



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 2 April 2025

Present: (Attendance Register)

Councillor D. Owen (Vice-Chair) presiding

Councillors, J. B. Attridge, L. Attridge, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, G. A. Faullkner, E. Loughnane, R. Mansell, A. Manship, A. R. Owen, V. Roberts, P. Shotton, I. R. Smith & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

7 members of the public

286. NOTICE OF MEETING

The notice of meeting was received.

287. APOLOGIES

Apologies for non-attendance were received from Councillors D. Addaway, W. Catterall, A. Hughes and D. Richardson.

288. DECLARATIONS OF INTEREST

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

289. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 5 March 2025

(b) Planning Committee – 5 March 2025

(c) Finance & General Purposes Committee – 5 March 2025

Councillor A. R. Owen asked for Minute No. 256 to be noted that he personally thanked Councillor Addaway.

A vote was taken for the minutes to remain situ:

For – 13

(d) Recreation & Entertainments Committee – 5 March 2025

(e) Regeneration Committee – 5 March 2025

(f) Members Panel Part 2 – 5 March 2025

(g) Regeneration Committee Part 2 – 5 March 2025



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Councillor A. R. Owen informed that Minute No. 276 was incorrect, that he had not spoken in a raised tone, he was not asked not to raise his voice and certainly did not mention the clerk, he said he was fed up with people.

Councillor A. Owen asked for an amendment to the minutes.

A vote was taken for the minutes to remain situ:

For – 6

Against –

Abstain – 2

Councillor A. Dunbobbin advised that he remembered this quite clearly due to the upset to both Councillor D. Owen and the Clerk, felt the unease and tension in the Chamber at the time. Account before Members was accurate.

Councillor A. Owen requested that it was recorded that he felt the minutes were incorrect.

(h) Declarations of Interest – 5 March 2025

(i) Finance & General Purposes Committee – 12 March 2025

(j) Recreation & Entertainments Committee – 12 March 2025

Councillor A. S. Wren requested that it was noted that he had declared a Personal and Prejudicial Interested and had left the room, he had no vote regarding the Recommendation on the Allotments.

(k) Regeneration Committee – 12 March 2025

(l) Regeneration Committee Part 2 – 12 March 2025

(m) Declarations of Interest – 12 March 2025

RECOMMENDED:

That reports (a), (b), (c), (d), (e), (f), (g), (h), (i), (j), (k), (l) & (m) be approved and adopted as a correct and accurate record.

290. POLICE CONSULTATIVE ARRANGEMENTS

The Chair welcomed PCSO Gemma Wilde to the Meeting.

Members raised the following concerns and question with the responses:

- Recent post on social media regarding parking behind the Police Station, there is no signage to advise that the public cannot park there. Could this be amended?



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Will feed this back, but there are signs stating that it is a Police Station, no signs advising that it was a public car park.

- Councillor A. S. Wren asked to pass on his thanks to PCSO Owen Prentice in his role as Crime Prevention for providing equipment at the allotments. Recently there had been a couple of sheds broken into. He had provided access to strong door bolts, battery powered PIR proximity intruder alarms, battery powered PIR led lights. The idea being prevention is better than cure.
- Could patrols be increased in the evenings at the children's play area at Richmond Road, increase in youths and anti-social behaviour.
Police patrol the area several times day & night. Positive results from stop and search, from information received of drug dealing. Police are actively patrolling the area.
- Has anyone been charged over the criminal damage at Bryn Road Cemetery.
There has been an arrest and charge. Awaiting a court date.

Councillor A. Dunbobbin asked PCSO Gemma Wilde to provide the public with information on the Community Alert System.

PCSO Gemma Wilde advised that the Community Alert System is a system that you can sign up to. Once signed up you will receive e-mails regarding any ongoing issues in your area. It is a system to make residents alert and aware. Two-way community platform, from the feedback the Police receive from the public gives the power to stop and search.

- Could the police speak with people at the schools regarding parking. Cars being parked on pavements.
The majority of the issues outside schools relate to the Highways Act, Police have no power. There is only an offence when people are unable to pass on the footpath. If the parking is classed as dangerous the Police have the power to request they move.
- Increase of cyclists on pavements, getting more dangerous.
Police will take fed this back.

PCSO Gemma Wilde advised Members that Inspector Wes Williams is moving to Denbighshire Police and a new Inspector will be announced soon.

Members thanked PCSO Gemma Wilde.



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291. CHAIR OF THE COUNCIL UPDATE

No update.

292. 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 requested to speak on Item 31 when the item is reached on the agenda.

Confirmed 7 May 2025

Presiding Chair

PLANNING COMMITTEE – 02/04/25

Councillor A. S. Wren (Chair) presiding

293. MINUTES

The Minutes of Meeting held 5 March 2025 were received and approved as correct records and signed by the Chair.

294. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of February 2025 (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

295. PLANNING APPLICATIONS

Central Ward

FUL/000062/25 – ICAM, Dock Road, Connah's Quay, CH5 4DS



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Proposed removal of an existing portacabin office and the construction of a two storey extension to the existing factory to provide a new entrance, additional office and meeting space, with some minor internal remodelling.

Golftyn Ward

COU/000251/25 – Cae Cefna, Golftyn Lane, Northop, Mold, CH7 6DQ

Proposed conversion and change of use of farm buildings into 1 holiday cottage/flat.

COU/000203/25 – Plas Bellin Hall, Oakenholt Lane

Proposed change of use of the site into a dual use Wedding & Events Venue with self-contained accommodation (Sui Generis) and individual self-contained tourist accommodation (Use Class C6) with amended site entrance.

South Ward

FUL/000047/25 – 1 Ffordd Kinderley, Connaah's Quay, CH5 4HE

Proposed single storey side extension, internal modifications, widening of existing drive and relocation of existing lamp post.

FUL/000258/25 – 58 Wepre Lane, Connaah's Quay, CH5 4JS

Proposed widened drive access with new retaining walls & part garage conversion for home office hobby room.

RECOMMENDED:

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

296. TOWN & COUNTRY PLANNING ACT 1990 – SECTION 62D

The Clerk submitted letter dated 18 March from Jayne Bryant AS/MS, Cabinet Secretary for Housing and Local Government regarding the proposed development and expansion of Shotton Paper Mill (copies forwarded to Councillors with the Agenda).

Members discuss the significant jobs that would be created from this development.

RECOMMENDED:

That this be received.



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Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 05/04/25

Councillor A. S. Wren (Vice-Chair) presiding

297. CHAIR

Due to a resignation, nominations were sought for the position of Chair of Finance & General Purposes Committee until the Annual Meeting in May.

Councillor V. Roberts was nominated. No other nominations were received.

RECOMMENDED:

That Councillor V. Roberts is appointed as Chair of Finance and General Purposes Committee until the Annual Meeting in May.

298. MINUTES

The Minutes of Meetings held 5 March and 12 March 2025 were received and approved as correct records and signed by the Chair.

299. FINANCIAL REPORTS

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

(a) Summary of Income/Expenditure by Budget Heading – February 2025

Councillor A. S. Wren asked for clarification regarding Income and Expenditure for the Kathleen and May, the Clerk replied accordingly.

(b) Cash & Investment Reconciliation – February 2025

(c) Statement of Imprest Account – February 2025

(d) List of payments General Account – March 2025



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Councillor A. Wren enquired if the costs for the leak at the Quay Building would be covered by our insurance. The Clerk advised as there was no permanent damage there would not be an insurance claim.

Councillor A. Wren ask when the contact for the Vending Machines was due to finish, the Clerk advised 2026.

Councillor Wren advised that the electricity cost for Kathleen and May was for 2 months.

Councillor Wren noted the electricity was going in the right direction.

(e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for April 2025.

(f) Bank Reconciliation – Chairs Account – February 2025

(g) Bank Reconciliation – Petty Cash Office – February 2025

RECOMMENDED:

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

That report (c) Imprest Account February be £6,454.09 be agreed that report (d) General Account for March be £31,673.07, (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.

300. FINANCIAL REGULATIONS

The Clerk submitted the draft Connah's Quay Town Council Financial Regulations (copy forwarded to Councillors with the Agenda).

The Clerk advised Members of the amendments to the Town Councils Financial Regulations.

Page 8 Section 4.8 and Page 11 Section 6.18.

RECOMMENDED:

That the amendments were received and agreed.

301. APPOINTMENTS OF REPRESENTATIVE

Nominations were sought for the position of School Governing Body for Wepre C.P. School for a period of 4 years from May 2025.

Councillor A. Manship was nominated. No other nominations were received.



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RECOMMENDED:

That Councillor A. Manship is appointed as Town Council Representative from May 2025.

302. ANNUAL MEETING DATE

That a date for the Annual Meeting be agreed.

The Clerk suggested that the Annual Meeting take place at the Civic Hall. The retiring Chair would present the Community Awards, this is due to limited space at the Quay Building.

RECOMMENDED:

That the Annual Meeting take place on Wednesday 14 May 2025 at the Civic Hall at 6.30pm.

303. ASSET REGISTER 2025/26 SUMMARY SHEET

The Clerk submitted the Asset Register 2025/26 Summary Sheet (copy forwarded to Councillors with the Agenda).

Members asked for clarification regarding who and when carries out the valuations of the buildings.

The Clerk advised that the insurance company Zurich provides the figures.

Members discussed the valuation figures and proposed to accept them for 25/26, however, have these reviewed at the next renewal.

RECOMMENDED:

That the Asset Register 2025/26 Summary Sheet is received and agreed.

304. COUNCILLORS TRAINING SESSIONS – ONE VOICE WALES

The Clerk submitted a list of Training Sessions for Councillors to attend run by One Voice Wales Sheet (copy forwarded to Councillors with the Agenda).

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

RECOMMENDED:

That the list of training Sessions be received.

305. ONE VOICE WALES – MEMBERSHIP RENEWAL 2025-2026

The Clerk submitted the Membership Renewal 2025-2026 for One Voice Wales (copy forwarded to Councillors with the Agenda).



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Councillor V. Roberts asked the Clerk how the price compared to last year's.

The Clerk could not confirm last year's but advised they are usually around the same. The Clerk advised that she had received a lot of advice from One Voice Wales, a solicitor would have been a lot more expensive.

Councillor A. S. Wren asked the Clerk did she consider One Voice Wales value for money regarding carrying out a Clerks role?

The Clerk answered yes, One Voice Wales provide advice for near enough anything. Also timely in coming back with the advice.

Councillor Roberts informed that all Members have access to One Voice Wales if they need advice.

RECOMMENDED:

That Membership for One Voice Wales be renewed.

306. IMPROVEMENTS TO CHILDREN'S PLAY AREAS 2025/26

The Clerk submitted letter dated 13 March 2025 from Paul Jones, Business Improvement & Performance Manager (Gwella), Flintshire County Council (copy forwarded to Councillors with the Agenda).

Gwella's Play Design Service had identified Wepre Park play area at being most in need of investment.

Members discussed this and felt that the play area at Primrose Street and Dodds Drive were far more in need and disagreed with Gwella.

Councillor R. Mansell advised that she was in the understanding that the playgrounds would continue as Aura had suggested, as Aura had been out and assessed the playgrounds.

Councillor A. S. Wren enquired if Gwella could justify why Wepre Park was chosen and for the Clerk to invite them to the next Town Council meeting.

RECOMMENDED:

That the Clerk contact Gwella and invite him to attend the next Town Council meeting.

307. TOWN CENTRE ACTIVITIES & EVENTS GRANT

The Clerk submitted e-mail dated 18 March 2025 from Karen Whitney-Land, Regeneration Manager, Flintshire County Council advising that Town Centre Activities & Events Grant fund for



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2025/26 was to become available shortly, encouraging Members to share to raise awareness (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the e-mail be received and shared to possible interested parties.

308. SOCIAL VALUE OPPORTUNITIES

The Clerk submitted e-mail dated 24 March 2025 from Owaine Rhys, AMCO Giffen asking Members to advise any potential organisations, charities, clubs and other groups that can be considered for support through social value adding activities. The support offered is in kind, utilising skills, equipment and resources of a large construction company to provide practical support (copy forwarded to Councillors with the Agenda).

Councillor A. Dunbobbin suggested this was an opportunity for skills and equipment for help with the park, as discussed in improvements to play areas.

RECOMMENDED:

That the e-mail be received.

309. IRPW

The Clerk submitted the statement of payments made to Members for 2024/25 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the statement be received.

310. CCTV

The Clerk submitted to agree the Service Level Agreement between Connah's Quay Town Council and Flintshire County Council for April 2025 to March 2028 (copy forwarded to Councillors with the Agenda).

The Clerk advised that this agreement is from April 2025 to 2028, and members are agreeing the Service Level Agreement.

Councillors J. B Attridge and L. Attridge left Zoom at 7.56pm



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Councillor A. Dunbobbin commented that he felt comfortable for Town Council to sign the SLA, as long as the cost does not exceed what previously had been agreed.

A vote was taken for the Service Level Agreement to be signed:

For – 11

Against – 1

Abstain – 3

RECOMMENDED:

That the Service Level Agreement was agreed and signed by the Vice-Chair of the Town Council.

Confirmed 7 May 2025

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 02/04/25

Councillor A. Manship (Chair) presiding

311. MINUTES

The Minutes of Meetings held 5 March and 12 March 2025 were received and approved as correct records and signed by the Chair.

312. VE DAY CELEBRATIONS

Councillor A. Manship advised Members he had been attending meetings at the VCHub and advised of their plans to celebrate VE Day over the Bank Holiday in May.

He advised that it would be wonderful if the Town Council would support the event, it would be great event for Connah's Quay.

Councillor D. Owen asked if the Town Council could give a donation to the event?

Councillor Manship advised that the Town Council should be part of the event.

The Clerk advised that the VCHub had been provided information regarding the events grant.

A vote was taken for a Financial Contribution:



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For – 12

Against – 1

RECOMMENDED:

That a Financial Donation was agreed.

313. SUB COMMITTEE

Councillor A. Dunbobbin proposed to rename from Sub Committee to 'Task and Finish Group' and for all Members to be able to be invited.

A vote was taken for Councillor Dunbobbins proposal:

For – 7

Against – 2

Abstain – 3

RECOMMENDED:

That a 'Task and Finish Group' was agreed and a meeting arranged accordingly.

314. REDUCTION OF CHARGES

The Clerk submitted e-mail dated 21 March from Jenny Gray, Leader 1st Golftyn Brownies regarding a reduction of the hire charges in respect of hiring the Community Centre (copy forwarded to Councillors with the Agenda).

It was proposed that the hire charge be £8 per hour for usage of the Community Centre.

All Members agreed.

RECOMMENDED:

That the proposed reduction of hire charges be agreed.

315. WAIVER/REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2025/26

- a) Mr Peter Carman
Charity Concert
Saturday 11th October 2025
Waiver of Hire – Evening concert 7pm – 1am
Reduction of hire charges – set up for event 9am – 7pm



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RECOMMENDED:

That the waiver and reduction of hire be agreed.

316. KATHLEEN & MAY HERITAGE CENTRE

Due to a special motion, which requires written notice by at least 7 Councillors to be given to the proper officer the previous resolution by Council can be reversed.

The Clerk stated that the previous resolution by Council was for Full Council to make a decision of the future of the Kathleen & May Heritage Centre in December. Due to the special motion this is being re-discussed and a decision proposed and agreed.

Councillor D. Owen asked what the change of heart was for bringing this back to Council early?

Councillor A. S. Wren advised the nine Councillors did not have to justify their decision for the change of motion.

Councillor A. I. Dunbar advised that the reason was it was too costly for the Town Council. Council had been advised from the start, there would be no cost to the Council. The Council are unable to claim back what has already been spent. Agree with relinquishing the Tenancy at Will.

Members discuss the heating costs and agree it was not value for money.

Councillor D. Owen advised that the Sea Cadets and the RNLI had been waiting for a date to move into the venue. As there had been no official date for an opening, bookings were waiting to hear.

Councillor D Owen felt that this is very short sighted and hoped the Town Council give the community, Sea Cadets and RNLI at least until end of December as agreed.

Councillor A. Dunbobbin requested to move Standing Orders be moved and for the meeting to continue. All Members agreed.

A representative from the Sea Cadets advised that they wished to take over the Kathleen and May building. They had approached Flintshire County Council mid last year and were told that the building had been promised to the Town Council.

Members spoke of their support of the Sea Cadets taking over the Tenancy at Will of the Kathleen and May.

The Chair asked if the public had any questions:

A member of the public raised concerns and commented that other organisations across the town that deserve help, and support could approach the Town Council. Town Council setting a danger of presentence helping certain organisations and not others, spending taxpayers' money at what costs.



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Members commented that it potentially could be easier for the Sea Cadets to take over the Tenancy at Will if they were already in the building. Hopefully got a handle on the electricity at the building. Flintshire County Council had advised last year that they would not allow Sea Cadets sole use of the building. Very unfortunate that the Town Council could not take over the boat yard, however the Friends of Group are looking at taking it over. Councillor D. Owen had already had discussions with Flintshire regarding the matter. The reason Flintshire initially wanted the Town Council to take over the building was to get confidence in other groups and then the Friends of Group to take over. The Friends of Group have a strong committee of dedicated people. Councillor D Owen asked for the Town Council to take through to Octobers Meeting and if then a decision is made to surrender the Tenancy at Will she would fully be behind it.

Councillor A. Dunbobbin spoke of the sad circumstances faced with, too much risk to the Town Council. More than happy to work with the Sea Cadets to see what the future holds.

Councillor D Owen responded to Councillor Dunbobbin by stating that this is hypocritical of people and they should look at what happened at the Café. Councillor A Owen intervened with saying 'vending machines. Councillor D Owen continued by saying "I am glad that you are doing due diligence, but this is a personal thing, and you are not doing what is best for the committee". Again Councillor A Owen intervened when D Owen was speaking and said, 'previous labour administration'.

Councillor Dunbobbin asked for the Chair to call a Point of Order due to Councillor A Owen stating incorrect facts. Councillor Dunbobbin stated that he was not happy with Councillor Owen's behaviour and that the previous Town Centre Manager had mis-sold the information about the café to members. The Members had then made a judgement decision on what information they had been provided, current Members should not be condemned for this decision. He found Councillor A Owen's remarks and behaviour to be very disrespectful.

Councillor A Owen responded by saying "did you do due diligence on the decision or was a decision just made?"

The Chair called a Point of Order.

The Chair stated that what had happened previously could not be changed. A proper decision is to be made as responsible Councillors.



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Councillor Dunbar proposed that due to costs occurred to the Town Council to hand back the lease to FCC within a month:

A vote was taken for Councillor Dunbar's proposal:

For – 8

Against – 3

Abstain – 1

Councillor E. Loughnane on behalf of the Council wished to add that where it hasn't worked out for the Town Council he wished to pass his thanks to Councillor D. Owen, A. R. Owen and former Councillor Crease. They had all worked very hard for this to work but sadly had to think about the expenditure and costs to the Town Council, hence why this decision had been made.

RECOMMENDED:

That the Clerk contact Flintshire County Council surrendering the lease at the Kathleen and May.

317. REDUCTION OF HIRE CHARGES

The Chair submitted a request from a local performing arts school, requesting a reduction of hire for a weekly booking. The group are looking into hiring the Civic Hall for a full week in February 2026, this is to set up, rehearse and for shows.

RECOMMENDED:

That the reduction of hire be agreed.

Confirmed 7 May 2025

Presiding Chair

REGENERATION COMMITTEE – 02/04/25

Councillor A. Manship (Chair Recreation & Finance) presiding



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318. MINUTES

The Minutes of Meetings held 5 March, Part 2 – 5 March, 12 March and Part 2 – 5 March 2025 were received and approved as correct records and signed by the Chair.

319. SUB COMMITTEE

Members agreed that this item be the same as Agenda item 28. Sub Committee.

RECOMMENDED:

That a 'Task & Finish' group be set up instead of a Sub-Committee and a meeting arranged accordingly

Confirmed 7 May 2025

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.

Due to confidentiality the minutes are un-accessible to the public.

Meeting commenced at 6.30pm and ended at 9.10pm.