



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 4 June 2025

Present: (Attendance Register)

Councillor V. Roberts (Vice-Chair) presiding

Councillors A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, G. A. Faulkner, R. Fenwick, A. Hughes, E. Loughnane, R. Mansell, A. R. Owen, D. Richardson, P. Shotton & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs H. M. Goldsmith (Administrative Officer)

6 members of the public

17. NOTICE OF MEETING

The notice of meeting was received.

18. APOLOGIES

Apologies for non-attendance were received from Councillors D. Addaway, A. Manship & D. Owen.

19. DECLARATIONS OF INTEREST

Councillor A. Dunbobbin declared an interest in Item 5 – Police Consultative.

Councillor D. Richardson declared an interest in Item 10 – Planning Applications – FUL/000972/24

20. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 7 May 2025

(b) Planning Committee – 7 May 2025

(c) Finance & General Purposes Committee – 7 May 2025

Councillor Dunbobbin read an email regarding CCTV which he had sent on behalf of the Connaught's Quay Labour Group to the Clerk. He stated he was bringing this to the attention of the Councillors and members of the public due to transparency.

The Clerk informed Council that the email had been acknowledged and legal advice had been sought.

Councillor Wren asked if legal proceedings were to happen would the Town Council's insurance cover the costs.

The Clerk responded that if it should get to this stage she would contact the insurance for clarification.



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(d) Recreation & Entertainments Committee – 7 May 2025

(e) Regeneration Committee – 7 May 2025

(f) Annual Meeting – 14 May 2025

RECOMMENDED:

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

21. POLICE CONSULTATIVE ARRANGEMENTS

No Police were in attendance.

22. CHAIR OF THE COUNCIL UPDATE

No update was available due to apologies received from the Chair.

23. PUBLIC PARTICIPATION

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

Councillor D. Richardson spoke on behalf of a member of the public regarding publishing the ward boundaries.

A copy will be made available to all Councillors to distribute as necessary.

Confirmed 2 July 2025

Presiding Chair

PLANNING COMMITTEE – 04/06/25

Councillor A. S. Wren (Chair) presiding

24. MINUTES

The Minutes of Meeting held 7 May 2025 were received and approved as correct records and signed by the Chair.



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25. NOTIFICATION OF PLANNING DECISIONS

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

RECOMMENDED:

That this be received.

26. PLANNING APPLICATIONS

Golftyn Ward

FUL/ 000377/25 – Broad Oak House, Mold Road, Northop, CH7 6BX

Proposed renewal of unexpired Planning Permission FUL/000220/22 there are no changes involved except relocated the refuge as part of other works to Mold Road so it no longer impedes access to Plot 2.

FUL/000285/25 – 40 Kelsterton Road, Connaught's Quay, Deeside, CH5 4BJ

Proposed Garage, utility, kitchen and bathroom extension.

South Ward

FUL/000241/25 – 34 Hall Lane, Connaught's Quay, Deeside, CH5 4LX

Proposed alteration to proposed roof to construct gable ends instead of pitched roof. Amendment to porch to construct as full height entrance. Change to single storey rear extension roof from pitched to flat roof.

RECOMMENDED:

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

Golftyn Ward

FUL/00972/24 – Coleg Cambria, Kelsterton Road, Connaught's Quay, CH5 4BR

Proposed new all weather football pitch with associated fencing and lighting.

Members raised concerns due to lighting, operating times and location of the pitch.

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing them that the Town Council objections to this planning application due to the lighting, operational times and location of the pitch.



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Central Ward

FUL/000338/25 – 4 Glynne Street, Connah's Quay, Deeside, CH5 4RA

Proposed internal alterations and change of use to HMO.

Members raised issues of parking, congestion and safety of school children due to the location near to a primary school.

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing them that the Town Council objections to this planning application due to lack of parking, congestion and safety of children.

Wepre Ward

FUL/000389/25 – 15 Dee Road, Connah's Quay, Deeside, CH5 4NX

Proposed internal alterations and change of use from dwellinghouse (C3) to HMO (C4) part retrospective.

Members raised issues of parking, congestion and safety of school children due to the location near to a primary school.

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing them that the Town Council objections to this planning application due to lack of parking, congestion and safety of children.

Confirmed 2 July 2025

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 04/06/25

Councillor V. Roberts (Chair) presiding

27. MINUTES

The Minutes of Meetings held 7 May 2025 were received and approved as correct records and signed by the Chair.



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28. FINANCIAL REPORTS

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

- (a) Summary of Income/Expenditure by Budget Heading – April 2025
- (b) Cash & Investment Reconciliation – April 2025
- (c) Statement of Imprest Account – April 2025
- (d) List of payments General Account – May 2025
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for June 2025.
- (f) Bank Reconciliation – Chairs Account – May 2025
- (g) Bank Reconciliation – Petty Cash Office – May 2025

RECOMMENDED:

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

That report (c) Imprest Account April be £8,218.71 be agreed that report (d) General Account for May be £42,445.93, (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of June and a copy be available to Council at the next meeting.

29. POLICIES

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

- (a) Standing Orders
- (b) Capability Policy
- (c) Staff/Member Protocol

Councillor Wren suggested that in future any changes to the policies could be crossed through and the new change highlighted.

RECOMMENDED:

That the above policies are approved.

30. CONTRACTS

The Clerk submitted a report regarding the website provider for the next financial year 2025/26 (copy forwarded to Councillors with the Agenda).



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Two quotes were provided. Councillors voted for Quote 2

RECOMMENDED:

That the report be received and quote 2 agreed.

31. INTERNAL AUDIT ACCOUNTS

To agree and approve the following (copy forwarded to Councillors with the Agenda).

- (a) Internal Year-end Audit 2024/25
- (b) Annual Return and Governance Statement
- (c) JDH Business Services is appointed as Internal Auditor for 2025/26.

RECOMMENDED:

That the internal year-end audit be received. That the Annual Return and Governance Statement for 24/25 is duly signed by the Chair and RFO, that JDH Business Services are appointed as the Internal Auditor for the financial year 25/26

32. N&MWALC

To receive a verbal report from Councillor A. Manship.

Due to Councillor Manship's absence, Members agreed that this item be deferred to July's meeting.

RECOMMENDED:

That this item be deferred to July's meeting.

33. REPRESENTATIVE

To agree a Town Council representative to attend future Wepre Park Stakeholder Meetings.

Members agreed that Councillor R. Fenwick be the elected representative and to report any relevant information to full council.

RECOMMENDED:

That Councillor R. Fenwick be the elected representative.

34. PLACE MAKING PLAN



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To agree to receive a presentation and discussion from the Regeneration Service, Flintshire County Council regarding the Place Making Plan content. This is to take place at a further meeting, not part of a Town Council meeting and for Councillors to attend.

Members enquired if this would be open to the public to attend.

The Clerk advised members that this would not take place at a Council meeting due to the length of the presentation. This would be a separate meeting to be arranged with the Regeneration Service and the question will be asked regarding members of the public attending.

RECOMMENDED:

That this be received and that the Clerk liaise with the Regeneration Service regarding the date of the presentation and to enquire about the attendance of members of the public.

35. GROUND FLOOR PREMISES

The Clerk submitted a letter dated 21st May from Primary Health Properties with Rent Review Analysis (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the letter be received and the rent review be signed by the Chair.

Confirmed 4 July 2025

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 04/06/25

Councillor V. Roberts (Chair – Finance & General Purposes) presiding

36. MINUTES

The Minutes of Meetings held 7 May 2025 were received and approved as correct records and signed by the Chair.

37. WAIVER/REDUCTION OF HIRE CHARGE

Civic Hall – Financial Year 2025/26



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50+ Action Group

Annual Celebration of the United Nations International Day for Older People

Saturday 4th October 2025

WAVER

RECOMMENDED:

That the waiver be agreed.

Confirmed 2 July 2025

Presiding Chair

REGENERATION COMMITTEE – 07/05/25

Councillor V. Roberts (Chair – Finance & General Purposes) presiding.

38. CHAIR OF COMMITTEE

To elect a Chair of the Regeneration Committee

Members discussed and agreed that items relating to the Regeneration Committee going forward will now be part of the Recreation and Entertainment Committee and that the Regeneration Committee be disbanded.

39. MINUTES

The Minutes of Meetings held 7 May 2025 were received and approved as correct records and signed by the Chair.

40. CONNAH'S QUAY FESTIVAL

The Clerk asked Councillors to email the Town Council Office with their availability for volunteering at the Festival on 28th June.

RECOMMENDED:

That Councillors email the Town Council Office with their availability.



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Presiding Chair

Meeting commenced at 6.30pm and ended at 7.44pm.

DRAFT