

CYNGOR CYMUNED PENARLÂG
HAWARDEN COMMUNITY COUNCIL



SGJ/H.13.04.2026

8th April 2026

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 April 2026 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

Ms Sharron G Jones
Clerk & Financial Officer

Gyda Chyfarchion With Compliments

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

• • •
SWYDDFEYDD Y CYNGOR

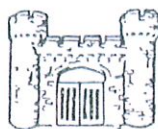
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

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HAWARDEN COMMUNITY COUNCIL

HYBRID MEETING

13th April 2026

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 previous meeting of the council held on 9th March 2026, copy attached.

4. MATTERS ARISING FROM THE MINUTES:

5. VACANCY IN HAWARDEN – MANCOT WARD, CO-OPTION:

One member of the public has expressed an interest in the vacancy and will be present at the meeting to address council.

6. INTERIM INTERNAL AUDIT REPORT 2025/26:

Report attached.

7. 2025/26 YEAR END ACCOUNTS AND AUDIT PROCESS:

Report attached.

8. CHAIRMAN'S REMARKS:

STAFFING AND GENERAL PURPOSES COMMITTEE:

9. POLICE MATTERS:

To consider any matters of concern.

10. HIGHWAYS/STREETSCENE MATTERS:

To consider any matters of concern for onward submission to John Griffiths, Senior Highways Maintenance Officer.

11. LIGHTING FAULTS:

To raise any lighting issues.

12. MEMBERS INFORMATION ITEMS:

To consider any relevant information items from Members.

PLANNING COMMITTEE:

13. 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 April.

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.

Appeal Reference Number: CAS-04640-M3D1V6

Appellant's Name: ,Mr J Doran

Proposal: Change of use of land to a traveller's caravan site consisting of 1 no. mobile home, 1 no. touring caravan, car parking, landscaping and associated works

Location Land off Church Lane, Aston Hill, Ewloe, CH5 3BF

Appeal Start Date: 08-Apr-2026

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

COMMUNITY AND ENVIRONMENT COMMITTEE:

14. GWELLA – REQUEST FOR MATCH FUNDING 2026-27:

Letter attached for members' consideration.

15. VISIT TO THE HAWARDEN CRICKET CLUB:

Officers from Hawarden Cricket Club had extended an invitation to the Community Council to visit the Cricket Club to see how the club has progressed and as an expression of gratitude for the recent small grant donation. Visit to take place after the 1st May and preferably on a Thursday afternoon.

16. REQUEST TO USE THE GLADSTONE PLAYING FIELDS:

Council is asked to approve the following request:

Hawarden Strollers Walking Football Team have recently agreed to join Hawarden Rangers Football Club. On Saturday 27th June they wish to arrange a charity 7-a-side walking football event at the Gladstone playing fields. The Charity event aims to play walking football for 12 hours, raising funds

for Prostate Cancer cause. It will take place between the hours of 8.30 a.m. and 8.30 p.m.

FINANCE COMMITTEE:

17. ACCOUNTS FOR PAYMENT:

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

18. 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 April.

19. BANK RECONCILIATION:

To receive the bank reconciliation statement for the period ending 31st March, *copy attached*.

20. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

The Council is asked to consider the exclusion of the public and press from the meeting to consider tenders for new play equipment at Gary Speed play area.

21. NEW PLAY EQUIPMENT, GARY SPEED PLAY AREA:

To consider the tenders received.



HAWARDEN COMMUNITY COUNCIL

Minutes of the Hybrid Meeting

held on

9th March 2026

PRESENT: **Chairman:** Darren Sterry

Councillors: Joyce Angell, Janet Axworthy, Bill Cooper, Michael Crockford, Sarah Hinks, Liz Kennedy, Stephen Lancashire, Dave Mackie, Doreen Mackie, Emma Preece, Colin Randerson, Margaret Redfern, Ralph Small, Ant Turton, and Connor Wynne.

Officers: Sharron Jones, Clerk & Financial Officer
Georgey Griffiths, Assistant Clerk

Youth Representatives: Callum Hodgson, Hawarden High School

178/25 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Gillian Brockley, Helen Brown and Linda Thomas.

179/25 DECLARATIONS OF INTEREST:

Councillor Dave Mackie, Doreen Mackie and Margaret Redfern declared an interest in Item 13 – Planning Applications and duly completed their Declaration of Interest forms.

180/25 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting of the Council held on 9th February 2026 be approved as a correct record.

181/25 MATTERS ARISING FROM THE MINUTES:

There were none.

182/25 VACANCY IN HAWARDEN - MANCOT WARD:

The Clerk and Financial Officer stated that the vacancy had been re-advertised for Co-option and the deadline date had been Friday 13th March 2026.

IT WAS RESOLVED: to note the information.

183/25 CHAIRMAN'S REMARKS:

The Chairman thanked the Vice-Chairman, Councillor Bill Cooper, for attending the Mayor of Flintshire County Council's Charity Event on his behalf.

STAFFING AND GENERAL PURPOSES COMMITTEE:

184/25 POLICE MATTERS:

There were none.

185/25 HIGHWAYS/STREETSCENE MATTERS:

The following matters were raised to be forwarded to the County Council's Senior Highways Officer, John Griffiths:

- i. There is a lot of wear and tear on the roads which had caused a lot of the road markings to be none-existent on the road leading up to the St. David's round about and on the roundabout.
- ii. There had been over a hundred pot holes in a sixty metre stretch that had been deep and caused damage to vehicles and cycles along Colliery Lane and Mancot Lane.
- iii. A resident had reported that a lot of the road signs had become faded and unclear on Smithy Lane and Liverpool Road.
- iv. The tarmac works in Ewloe had been a mess and residents had not been informed of the project. A large number of cars, bikes and prams had driven over it.

- v. Residents had complained about the rubbish bins that had been removed from outside the Sunflower takeaway in Ewloe which had resulted in an increase of litter in this area.
- vi. A member wished to report that large artic lorries overtook vehicles and did not adhere to the speed limit on the Aston Hill and they sometimes tail gate cars.
- vii. The footpath and road at the junction of Ash Lane and Cross Tree Lane had become damaged as drivers had cut the corner.

The Clerk and Financial Officer read out a redacted complaint from a resident about the Gladstone Way development that linked to the previous item. It had been reported that large wagons continuously made deliveries to the site and parked either in the road or half way on to the footpath which had blocked the way for vehicles and caused an obstruction with residents having to walk around the vehicles.

A member shared that he had had a similar experience when walking his grandchildren to the Village School, two artic lorries with tarmac had pulled in at around 8:25am, one had blocked the footpath and another was half on the footpath so residents could not get around the lorries. 'No parking' signs had been displayed but not complied with. When the driver had been asked to move his vehicle, he had been very obliging, but this should not happen.

The member had contacted Castle Green Developments about the issue who had replied that the law states that if there is a footpath on both sides of the road a vehicle can park on one side.

It had been clarified that as part of the planning conditions this situation should not arise.

Issues around flooding and noisy generators had also caused a disturbance to residents.

IT WAS RESOLVED: that the above issues be reported to John Griffiths, Senior Streetscene Highways Officer and other relevant agencies.

186/25 LIGHTING FAULTS:

There were no lighting faults reported. The Clerk and Financial Officer advised members that the five-year replacement LED programme had been near completion with only 17 new heads that required replacement. The next phase of the project would be update old concrete lighting columns.

IT WAS RESOLVED: to note the update.

187/25 MEMBERS INFORMATION ITEMS:

In response to a question about the naming of the new development off Gladstone Way, the Clerk and Financial Officer said that a meeting had taken place with Mancot members who had suggested a number of alternatives names. These had been sent to Flintshire County Council and a response had been awaited.

A member advised that he had a Health and Safety Meeting at the Hawarden Village School where the parking situation had been reviewed. It had been agreed to reconsider the one-way proposal together with the installation of barriers around the "D".

Members raised concerns about Cross Tree Lane becoming a one-way road particularly as it would become a cut through for the new development. It was felt that the traffic build up into the village could be further exacerbated.

IT WAS RESOLVED: to note the information.

PLANNING COMMITTEE:

188/25 CONSULTATION ON DRAFT PLANNING ENFORCEMENT POLICY 2026:

The Clerk and Financial Officer advised that the draft policy had been available to view online and the deadline for comments had been 9th March, the day of the meeting, but she had requested permission from the County Council to submit comments a day late, following this council meeting.

A member asked whether the Planning Team could take into consideration the Council's meeting dates as some of the planning applications had already had a decision date before they had been discussed within the Council meeting.

A member referred to another Council and advised that the planning applications are sent directly to the ward members when they are received from Flintshire and they send comments if they wish.

The Chair of the Planning Committee offered to write to the Planning Team and ask if the applications could be sent in a more timely manner so that the Council had a chance to consider the applications prior to the deadline date; this was approved.

IT WAS RESOLVED: that the Clerk and Financial Officer respond to the survey on behalf of the Council.

189/25 COMMUNITY REVIEW 2025 – DRAFT PROPOSALS:

The Clerk and Financial Officer advised council of the outcome of the review and in particular, the proposal to reduce the Aston ward by one member, from seven to six.

IT WAS RESOLVED: to object to the proposal to reduce Aston by one member as the council currently had three seven member wards which adequately reflected the representation of the three communities.

190/25 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 was one planning appeal.

COMMUNITY AND ENVIRONMENT COMMITTEE:

191/25 HYNET/VICKER'S CLOSE:

Members requested that the Clerk and Financial Officer write to Hynet to voice concerns around the large vehicles / wagons that continue to park on the path and cause obstruction and lack of knowledge of the project from contractors.

IT WAS RESOLVED: the Clerk and Financial Officer write to Hynet.

FINANCE COMMITTEE:

192/25 SMALL GRANTS SCHEME APPLICATION:

IT WAS RESOLVED: that Mancot Bowling Club receive a grant of £500 towards the cost of the installation of a new kitchen.

193/25 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £60,213.62 for February, be approved.

194/25 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated that the Service Level Agreement cost for February had been £18,82,98.

195/25 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation ending 28th February be received and approved.

Hawarden Community Council
 Planning Committee
 09th March 2026


Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/001004/25 Ward: Mancot	Change of Use from Offices to Veterinary Practice	PROJECT HOUSE, Chester Road, Sandycroft, Deeside, CH5 2QW	25.02.2026 Stef Connah No Objections
2.	FUL/000182/26 Ward: Ewloe / Aston	Proposed Extension & Alterations	8 Grant Drive, Ewloe, CH5 3RR	02.03.2026 Barbara Kinnear No Objections
3.	COU/000839/25 Ward: Aston	APPEAL LETTER Appeal Reference Number: CAS-04805-L8X5R1 Change of Use from C3 (Dwelling House) to C4 (House in Multiple Occupation) for 5 occupants. No external or internal changes.	1, Ivy Cottages, Aston Road, Queensferry, Deeside, CH5 1TL	02.03.2026 Stef Connah STILL OBJECTION
4.	FUL/000134/26 Ward: Ewloe	Proposed Development of Four Apartments (2 2 bed and 2 1 bed) in two blocks	Land adj. 1, Dovey Cottages, Mold Road, Ewloe Green, Deeside, CH5 3BB	11.02.2026 Alison Dean No Objections
5.	FUL/000112/26 Ward: Aston	Proposed change of use and alterations to existing shop and living accommodation to form a veterinary practice & associated works.	27, Aston Park Food Store, Aston Park Road, Shotton, Deeside, CH5 1UA	12.02.2026 Stef Connah No Objections
6.	FUL/000114/26 Ward: Ewloe	Construction of a single-storey driving bay structure measuring 9m wide by 3m deep, providing three individual bays. Each bay will be used for golf practice by club members and for teaching sessions conducted by the club professional.	HAWARDEN GOLF CLUB LTD, Groomsdale Lane, Hawarden, Deeside, CH5 3EH	12.02.2026 Stef Connah No Objections
7.	FUL/000113/26 Ward: Mancot	Full planning application for the change of use of a former restaurant (Use Class A3) to a single dwellinghouse (Use Class C3), together with associated	68, The Highway, Hawarden, CH5 3DH	12.02.2026 Alison Dean No Objections

		internal alterations, demolition of outbuildings, external amenity works, landscaping and parking provision.		
8.	FUL/000016/26 Ward: Mancot	Erection of agricultural building for cattle/storage	MOOR LANE FARM, Moor Lane, Hawarden, Deeside, CH5 3PQ	12.02.2026 Barbara Kinnear
9.	FUL/000103/26 Ward:	Demolition of an existing redundant warehouse and the erection of two detached residential dwellings with associated landscaping, access, parking, and ecological enhancement works.	Land at 92, The Highway, Hawarden, CH5 3DJ	12.02.2026 Alison Dean OBJECTION Overdevelopment
10.				

Accounts for Payment					
Mar-26					
Ref:	Method	Item	Cost	Net Cost	VAT
H/25/358	BACS	Aston Bowling Club - Annual Grant	£300.00	£300.00	£0.00
H/25/359	BACS	Gladstone Bowling Club - Annual Grant	£200.00	£200.00	£0.00
H/25/360	BACS	Mancot Bowling Club - Annual Grant	£200.00	£200.00	£0.00
H/25/361	BACS	Done N Dusted - Office Clean - Feb	£35.00	£35.00	£0.00
H/25/362	BACS	Snapfast - Street Lighting Supplies / Fixtures - TBR	£6,132.00	£5,110.00	£1,022.00
H/25/363	BACS	Thornccliffe - Flat Bar - HCC / Timber - BBCC Notice Boards - TBR	£110.70	£92.25	£18.45
H/25/364	BACS	Thornccliffe - Steel Cutting Charge	£1.80	£1.50	£0.30
H/25/365	DD	Ruby Energy - Office Gas - 01st Jan - 01st Feb	£248.16	£236.34	£11.82
H/25/366	CRD 0734	Nomix Enviro - Nomix Dual - Weed Killer - 5L x 4	£698.40	£582.00	£116.40
H/25/367	CRD 0734	DVLA - Vehicle Tax - CX13 PZH	£345.00	£345.00	£0.00
H/25/368	CRD 1030	LVW Group - Brake Pad Set - KKL	£26.94	£22.45	£4.49
H/25/369	BACS	ClIr Angell - MMA 2026	£208.00	£208.00	£0.00
H/25/370	BACS	ClIr Axworthy - MMA 2026	£208.00	£208.00	£0.00
H/25/371	BACS	ClIr Cooper - MMA 2026	£208.00	£208.00	£0.00
H/25/372	BACS	ClIr Brockley - MMA 2026	£208.00	£208.00	£0.00
H/25/373	BACS	ClIr Crockford - MMA 2026	£208.00	£208.00	£0.00
H/25/374	BACS	ClIr Hinks - MMA 2026	£208.00	£208.00	£0.00
H/25/375	BACS	ClIr Kennedy - MMA 2026	£190.67	£190.67	£0.00
H/25/376	BACS	ClIr Lancashire - MMA 2026	£173.30	£173.30	£0.00
H/25/377	BACS	ClIr Preece - MMA 2026	£208.00	£208.00	£0.00
H/25/378	BACS	ClIr Redfern - MMA 2026	£208.00	£208.00	£0.00
H/25/379	BACS	ClIr Small - MMA 2026	£208.00	£208.00	£0.00
H/25/380	BACS	ClIr Swash - MMA 2026	£208.00	£208.00	£0.00
H/25/381	BACS	ClIr Thomas - MMA 2026	£208.00	£208.00	£0.00
H/25/382	BACS	ClIr Turton - MMA 2026	£208.00	£208.00	£0.00
H/25/383	BACS	ClIr Wynne - MMA 2026	£208.00	£208.00	£0.00
H/25/384	BACS	MO - Refund for payment - V&M Tyre - Puncture Repair - Tractor	£25.00	£25.00	£0.00
H/25/385	CRD 1030	Chester Tyres - Tyres for Vehicle KKL	£300.00	£250.00	£50.00
H/25/386	CRD 0734	SLCC - Clerk & FO - Graduation Celebration	£30.00	£25.00	£5.00
H/25/387	CRD 1030	Graham's Machinery - Maintenance Materials	£108.06	£90.05	£18.01
H/25/388	CRD 1030	Charlies - Maintenance Materials / M.O Boots	£74.56	£70.48	£4.08
H/25/389	CRD 0734	Tool Den - Impact Drill	£63.31	£52.76	£10.55
H/25/390	BACS	FCC - Aston Easement	£0.25	£0.25	£0.00
H/25/391	BACS	H W Oultram - Vehicle Fuel - KKL/PZH - Jan	£189.21	£158.59	£30.62
H/25/392	BACS	H W Oultram - Vehicle Fuel - LGX - Jan	£210.01	£176.03	£33.98
H/25/393	DD	Flotek - Mobile Phones - February	£34.51	£28.76	£5.75
H/25/394	DD	Onecom - Wifi / Phones - Office - January	£217.02	£180.85	£36.17
H/25/395	BACS	Microshade - Hosted Services - February	£157.42	£131.18	£26.24
H/25/396	DD	Welsh Water - Office Water - February	£34.02	£34.02	£0.00
H/25/397	BACS	Viking - Office Stationery	£110.15	£91.79	£18.36
H/25/398	BACS	Canda Copying - Photocopier Rental / Useage (quarterly bill)	£147.48	£122.90	£24.58
H/25/399	DD	Idata - CCTV - February	£53.74	£44.78	£8.96
H/25/400	CRD 0734	Tool Station - Depot Supplies	£14.49	£12.08	£2.41
H/25/401	BACS	Welsh Water - Gladstone Playing Fields	£179.74	£179.74	£0.00
H/25/402	BACS	Welsh Water - Allotments	£111.49	£111.49	£0.00
H/25/403	BACS	H W Oultram - Vehicle Fuel - LGX - February	£117.43	£94.63	£22.80

H/25/404	BACS	H W Oultram - Vehicle Fuel - KKL / PZH - February	£284.01	£228.86	£55.15
H/25/405	DD	Ruby Energy - Office Electric - 13th Jan - 13th February	£137.99	£131.42	£6.57
H/25/406	DD	SSE Energy - Street Lighting - January	£4,401.19	£3,667.66	£733.53
H/25/407	BACS	Aldercote - 2 x Limit Switch / 2 x Circlip Split Ring	£347.76	£289.80	£57.96
H/25/408	DD	Scottish Power - Pavillion Electric - 08th Jan - 24th February	£190.11	£174.76	£15.35
H/25/409	BACS	Canda Copying - Photocopier Rental / Useage (quarterly bill)	£195.90	£163.25	£32.65
H/25/410	BACS	Lloyd's Bank - Salaries - March	£15,550.71	£15,550.71	£0.00
H/25/411	BACS	Clwyd Pension Fund - Salaries - March	£6,261.00	£6,261.00	£0.00
H/25/412	BACS	HMRC - Salaries - March	£6,495.39	£6,495.39	£0.00
		TOTAL:	£47,407.92	£45,035.74	£2,372.18
	Chairman:				
	Chair of Finance:				
	Clerk & FO:				

INTERNAL AUDIT REPORT
HAWARDEN COMMUNITY COUNCIL 2025/2026 INTERIM

The internal audit is carried out by the following testing of the internal controls specified on the Annual Return for local councils in Wales:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year-end testing on the accuracy and completeness of the financial statements
- Where the Council is sole trustee of a charity, checking that the Council has procedures in place to meet its responsibilities as a sole trustee

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

JDH Business Services Limited

INTERNAL AUDIT REPORT
HAWARDEN COMMUNITY COUNCIL 2025/2026 INTERIM

ACTION PLAN

ISSUE	RECOMMENDATION	FOLLOW UP
<p>1</p> <p>The Clerk/RFO authorises the majority of online bank payments before they are made. Two councillors then sign the payment vouchers after the payments are made.</p> <p>The financial regulations allow for the Clerk/RFO to have delegated authority to authorise payments in certain conditions.</p> <p>For the following payments tested during the audit, we could not identify that these payments met these conditions and should therefore have been authorised by two Councillors before payment:</p> <ul style="list-style-type: none"> • H/25/83 Play & Leisure £19,483.86 • H/25/41 Flintshire CC Car park repairs £10,260 • H/25/155 Snapfast £5880 	<p><i>Payments should be made as per the financial regulations and two signatures should be obtained before the payment is made.</i></p> <p><i>When physical signatures cannot be obtained, emailed approval should be obtained and evidence retained.</i></p>	<p>Council resolution 180/24 10/02/2025</p> <p>Council resolution 181/24 10/02/2025</p> <p>Periodic supplier of new LED lanterns and photocells</p> <p>For the last ten years council have received reports in this way hence why council changed its Financial Regulations. Monthly bank reconciliations are also provided which is a way of</p>
<p>2</p> <p>Financial regulations have been amended to state that budget reports are only required for October, December and January during the draft budget proposals.</p>	<p><i>The Council must carry out regular monitoring of spend against budget. This should be reflected in the financial regulations.</i></p> <p><i>Please see section 6.23 of The</i></p>	

INTERNAL AUDIT REPORT
HA WARDEN COMMUNITY COUNCIL 2025/2026 INTERIM

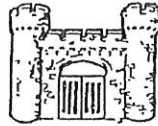
	<p>This does not demonstrate regular monitoring of spend against budget which is required for effective financial management throughout the financial year.</p>	<p><i>Practitioners Guide for budgetary control requirements.</i></p>	<p>monitoring the councils balances. An extra report could be provided if members wish.</p>
<p>3</p>	<p>A review of the joint services invoice calculation for October identified the following:</p> <ul style="list-style-type: none"> • Microshade charge for October of £109.68 appears in the Administration column and has also been separately recharged to STC and B&BCC. • An element of fleet insurance has been removed as it only applies to HCC. This is not clear on the calculation as no analysis is provided. <p>A review of the joint services invoice calculation for December identified the following:</p> <ul style="list-style-type: none"> • H/25/275 VAT amount of £8.22 incorrectly entered in the calculation rather than the net amount of £41.65. <p>These errors are occurring because the ledger is not being utilised for the calculation of the recharge. There is no reconciliation of the accounts for payment listings to the ledger to ensure</p>	<p><i>The Council should review the identified errors and amend the recharge where appropriate.</i></p> <p><i>The following reconciliations should be performed for recharge calculations:</i></p> <ul style="list-style-type: none"> • <i>The accounts for payment listing used for the calculation should be reconciled to the Rialtas ledger to ensure that it is accurate.</i> • <i>The accounts for payments listing should be reconciled to the recharge calculation. It should be summarised in a spreadsheet with totals for 'AD recharge', 'MT recharge', 'individual recharge', 'No recharge' that ensures that no items are missed and the correct values are used in the recharge calculation.</i> <p><i>The Council should consider introducing internal control checks on the joint services calculations.</i></p>	<p>Discussion have taken place with the Chairman of the Finance Committee as a recommendation to internal processes to effect this.</p> <p>The Clerk and Financial Officer advised the Internal Auditor of this matter.</p> <p>Amendments will be made where necessary.</p>

INTERNAL AUDIT REPORT
HAWARDEN COMMUNITY COUNCIL 2025/2026 INTERIM

	<p>they are correct. There is also no reconciliation of the accounts for payment list to the recharge calculation to ensure that all recharges have been captured correctly.</p>		
4	<p>The Council are in the early planning stages of a community centre project.</p>	<p><i>The Council need to ensure that they obtain advice on any implications relating to VAT recoverability on expenditure relating to the project.</i></p>	<p>The Clerk and Financial Officer brought this to the Internal Auditor's attention.</p>
<p>2024/25 year-end internal audit recommendations</p>			
1	<p>A review of the year-end accruals against the SLA invoices identified the following:</p> <ul style="list-style-type: none"> • An overpayment (receipt in advance) of £4005.96 from Broughton & Bretton CC had not been included as a receipt in advance or creditor in the accounts. • The February 2025 invoice to Shotton Town Council of £4,746.99 had not been included as a debtor in the accounts. • As a result total income from the SLA was understated by £741.03. 	<p><i>The accounts must be adjusted to record the correct information for the joint services income.</i></p> <p><i>Year-end statements should be produced for both Shotton Town Council and Broughton and Bretton Community Council stating the amount invoiced for the year and the amount received.</i></p>	<p>Follow up at year-end audit</p>

INTERNAL AUDIT REPORT
HAWARDEN COMMUNITY COUNCIL 2025/2026 INTERIM

2	The fidelity cover of £500k does not cover the maximum projected cash balance as at 31/3/25 of approximately £540k (calculated as year-end balance plus first precept installment.	<i>The Council should review the adequacy of their fidelity cover.</i>	Follow up at year-end audit
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HAWARDEN COMMUNITY COUNCIL

MONDAY 13th APRIL 2026

EXTERNAL AUDIT OF THE COUNCIL'S ACCOUNTS

1. PURPOSE OF REPORT:

To note the date for the external audit of the Council's accounts for the year ending 31st March 2026 and the preparation required.

2. PROCESS:

The following process will need to be followed to ensure that the Annual Return, additional Governance assertions and supporting information are submitted to the external auditor, Wales Audit Office by **1st July 2026**:

- Internal Audit is undertaken in two stages by the Council's Internal Auditor, JDH Business Services Ltd; the first stage, an interim audit, took place in March 2026; this interim report is attached elsewhere on the council's agenda for consideration;
- The financial software 'end of year' will be completed by an Independent Accountant on **20th May, 2026**. The annual accounts preparation will include:
 - Completing the year end closedown
 - Preparing the Annual Return
 - Preparation of supporting accounting information
 - Creation of the new financial year on the software
 - Assist in the preparation of the variances analysis, if required
- The second stage of the internal audit will be completed by the Internal Auditors, JDH, on the **21st May, 2025** and will address

- all transactions up to the end of March 2026 (including any debtors and creditors in April 2026);
- JDH will prepare an internal audit report and complete the Internal Audit section of the Annual Return by **4th June 2026**;
 - Approval of final accounts by the Council will be at its meeting on **8th June 2025** together with the report of the Internal Auditor, draft Annual Return, additional Governance assertions and supporting information; and
 - Delivery of paperwork to the external auditor will be confirmed together with the notice for the exercise of electors' rights under the 2004 Act.

3. FINANCIAL IMPLICATIONS:

This method will cost the council £495.00, rather than the higher rate of £912.00 based on 2025 costs.

4. RECOMMENDATIONS:

Members are asked to note the arrangements as outlined above.

Hawarden Community Council
 Planning Committee
 13th April 2026

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000103/26 Ward: Ewloe	Demolition of an existing redundant warehouse and the erection of two detached residential dwellings with associated landscaping, access, parking, and ecological enhancement works.	Land at 92, The Highway, Hawarden, CH5 3DJ	Reg Date 01.04.2026 Target Date 27.05.2026 Alison Dean
2.	LBC/000236/26 Ward: Mancot	Replacement single and double glazed sash windows for single glazing and secondary glazing. The replacement of uPVC casements with double glazed casements. The insertion of 2 no. rooflights in former outrigger. The replacement of modern floor tiles with stone flags to the kitchen, utility and hallway. Replacement of uPVC guttering with cast iron	Elms Cottage, 29A, Glynne Way, Hawarden, Deeside, CH5 3NS	Reg Date 17.03.2026 Target Date 12.05.2026 Barbara Kinnear
3.	FUL/000237/26 Ward: Mancot	Variation of condition 2 for the retrospective amendments to the approved scheme	Land at Gladstone Way and Ash Lane, Hawarden, Deeside	Reg Date 13.03.2026 Target Date 08.05.2025 James Beattie
4.	FUL/000206/26 Ward: Ewloe	Replacement of rear single storey extension with new extension and replacement of existing front porch with new front porch extension	23, High Park, Hawarden, Deeside, CH5 3EF	Reg Date 10.03.2026 Target Date 05.05.2026 Stef Connah
5.	LBC/000236/26 Ward: Mancot	Replacement single and double glazed sash windows for single glazing and secondary glazing. The replacement of uPVC casements with double glazed casements. The insertion of 2 no. rooflights in former outrigger. The replacement	Elms Cottage, 29A, Glynne Way, Hawarden, Deeside, CH5 3NS	Reg Date 17.03.2026 Target Date 12.05.2026 Barbara Kinnear

		of modern floor tiles with stone flags to the kitchen, utility and hallway. Replacement of uPVC guttering with cast iron		
6.				
7.				
8.				
9.				
10.				

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

	Planning Application Number	Proposal	Address	Decision
1.	FUL/001004/25 Ward: Mancot	Change of Use from Offices to Veterinary Practice	PROJECT HOUSE, Chester Road, Sandycroft, Deeside, CH5 2QW	Refused 07.04.2026 Stef Connah
2.	FUL/000120/26 Ward: Ewloe	Erection of a new garage to the side of the property and widened drive including installation of a dropped kerb to provide additional on drive parking	4 , Old Hall Road, Hawarden, CH5 3JH	Approved 02.04.2026 Barbara Kinnear
3.	FUL/000114/26 Ward: Ewloe	Construction of a single-storey driving bay structure measuring 9m wide by 3m deep, providing three individual bays. Each bay will be used for golf practice by club members and for teaching sessions conducted by the club professional.	HAWARDEN GOLF CLUB LTD, Groomsdale Lane, Hawarden, Deeside, CH5 3EH	Approved 26.03.2026 Stef Connah
4.	FUL/000112/26 Ward: Aston	Proposed change of use and alterations to existing shop and living accommodation to form a veterinary practice & associated works.	27, Aston Park Food Store, Aston Park Road, Shotton, Deeside, CH5 1UA	Approved 26.03.2026 Stef Connah
5.	FUL/000080/26 Ward: Ewloe	Extension and alterations to garage to provide home office in roofspace	3, Fron Heulog, Deeside, Ewloe, CH5 3GG	Refused 05.03.2026 Barbara Kinnear
6.	FUL/000039/26 Ward: Mancot	Demolition of Existing Outrigger and Erection of Two Storey Side and Rear Extensions.	81, The Highway, Hawarden, Deeside, CH5 3DL	Approved 13.03.2026 Barbara Kinnear

Accounts for Payment					
Apr-26					
Ref:	Method	Item	Cost	Net Cost	VAT
H/26/01	BACS	Done N Dusted - Office Clean - March	£35.00	£35.00	£0.00
H/26/02	DD	Ruby Energy - Office Gas - 01st Feb - 01st March	£220.83	£210.31	£10.52
H/26/03	DD	Ruby Energy - Office Electric - 13th Feb - 13th March	£113.80	£108.38	£5.42
H/26/04	DD	Welsh Water - Office Bill - March	£34.02	£34.02	£0.00
H/26/05	DD	Flotek - Mobile Phones - March	£34.51	£28.76	£5.75
H/26/06	BACS	H W Oultram - Vehicle Fuel - March - LGX	£272.19	£219.34	£52.85
H/26/07	BACS	H W Oultram - Vehicle Fuel - March - KYD / KKL	£397.62	£320.41	£77.21
H/26/08	DD	One Com - Wifi / Phones - Office - February	£217.02	£180.85	£36.17
H/26/09	BACS	Microshade - Hosted Services - March	£157.42	£131.18	£26.24
H/26/10	DD	Idata - CCTV - March	£53.74	£44.78	£8.96
H/26/11	DD	Scottish Power - Pavillion Electric - 25th Feb - 25th March	£214.34	£204.13	£10.21
H/26/12	DD	SSE Energy - Street Lighting -February	£3,575.08	£2,979.23	£595.85
H/26/13	BACS	Lloyd's Bank - Salaries -April	£15,556.72	£15,556.72	£0.00
H/26/14	BACS	Clwyd Pension Fund - Salaries - April	£2,243.79	£2,243.79	£0.00
H/26/15	BACS	HMRC - Salaries - April	£6,489.38	£6,489.38	£0.00
H/26/16	CRD 0734	Qferry Service Station - Fuel - Mowers	£76.12	£63.43	£12.69
H/26/17	CRD 0734	Auto Parts / Jim Barrow - NAPA Battery	£92.40	£77.00	£15.40
H/26/18	BACS	Thornccliffe - 4 x Wooden Posts	£34.56	£28.80	£5.76
H/26/19	BACS	Amazon - IBC Cover - Allotments	£59.98	£49.98	£10.00
H/26/20	BACS	Mancot Bowling Club - March Grant Scheme	£500.00	£500.00	£0.00
H/26/21	BACS	Thornccliffe - Cement x 2 / Concrete Mix / Crusher Run	£225.72	£188.10	£37.62
H/26/22	BACS	Thornccliffe - Quick Fix Macadam	£115.08	£95.90	£19.18
H/26/23	BACS	JDH Business Services Ltd - Internal Audit 2025/26	£570.00	£475.00	£95.00
H/26/24	BACS	Groundswise - Tree Works - Tree Tag - 2193	£390.00	£325.00	£65.00
H/26/25	CRD 0734	Ebay - Bio Oil V32 2 Litres	£81.99	£68.33	£13.66
H/26/26	BACS	William Hall & Co - Rent - Trueman's Hill Playing Field	£0.25	£0.25	£0.00
H/26/27	BACS	One Voice Wales - Training 'The Cllr' - Cllr Kennedy	£65.00	£65.00	£0.00
H/26/28	BACS	Allotment Committee - Insurance	£183.62	£183.62	£0.00
H/26/29	BACS	Awyr Utilites - Tree Works	£2,150.00	£2,150.00	£0.00
H/26/30	CRD 0734	Ebay - Ride On Mower Battery	£41.95	£34.96	£6.99
H/26/31	CRD 0734	Ebay - Maintenance Officer Work Trousors	£19.95	£16.63	£3.32
H/26/32	CRD 8919	Charlies - Depot Supplies	£3.98	£3.32	£0.66
H/26/33	CRD 0734	Ebay - Blade Set	£29.76	£24.80	£4.96
H/26/34	BACS	Clerk & FO - Mileage	£85.05	£85.05	£0.00
H/26/35	CRD 0734	Ebay - Returns Postage for Work trousors return	£3.06	£3.06	£0.00
H/26/36	BACS	Trebor & Sons - Service and Parts - ZETA	£676.93	£564.10	£112.83
H/26/37	CRD 0734	Ebay - Vehicle Part	£18.71	£15.59	£3.12
H/26/38	CRD 5814	Chester Tyres - 2 x Tyres	£100.00	£100.00	£0.00
H/26/39	CRD 0734	Ebay - Maintenance Officer Work Trousors	£24.95	£20.79	£4.16
H/26/40	BACS	J Mort - Aston Shop Electric	£235.00	£235.00	£0.00
H/26/41	BACS	Rialtas - Software and License	£396.00	£330.00	£66.00
H/26/42	BACS	Thornccliffe - Green PVC Weld Mesh	£246.00	£205.00	£41.00
H/26/43	BACS	Morgans - Depot Supplies	£197.42	£168.33	£29.09
H/26/44	CRD 5814	Charlies - Depot Supplies	£11.47	£9.56	£1.91
		TOTAL:	£36,250.41	£34,872.88	£1,377.53
	Chairman:				

	Chair of Finance:				
	Clerk & FO:				



Mrs Sharron Jones
 Hawarden Community Council
 113 The Highway
 Hawarden
 Deeside
 CH5 3DL

Via Email: mail@hawardencommunitycouncil.gov.uk

Your Ref/Eich Cyf MF/Letter/0326
 Our Ref/Ein Cyf MF/0326
 Date/Dyddiad 18 March 2026
 Ask for/Gofynner am Richard Roberts
 Direct Dial/Rhif Union 01352 702466
 Email/Ebost richard.roberts@gwella.wales

Dear Clerk,

Match Funding Scheme Improvements to Children's Play Areas 2026/27

I am pleased to advise that Flintshire County Council has allocated £105,000 from its 2026/27 budget for the match-funding of improvement works to children's play areas. For 2026/27, the match-funding scheme will be managed by Gwella, the Local Authority Trading Company (LATCo) wholly owned by Flintshire County Council,

Flintshire County Council and Gwella wish to work in partnership with Town & Community Councils on a match-funding basis (£ for £) and seek expressions of interest for the 2026/27 scheme.

It is important that the County Council targets its future investment towards those sites of greatest need in terms of play deprivation and strategic importance.

The County Council seeks support for and engagement with the match-funding scheme from all Town & Community Councils. Once this support is established, the County Council will recognise the additional play investment needs of towns and villages through the appropriate allocation of capital funding.

Should you wish to participate in the match-funding scheme for 2026/27, please advise Gwella's Play Design service which play area you have identified in your community as being most in need of investment.

In order that we have an agreed programme in place, I would be grateful if you can confirm your expression of interest to Richard Roberts, Gwella's Play Design Officer, by 31 May 2026. The outcome of your expression of interest will then be reported back to you at the earliest opportunity. I also need to advise that Gwella

Working in partnership with.
 Gweithio mewn partneriaeth gyda



Flintshire Libraries and Leisure Limited
 Deeside Leisure Centre, Chester Road West
 Queensferry, Flintshire, CH5 1SA
www.gwella.wales

and the County Council cannot guarantee that all expressions of interest will be approved.

Should you require any further information, please do not hesitate to contact Richard Roberts on 01352 702466 or via richard.roberts@gwella.wales.

Thank you for your continued support of children's play.

Yours sincerely,



Paul Jones
Head of Business Improvement & Performance (Gwella)

Working in partnership with.
Gweithio mewn partneriaeth gyda



Flintshire Libraries and Leisure Limited
Deeside Leisure Centre, Chester Road West
Queensferry, Flintshire, CH5 1SA
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HAWARDEN COMMUNITY COUNCIL
Bank - Cash and Investment Reconciliation as at 31 March 2026

Confirmed Bank & Investment Balances
Bank Statement Balances

31/03/2026	Lloyds Current Account	0.00
07/03/2026	Lloyds Instant Access	209,906.89
27/03/2026	Lloyds Bank	236,023.92
31/01/2026	Petty Cash	50.96

445,981.77
Unpresented Payments
154.79

445,826.98
Receipts not on Bank Statement
0.00
Closing Balance

445,826.98
All Cash & Bank Accounts

1	Lloyds Current A/c	31,701.23
2	Lloyds Business Instant Access	209,906.89
3	Lloyds Business 30 Day A/c	236,023.92
7	Petty Cash Cbk	50.96
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	<hr/> 477,683.00 <hr/>