



Connah's Quay Town Council

Steven M Goodrum
Clerk of the Council & Financial Officer

Tel: 01244 819420
e-mail: cqtcclerk@connahs-quay.co.uk or info@connahs-quay.co.uk
www.connahsquaytowncouncil.gov.wales



26 January 2022

Dear Sir/Madam,

Notice is hereby given that a Meeting of the **TOWN COUNCIL** will be held on Monday 31 January 2022 at 6.30p.m.

The meeting will be hosted via Zoom video/telephone conference call due to the COVID-19 restrictions.

Full details about how to access the meeting will be issued in advance of the meeting.

Yours faithfully

STEVEN GOODRUM
Clerk & Financial Officer

Agenda

Monday 31 January 2022

1 Notice of Meeting

To receive notice of meeting.

2 Apologies

To receive apologies for non-attendance.

3 Declarations of Interest

To receive details from Members of any Declarations of Interest relating to matters being considered at this month's Council Meeting.

4 Minutes

To receive and approve, or otherwise, as a correct record, the Minutes of Meeting held 20 December 2021 (copy enclosed).

5 Committee Reports etc.

To receive the following (copy enclosed).

- (a) Planning Committee – 20 December 2021
- (b) Consultative Committee – 5 January 2022
- (c) Planning Committee – 5 January 2022
- (d) Finance and General Purposes Committee – 5 January 2022
- (e) Recreation and Entertainments Committee – 5 January 2022
- (f) Declarations of Interest – 5 January 2022
- (g) Special Finance and General Purposes Committee – 20 January 2022
- (h) Declarations of Interest – 20 January 2022

6 Accounts

To approve payment of the Accounts for the month of January 2022 (copy enclosed).

Connah's Quay Town Council

Minutes of Meeting held Monday 20 December 2021

This meeting was held remotely by video call/telephone due to the Covid-19 pandemic

Present: (Attendance Register)

Councillor L. P. Davies (Chair) presiding

Councillors W. Caterall, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, Mrs G. A. Faulkner, R. O'Gorman, A. J. Roberts, I. R. Smith, and, A. S. Wren.

Mr S. M. Goodrum (Clerk & Financial Officer)

58. Notice of Meeting

The notice of meeting was received.

59. Apologies

Apologies for non-attendance were received from Councillors J. B. Attridge, W. Crease, B. Futia, W. Hastings, R. V. Hill, N. Jones, and, D. Owens.

60. Declarations of Interest

None declared.

61. Minutes

The Minutes of the Meetings held 29 November 2021 were received, approved and agreed as a correct record.

62. Committee Reports

- (a) Consultative Committee – 1 December 2021
- (b) Planning Committee – 1 December 2021
- (c) Finance and General Purposes Committee – 1 December 2021
- (d) Recreation and Entertainments Committee – 1 December 2021
- (e) Declarations of Interest – 1 December 2021

RESOLVED:

That reports (a), (b), (c), (d), and, (e) be adopted.

63. Accounts

The Accounts for the month of December 2021 were approved for payment as per the schedule.

Confirmed 31 January 2022

Presiding Chair

The meeting commenced at 6.30pm and ended at 6.35pm

CONNAH'S QUAY TOWN COUNCIL

Minutes of Planning Committee held Monday 20 December 2021

Present: (Attendance Register)
Councillor R. O'Gorman (Chair) presiding

Councillors W. Caterall, L. P. Davies, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, Mrs G. A. Faulkner, A. J. Roberts, I. R. Smith, and, A. S. Wren.

Mr S. M. Goodrum (Clerk & Financial Officer)

145. NOTICE OF MEETING

The notice of meeting was received.

146. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, W. Crease, B. Futia, W. Hastings, R. Hill, N. Jones, and, D. Owens.

147. DECLARATIONS OF INTEREST

None declared

148. PLANNING APPLICATIONS

Wepre Ward

063811 – 51 Wepre Park, Connah's Quay

Demolish single storey rear extension and re-build. Take off existing roof and replace with new roof raising roof ridge level 400mm and introduce gable roof at front.

RECOMMENDED:

That the Clerk writes to the Head of Planning Services informing him that the Town Council makes the following observations:

- the Town Council has no objections to planning application 063811 providing it follows planning policy.

Confirmed 31 January 2022

Presiding Chair

The meeting commenced at 6.15pm and ended at 6.18pm

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held Wednesday 5 January 2022

This meeting was held remotely by video call/telephone due to the Covid-19 pandemic

Present: (Attendance Register)

Councillor L. P. Davies (Chair) presiding

Councillors W. Catterall, B. Crease, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, Mrs G. A. Faulkner, Mrs B. A. Futia, R. O'Gorman, Mrs. D. C. Owen, C. Risley, A. J. Roberts, A. P. Shotton, S. D. Tattum and A. Wren.

Mr S. M. Goodrum (Clerk & Financial Officer)

Mrs H. M. Goldsmith (Administrative Officer)

149. NOTICE OF MEETING

The notice of meeting was received.

150. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, R. V. Hill and N. Jones.

151. DECLARATIONS OF INTEREST

Councillor A. Dunbobbin declared a Personal Interest in Item 4 – Police Consultative Arrangements.

Councillor B. Crease declared a Personal Interest in Item 17 – Flower, Fruit & Vegetable Show.

Councillor A. Wren declared a Personal Interest in Item 17 – Flower, Fruit & Vegetable Show.

152. POLICE CONSULTATIVE ARRANGEMENTS

Inspector Stephen Roberts is still unable to attend meetings that use the Zoom platform.

The Clerk informed Councillors to forward any question and he would raise with the Police.

Confirmed 31 January 2022

Presiding Chair

PLANNING COMMITTEE – 05/01/22

Councillor R. O’Gorman (Chair) presiding

153. MINUTES

The Minutes of Meeting held 1 December 2021 (page 40) were received and approved as correct records and signed by the Chair.

154. NOTIFICATION OF PLANNING DECISIONS

None received.

155. PLANNING APPLICATIONS

Central Ward

13/12/2021 [063782 – 16 Primrose Street, Connah’s Quay](#)

Proposed erection of a 2 storey rear extension to Kitchen/Dining and Bedrooms.

South Ward

20/12/2021 [063849 – Land Side of Willow Farm, Mold Road, Connah’s Quay](#)

Proposed erection of a 2 storey three bedroomed detached dwelling.

RECOMMENDED:

That the Clerk writes to the Head of the Planning Services informing him that the Town Council has no objections to the planning applications providing they follow planning policy.

156. HYPNET NORTH WEST CARBON DIOXIDE PIPELINE – PROPOSED NOTIFICATION OF CONSULTATION

The Clerk submitted an email dated 13 December 2021 from Hannah Parish, Flintshire County Council regarding proposed notification of consultation.

RECOMMENDED:

That the email be received.

Confirmed 31 January 2022

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 05/01/22

Councillor A. J. Roberts (Chair) presiding

157. MINUTES

The Minutes of Meeting held 1 December 2021 (page 43) were received and approved as correct records and signed by the Chair.

158. FINANCIAL UPDATE TO NOVEMBER 2021

The Clerk submitted a report with an update regarding the Town Council's financial position at 30th November 2021 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received and accepted.

159. COVID 19 UPDATE

The Clerk gave a verbal update about the current COVID-19 situation (a briefing note was issued prior to the meeting).

RECOMMENDED:

That the report be received.

160. COMMITTEE FORWARD WORK PLANNING

The Clerk submitted a report to the Councillors that will help to organise the Committee's business and activities for the coming months (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received.

161. QUAY BUILDING MONTHLY UPDATE

The Clerk submitted a report to update members in respect of activities in relation to the Quay Building that have taken place during November (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received.

Confirmed 31 January 2022

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 05/01/2022

Councillor L. P. Davies (Chair) presiding

162. MINUTES

The Minutes of the Meeting held 1 December 2021 (page 43) were received and approved as correct records and signed by the Chair.

163. COMMITTEE FORWARD WORK PLANNING

The Clerk submitted a report to the Councillors that will help to organise the Committee's business and activities for the coming months (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received.

164. COMMUNITY CENTRE UPDATE REPORT

The Clerk submitted a report to update members in respect of activities in relation to the Community Centre that have taken place during November (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received.

165. FLOWER, FRUIT & VEGETABLE SHOW

The Clerk submitted a report to seek approval from Council to proceed with arrangements for a Flower, Fruit & Vegetable show (copy forwarded to Councillors with the Agenda).

Members agreed that a Sub-Group to be created.

Members put forward the following names:

Chair and Vice Chair of the Recreation and Entertainment Committee
Councillor R. O'Gorman
Councillor A. Wren
Councillor C. Rislely and
Councillor Mrs D.C. Owen

RECOMMENDED:

That the report be received and Sub-Group arrange a meeting.

166. CHRISTMAS SHOW/PANTOMIME 2022

The Clerk submitted a report seeking the views and agreement from the Councillors about the Town Council hosting a Christmas Show/Pantomime at the Civic Hall in 2022 (copy forwarded to Councillors with the Agenda).

Members agreed that if a pantomime could take place this year this is something that should be looked into and arranged.

RECOMMENDED:

That the report be received.

167. CHRISTMAS FAYRE & FESTIVE ARRANGEMENTS 2022

The Clerk submitted a report to ensure that all Councillors are involved with and aware of the Town Council's plans for the 2022 festive season.

Members agreed that nominations for the sub-group be deferred until the June meeting.

RECOMMENDED:

That the report be received.

168. NEW YEARS EVE 2022

The Clerk submitted a report to ensure that all Councillors are involved with and aware of the Town Council's plans for the 2022 festive season.

It was agreed that the Clerk will meet with the Chair and the Chair of Recreation and Entertainment.

RECOMMENDED:

That the report be received.

Confirmed 31 January 2022

Presiding Chair

Meeting commenced at 6.30pm and ended at 7.07pm

CONNAH'S QUAY TOWN COUNCIL 2021-2022

REGISTER OF MEMBERS INTERESTS AS DECLARED AND RECORDED

COMMITTEE MEETING HELD 5 JANUARY 2022

<u>Date of Registration</u>	<u>Date & Title Of Meeting</u>	<u>Agenda Item</u>	<u>Details of Item and Reason for Declaration</u>	<u>Paragraph No Of Code</u>
05/01/2022	05/01/2022 – Recreation & Entertainment Committee	Item 17 – Flower, Fruit & Vegetable Show	Councillor A. Wren declared a Personal Interest.	10
05/01/2022	05/01/2022 – Recreation & Entertainment Committee	Item 17 – Flower, Fruit & Vegetable Show	Councillor W. Crease declared a Personal Interest.	10
05/01/2022	05/01/2022 – Consultative Committee	Item 4 – Police Consultative Arrangements	Councillor A. Dunbobbin declared a Personal Interest.	10

Confirmed 31 January 2022

Presiding Chair

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting of the Special Finance & General Purposes Committee Thursday 20 January 2022

Present: (Attendance Register)

Councillor A. J. Roberts (Chair) presiding

Councillors: W. Catterall, W. Crease, L. P. Davies, A.I. Dunbar, A. Dunbobbin, E.S. Faulkner, G.A. Faulkner, W. Hastings, N. Jones, R. O'Gorman, D. Owen, C. Risley, I. R. Smith, S. D. Tattum, and, A. S. Wren.

Mr Steven Goodrum (Clerk & Financial Officer).

169. NOTICE OF MEETING

The Notice of Meeting was received.

170. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, and, B. Futia.

171. DECLARATIONS OF INTEREST

Councillor W. Crease declared a Personal interest in relation to the budget for Allotments (pg. 11 and pg. 20 of the Precept Report for the Financial Year 2022-23).

Councillor A. S. Wren declared a Personal interest in relation to the budget for Allotments (pg. 11 and pg. 20 of the Precept Report for the Financial Year 2022-23).

Councillor L.P. Davies declared a Personal interest in relation to the budget for Remembrance Sunday (pg. 21 of the Precept Report for the Financial Year 2022-23).

Councillor A. I. Dunbar declared a Personal interest in relation to the budget for Remembrance Sunday (pg. 21 of the Precept Report for the Financial Year 2022-23).

Councillor R. O'Gorman declared a Personal interest in relation to the budget for Remembrance Sunday (pg. 21 of the Precept Report for the Financial Year 2022-23).

172. BUDGET SETTING

The Clerk had previously circulated the Budget Report for the Financial Year 2022-23 to Members with the agenda.

Introducing the report, the Clerk advised that the budget had once again been set in unprecedented circumstances with the ongoing impact of COVID-19 making this budget even more challenging than last year.

Due to the restrictions imposed by the UK and Welsh Governments, the Town Council's income from the use of its venues has been severely hampered. Income is significantly down and some costs had reduced comparatively.

However, due to unexpected costs during the financial year, mainly associated with having 4 by-elections, it is forecast that an additional £18,236 would be required from reserves to balance the budget.

The Chair advised Councillors that before considering the recommendations of the report, that the content should be reviewed first.

A question was asked by Cllr. A. S. Wren about precept amounts for the 2 years preceding those in the table included on page 4.

The Clerk advised that the precept levels for the years in question were:

- £46.49 for 2012-13;
- £46.49 for 2011-12.

Pages 5 to 16 were then considered by Councillors.

Councillors then considered the proposals for the charge rates for the Town Councils venues and facilities on pages 17 and 18 of the report.

A number of the proposed charges were amended, and these are outlined in the table below.

Councillors also agreed to remove the annual payment discount for the allotment fees.

The financial details were then outlined from pages 19 to 27 with the various estimates for each activity within the Town Council's budget considered and scrutinised.

Page 19 was agreed by all Councillors with the exception of Cllrs. W. Crease and A. S. Wren who had previously declared a Personal Interest in relation to Allotments.

Pages 20 to 27 were then agreed by all Councillors present subject to the following:

- Details of the ICT: IT/Computer costs (page 21) be provided to Cllr. W. Crease;
- The costs associated with Window Cleaning (pages 22, 23, 24, and 25) be reviewed.

Councillors then moved to consider the precept amount.

Cllr. W. Crease proposed that costs for School Milk and the Summer Holiday Play Scheme amounting to £59,000 be removed from the precept and paid for from reserves.

The proposal did not receive a seconder and so no vote was taken.

Cllr. A. S. Wren then proposed that the precept be frozen at the 2021/22 amount: i.e. that zero increase be made, taking the difference (£15,799) from reserves.

The proposal was seconded by Cllr. Tattum.

A vote followed with 3 votes for the proposal and 13 against.

The Chair then moved to accept recommendation a) of the report: to increase the precept to £359,843, equating to £58.10 for a Band D property.

A vote followed with 14 Councillors voting in favour of the recommendation. 1 Councillor voted against. 1 Councillor abstained.

The recommendation was therefore carried.

The Chair then moved to accept recommendation b) of the report, concerning the charge rates for the use of the Town Council venues and assets from 1st April 2022 subject to the changes agreed to the proposed charges on pages 17 and 18, as outlined

in the table below.

RECOMMENDED:

That the Budget Report be received subject to the amendments outlined above, meaning that:

- (i) The Precept be set at £359,843 for 2022/23, which equates to an increase from the previous year for Band D properties of £2.49 to £58.10 per annum which is equivalent to 4.48%, and that:
- (ii) Charges for all Users be set from 1 April 2022 as follows:

Charge A	Local (Connah's Quay) Resident / Community Group / Charity
Charge B	Local Authority (inc. Public Services) / Non-Local Community Group / Charity
Charge C	Business Rate

Civic Hall

<i>Main Room (Room Hire Only)</i>	Current	Agreed	Change
Charge A	£11.00	£12.50	+ £1.50
Charge B	£15.00	£17.50	+ £2.50
Charge C	£22.00	£25.00	+ £3.00
Community After 6pm Fri & Weekends	£13.00	£15.00	+ £2.00
Family parties (per event): CQ Resident	£35.00	£35.00	£Nil
Family parties (per event): Non-CQ Resident	£50.00	£60.00	+ £10.00

Additonal Charges

Bar Opening*	£11.00	£15.00	+ £4.00
Food Hall Opening*	£11.00	£15.00	+ £4.00
Stage Hire (inc. lighting) per hour	£ 1.00	£ 2.00	+ £1.00

<i>Len Williams Room</i>	Current	Agreed	Change
Charge A	£ 5.00	£ 5.00	£Nil
Charge B	£ 7.50	£ 7.50	£Nil
Charge C	£10.00	£10.00	£Nil

Community Centre

	Current	Agreed	Change
Charge A	£ 9.00	£ 9.00	£Nil
Charge B	£12.00	£12.00	£Nil
Charge C	£17.00	£17.00	£Nil
Community After 6pm Fri & Weekends	£10.00	£12.50	+ £2.50

Quay Building / Quay Community Room

Chamber	Current	Proposed	Change
Charge A	£11.00	£12.00	+ £1.00
Charge B	£15.00	£16.00	+ £1.00
Charge C	£22.00	£23.00	+ £1.00
Charge A & B After 6pm Fri & Weekends	£13.00	£15.00	+ £2.00
Charge C After 6pm Fri & Weekends		£25.00	NEW

Meeting Room / Quay Community Room

Charge A		£ 5.00	NEW
Charge B	£ 9.00	£ 9.00	£Nil
Charge C	£14.00	£14.00	£Nil
Charge A & B After 6pm Fri & Weekends	£10.00	£11.00	+ £1.00

Additional Charges

	Current	Proposed	Change
Opening/Closing Fee (per booking) (Before 9am & after 7pm)	£Nil	£Nil	£Nil
Public Liability Insurance	£ 2.50	£ 2.50	£Nil

Allotment

	Current	Proposed	Change
Small plot (per annum)	£24.00	£25.00	+ £1.00
Large plot (per annum)	£48.00	£50.00	+ £2.00

173. COUNCIL TAX PRECEPT 2022-23

RECOMMENDED:

In order to fund the Town Council's budget for 2022-23 a precept of £359,843 (three hundred and fifty nine thousand, eight hundred and forty-three pounds) be served on Flintshire County Council. (Band 'D' equivalent of £58.10).

Confirmed 31 January 2022

Presiding Chair.

The meeting commenced at 6:30pm and ended at 7:26pm

CONNAH'S QUAY TOWN COUNCIL 2021-2022

REGISTER OF MEMBERS INTERESTS AS DECLARED AND RECORDED

SPECIAL FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD
20 JANUARY 2022

<u>Date of Registration</u>	<u>Date & Title Of Meeting</u>	<u>Agenda Item</u>	<u>Details of Item and Reason for Declaration</u>	<u>Paragraph No Of Code</u>
20/01/2022	20/01/2022 – Special Finance & General Committee	Item 4 – Budget Setting	Councillor A. Wren declared a Personal Interest.	10
20/01/2022	20/01/2022 – Special Finance & General Committee	Item 4 – Budget Setting	Councillor W. Crease declared a Personal Interest.	10
20/01/2022	20/01/2022 – Special Finance & General Committee	Item 4 – Budget Setting	Councillor L. P. Davies declared a Personal Interest.	10
20/01/2022	20/01/2022 – Special Finance & General Committee	Item 4 – Budget Setting	Councillor A. I. Dunbar declared a Personal Interest.	10
20/01/2022	20/01/2022 – Special Finance & General Committee	Item 4 – Budget Setting	Councillor R. O’Gorman declared a Personal Interest.	10

Confirmed 31 January 2022

Presiding Chair

SCHEDULE OF ACCOUNTS FOR PAYMENT JANUARY 2022

	VAT #	VAT	£.p.
Monthly Salaries & Payments to Inland Revenue in respect of			
Monthly & Weekly paid Staff			7,388.70
Town Centre Manager			1,266.67
Grenke Leasing Ltd - Phones	#	7.60	45.60
Grenke Leasing Ltd - Phones	#	29.68	178.06
Grenke Leasing Ltd - Phone Equip Protection	#	17.80	106.80
Opus Energy - Electricity QB 07/12/21 - 06/01/22	#	8.02	168.45
Opus Energy - Gas QB =- 11/12/21 - 10/01/22	#	4.70	98.74
Opus Energy - Gas CC	#		13.22
Elite - Computers	#	126.06	756.36
Euro Digital - Photocopier	#		33.62
British Gas - Electricity CH 28/11/21 - 27/12/21	#	235.33	1,411.99
Bryn Deva - School Milk - Dec			80.00
Flintshire County Council - Town Council Elections 2021			18,120.94
Flintshire County Council - Clwyd Pension Fund			283.04
Flintshire County Council - Rates - CH			1,177.00
Flintshire County Council - Rates - QC			284.00
Flintshire County Council - Rates - QB			682.00
Hayes Dairy - School Milk - Dec			2,185.56
Henllan Bread			21.41
Northwest Produce			43.78
Primary Health Properties - Rent QC 25/12/21 - 24/03/22	#	728.37	4,370.21
Ravenscroft & Thackeray			60.05
Rialtas - Vat Software	#	11.80	70.80
Sevenways - Refuse - CH	#	13.32	79.92
Sevenways - Refuse - CC	#	6.60	39.60
Sevenways - Refuse - QB	#	14.32	85.92
Welsh Water - CC			27.50
Wish n Wash			90.00
Pace Telecom - Telephone	#	45.07	270.40
HSBC Bank Charges			8.00

MONTH TOTAL **43306.59**-----
Chairman
