111 Salaries - Mt	82,512	83,013	83,000	59,117	83,000	0	87,150	0
4112 Superannuation - MT	15,221	19,872	26,741	9,165	26,741	0	28,078	0
4113 PAYE- Mt	11,565	10,537	12,143	8,960	8,960	0	12,750	0
4114 NIC - Mt	20,629	15,509	21,660	11,443	11,443	0	19,988	0
4115 Travelling - Mt	200	90	200	0	200	0	200	0
4116 Training - Mt	1,500	1,355	1,500	57	1,500	0	1,500	0
Overhead Expenditure	251,226	242,692	267,758	171,943	244,358	0	279,730	0
less Transfer to EMR	0	60,000	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(251,226)	(302,692)	(267,758)	(171,943)	(244,358)		(279,730)	
200 Premises								
4201 Rates - Ad	4,040	2,408	4,444	2,529	4,444	0	4,586	0
4202 Repairs - Ad	250	0	250	0	250	0	250	0
4203 Energy - Ad	2,517	4,263	2,767	991	2,767	0	2,800	0
4204 Water - Ad	200	261	314	126	314	0	500	0
4205 Insurance - Ad	1,810	1,807	1,991	3,604	1,991	0	2,090	0
4206 Fire Protection - Ad	300	0	500	159	500	0	500	0

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HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
4211	Rates - Mt	4,157	3,957	4,572	4,390	4,572	0	4,718	0	0
4212	Repairs - Mt	0	17	0	21	0	0	0	0	0
4213	Energy - Mt	1,360	2,039	1,496	1,794	1,794	0	1,514	0	0
4214	Water - Mt	1,000	350	500	243	500	0	400	0	0
4215	Insurance - Mt	2,110	1,807	2,321	0	2,321	0	2,396	0	0
4216	Fire Protection - Mt	300	360	500	500	500	0	500	0	0
4217	Depot contingency	1,000	4,020	1,000	113	1,000	0	1,500	0	0
Overhead Expenditure				20,655	14,470	20,953	0	21,754	0	0
6001	less Transfer to EMR	0	20,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve				(20,655)	(14,470)	(20,953)	(21,754)			
300	Administration									
1301	Joint Services Ad Contrib	46,881	42,550	48,404	32,816	48,404	0	51,503	0	0
Total Income				48,404	32,816	48,404	0	51,503	0	0
4301	Telephones Landline/Broadband	1,000	1,259	1,200	1,120	1,200	0	1,700	0	0
4302	Computer	500	83	500	38	500	0	500	0	0
4303	Photocopier	1,000	1,088	1,000	577	1,000	0	1,000	0	0
4304	Stationery	750	424	750	2,177	750	0	750	0	0
4305	Office Cleaning	420	380	480	315	480	0	480	0	0
4306	Health & Safety	200	1,090	200	35	200	0	200	0	0
4307	Audit	600	0	600	836	600	0	850	0	0
Overhead Expenditure				4,730	5,097	4,730	0	5,480	0	0
300 Net Income over Expenditure				43,674	27,719	43,674	0	46,023	0	0

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HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

2022-23			2023-24				2024-25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6001	0	9,613	0	0	0	0	0	0	0
	42,411	28,611	43,674	27,719	43,674		46,023		
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HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4461	500	1,021	500	463	500	0	700	0	0
4463	1,500	687	1,500	1,011	1,500	0	1,500	0	0
4471	175	0	175	0	175	0	175	0	0
4481	600	650	600	249	600	0	600	0	0
4482	400	0	400	0	400	0	400	0	0
4483	1,000	0	1,000	0	1,000	0	1,500	0	0
4491	600	690	600	357	600	0	600	0	0
4495	15,000	18,485	10,000	894	10,000	0	15,000	0	0
4499	500	0	500	0	500	0	500	0	0
	33,557	34,081	29,920	9,136	29,920	0	35,725	0	0
	52,439	53,438	61,002	62,362	61,002	0	60,275	0	0
	0	75,000	0	0	0	0	0	0	0
	52,439	(21,562)	61,002	62,362	61,002		60,275		
500									
1501	303,896	303,896	334,762	223,175	334,762	0	367,243	0	0
1502	35	1,729	1,197	1,416	1,197	0	2,115	0	0
1503	115	1,913	1,231	1,600	1,231	0	1,578	0	0
1506	0	34,215	0	4,447	4,447	0	0	0	0
	304,046	341,753	337,190	230,638	341,637	0	370,936	0	0
	2,300	3,935	2,700	1,283	2,700	0	3,000	0	0
	1,000	1,122	1,500	773	1,500	0	1,500	0	0
	0	1,588	0	-1,800	0	0	0	0	0

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HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

2022-23		2023-24				2024-25				
Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
4505	Mandatory Member Allowances	2,300	7,560	2,676	-1,670	2,676	0	5,826	0	0
4506	Petty Cash	100	34	100	200	100	0	200	0	0
4507	Legal Fees	2,000	500	2,000	59	2,000	0	3,000	0	0
4508	Miscellaneous - Gen	500	146	500	295	500	0	500	0	0
4509	Welsh Language Policy	50	0	50	0	50	0	50	0	0
4510	Council Chamber	2,000	1,327	200	105	200	0	200	0	0
4511	Chairman's Fund	500	771	750	788	750	0	750	0	0
4512	Elections & Member Training	5,000	180	5,000	567	5,000	0	6,000	0	0
4513	Website (LG (Dem)(Wales) Act	0	0	0	233	232	0	200	0	0
Overhead Expenditure		15,750	17,162	15,476	833	15,708	0	21,226	0	0
500 Net Income over Expenditure		288,296	324,591	321,714	229,805	325,929	0	349,710	0	0
plus Transfer from EMR		0	2,400	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve		288,296	326,991	321,714	229,805	325,929		349,710		
Community Funding (LG Act 1972										
4601	Summer Playschemes (PWB)	6,384	9,569	15,326	15,326	15,326	0	20,000	0	0
4602	Grants to Voluntary Orgs (PWB)	3,000	1,440	3,000	1,760	3,000	0	3,000	0	0
4603	Community Centres Annual Grant	6,400	6,400	6,400	8,000	6,400	0	6,400	0	0
4604	Festivals	0	-39	0	-29	0	0	0	0	0
4605	Christmas Lighting (LGA1972s13	3,000	1,652	3,000	5,677	3,000	0	4,000	0	0
4606	Remembrance Sunday & Memorial	300	755	300	228	300	0	500	0	0
4607	Public Clocks (PCA 1957s2)	265	250	300	275	275	0	500	0	0
4608	Youth Support PWB	5,700	6,120	6,000	6,275	6,275	0	6,275	0	0
4610	Community Defibrillators	200	1,295	1,000	19	100	0	1,000	0	0

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HAWARDEN COMMUNITY COUNCIL

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

2022-23			2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	25,249	27,441	35,326	37,532	34,676	0	41,675	0	0
Movement to/(from) Gen Reserve	(25,249)	(27,441)	(35,326)	(37,532)	(34,676)		(41,675)		
700 Open Spaces									
1701 Bowling Green Rent	500	500	500	0	500	0	500	0	0
1703 Tennis Court Receipts	200	200	200	200	200	0	200	0	0
1704 Football Licences	800	730	800	730	800	0	800	0	0
Total Income	1,500	1,430	1,500	930	1,500	0	1,500	0	0
4700 Bowling Greens	700	700	700	700	700	0	700	0	0
4701 Land Rents - OS	120	106	120	80	120	0	320	0	0
4702 Repairs & Maintenance -OS	1,000	1,332	1,000	730	1,000	0	1,000	0	0
4703 Painting	250	0	250	0	250	0	250	0	0
4704 Play Areas & Equipment	5,000	25,518	5,000	2,048	5,000	0	10,000	0	0
4705 Pavilion	200	2,331	200	0	200	0	200	0	0
4707 Lodge	100	122	100	0	100	0	200	0	0
4708 Tennis Courts	2,500	613	2,500	-100	2,500	0	2,500	0	0
4709 Skateboard Park	250	0	250	0	250	0	250	0	0
4712 Dog Waste Dispensers	0	108	100	0	0	0	0	0	0
Overhead Expenditure	10,120	30,828	10,220	3,458	10,120	0	15,420	0	0
700 Net Income over Expenditure	-8,620	-29,398	-8,720	-2,528	-8,620	0	-13,920	0	0
6000 plus Transfer from EMR	0	11,524	0	0	0	0	0	0	0
6001 less Transfer to EMR	0	10,000	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR
Movement to/(from) Gen Reserve								
	(8,620)	(27,874)	(8,720)	(2,528)	(8,620)		(13,920)	
800 Highways/Verges								
4801 Lengthsman	37,442	33,741	39,000	23,171	39,000	0	42,000	0
4802 Lengthsman Supplies	3,500	4,108	3,650	2,863	3,650	0	3,650	0
4803 Planting & Maintenance -H&V	200	3,150	3,000	0	3,000	0	3,000	0
4804 Litter Bins (Litter Act 1983ss	600	0	600	0	600	0	600	0
4808 Miscellaneous - H&V	100	0	100	4,438	4,438	0	6,000	0
4809 CCTV (LG&Rating Act 1997s31)	500	1,328	1,000	287	287	0	1,000	0
Overhead Expenditure								
	42,342	42,327	47,350	30,758	50,975	0	56,250	0
Movement to/(from) Gen Reserve	(42,342)	(42,327)	(47,350)	(30,758)	(50,975)		(56,250)	
900 Public Lighting								
4901 Electricity - PL	34,500	37,358	30,000	15,409	24,000	0	30,000	0
4904 Connections/Transfers	2,000	0	2,000	2,492	2,492	0	2,000	0
4905 Replacements	800	0	800	0	800	0	4,500	0
Overhead Expenditure								
	37,300	37,358	32,800	17,901	27,292	0	36,500	0
Movement to/(from) Gen Reserve	(37,300)	(37,358)	(32,800)	(17,901)	(27,292)		(36,500)	
1000 Allotments (SH&AAct1908s23)								
11001 Allotment Rents Received	3,250	2,240	3,468	93	3,468	0	3,544	0
Total Income								
	3,250	2,240	3,468	93	3,468	0	3,544	0
41001 Allotments	1,000	1,412	1,000	531	1,000	0	4,000	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Proposal and PRECEPT 2025-26

	<u>2022-23</u>		<u>2023-24</u>				<u>2024-25</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	1,000	1,412	1,000	531	1,000	0	4,000	0	0
Movement to/(from) Gen Reserve	2,250	827	2,468	(437)	2,468		(456)		
Total Budget Income	441,673	475,492	481,484	335,976	485,931	0	523,483	0	0
Expenditure	440,058	458,916	465,235	291,659	439,732	0	517,760	0	0
Net Income over Expenditure	1,615	16,576	16,249	44,317	46,199	0	5,723	0	0
plus Transfer from EMR	0	13,924	0	0	0	0	0	0	0
less Transfer to EMR	0	174,613	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	1,615	(144,113)	16,249	44,317	46,199		5,723		