Item 8

MINUTES of a MEETING of the
JOINT ADMINISTRATION/MAINTENANCE COMMITTEE
held virtually
on
WEDNESDAY 20 JANUARY 2021

Broughton & Bretton Community Council:

Councillors Penny Brett-Roberts, Ros Griffiths and Ryan McKeown.

Hawarden Community Council:

Councillors Helen Brown, George Hardcastle, Lowri Earith and Dave Mackie.

Shotton Town Council:

Councillors Sean Bibby, Gary Cooper, David Evans and Elwyn Jones.

Also in Attendance:

Sharron Jones, Clerk & Financial Officer, Broughton & Bretton and Hawarden Community Councils

1. **APPOINTMENT OF CHAIR:**

Councillor Gary Cooper was nominated to act as Chair, this was duly seconded and **IT WAS RESOLVED**: that Councillor Gary Cooper be appointed Chair for the meeting.

The Chair wished all members a Happy New Year and thanked everyone for attending the virtual meeting.

2. **APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Sue Stevens (B&B), Darren Sterry (HCC) and Susan Cartwright (STC).

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

The Minutes of the previous meeting held on 22nd January 2020, copies of which had been circulated with the agenda, were received and approved as a correct record.

4. **MATTERS ARISING FROM THE MINUTES:**

There were none.

5. JOINT SERVICES:

The Chair referred members to the comprehensive report that had been circulated with the agenda for the meeting. The report outlined the anticipated expenditure for the Joint Agreement for 20/21 and the budget proposals for the 2021/22.

IT WAS RESOLVED: that the budget report and the contributions from each Council be approved.

6. STREET LIGHTING – LED HEAD REPLACEMENT SCHEME:

The Clerk and Financial Officer provided a written report on the LED Head replacement scheme, per ward, as follows:

	New LED Heads	Total Number of Streetlights
Aston	29	101
Bretton	5	15
Broughton	86	159
Ewloe	55	96
Hawarden	68	186
Mancot	45	139
Shotton	123	318

The Clerk and Financial Officer highlighted that the programme had slowed during the year due to the Covid-19 restrictions and that some streetlights had received new LED bulbs prior to a full LED head replacement.

IT WAS RESOLVED: to note the update.

7. SERVICE LEVEL AGREEMENTS:

Copies of the Service Level Agreements (SLA) had been circulated with the agenda for the meeting.

The Agreements had been agreed and arrangements would be made for the Chairs of the three Councils to sign the agreements, safely and securely, in due course.

IT WAS RESOLVED: to agree and sign the revised service level agreements and change the date on the front pages each year to reflect the most up to date version.

8. DATE OF NEXT MEETING:

It was agreed that the next meeting of the Joint Committee would take place during the third week of January 202 location to be agreed.

The meeting concluded at 6.15 p.m.