



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7 February 2024

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors D. Addaway, W. Catterall, B. Crease, A. I. Dunbar, A. Dunbobbin, A. Hughes, E. Loughnane, R. Mansell, A. R. Owen, D. Owen, D. Richardson, V. Roberts, P. Shotton, I. R. Smith & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

198. NOTICE OF MEETING

The notice of meeting was received.

199. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, L. Attridge, E. S. Faulkner & G. A. Faulkner.

200. DECLARATIONS OF INTEREST

Councillor A. Hughes declared a Person & Prejudicial Interest in Item 18 – Connah's Quay Nomads Football Club.

Councillor A. Dunbobbin declared a Personal Interest in Item 5 – Police Consultative Arrangements.

Councillor A. Dunbobbin declared a Personal Interest in Item 21 – CCTV.

Councillor A. Manship declared a Personal Interest in Item 24b – Waiver/Reduction of Hire Charges.

201. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 3 January 2024

Councillor P. Shotton advised that on the recent 'walkabout' leaflets had been handed out to residents in Highmere Drive, Hollowbrook Drive and Cambria Close, residents also raised concerns regarding the recent crimes in the area.

(b) Planning Committee – 3 January 2024

(c) Finance & General Purposes Committee – 3 January 2024



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Councillor P. Shotton commented on minute number 188. Councillors training sessions, he had completed the Code of Conduct Training course a number of times but still thought it was good to have a refresher.

(d) Recreation & Entertainments Committee – 3 January 2024

(e) Regeneration Committee – 3 January 2024

(f) Declarations of Interest – 3 January 2024

(g) Special Meeting of Finance & General Purposes Committee – 24 January 2024

Councillor I. R. Smith advised that he had asked a question regarding if there had been any budget set for the former Clerks 'sacking', as this was not in the minutes.

Councillor A. Dunbobbin pointed out that his question had been minuted, see minute number 196. Budget Setting.

Councillor Smith was pleased with the response.

(h) Declarations of Interest – 24 January 2024

RECOMMENDED:

That reports (a), (b), (c), (d), (e), (f), (g) and (h) be approved and adopted as a correct record.

202. POLICE CONSULTATIVE ARRANGEMENTS

No Police were in attendance.

Councillor D. Owen informed Members that she had met with the new PCSO for Connah's Quay. PCSO Gemma Wilde had advised that Members can report any incidents to the Police, she also advised that she would be interested in being involved with any community events.

Councillor A. Hughes requested for the Clerk to write a letter to Councillor A. Dunbobbin in his role as Police and Crime Commissioner, asking for future 'walkabouts' or anything similar for all Councillors to be informed.

Councillor P. Shotton advised that he had attended the Safer Internet Day event held in the Civic Hall. This was a great event where he also met the new PCSO. He had reported the abandoned car situated on Pinewood Drive and Linden Avenue, which has since been dealt with by the Police.

Councillor A. Dunbobbin advised that all Councillors had been invited to attend the 'walkabout' at the Town Council Committee Meeting held on 3rd January 2024, minute number 172. Police Consultative Arrangements.



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Councillor D. Richardson commented that the minutes stated that the Clerk would inform Councillor A. Hughes and himself of the 'Walkabout' but this had not been done.

The Clerk apologised for not informing Councillors Hughes and Richardson.

203. CHAIR OF THE COUNCIL UPDATE

The Chair advised Members that he had attended the North and Mid Wales Association of Local Councils meeting. He had presented RainbowBiz with spring bulbs which had been donated from Homebase Chester. Attended the Safer Internet Day that was held in the Civic Hall, he commented that it was a very interesting and an excellent presentation.

Councillor B. Crease wished to formally thank Councillor A. Dunbobbin as Police and Crime Commissioner for the donation for the event.

Councillor D. Owen echoed Councillor Crease and wished to thank everyone who was involved and helped the event.

RECOMMENDED:

That the verbal update be received.

204. PUBLIC PARTICIPATION

The Chair invited Members of the public to address the Council on any item that appeared on the Agenda.

A member of the public who joined on zoom requested a copy of the Special Meeting of the Finance & General Purposes Committee Minute number 193 -197. They asked which Councillor had made the comment referring to the former Clerk being 'sacked'.

The Clerk advised the Councillor who had spoken was Councillor Ian Smith. She explained that as this item was a Part 2 item, exclusion of press and public, it could not be discussed but the Clerk would e-mail the requested minutes.

Confirmed 6 March 2024

Presiding Chair



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PLANNING COMMITTEE – 07/02/24

Councillor A. S. Wren (Chair) presiding

205. MINUTES

The Minutes of Meeting held 3 January were received and approved as correct records and signed by the Chair.

206. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of December 2023 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

207. PLANNING APPLICATIONS

Golftyn Ward

FUL/000018/24 – 11 Florita Close, Connah's Quay, CH5 4JJ

Proposed demolition of existing garage and replacement with a two storey side extension.

Wepre Ward

FUL/000021/24 – The Co-Operative, High Street, Connah's Quay, CH5 4DD

Proposed application for Removal or Variation of Condition No. 2, following grant of Planning Permission: 063929.

RECOMMENDED:

That the Clerk writes to Planning at Flintshire County Council informing them that the Town Council has no objections for the above planning applications provided it follows planning policy.

Confirmed 6 March 2024

Presiding Chair



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FINANCE AND GENERAL PURPOSES COMMITTEE – 07/02/24

Councillor B. Crease (Chair) presiding

208. MINUTES

The Minutes of Meeting held 3 January were received and approved as correct records and signed by the Chair.

209. FINANCIAL REPORTS

The Clerk submitted the below reports (copies forwarded to Councillors with the Agenda and report available on the night):-

- (a) Summary of Income/Expenditure by Budget Heading – December 2023
- (b) Cash & Investment Reconciliation – December 2023
- (c) Statement of Imprest Account – December 2023
- (d) List of payments General Account – January 2024
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for February 2024.
- (f) Bank Reconciliation – Chairs Account
- (g) Bank Reconciliation – Petty Cash Office

RECOMMENDED:

All were in favour that reports (a), (b) be agreed.

That report (c) Imprest account December total £7,022.54 be agreed.

That report (d) General Account January total £38,004.49 be agreed.

That report (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of February and a copy be available to Council at the next meeting.

That report (f) Bank Reconciliation – Chairs Account, balance per Cash Book total £1,225.16 be agreed.

That report (g) Bank Reconciliation – Petty Cash Office, balance per Cash Book total £13.03 be agreed.



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210. FINANCIAL ASSISTANCE

The Clerk submitted an e-mail dated 2 January 2024 from Harri Chambers regarding a financial request. Harri had been selected to attend the Scouts Roverway Jamoree in Norway and had been tasked with fundraising for this event (copy forwarded to Councillors with the Agenda).

Councillor D. Owen asked for clarification that Harri was a resident of Connah's Quay, the Clerk would confirm and report to Members.

Councillor A. S. Wren enquired would the donation/sponsor funds be used from the Youth Engagement fund, to which Councillor B. Crease confirmed.

Councillor A. Owen proposed for Members to accept the letter but not to make a decision regarding financial assistance until confirmation of being a resident of Connah's Quay is received.

A vote was taken for Councillor Owen's proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the letter be received and the Clerk contact Harri Chambers to residency.

211. LETTER OF THANKS

The Clerk submitted a letter from Sian Lewis, Urdd Gobaith Cymru thanking the Town Council for the contribution to their Fund for All – Urdd Summer Camp. They advised the Town Councils donation had enabled places for children from difficult financial backgrounds to attend a Urdd Summer Camp at one of the Urdd Centres in 2024 (copy forwarded to Councillors with the Agenda).

Councillor P. Shotton expressed he had been very happy that the Town Council had made donation to the Urdd Summer Camp.

RECOMMENDED:

That the letter be received.

212. CAR PARK – OLD SOMERFIELD SITE, CONNAH'S QUAY

The Clerk submitted an e-mail dated 29 December 2023 from Ruth Tulley, Regulatory Services Manager, Streetscene and Transportation, Flintshire County Council informing the Town Council



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that as the car park is fully accessible and operating as normal she is not in a position to withdraw the parking charges at this time (copy forwarded to Councillors with the Agenda).

Members expressed their disappointment that the charges had not been removed at the old Somerfield car park.

RECOMMENDED:

That the letter be received.

Councillor B. Crease requested that Part 2 Item 26. be brought forward.

PART 2

EXCLUSION OF PRESS AND PUBLIC

To formally exclude members of the Press and Public for the item below as this contains except information in respect of contractual, legal and staffing information.

FINANCE AND GENERAL PURPOSES COMMITTEE – 07/02/2024

213. UPDATE ON EMPLOYMENT TRIBUNAL OF FORMER CLERK

The Clerk updated Members on the confidential matter regarding the Employment Tribunal of the former Clerk.

RECOMMENDED:

That this update be received.

Members of the public were invited to re-join the meeting.

214. SLCC, NALC & OVW – CIVILITY & RESPECT PLEDGE

The Clerk submitted a letter from Broughton and Bretton Community Council on behalf of SLCC, NALC and OVW advising that over 1,000 local Parish and Town Councils had signed up for the Civility and Respect Pledge. They also urged Councils yet to sign the Pledge to do so (copy enclosed with the agenda).

Councillor P. Shotton proposed that Connah's Quay Town Council to sign up to sign the Pledge.



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A vote was taken for Councillor Shotton's proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Town Council sign up for the Civility and Respect Pledge.

215. TOWN & COMMUNITY COUNCIL CLIMATE

The Clerk submitted an email and presentation from Ben Turpin, Climate Change Project Officer, Flintshire County Council informing the Town Council on how they can reduce their carbon impact, the presentation advises how the Climate Toolkit can be developed (copy enclosed with the agenda). Councillor P. Shotton proposed for the Clerk to contact Ben Turpin to invite him to attend a future Committee Meeting to present to Members a presentation regarding the Climate Toolkit.

A vote was taken for Councillor Shotton's proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Clerk contact Ben Turpin to invite him to a future Committee Meeting.

216. CONNAH'S QUAY NOMADS FOOTBALL CLUB

The Clerk submitted an email dated 23 January 2023 from Councillor E. Loughnane regarding approaching Connah's Quay Nomads Football Club for a statement asking why they had left Deeside Stadium and if they plan be returning next season or in the near future (copy enclosed with the agenda).

Councillor E. Loughnane advised Members that Connah's Quay Nomads had been playing all their home games in Flint. He had heard a number of different reasons for this but asked for the Clerk to write to the club to ask why they left the ground and when/if they plan to return.



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Councillor A. Dunbobbin advised that it may be worthwhile also writing to the landlord, Coleg Cambria. He expressed that the town wants Connah's Quay Nomads back playing in Connah's Quay.

Councillor W. Catterall thanked Councillor Loughnane for bringing this matter to the Town Council. He advised that as far as he was aware football clubs need to advise the league if they are to ground share for the next season 2024/25, by March this year.

Councillor Loughnane proposed for the Clerk to write to Connah's Quay Nomads Football Club asking why they left the ground and when/if they plan to return and to write to the landlord Coleg Cambria asking for their comments on the matter.

A vote was taken for Councillor Loughnane's proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Clerk writes to Connah's Quay Nomads Football Club and Coleg Cambria.

217. MEMBERS PANEL

The Clerk asked Members to agree a date for a Members Panel to discuss staffing. The Clerk put forward two dates of Monday 26th and Tuesday 27th February 2024.

RECOMMENDED:

That Councillors B. Crease and A. Dunbobbin advise the Clerk by Thursday 8th February the Members who would attend the Members Panel and confirm the date.

218. CERTIFIED ANNUAL ACCOUNTS

The Clerk submitted Certified Annual Accounts from Audit Wales, together with recommendations (copy enclosed with agenda).

The Clerk advised that the Accounts would be displayed on the notice board in the Town Council Offices and on the Town Council Website.



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A vote was taken to accept the Certified Annual Accounts:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Certified Annual Accounts be signed by the Chair of Finance and General Purposes Committee and be displayed to the public.

219. CCTV

Councillor Mansell proposed for the Clerk to write to Flintshire County Council regarding the CCTV to obtain a detailed report on how many cameras are operational in Connaught's Quay and what the maintenance includes.

A vote was taken for Councillor Mansell's proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Clerk write to Flintshire County Council regarding the CCTV's in the Town and report to Councillors at a future meeting.

Confirmed 6 March 2024

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 07/02/24

Councillor A. Manship (Chair) presiding



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220. MINUTES

The Minutes of Meeting held 3 January 2024 were received and approved as correct records and signed by the Chair.

221. NEWS YEAR'S EVE

The Clerk provided a verbal update to Members:

(a) All positive feedback received from attendees. Sold 101 tickets in total, 63 bought from the Town Council offices and 38 via Eventbrite. The Clerk also informed Members that the event did not breakeven, ideally would have liked to have sold 150/200 tickets.

Councillor A. R. Owen proposed for a meeting to take place with the Chair and Vice-Chair of Finance and General Purposes Committee, Chair and Vice-Chair of Recreation and Entertainments Committee, the Clerk and Venues Manager. This is to discuss the rules, terms and conditions of hire. Confirmation of hire prices to ensure they are consistent across the board.

A vote was taken for Councillor Owen's proposal:

For – 15

Against – 0

Abstain – 1

Councillor A. Dunbobbin advised that as Eventbrite incur fees for the selling of tickets, the Town Council in the future could possibly use 'Tocyn'.

(b) The Clerk had received a quote from a group who were currently available to perform New Year's Eve 2024, call 'The Clockmakers'. The Clerk asked Members if they wished to discuss the entertainment or arrange a Sub-Committee Group to discuss at another time.

Councillor A. Dunbobbin advised that normal procedure was for the Sub-Committee Group to discuss plans and bring proposals back to Full Council to agree.

The Clerk proposed for the Sub-Committee Group to meet to discuss and plan New Year's Eve 2024 and bring back to Full Council to agree at a future meeting.



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A vote was taken for the Clerks proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the Clerk arrange meetings to discuss the rules, terms and conditions of hire and confirm the hire prices to ensure they are consistent across the board and a Sub-Committee Group to discuss plans for New Year's Eve 2024 to bring proposals back to Full Council to agree.

222. WAIVER/REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2023/24

- (a) Deeside Round Table
Charity Night
Friday 1st March 2024
WAIVER

Councillor D. Owen stated that the chosen charities for (a) were Alder Hey Children's Hospital and Welsh Blood Bikes.

Civic Hall – Financial Year 2024/25

- (b) VC Hub
Charity Night
Friday 26th April 2024
WAIVER

RECOMMENDED:

That the Waivers of hire charges be granted.

Confirmed 6 March 2024

Presiding Chair



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FINANCE AND GENERAL PURPOSES COMMITTEE – 07/02/2024

223. ELECTION COSTS – SUPPLEMENTARY AGENDA

The Clerk proposed to move £3,800 from budget heading 4271 – Youth Engagement to 4206 – Election Costs, due to recent Central Ward elections for year 2023/24.

A vote was taken for the Clerks proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That the proposal be agreed.

Confirmed 6 March 2024

Presiding Chair

PART 2

EXCLUSION OF PRESS AND PUBLIC

To formally exclude members of the Press and Public for the item below as this contains except information in respect of contractual, legal and staffing information.

FINANCE AND GENERAL PURPOSES COMMITTEE – 07/02/2024

224. CONNAH'S QUAY POWER STATION

Joseph Hook and Antony Landers from Connah's Quay Power Station delivered a presentation to Members.

It was proposed to set up and establish a working group in the near future with Connah's Quay Power Station.



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A vote was taken for the proposal:

For – 16

Against – 0

Abstain – 0

RECOMMENDED:

That a working group be set up in the near future.

Confirmed 6 March 2024

Presiding Chair

Meeting commenced at 6.30pm and ended at 8.40pm