



HAWARDEN COMMUNITY COUNCIL
Minutes of the Hybrid Meeting
held on
12th May 2025

PRESENT: Chairman: Councillor Darren Sterry

Councillors: Janet Axworthy, Gillian Brockley, Helen Brown, Bill Cooper, Michael Crockford, Sarah Hinks, Dave Mackie, Doreen Mackie, Emma Preece, Colin Randerson, Margaret Redfern, Ralph Small, Darren Sterry, Sam Swash, Ant Turton and Connor Wynne

Officers: Mrs Sharron Jones, Clerk & Financial Officer
Miss Georgey Griffiths, Administrative Officer

Also present: Kayleigh Chilton, North Wales Police.

01/25 APPOINTMENT OF CHAIRMAN 2025/2026:

The previous past Chairman invited nominations for the position of Chairman for the Municipal Year 2025/2026. On being put to a vote, Councillor Darren Sterry, was duly elected Chairman of Hawarden Community Council for the Municipal Year 2025/2026.

Councillor Sterry duly completed his Declaration of Acceptance of Office form and thanked members for his nomination.

02/25 APPOINTMENT OF VICE-CHAIRMAN 2025/2026:

Councillor Cooper had been nominated and seconded and on being put to the vote, Councillor Cooper was elected as Vice-Chairman for the Municipal Year 2025-26.

Councillor Cooper duly completed his Declaration of Acceptance of Office form and thanked members for his nomination.

03/25 APOLOGIES FOR ABSENCE:

An apology for absence had been received from Councillor Linda Thomas.

04/25 DECLARATIONS OF INTEREST:

There were none.

05/25 RETIRING CHAIRMAN'S REMARKS:

The Chairman wished to acknowledge the tremendous efforts of all employees at Hawarden Community Council and thanked the Chairmen of the various committees who had attended and contributed, in no small part, to every meeting that had been held. Special thanks to Councillor Brown and other members who helped organise the annual Summer Carnival that improves year on year.

During her period of Chairmanship, she had enjoyed the year and attended of events including Charity Balls, Civic Services, commemorative events and events at Hawarden Highschool. She had particularly enjoyed participating in the Rotary Youth Leadership Awards and the Bursaries.

The Chairman thanked and praised the Clerk and Assistant Clerk for all their work as the Community Council could not do its job without them or the Maintenance Officers.

06/25 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting of the council held on 14th April 2025 be approved as a correct record.

07/25 MATTERS ARISING FROM THE MINUTES:

There were none.

08/25 VACANCIES IN HAWARDEN – MANCOT AND HAWARDEN - ASTON WARDS:

The Clerk and Financial Officer informed members that there was one vacancy remaining in the Hawarden – Mancot ward which had been advertised for a by-election and subsequently co-option.

IT WAS RESOLVED: to note the update.

09/25 MEMBERS' CODE OF CONDUCT:

IT WAS RESOLVED: to adhere to the Model Code of Conduct.

10/25 STANDING ORDERS:

IT WAS RESOLVED: to approve the adherence to the Council's Standing Orders.

11/25 EXPENDITURE POLICY AND FINANCIAL REGULATIONS:

IT WAS RESOLVED: to approve the Council's Expenditure Policy and Financial Regulations with approval of three times a year budgetary updates.

12/25 SCHEME OF DELEGATION:

IT WAS RESOLVED: to approve the Scheme of Delegation.

13/25 APPOINTMENT OF STANDING COMMITTEES:

IT WAS RESOLVED: to approve the Standing Committees of Staffing and General Purposes (*including lighting*), Planning, Community and Environment (*including playing fields*) and Finance Committees and to continue to run the committees following council meetings on a 'rolling agenda'.

14/25 APPOINTMENT OF CHAIRMEN OF COMMITTEES:

IT WAS RESOLVED: to appoint the Chairmen for each of the council's standing committees for the municipal year as follows:

Staff and General Purposes Committee – Councillor Helen Brown
Planning Committee – Councillor Connor Wynne
Community and Environment Committee – Councillor Bill Cooper
Finance Committee – Councillor Dave Mackie

15/25 PERSONNEL SUB-COMMITTEE MEMBERSHIP:

IT WAS RESOLVED: that the membership of the Personnel Sub-Committee be retained with Councillors Joyce Angell, Janet Axworthy, Helen Brown, Dave Mackie, Ralph Small, Darren Sterry and Sam Swash.

16/25 REPRESENTATION ON OUTSIDE BODIES:

IT WAS RESOLVED: that Councillors Axworthy, Cooper and Randerson be elected to serve on the Community Volunteers, Bursary Awards and RYLA appointments.

17/25 APPOINTMENT OF INTERNAL AUDITOR:

IT WAS RESOLVED: to confirm the appointment of the Council's Internal Auditor, JDH Business Services Ltd for the financial year 2025/26.

18/25 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer confirmed that the costs to the council for the Service Level Agreement for the months of April and May had been £20,095.11 and £15,541.79.

She advised that as per the council's resolution, 178/24 in March, she had undertaken some research into different banking and investment opportunities noting the Council's position.

She provided an update on Unity Trust and Lloyd's Bank and highlighted the differences between the two. Frustratingly, Lloyd's bank had introduced a monthly bank charge of £8.50 on the council's current account and she had argued that councils are not businesses and on the rear of the letter from the bank it had stated that "small local authorities" had been exempt from this proposal.

Whilst Unity Trust Bank did not have an account fee, it operated a charge per transaction which was of concern due to the levels of activity within the council.

IT WAS RESOLVED: that the Clerk and Financial Officer obtain a full and proper quote from the Unity Trust Bank for comparative purposes and to report back to the council.

19/25 DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2025/26:

IT WAS RESOLVED: to approve the dates as follows:

09 th June 2025	12 th January 2026
14 th July 2025	09 th February 2026
08 th September 2025	09 th March 2026
13 th October 2025	13 th April 2026
10 th November 2025	11 th May 2026
08 th December 2025	

The above meetings would 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, the relevant Recess Sub-Committees, *comprising the Chair of Council, the Chair of the relevant Committee and the Clerk and Financial Officer will be held.*

20/25 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £29,265.57 for May, be approved.

05 Chairman's signature: _____

21/25 BANK RECONCILIATION:

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

22/25 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 were no planning appeals.

