



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 3 April 2024

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors, D. Addaway, J. B. Attridge, W. Catterall, B. Crease, A. Dunbobbin, E. S. Faulkner, E. Loughnane, R. Mansell, A. R. Owen, D. Owen, D. Richardson, V. Roberts, P. Shotton & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs H. M. Goldsmith (Administrative Officer)

2 members of the public

261. NOTICE OF MEETING

The notice of meeting was received.

262. APOLOGIES

Apologies for non-attendance were received from Councillors, L. Attridge, A. I. Dunbar, G. A. Faulkner, A. Hughes, & I. R. Smith.

263. DECLARATIONS OF INTEREST

Councillor A. Dunbobbin declared a Personal Interest in Item 5 – Police Consultative Arrangements. All Councillors declared a personal interest in Item 21 – Independent Remuneration Panel for Wales.

264. COMMITTEE REPORTS ETC

- (a) Consultative Meeting – 6 March 2024
- (b) Planning Meeting – 6 March 2024
- (c) Finance & General Purposes Committee – 6 March 2024
- (d) Recreation & Entertainments Committee – 6 March 2024
- (e) Declarations of Interest – 6 March 2024
- (f) Sub Committee – 19 March 2024

RECOMMENDED:

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



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265. POLICE CONSULTATIVE ARRANGEMENTS

The Chair welcomed PCSO Gemma Wilde and PC Krystyna Fry

Councillors raised the following issues:

- There has been an increase in car crime and sheds being broken into. Councillors asked if there are any ongoing operations in place.
PCSO Wilde stated that the Police are not aware of a rise of incidents.
- Councillors asked if there are any particular issues that the Councillors could help with. The Police stated the main issue was with off road bikes and the safety issues involved.
- Do the Police use the footage from the CCTV cameras in Connah's Quay.
The CCTV is used nearly every day. The footage is available from the CCTV office based at County Hall in Mold.
- The issue of off road bikes has been on-going. Previously it had been mentioned about smart water sprays.
Police stated that this was tried in other areas and was unsuccessful
- Previously there had been Grab A Crime campaign. This was for residents and shop keepers to be involved. Would this be starting up again.
Police stated this is looking at being re-introduced.

Councillor D. Owen left the meeting at 6.40pm

Councillor Dunbobbin assured Members there would be more support for Police Officers and thanked the Police.

Councillor A. Owen left the meeting at 6.45pm

The Police were thanked for their attendance.

266. CHAIR OF THE COUNCIL UPDATE

The Chair advised Members that he had attended the Mayor of Holywell Charity Ball at Stamford Gate and also Flint Charity Dinner at the Beaufort Park Hotel. He advised that himself and the Clerk had also attended the She Club Meeting explaining what the Town Council does for the Community. The Chair also visited both the Connah's Quay Power Station and Parc Adfer.

The Chair thanked all that attended his Charity Event that took place in the Civic Hall. The Chair advised that about £1550.00 had been raised on the evening from the auction and the raffle. All the proceeds would go to the Chairs nominated charities.



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Councillor Attridge passed on thanks from Councillor Gladys Healey, Chair of Flintshire County Council for a wonderful night.

RECOMMENDED:

That the verbal update be received.

267. PUBLIC PARTICIPATION

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

No matters were raised by the public.

Confirmed 1 May 2024

Presiding Chair

PLANNING COMMITTEE – 03/04/24

Councillor A. S. Wren (Chair) presiding

268. MINUTES

The Minutes of Meeting held 6 March were received and approved as correct records and signed by the Chair.

269. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of February 2024 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

270. PLANNING APPLICATIONS

Golftyn Ward

ADV000068/24 – Public Open Land at Golftyn Lane, Connah's Quay
Proposed erection of V-shaped dual, freestanding stacker signs.



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Wepre Ward

FUL/000207/24 – 1 Eaton Avenue, Connah's Quay, CH5 4HR

Proposed rear and side wrap around single storey extension and first floor side extension.

FUL/000206/24 – 42 Morley Avenue, Connah's Quay, CH5 4RE

Proposed two storey side extension with porch & (single storey side extension covered by permitted development).

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing them that the Town Council has no objections provided they follow planning policy.

271. PLANNING ACT 2008 – SECTION 116 AND 117; AND THE INFRASTRUCTURE PLANNING (ENVIRONMENTAL IMPACT ASSESSMENT) REGULATIONS 2017 – REGULATION 31.

The Clerk submitted the notice of the decision by the Secretary of State for the application by Liverpool Bay CCS Limited for an Order Granting Development Consent for the HyNet Carbon Dioxide Pipeline (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the notice be received.

Confirmed 1 May 2024

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 03/04/24

Councillor B. Crease (Chair) presiding

272. MINUTES

The Minutes of Meeting held 6 March were received and approved as correct records and signed by the Chair.



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273. FINANCIAL REPORTS

The Clerk submitted the below reports (copies forwarded to Councillors with the Agenda):-

- (a) Summary of Income/Expenditure by Budget Heading – February 2024
- (b) Cash & Investment Reconciliation – February 2024
- (c) Statement of Imprest Account – February 2024
- (d) List of payments General Account – March 2024
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for April 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 February be £6,237.65 be agreed. That report (d) General Account March be £62,927.74 be agreed and report (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of April and a copy be available to Council at the next meeting.

274. POLICIES AND REGULATIONS

The Clerk submitted amended 'draft' policy/regulations. Amendments as per recommendations from the Interim Internal Audit (copy forwarded to Councillors with the Agenda):

Financial Risk Assessment.

RECOMMENDED:

That the amended 'draft' be agreed and received.

275. INTERNAL AUDIT

The Clerk submitted Interim Audit Report for 2023/24 from JDH Business Services Ltd (copy forwarded to Councillors with the Agenda).

The Clerk updated Members on issues in the report.

Action plan.

Item 1 – The Council should develop a medium term plan



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A meeting with the chair, vice chair and leader of the council to develop a 3 year plan.

Item 2 – The precept calculation must consider the level of general reserves held by the Council. The amount of the precept request must be recorded in the minutes of a full council meeting.

The reserve amount is increasing but will take time to get where needed.

Item 3 – The Council must review their controls over online bank payments and implement compensating controls as currently there is no pre-authorisation of payments by members
This has been done from March and going forward.

Item 4 – The Council must ensure that the authority to spend requirements of the Financial Regulations are applied.

This has been done from March and going forward.

Page 7 – Item 4 - The Council must establish a contracts register, using a model template, which should be regularly reviewed to identify contracts.

This has been done ready for year end.

RECOMMENDED:

That the audit and updates be received and agreed.

276. PARADE

The Clerk gave a verbal update regarding the Town Council's parades throughout the year.

The Clerk informed Members that Flintshire County Council will now be charging for any road closures for parades etc. The estimate for the closure from the Civic Hall to Wepre Park could be approximately £700 and for the Civic Sunday parade approximately £1200.

Councillors requested a breakdown of cost per junction/per man hours.

RECOMMENDED:

That the verbal update be received and that the Clerk seek calculation from Flintshire County Council and report back to the Council on the findings.

277. WORKPLACE RECYCLING

The Clerk submitted information regarding the business recycling laws coming into effect from 6 April 2024 (copy forwarded to Councillors with the agenda).



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RECOMMENDED:

That this be received.

278. DISPLAY CABINET – FORMERLY KNOWN AS LIBBY'S CAFÉ

To receive a verbal update from Councillor E. Faulkner in reference to the display cabinet and artefacts at Libby's Café.

Councillor Faulkner informed members that Libby's café has now closed completely and suggested that the display cabinet together with the artefacts be re-located to the Kathleen & May Centre. This would be re-located at no cost to the Town Council.

RECOMMENDED:

That the verbal update be agreed and the display cabinet and artefacts be re-located to the Kathleen & May Centre.

279. ONCE VOICE WALES - MEMBERSHIP

To receive Invoice/Membership for One Voice Wales regarding the annual membership fees (copy forwarded to Councillors with the agenda).

Members questioned the cost of membership and if we were getting value for money.

Members were informed of the invaluable assistance the Town Council had received.

RECOMMENDED:

That membership is renewed.

280. COUNCILLORS TRAINING SESSIONS

The Clerk submitted a list of training sessions for Councillors to attend run by One Voice Wales (copy enclosed with agenda).

Councillor R. Mansell enquired as to whether her certificates for the courses she had attended had been received.

The Clerk stated she would follow up on this.

RECOMMENDED:

That this be received and the Clerk contact One Voice Wales regarding the Certificates.



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281. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW)

The Clerk submitted a statement of payments made to Members of Connah's Quay Town Council (copy enclosed with agenda).

Councillor A. Dunbobbin explained to Members that he had donated his payment to local charities.

RECOMMENDED:

That this be received.

Confirmed 1 May 2024

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 03/04/24

Councillor A. Manship (Chair) presiding

282. MINUTES

The Minutes of Meeting held 6 March were received and approved as correct records and signed by the Chair.

283. ST DAVID'S DAY WINDOW DRESSING COMPETITION

The Clerk submitted a letter dated 14 March 2024 from Bronwen Wright, Development Officer regarding the 2024 St. David's Day window dressing competition (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the letter be received.

284. WAIVER/REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2024/25

- (a) Basix Wrestling
Charity Wrestling Show



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Saturday 20th April 2024

WAIVER

RECOMMENDED:

That the waiver be agreed.

Confirmed 1 May 2024

Presiding Chair

Meeting commenced at 6.30pm and ended at 7.40pm