Hawarden Community Council
Planning Committee
15TH June 2026

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000491/26 Ward: Mancot	rear/side 2 storey extension front porch and driveway/hardstanding replacemnt roof to exisitng outbuilding	1, Brookleigh Avenue, Mancot, Deeside, CH5 2BB	**Reg Date** 04.06.2026 **Target Date** 30.07.2026 **Officer** Steff Connah
2.	DET/000445/26 Ward: Mancot	Application for Approval of Details Reserved by Condition 3, Planning Permission FUL/000926/25	1 , Glynne Way, Hawarden, CH5 3NS	**Reg Date** 18.05.2026 **Target Date** 13.07.2026 **Officer** Stef Connah
3.	ADV/000411/26 Ward: Lower Aston	Advertisement Consent to install four non-illuminated sponsorship signs 1000x500mm placed on the roundabout using a powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout, Plough Lane/Aston Park Road, Lower Aston, Deeside, CH5 1XS	**Reg Date** 13.05.2026 **Target Date** 18.07.2026 **Officer** Nicola Drury
4.	ADV/000426/26 Ward: Aston / Ewloe	Advertisement consent to install five non-illuminated sponsorship signs 1000 x 500mm placed on the roundabout using powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout 18, St David's Park Interchange/B5125/A494 Roundabout, Ewloe, CH5 3AP	**Reg Date** 13.05.2026 **Target Date** 08.07.2026 **Officer** Barbara Kinnear
5.	ADV/000422/26 Ward: Mancot	Advertisement Consent To install four non-illuminated sponsorship signs 1000 x 500mm placed on the roundabout using powder coated two posts and plate, passive sign system, one sign	Roundabout 14, Manor Lane/B5129 Roundabout, Bretton, CH5 3PS	**Reg Date** 13.05.2026 **Target Date** 08.07.2026

		located facing each road entrance.		**Officer** Stef Connah
6.	FUL/000386/26 Ward: Ewloe	Construction of 276 dwellings (including 110 affordable homes), new vehicular and pedestrian accesses off Holywell Road and Green Lane, public open space, landscaping, offsite-highways works, foul and surface water drainage infrastructure and associated ancillary works.	Land at Holywell Road & Green Lane, Ewloe, Flintshire	**Reg Date** 08.05.2026 **Target Date** 03.07.2026 **Officer** James Beattie
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PLANNING DECISIONS MADE BY FCC FOR NOTING BY HAWARDEN COMMUNITY COUNCIL

	Planning Application Number	Proposal	Address	Decision
1.	FUL/000357/26 Ward: Aston	Front / Side extension to create a new porch measuring 2.4m in length and 2.4m in width, with rendered walls, flat roof, lantern roof light and protruding canopy	40 Lower Aston Hall Lane Hawarden Deeside CH5 3EY	**Approved** 02.06.2026 Stef Connah
2.	NMA/000371/26 Ward: Mancot	Application for non-material amendment following a grant of planning permission FUL/000058/26	21, High Park, Hawarden, Deeside, CH5 3EF	**Approved** 26.05.2026 Barbara Kinnear
3.	LDP/000314/26 Ward: Aston	This proposal is to construct a single storey rear extension to the property in accordance with the criteria provided by Permitted Development	The Cottage, Aston Road, Queensferry, CH5 1TJ	**Approved** 26.05.2026 Stef Connah
4.	FUL/000318/26 Ward: Aston	Single storey side upper extension	66, The Ridgeway, Hawarden, Deeside, CH5 3ES	**Approved** 26.05.2026 Stef Connah
5.	LDP/000257/26 Ward: Ewloe	Demolition of existing outrigger and erection of new single storey extension full width of house projecting 3.6m with a lean to roof	11, Greenvale Park, Hawarden, Deeside, CH5 3DP	**Approved** 26.05.2026 Barbara Kinnear
6.	FUL/000282/26 Ward: Mancot	Construction of pitched roof to replace flat roof on 2storey rear extension and pitched roof over stars to improve access to loft. Construction of pitched roof over bay at front of house.	32, Park Avenue, Hawarden, Deeside, CH5 3HZ	**Approved** 04.06.2026 Stef Connah

PLANNING DECISIONS MADE BY FCC FOR NOTING BY HAWARDEN COMMUNITY COUNCIL

7.	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	**Approved** 20.05.2026 James Beattie
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Accounts for Payment					
Jun-26					
Ref:	Method	Item	Cost	Net Cost	VAT
H/26/77 (A)	DD	Ruby Energy - Office Gas - 1st April- 1st May	£197.95	£188.52	£9.43
H/26/77 (B)	DD	Ruby Energy - Office Gas - 1st April- 1st May Adj	£9.18	£8.75	£0.43
H/26/78	DD	Ruby Energy - Office Electric - 13th April - 13th May	£112.00	£106.67	£5.33
H/26/79	DD	Welsh Water - Office Bill - May	£36.14	£36.14	£0.00
H/26/80	DD	Flotek - Mobile Phones - May	£37.03	£30.86	£6.17
H/26/81	BACS	H W Oultram - Vehicle Fuel - May- LGX	£199.22	£166.98	£32.24
H/26/82	BACS	H W Oultram - Vehicle Fuel - May- KYD / KKL	£725.77	£608.33	£117.44
H/26/83	DD	One Com - Wifi / Phones - Office - April	£232.87	£194.06	£38.81
H/26/84	BACS	Microshade - Hosted Services - May	£157.42	£131.18	£26.24
H/26/85	DD	Idata - CCTV - May	£57.98	£48.32	£9.66
H/26/86	DD	Scottish Power - Pavillion Electric - 25th April - 27th May	£190.11	£182.30	£7.81
H/26/87	DD	SSE Energy - Street Lighting - April	£2,617.62	£2,181.35	£436.27
H/26/88	BACS	Lloyd's Bank - Salaries -June	£15,555.91	£15,555.91	£0.00
H/26/89	BACS	Clwyd Pension Fund - Salaries - June	£2,243.79	£2,243.79	£0.00
H/26/90	BACS	HMRC - Salaries - June	£6,490.19	£6,490.19	£0.00
H/26/91	CRD 5814	C.E.F - Electrical Equipment for Testing	£72.00	£60.00	£12.00
H/26/92	CRD 0734	B&M - Certificate Frames - Bursary Awards	£9.00	£9.00	£0.00
H/26/93	BACS	E.Jones - Annual Meeting Buffet	£262.00	£262.00	£0.00
H/26/94	CRD 0734	Tesco - Drinks Refreshments - Awards Ceremony	£61.77	£61.77	£0.00
H/26/95	CRD 5814	Charlies - Hiviz Tshirt / Cable Ties / Tree Ties / EGR Cleaner	£36.40	£30.35	£6.05
H/26/96	BACS	Border Pumps & Transmissions - Taper Rolls x4 & R23 Seals x 3	£83.66	£69.72	£13.94
H/26/97	BACS	Steve Durrands - Year End Close Assistance 2026	£495.00	£495.00	£0.00
H/26/98	BACS	One Voice Wales - National Conference & Awards Ceremony x 2	£278.00	£278.00	£0.00
H/26/99	CRD 8919	Charlies - Maintenance Officer Boots / Oil Aerosol	£39.28	£38.57	£0.71
H/26/100	BACS	Morgans - Briquettes Coal / Oxygen Cylinder / Sealant / Propane Gas Cylinder	£311.99	£274.27	£37.72
H/26/101	BACS	Minshull Window Ltd - Office Window Repair	£300.00	£250.00	£50.00
H/26/102	BACS	Arthur Gallagher Insurance - Temporary Tractor Insurance	£28.00	£28.00	£0.00
H/26/103	BACS	Canda Copying - Photocopier Usage	£285.19	£237.66	£47.53
H/26/104	BACS	Canda Copying - Photocopier Rental	£147.48	£122.90	£24.58
H/26/105	BACS	Thorncliffe - Skip Hire - Clear out of Shed & Garage @Office	£276.00	£230.00	£46.00
H/26/106	BACS	Clear Council - Council Insurance	£3,747.52	£3,747.52	£0.00
H/26/107	BACS	Jones The Gas - Boiler Service & Repairs	£373.78	£311.48	£62.30
H/26/108	BACS	The Cleaning Duo - Office Clean - June	£40.00	£40.00	£0.00
H/26/109	CRD 8919	Queensferry Service Station - Mower Fuel	£76.63	£63.86	£12.77
H/26/110	BACS	Viking - Archive Boxes/Paper	£69.28	£57.73	£11.55
		TOTAL:	£35,856.16	£34,841.18	£1,014.98
	Chairman:				
	Chair of Finance:				
	Clerk & FO:				

HAWARDEN COMMUNITY COUNCIL

Bank - Cash and Investment Reconciliation as at 30 April 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

30/04/2026	Lloyds Current Account	32,830.44	
30/04/2026	Lloyds Instant Access	210,013.86	
30/04/2026	Lloyds Bank	334,908.10	
31/03/2026	Petty Cash	10.27	
			577,762.67

Receipts not on Bank Statement

	0.00
Closing Balance	**577,762.67**

All Cash & Bank Accounts

1	Lloyds Current A/c	32,830.44
2	Lloyds Business Instant Access	210,013.86
3	Lloyds Business 30 Day A/c	334,908.10
7	Petty Cash Cbk	10.27
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	**577,762.67**

HAWARDEN COMMUNITY COUNCIL

Bank - Cash and Investment Reconciliation as at 31 May 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

29/05/2026	Lloyds Current Account	36,779.87	
27/05/2026	Lloyds Instant Access	218,946.06	
29/05/2026	Lloyds Bank	309,200.68	
31/03/2026	Petty Cash	10.27	
			564,936.88

Receipts not on Bank Statement

	0.00
Closing Balance	**564,936.88**

All Cash & Bank Accounts

1	Lloyds Current A/c	36,779.87
2	Lloyds Business Instant Access	218,946.06
3	Lloyds Business 30 Day A/c	309,200.68
7	Petty Cash Cbk	10.27
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	**564,936.88**

HAWARDEN COMMUNITY COUNCIL

APPLICATION FOR GRANT FUNDING

Please complete the form in block capitals using black ink.

If any question is not applicable, please answer 'Not Applicable'

FULL NAME OF PERSON MAKING APPLICATION:

Name	MRS JENNIFER HAMMOND
Address	11 PATTEN CLOSE HAWARDEN
Post Code	CH5 3TH
Telephone	07960577708
Email	jennyhammond123@btinternet.com

NAME OF ORGANISATION ON WHOSE BEHALF APPLICATION IS MADE:

Name	Flintshare (https://flinthare.org/hawarden-2/
Address	Located at Hawarden Gladstone Estate
Post Code	CH5 3FB
Registered Charity Number	N/A

NAME OF SECRETARY:

Name	Nikki Giles
Address	Bryn Teg, Tafarn y Gelyn, Llanferres, Mold
Post Code	CH7 5SF

NAME OF TREASURER:

Name	LORNA JENNER
Address	THE NOOK, PENTRE RD, CILCAIN.
Post Code	MOLD, FLINTSHIRE, CH7-5PD

NAME OF AUDITORS:

Name	Unaudited
Address	
Post Code	

4. If purchasing equipment/appliances, please enclose/attach evidence of 3 quotes sought. If unable to provide 3 quotes, please indicate reason.

5. Does your organisation have a written constitution? If YES, please enclose YES / ~~NO~~

6. Please enclose/attach a copy of the last audited accounts and latest bank statement.

7. Please state how the grant is to be used or allocated, including the number of persons residing within the area of the Community Council, who would benefit from the grant:

THE GRANT WILL BE USED TO PURCHASE ITEMS FOR THE HAWARDEN SITE. 11 MEMBERS LIVE IN THE DESIGNATED AREAS OF HAWARDEN, EWLOE, ASTON AND MANCOT. THERE ARE 13 REGULAR MEMBERS IN HAWARDEN. TOTAL OF 22 MEMBERS IN

AS BELOW

\# 8. Please give any other detailed information that may help with the consideration of this application to include if/how your project/activity will help towards meeting one or more of the National Well-Being Goals (see attached):

The Flintshare site in Hawarden is a lovely outdoor space where members meet twice a week to Plan and grow healthy sustainable affordable fruit and vegetables for the members to enjoy. Our Wide range of members encourages people to learn how to grow healthy food while Socializing in the outdoors which has a great mindfulness and wellbeing feeling along with healthy Outdoor working which the wellbeing of future generations act for Wales encourages. The site Attracts many visitors young and old who are always welcome to come into our garden where They can see what is going on and, ask questions .

Please return completed application form together with supporting documents/evidence to:

Sharron Jones, FSLCC, PGDBA, CiLCA, Clerk and Financial Officer
Hawarden Community Council
113 The Highway, Hawarden<
Flintshire CH5 3DN
or email to: mail@hawardencommunitycouncil.gov.uk

Data Protection: The information you provide on this form will be processed and shared with members of the Community Council, strictly for the purposes of considering your application and in accordance with relevant legislation. Please confirm your consent: Yes / ~~No~~

7. \#. FLINTSHARE AS A TOTAL MEMBERSHIP OF
CONT. OVER 100 MEMBERS. MEMBERS CAN WORK AT ANY SITE.

HAWARDEN COMMUNITY COUNCIL

2026-27

POLICY FOR DEALING WITH INCOME

- Invoices should be raised by Administrative Staff.
- Cash received must be receipted using Council's official receipt book. (Cheques received need not be receipted)
- Cash and Cheques should be paid into Bank Premier Interest Account on day received, or as soon as is practicable.
- Bank paying-in book should record receipt No., in case of cash, name of person/organisation from which received, reason for payment and amount.
- Receipt of payment should be recorded by Clerk & Financial Officer.
- BACS payments should be reconciled with RBS financial accounting system and bank reconciliations.

HAWARDEN COMMUNITY COUNCIL

FINANCE COMMITTEE – 08th JUNE 2026

ANNUAL INVESTMENT STRATEGY 2026/2027

- This Annual Investment Strategy is prepared in accordance with the statutory guidance on Local Government Investments issued by the National Assembly for Wales.

- All cash, bank balances, financial assets, borrowings and credit arrangements (if any) are defined as part of the Council's treasury management activities. This Annual Investment Strategy concentrates on the Council's temporarily surplus resources and the investment it undertakes of these resources.

- The Council undertakes to ensure that for all its investments, priority will be given to security and liquidity rather than yield. In drafting this Annual Investment Strategy, the Council has made appropriate arrangements for:

  (i) identification, management and control of risks in the investments/treasury management activities it undertakes (see Financial Risk Management Policy);

  (ii) budgeting, accounting and auditing arrangements;

  (iii) its cash and cash flow management requirements (see cash flow);

  (iv) segregation of responsibilities, organisational arrangements, adequate documentation and the identification of a responsible Officer for investment/treasury management activities.

The Council will undertake the following categories of investment for the financial year 2026/2027:-

- Deposits in interest earning bank accounts at 30-days notice.
- Deposits in Fixed Rate Interest bank accounts with a maturity of no more than one year.

If any new investment instructions are proposed during the financial year 2026/2027 it will need to be approved by the Council.

HAWARDEN COMMUNITY COUNCIL

INTERNAL FINANCIAL CONTROLS 2026-27

General

1 . This policy should be read in conjunction with the Council's Financial Regulations and Standing Orders.

2. A scheme for the delegation of powers to the Clerk and Financial Officer to authorise expenditure and make payments is set out below.

Budgetary and Legal Powers for Expenditure

3. Expenditure should only be incurred if there are the necessary powers to undertake the work and there is appropriate and adequate provision within the approved budget. [subject to Financial Regulation no. 8]

4. Prior to the payment of any invoice / account, the Clerk will ensure that there is appropriate documentation to justify the payment by way of Council authorisation or an approved invoice.

5. At each of its normal meetings, the Council is asked to approve a List of Payments, some of which might already have been processed for payment since the previous meeting.

Process for Payments

6. The Council currently has three Councillors as authorised signatories for cheque payments; cheque stubs also require initialling. The Council authorises the Chair of the Council and the Chair of the Finance Committee (which will change on an annual basis) together with the Clerk and Financial Officer to approve on-line payments and purchases. A list of Authorised Payees will be drawn up as more accounts are settled on-line; a separate pro forma has been designed which will require signature upon the addition of any new payees.

7. Salary payments to staff are made by way of bank transfer payment arranged by the Clerk and Financial Officer and subsequently approved by two members (authorised signatories, or the Chair of the Council and the Chair of the Finance Committee).

8. Direct debit payments for services provided to the Council are authorised / arranged by the Clerk and Financial Officer subject to there being appropriate and adequate provision within the approved budget.

9. Details of direct debit payments made are reported to the Council on a monthly basis and shown in the List of Payments. A Council resolution will be sought for any new Direct Debits to be set up.

10. Business Debit Cards have been issued to the Clerk and Financial Officer, Senior Maintenance Officer and the Administrative Assistant; in the case of the latter two the debit cards are for use in the absence of, or on behalf of, the Clerk and Financial Officer and all payments will be authorised by the Clerk and Financial Officer prior to use. All Debit Card payments are subject to a maximum transaction value of £5,000. [subject to Financial Regulation no, 81]

Records of Income and Expenditure

11. Invoices are filed in transaction number order.

12. Expenditure is recorded via the monthly List of Payments and within the accounts RBS software system. All expenditure is recorded within the appropriate expenditure headings and a monthly bank reconciliation is prepared and presented to Members.

13. VAT is recorded separately within the accounts RBS software and reclaimed on a quarterly basis.

14. Income (cash or cheques) received by the Council is recorded on the accounts RBS software and within the appropriate income heading; receipts are provided for all cash income receipts.

15. Income payments made directly into the Council's bank by way of BACS or bank transfer are entered onto the accounts RBS software, within the appropriate income heading and reconciled against the monthly bank statements.

1 6. The Clerk and Financial Officer and the Administrative Assistant can receive income, issue receipts and present to the bank (in accordance with the Council's Income Policy).

Petty Cash

17. Petty cash is drawn from the Council's bank account to cover miscellaneous and smaller amounts of expenditure for which receipts are obtained. This is drawn usually in amounts of £150 and is recorded within the RBS software accounts. There is also a separate excel spreadsheet recording petty cash transactions. There is limited use of petty cash with internet banking, BACS payments and modernised financial accounting procedures.

Security

18. A number of passwords are required to access internet banking. The Clerk and Financial Officer and the Admin Assistant are authorised to have access to this information with any paper copies of authorisation to be destroyed. The Senior Maintenance Officer and Administrative Assistant have their own pin numbers for the Debit Cards. Pin numbers are not to be shared.

Reporting to Council

19. Regular reports will be made to the Council detailing the progress of income and expenditure against the budget and projections, including monthly bank reconciliations against the bank statements.

Scheme of Delegation

20. Authority is given to the Clerk and Financial Officer to authorise works for any of the services of the Community council, subject to there being the appropriate budgetary provision, and to make the appropriate payment in accordance with these internal financial controls.

21. Any expenditure that is required which results in the approved budget being exceeded should only be authorised with the express approval of the Council or in the event of urgency with the approval of the Chair of the Council and the Chair of the Finance Committee and in accordance with Financial Regulation No 8.

SGJ/08.06.2026

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 2026