

**Minutes of the meeting of Bronington Community Council  
held at Whitewell Parish Rooms  
on Wednesday 15<sup>th</sup> May 2024 at 7.00 pm**

<b>Present</b>	Cllrs Sue Clarke, Anna Edwards, Dave Evans, Rob Hill, Louise Lindsay, Ben Martin (Chairperson), Robert Millington, Ethna Norris (attended part of the meeting), Ian Rowley, Steve Swinden, Mark Watson (attended part of the meeting). The Clerk. No members of the public.		
<b>1- Apologies</b>	Cllr Ryan Adams.		
<b>2- Declarations of Interest</b>	Cllr Swinden declared a pecuniary interest in item 9.4 as he is a governor at the school. Cllr Lindsay declared a pecuniary interest in item 9.3 as she is member of the Whitewell Parish Rooms Committee.		
<b>3- Police Update</b>	The police report had been circulated previously. The Clerk is to request traffic enforcement takes place in Bronington on the A495 on Thursday evenings.		
<b>4- Open Forum</b>	There was no consideration of this item.		
<b>5- Adoption of the minutes</b>	<b>Resolved:- The Council approved the minutes of the Business Meeting held on Wednesday 17<sup>th</sup> April 2024.</b> <b>Proposed by Cllr Swinden and seconded by Cllr Millington.</b>		
<b>6- Matters Arising</b>	There were no matters arising.		
<b>7- Corres.</b>	List previously circulated.		
<b>8- Internal Procedures</b>	<b>Resolved:- The Council agreed to the following:-</b> <b>8.1 To adopt Councillors Code of Conduct</b> <b>8.2 To confirm the appointment of Responsible Financial Officer as Ruth Shackleton</b> <b>8.3 To confirm and agree bank signatories</b> <b>8.4 To approve Risk Assessment</b> <b>The Clerk is to update the following which are to be considered at the June meeting:-</b> <ul style="list-style-type: none"> <li>- <b>Standing Orders</b></li> <li>- <b>Financial Regulations</b></li> </ul> <b>Proposed by Cllr Swinden and seconded by Cllr Millington</b>		
<b>9- Grant Application Process</b>	The Council considered the following grant applications:-		
	<b>Organisation</b>	<b>Details</b>	<b>Amount Requested</b>
	9.1 1st Bronington Guides	Outdoor cooking equipment	£ 959.00
	9.2 1st Bronington Brownies	provide a meal on trip to Paris; access to the Eiffel Tower and new neckers	£ 662.40
	9.3 Whitewell Parish Rooms	Kitchen update	£ 1,323.00
	9.4 Bronington Childrens Club	Upgrade to heating system	£ 1,000.00
	<b>TOTAL</b>		<b>£ 3,944.40</b>
	<b>Resolved:- The Council considered the requests and agreed to the following:-</b>		

	<ul style="list-style-type: none"> <li>- <b>1st Bronington Guides - £959.00</b></li> <li>- <b>1st Bronington Brownies – the Council are to request a breakdown of the costs for each item requested and will consider the figures at the June meeting.</b></li> <li>- <b>Whitewell Parish Rooms – the Council agreed to make a grant of £813.00 towards the cost to purchase and install a new boiler; the Council did not feel the dishwasher suggested was suitable for the hall and are to suggest that the Committee can re-apply for funding towards a more substantial model.</b></li> <li>- <b>Bronington Childrens Club - £1000.00</b> <b>Proposed by Cllr Norris and seconded by Cllr Watson.</b></li> </ul>																		
<b>10- Hire of Community Room</b>	<p>The Council considered sharing the fee that was received for holding the recent PCC election in the Community Room with Bronington school.  <b>Resolved:- The Council agreed to share the fee of £250.00 that was received in respect of holding the recent PCC election in the Community Room with Bronington School.</b>  <b>Proposed by Cllr Martin and seconded by Cllr Rowley.</b></p>																		
<b>11- Accounts</b>	<p>11.1 <u>Financial Year 2024 – 2025:-</u>  The reconciled bank balance as at 30<sup>th</sup> April 2024 is as follows:-  Lloyds Current Account £ 27,837.64</p> <p>11.2 <u>Payments:-</u>  To approve the following payments:-</p> <table border="1" data-bbox="411 983 1463 1256"> <thead> <tr> <th>Chq</th> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Online</td> <td>Running Costs</td> <td>£ 40.68</td> </tr> <tr> <td>Online</td> <td>Little Red Tractor Company (Apr 24)</td> <td>£ 262.40</td> </tr> <tr> <td>Online</td> <td>Jake Gurr FCA - Internal Audit</td> <td>£ 150.00</td> </tr> <tr> <td>Online</td> <td>DONATION:- Rainbow Centre</td> <td>£ 288.00</td> </tr> <tr> <td>Online</td> <td>DONATION:- Hope House</td> <td>£ 452.00</td> </tr> </tbody> </table> <p>The Clerk’s salary was paid by standing order.  <u>Receipts:-</u>  Precept:- £8,050.00  VAT Claim - £968.38  Coffee Morning donations - £278.00  <b>Resolved: - Councillors agreed to accept the Financial Report and to approve the above payments.</b>  <b>Proposed by Cllr Watson and seconded by Cllr Evans.</b></p> <p>11.3 <u>Bank Signatories:-</u>  The Clerk has contacted Lloyds for an update on the bank signatories was advised that the request not been actioned as there is a time limit for the process.  The Clerk is to start the process again to add Cllrs Martin and Adams as bank signatories.</p>	Chq	Payee	Amount	Online	Running Costs	£ 40.68	Online	Little Red Tractor Company (Apr 24)	£ 262.40	Online	Jake Gurr FCA - Internal Audit	£ 150.00	Online	DONATION:- Rainbow Centre	£ 288.00	Online	DONATION:- Hope House	£ 452.00
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<b>12- Annual Audit</b>	<p><b>Resolved:- Councillors agreed to approve the following:-</b></p> <p><b>12.1 Internal System of Financial Control:-</b>  <b>The document is to be amended in accordance with the Financial Regulations.</b></p> <p><b>12.2 Annual Governance Statement with respect to the Council’s accounting statements for the year ended 31<sup>st</sup> March 2024:-</b>  <b>Proposed by Cllr Swinden and seconded by Cllr Lindsay.</b></p>																		

	<p><b>12.3 The Annual Return for year ended 31<sup>st</sup> March 2024 (including Explanation of Year on Year Variance, Fixed Assets and Allocation of Closing Balance):-</b> <b>Proposed by Cllr Swinden and seconded by Cllr Lindsay.</b></p> <p>12.4 <u>Internal Audit:-</u> Jake Gurr FCA has carried out the Internal Audit; there were no issues / concerns raised. The Council noted the report.</p>
<b>13- Planning</b>	<p>10.1 <u>Applications Received:-</u> P/2024/0248 - LBC for two storey extension to dwelling and conversion of outbuildings to car port and home office at Moss Villa Chapel Lane Bronington <b>Resolved:- The Council agreed to support the application and is mindful of the uniqueness of the building therefore request that the work carried to the property is done sympathetically.</b> P/2024/0249 - Two storey extension to dwelling and conversion of outbuildings to car port and home office at Moss Villa Chapel Lane Bronington <b>Resolved:- The Council agreed to support the application and is mindful of the uniqueness of the building therefore request that the work carried to the property is done sympathetically and in keeping with the character of the property.</b> P/2024/0270 - Works to trees protected by Tree Preservation Order WCBC 37 at Maesllywn House Grange Road Bronington <b>Resolved:- The Council agreed to support the application.</b> P/2024/0277 - Change of use of building from agriculture to class at Warehouse Conery Lane Bronington <b>Resolved:- The Council agreed to support the application.</b></p> <p>13.2 <u>New Applications Received:-</u> No new applications have been received.</p> <p>13.3 <u>Decisions:-</u> No updates.</p>
<b>14- Barry Barlow Play Area</b>	<p>14.1 <u>Update:-</u> Cllr Adams is to arrange a date to complete the works to the equipment at the play area.</p> <p>14.2 <u>Inspection:-</u> The Clerk has instructed ROSPA to carry out an accompanied inspection; this will take place in June / July.</p>
<b>15- Community Room</b>	<p>15.1 <u>To receive report and agree actions:-</u> Cllr Martin updated the meeting regarding room use.</p> <p>15.2 <u>To consider and agree the coffee morning donations:-</u></p> <ul style="list-style-type: none"> <li>- Funds of £101.00 were raised at the April coffee morning in aid of Bronington Church.</li> <li>- The Council are to match fund the amount by £101.00.</li> </ul>
<b>16- Annual Report</b>	See the minutes of the Annual meeting for update.
<b>17- Roads Working Group</b>	No update.
<b>18- Vehicle Activated Signage</b>	The Clerk is in the process of arranging site meetings with two VAS companies as recommended by WCBC.

<b>(VAS)</b>	The Working party is yet to look into funding.
<b>19- Land Opposite Bronington Shop</b>	The Council is to prepare a plan of action for the land.
<b>20- Defibrillators</b>	The replacement parts have been done at the Bronington defibrillator.
<b>21- To receive update(s) from outside organisations</b>	There was no consideration of this item.
<b>22- AOB</b>	22.1 Cllr Martin updated the meeting of his recent tour with Cllr Watson to visit Connery Lane.

**The meeting closed at 8.05 pm**