



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

Present: (Attendance Register)

Councillor A. Hughes (Chair) presiding

Councillors, D. Addaway, J. B. Attridge, L. Attridge, W. Catterall, B. Crease, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, G. A. Faulkner, E. Loughnane, R. Mansell, A. Manship, 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)

6 members of the public

#### **93. NOTICE OF MEETING**

The notice of meeting was received.

#### **94. APOLOGIES**

No apologies received.

#### **95. DECLARATIONS OF INTEREST**

Councillor A. Wren declared a Personal Interest in Item 30 – Caban Caer Nant.

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

Councillor A. Dunbobbin declared a Personal Interest in Item 15 – White Ribbon Campaign.

Councillor A. Dunbobbin declared a Personal Interest in Item 17 – CCTV Cameras.

Councillor A. Dunbobbin declared a Personal Interest in Item 23 – Fit, Fed & Read Programme.

Councillor R. Mansell declared a Personal Interest in Item 30 – Caban Caer Nant.

Councillor D. Richardson declared a Personal Interest in Supplementary Agenda Item 31 – Fireworks Display.

Councillor A. I. Dunbar declared a Personal Interest in Item 16 – Connaught's Quay & Shotton Interservices Committee.

Councillor E. S. Faulkner declared a Personal Interest in Item 29 – Kathleen & May Heritage Centre.

Councillor G. A. Faulkner declared a Personal Interest in Item 29 – Kathleen & May Heritage Centre.

All Councillors declared a Personal Interest in Item 11 – Planning Applications – FUL/000497/24.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

#### **96. COMMITTEE REPORTS ETC**

- (a) Consultative Meeting – 4 September 2024
- (b) Planning Meeting – 4 September 2024
- (c) Finance & General Purposes Committee – 4 September 2024
- (d) Recreation & Entertainments Committee – 4 September 2024
- (e) Finance & General Purposes Committee Part 2 – 4 September 2024
- (f) Recreation & Entertainments Committee Part 2 – 4 September 2024
- (g) Regeneration Committee Part 2 – 4 September 2024
- (h) Declarations of Interest – 4 September 2024
- (i) Members Panel – 16 September 2024

Councillor J. B. Attridge proposed that report (i) be deferred until after a Policy & Resources Committee meeting.

A vote was taken for Councillor Attridge's proposal:

For – 20

Against – 0

Abstain – 0

#### **RECOMMENDED:**

That reports, (a), (b), (c), (d), (e), (f), (g) and (h) be approved and adopted as a correct and accurate record. That report (i) be deferred until after a Policy and Resources Committee meeting.

#### **97. POLICE CONSULTATIVE ARRANGEMENTS**

No Police were in attendance.

#### **98. PRESENTATION**

No attendance by Jordan Parry.

#### **99. CHAIR OF THE COUNCIL UPDATE**

The Chair advised Members that he had attended meetings with Owain Roberts at Deeside College to continue his work on youth engagement. He commented that he had also reached out to Connah's Quay High School.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

The Chair commented on the upcoming fantastic events at the Civic Hall. The Chair advised that it had been a busy but enjoyable month.

The Clerk advised that Councillor A. Owen had represented the Town Council on behalf of the Chair at events.

Councillor A. Owen advised that he had attended the Eren Business event, it was a great event attended by many dignitaries and local businesses. The new development will create employment for the local area. Councillor Owen advised that he attended the Buckley Town Mayor's Civic Service.

#### **100. 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 6 November 2024

Presiding Chair

#### **PLANNING COMMITTEE – 02/10/24**

Councillor A. S. Wren (Chair) presiding

#### **101. MINUTES**

The Minutes of Meeting held 4 September 2024 were received and approved as correct records and signed by the Chair.

#### **102. NOTIFICATION OF PLANNING DECISIONS**

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

#### **RECOMMENDED:**

That this be received.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

#### **103. PLANNING APPLICATIONS**

##### **Central Ward**

FUL/000675/24 – 2 Snowden Avenue, Connaught's Quay, CH5 4TX

Proposed demolition of existing side extension garage and new 2 storey extension within the existing footprint. Erection of rear single storey extension. New garage and garden room in garden.

##### **Golftyn Ward**

FUL/000517/24 – Plots 102 to 104, Hollybrook Park, Connaught's Quay, Flintshire, CH5 4YH

Proposed substitution of approved Epsom house type to Plot 102 of the development with 2No.

Lingfield houses types together with slight repositioning of the approved dwellings to Plots 103 and 104 to create additional plot.

Members enquired if there would be additional 106 monies be available, due to the extra dwellings being built.

FUL/000729/24 – Park Farm, Kelsterton Road, Connaught's Quay, Deeside, CH5 4BL

Proposed extension and refurbishment.

##### **Wepre Ward**

FUL/000689/24 – Land south of Weighbridge Road, Deeside Ind Park, Deeside, CH5 2LL

Proposed application for variance of conditions 2 (Approved Documents) and 29 (Wheel Wash Details) attached to planning permission ref: 062983 to allow for a revised site layout, revised anaerobic digester layout and design and alteration to design of buildings.

#### **RECOMMENDED:**

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

##### **Central Ward**

FUL/000497/24 – Burton House, Church Hill, Connaught's Quay, Deeside, CH5 4AD

Proposed ground floor extension to the rear of the house to provide a new kitchen space and enhance family living area and a downstairs shower room and separate toilet to aid enhance family living area and a downstairs shower room and separate toilet to aid.

The Chair of the Committee advised that this Planning Application had already been approved via COM Committee at Flintshire County Council.



## **CONNAH'S QUAY TOWN COUNCIL**

**Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

### **104. FORMAL NOTICE – CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION**

The Clerk submitted letter dated 11 September 2024 from Have Your Say Limited regarding formal notice that a planning application is being made by Great Bear Distribution Limited (copy forwarded to Councillors with the Agenda).

#### **RECOMMENDED:**

That this be received.

Confirmed 6 November 2024

Presiding Chair

### **FINANCE AND GENERAL PURPOSES COMMITTEE – 02/10/24**

Councillor A. R. Owen (Chair) presiding

#### **105. MINUTES**

The Minutes of Meeting held 4 September 2024 were received and approved as correct records and signed by the Chair.

#### **106. FINANCIAL REPORTS**

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

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



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

#### **RECOMMENDED:**

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

That report (c) Imprest Account August be £6,459.88 be agreed that report (d) General Account September be £38,516.91 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 October and a copy be available to Council at the next meeting.

#### **107. WHITE RIBBON CAMPAIGN**

The Clerk submitted campaign briefing on the 'White Ribbon Campaign' detailing information regarding the charity (copy forwarded to Councillors with the Agenda).

The Clerk informed Members that white ribbons were available at the Town Council Office. The Clerk advised that the White Ribbon Day is on Monday 25<sup>th</sup> November at 11am. An e-mail would be issued prior to this date providing Members will all the information.

#### **RECOMMENDED:**

That the campaign briefing be received.

#### **108. CQ & SHOTTON INTERSERVICES**

The Clerk submitted letter dated September from Peter Davies, Secretary, CQ & Shotton Interservices Committee advising the agreed number of representatives from the Town Council which would be invited to the Connah's Quay & Shotton Interservices Committee Meetings (copy forwarded to Councillors with the Agenda).

Councillor A. I. Dunbar informed Members that Connah's Quay & Shotton Interservices Committee was an independent private committee and are not accountable to anyone. Their constitution had been shown to the Clerk stating 1 representative from Connah's Quay Town Council and Shotton Town Council would be invited to attend the Interservices meetings as observes and report back to their Council. The Interservices Committee would not be allowing Councillor D. Owen to any future meetings following her conduct at a recent meeting where she unlawfully recorded the meeting. Her behaviour had been reported to the Standards Committee and Ombudsman. The Interservices Committee would accept Councillor Vince Roberts to represent Connah's Quay Town Council. Councillor A. Wren asked the Clerk to write back to Mr Davies to acknowledge the letter and provide the information as per Freedom of Information.



## CONNAH'S QUAY TOWN COUNCIL

### Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024

The Clerk advised that Mr Davies had been into the Town Council Office and he was asked if he wanted a copy of the Town Council's Standing Orders, he replied in a not so polite manner advising no he did not want a copy.

Councillor D. Owen informed Members that she wished for everyone to be aware that she had not been treated in a nice manner by Peter Davies at a recent Interservices Committee Meeting, she had been told as she was female to shut up. She stated she had recorded the meeting but had informed Peter Davies that the recording was taking place. She advised she had invited and taken a chaperone to the meeting due to feeling bullied on a previous occasion by Peter Davies. She stated that the issues between the Town Council and Interservices have been since the Remembrance Service at the Civic Hall in 2022 when inappropriate language was used to an ex-service personnel from Interservices.

Councillor R. Mansell also advised that she had also been bullied and had written a complaint to the Interservices Committee, where upon this had not been acted on.

Members proposed for the Clerk to seek legal advice

A vote was taken for this proposal:

For – 14

Against – 6

Abstain – 0

Councillor J. B. Attridge commented that the Town Council share costs with Shotton Town Council for the Remembrance Service using taxpayers money. Shotton have also had similar issues with the Interservices Committee not providing requested information.

Councillor Owen asked if the Town Council has seen a copy of the Interservices Constitution.

The Clerk advised that she had not seen the constitution.

Councillor Dunbar advised that she had and is now denying receiving this information. He stated that 2 lines of the constitution was included in recent correspondence to the Clerk. He said the Interservices Committee would not provide the full constitution and that was all the Town Council was getting.

The Clerk stated she had not seen a full copy of the constitution.

Councillor B. Crease commented that everyone needs to remember what the day represents and the Service personnel who gave up their lives for the country.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

Councillor P. Shotton enquired if this had been the first year that 2 representatives from the Town Council had been on the Committee.

Councillor Attridge advised yes it was, as this was to protect female Councillors.

#### **RECOMMENDED:**

That the Clerk writes to Mr Davies to acknowledge the letter and provide the information as per Freedom of Information and for the Clerk to seek legal advice.

#### **109. CCTV CAMERAS**

The Clerk submitted email dated 17 September from Zena Jones, Surveyor & CCTV Manager, Flintshire County Council informing Members that if the Town Council are not continuing the funding of the CCTV in Connah's Quay then the cameras will be removed (copy forwarded to Councillors with the Agenda).

Councillor A. Dunbobbin advised how he was disappointed on the decision not to continue funding for CCTV in Connah's Quay. He commented that the costs would work out to be approx 2p per person per day for the use of the cameras. He asked for clarity as to where the cameras were being located to, as per email. The Local Authority must comply with the Crime & Disorder Act. He stated that previously he had offered support from the Police & Crime Commissioners Plan.

Councillor Wren suggested that Councillor Dunbobbin refer to the glossary and terms of the Crime and Disorder Act.

Members welcomed the costings but advised that Flintshire County Council or the Police precept should be funding the CCTV. The local authority is Flintshire County Council not the Town Council and commented that they were aware other local Community and Town Councils do not pay for CCTV. The decision was voted and agreed at a previous Committee Meeting.

Members advised of the increase of privately owned CCTV for commercial and residential premises.

Councillor A. Hughes commented of the lack of detail on the email from the Clerk to Flintshire County Council regarding why the Town Council had not signed the Service level Agreement and not funding the CCTV.

Councillor J. B. Attridge proposed for the Clerk to write to Dave Hughes, Leader of the Council at Flintshire County Council and the Chief Constable at North Wales Police advising them that Connah's Quay Town Council are no longer funding the CCTV.





## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

A vote was taken for Councillor Attridge's proposal:

For – 13

Against – 5

Abstain – 0

#### **RECOMMENDED:**

That the letter be received and that the Clerk writes to Dave Hughes, Leader of the Council, Flintshire County Council and the Chief Constable at North Wales Police advising them that Connaah's Quay Town Council are no longer funding the CCTV.

#### **110. POLICIES**

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

- (a) Gifts and Hospitality Policy
- (b) Information & Data Protection Policy
- (c) Financial Assistance Policy
- (d) Freedom of Information Publication Scheme

#### **RECOMMENDED:**

That the above policies are approved.

#### **111. FESTIVE LIGHTING**

The Clerk informed Members that Mega Electrical would be the contractor providing and installing the cut-outs for the festive lighting over a 3 year period. It had been agreed that out of the 63 lamp posts 23 would be completed this year with the remainder being completed in 2025 and 2026. Work would be starting immediately.

#### **RECOMMENDED:**

That the update be received.

#### **112. FINANCE & GOVERNANCE TOOLKIT**

The Chair of the Committee advised Members that they need to agree which Councillors together with the Clerk who were to undertake the Finance & Governance Tool Health Check and self-assessment.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

Councillor J. B. Attridge proposed for Members Panel and Councillor B. Crease to undertake the Finance & Governance Toolkit Health Check.

A vote was taken for Councillor Attridge's proposal:

For – 20

Against – 0

Abstain – 0

#### **RECOMMENDED:**

That Members Panel, Councillor B. Crease and the Clerk undertake the Finance & Governance Toolkit Health Check.

### **113. COUNCILLORS TRAINING SESSIONS**

The Clerk submitted a list of training sessions for Councillors to attend run by One Voice Wales (copies forwarded to Councillors with the Agenda).

The Chair advised Members to inform the Clerk if they wish to attend any of the training sessions.

#### **RECOMMENDED:**

That the list of training sessions be received.

Confirmed 6 November 2024

Presiding Chair

### **RECREATION AND ENTERTAINMENTS COMMITTEE – 02/10/24**

Councillor A. Manship (Chair) presiding

### **114. MINUTES**

The Minutes of Meeting held 4 September 2024 were received and approved as correct records and signed by the Chair.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

#### **115. FIT, FED & READ PROGRAMME**

The Clerk submitted e-mail dated 29 August 2024 from Josh McEwan, Sports Development, Aura thanking the Town Council for their contribution of supporting the programme in Connah's Quay. A breakdown of the sessions with number of attendance was also provided (copies forwarded to Councillors with the Agenda).

Councillor J. B. Attridge commented that it was sad to see this type of programme in the 21<sup>st</sup> century to provide food to feed local children and he was aware that the programme was continuing until Christmas, however, was unsure on plans going forward.

Councillor A. Dunbobbin raised his concerns if Fit, Fed & Read didn't continue.

Councillor B. Crease advised that Aura were not expecting to reduce or withdraw any services next year. There would be no services reduced or lost.

#### **RECOMMENDED:**

That the e-mail be received.

#### **116. EVENTS AT THE CIVIC HALL**

Councillor P. Shotton advised Members that he recently attended the Place Making event at the Civic Hall. He advised that the event overall was not well-attended. Most residents had concerns regarding fly-tipping and the general state of cleanliness of the local area. Officers advised that better signage had been put forward to pinpoint the entrance to the coastal path.

He advised he had also attended a Health and Wellbeing at the Civic Hall. Job seekers had provided advice on numerous issues. CAB provided advice on pension credit, home energy under the ECO 4 Scheme and Welsh Water provided assistance with any water bills. Communities First with advice on the restart scheme. He commented it was a very worthwhile event.

The Chair of the Committee thanked Councillor Shotton for his report on the events.

Councillor D. Owen asked for the Clerk to write to Flintshire County Council with the concerns over fly-tipping and the state of the general area.

#### **RECOMMENDED:**

That the verbal report be received and the Clerk write to Flintshire County Council.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

#### **117. ACHIEVEMENT AWARDS**

The Clerk submitted a 'draft' letter and submission form for the proposed Achievement Awards that are to be held on Friday 22 November at the Civic Hall (copies forwarded to Councillors with the Agenda).

Councillor J. B. Attridge proposed for this item to be deferred and for the Clerk to arrange a Policy & Resources Committee Meeting.

A vote was taken for Councillor Attridge's proposal:

For – 20

Against – 0

Abstain – 0

#### **RECOMMENDED:**

That the Clerk arrange a Policy & Resources Committee Meeting.

#### **118. QUAY PLAY REPORT**

The Clerk submitted a report from Darren Morris, Lead Officer for Play Development, Flintshire County Council regarding the Summer Playscheme that took place at Central Park (copies forwarded to Councillors with the Agenda).

Councillor P. Shotton commented it was an absolute pleasure to attend the event again this year. It was great to see the children enjoying themselves. Quay Play is one of the things Connaught's Quay Town Council can be proud of and may it continue.

Councillor A. Manship added what a well-attended event it was.

#### **RECOMMENDED:**

That the report be received.

#### **119. WAIVER/REDUCTION OF HIRE CHARGES**

Civic Hall – Financial Year 2024/25

- a) Basix Wrestling  
Charity Wrestling Event  
Friday 16<sup>th</sup> November 2024  
WAIVER



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

- b) Blessed Sacrament Church  
Christmas Fayre  
Saturday 30<sup>th</sup> November 2024  
WAIVER

#### **RECOMMENDED:**

That the waiver's be agreed.

Confirmed 6 November 2024

Presiding Chair

#### **REGENERATION COMMITTEE – 02/10/24**

Councillor D. Richardson (Chair) presiding

#### **120. CONNAH'S QUAY FESTIVAL 2025**

Councillor D. Richardson advised that last year the Town Council trialled a 2 day festival, with football and live music on the Saturday and stalls and more entertainment on the Sunday. As the football didn't go ahead as planned the Town Council ended up having 2 days of costs. After much consideration from last year's event Councillor Richardson proposed to Members a date of Saturday 21 June 2025 for the Annual Festival.

Members commented that previously the Annual Festival had always been on the last weekend of the month of June.

Councillor E. Loughnane asked whether dates for other town's festivals etc. had been looked into. If the event was at the end of the month it would be after pay day and would attract more families from the area

It was proposed for the Annual Festival to take place on Saturday 28<sup>th</sup> June 2025.

Councillor Richardson advised that we would take on board the comments made and proposed for this item to be deferred to next month's meeting, this would then allow for dates to be checked.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

A vote was taken for the proposal:

For – 20

Against – 0

Abstain – 0

#### **RECOMMENDED:**

That the item to be deferred to next month's meeting.

Confirmed 6 November 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 confidential item not for the public/press knowledge.

### **REGENERATION COMMITTEE – 02/10/2024**

Councillor D. Richardson (Chair) presiding

#### **121. KATHLEEN & MAY HERITAGE CENTRE**

The Clerk submitted a 'confidential' business plan for the Kathleen & May Heritage Centre (copies forwarded to Councillors with the Agenda).

The Clerk welcomed Niall Waller, Service Manager – Enterprise and Regeneration, Flintshire County Council, who joined via zoom.

Discussions took place regarding the Kathleen & May and how this would be funded by grants available to the Town Council. A number of community groups/organisations have shown interest through the Town Council in using the building.

Members proposed to an 'agreement in principle' once the following have been received.



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

Deed of surrender from previous tenant, satisfactory conditional survey, satisfactory electrical survey, EPC lower than an 'E' and letter of agreement from FCC.

Niall Waller left the meeting, prior to the vote being taken.

A vote was taken for the proposal:

For – 20

Against – 0

Abstain – 0

#### **RECOMMENDED:**

That the Clerk notifies Niall Waller, Flintshire County Council of the agreed decision by Council.

Confirmed 6 November 2024

Presiding Chair

### **RECREATION AND ENTERTAINMENTS COMMITTEE – 02/10/2024**

Councillor A. Manship (Chair) presiding

#### **122. CABAN CAER NANT**

The Clerk advised that there was no update regarding Caban Caer Nant.

#### **RECOMMENDED:**

That this item be received.

#### **123. DEESIDE FIREWORKS DISPLAY**

Councillor Richardson advised that due to the time he proposed for this item to be deferred to next month's meeting.

A vote was taken for Councillor Richardson's proposal:

For – 20

Against – 0

Abstain – 0



## **CONNAH'S QUAY TOWN COUNCIL**

**Minutes of Meeting held in Person and Hybrid - Wednesday 2 October 2024**

**RECOMMENDED:**

That the item to be deferred to next month's meeting.

Confirmed 6 November 2024

Presiding Chair

Meeting commenced at 6.30pm and ended at 8.30pm