



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 3 September 2025

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

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

Mrs S. Wilson (Clerk)

Mrs H. M. Goldsmith (Administrative Officer)

1 member of the public

70. NOTICE OF MEETING

The notice of meeting was received.

71. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, L. Attridge, W. Catterall & A. R. Owen

72. FLOWCHART OF DECLARATIONS OF INTEREST

The Clerk submitted a flowchart of Declarations of Personal Interest (copy forwarded to Councillors with Agenda).

RECOMMENDED:

That this be received.

73. DECLARATIONS OF INTEREST

Councillor A. Dunbobbin declared an interest in Item 7 – Police Consultative.

Councillor P. Shotton declared an interest in Item 30a – Letter of Thanks.

Councillor R. Fenwick declared an interest in Item 26 – Wepre Park Stakeholder Group.

Councillor I. Dunbar declared an interest in Item 19 – Connah's Quay & Shotton Interservices Committee.

Councillor I. Dunbar declared an interest in Item 22 – Supplementary Agenda – Reduction of Hire Charges.



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74. CODE OF CONDUCT

The Clerk submitted a copy of the Principles relating to the Code of Conduct for Town and Community Councils (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the principles relating to the Code of Conduct be received.

75. COMMITTEE REPORTS ETC

- (a) Consultative Meeting – 2 July 2025
- (b) Planning Committee – 2 July 2025
- (c) Finance & General Purposes Committee – 2 July 2025
- (d) Recreation & Entertainments Committee – 2 July 2025
- (e) Declarations of Interest – 2 July 2025
- (f) Members Panel – Part 2 Confidential – 18 July 2025
- (g) Extraordinary Meeting - Part 2 Confidential – 23 July 2025
- (h) Declarations on Interest - 23 July 2025

RECOMMENDED:

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

76. POLICE CONSULTATIVE ARRANGEMENTS

The Police were invited but none were in attendance.

Councillors asked if in the future apologies could be sought from the Police if none attendance.

77. PRESENTATION

The Chair welcomed Dan Halliday, Claire House Children's Hospice to the meeting.

Dan expressed his thanks for the invite and gave an insight into what the Hospice provides. They offer respite support, day care, play therapy, end of life care and have a butterfly suite for children and relatives.

Dan informed members that a second hospice is being built in Liverpool by Alder Hey Hospital.

The Chair then presented Dan with a cheque for £750.00.



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The Chair and members thanked Dan for attending the meeting.

RECOMMENDED:

That this be received.

78. STREETSCENE MATTERS

a) To consider any matters that have not already been reported to Streetscene.

Council commented on the terrible state of the weeds in the town. This is not just in Connah's Quay but everywhere.

Due to the weed's gulleys are getting blocked which may cause areas to flood in heavy rain

Councillor P. Shotton recommended every Councillor should help out, if physically able to do so.

He proposed setting up a 'kerb appeal' similar to the 'Pride in my Street' from years ago.

His proposal was for Councillors to encourage residents to have pride in their street and for all Councillors to volunteer with removal of the weeds on each ward.

RECOMMENDED:

That Councillors agree to Councillor P. Shotton's proposal. The Clerk to contact Streetscene for advice on safe removal of weeds.

b) That each County Councillor Ward Member provides a brief update, no longer than 5 minutes on concerns in their ward.

RECOMMENDED:

That this is an agenda item for each future meeting.

79. CHAIR OF THE COUNCIL UPDATE

The Chair of the Council gave an update on events he had attended during July and August. He informed Councillors of his Civic Service on the 28th September at St Davids Church.

80. 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.



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Confirmed 1 October 2025

Presiding Chair

PLANNING COMMITTEE – 03/09/25

Councillor A. Wren (Chair) presiding

81. MINUTES

The Minutes of Meeting held 2 July 2025 were received and approved as correct records and signed by the Chair.

82. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of June & July (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That the report be received.

Councillor A. Hughes left the meeting during the next agenda item.

83. PLANNING APPLICATIONS

Golftyn Ward

COU/000203/25 - Amendments to submitted application COU/000203/25

Plas Bellin Hall, Oakenholt Lane, Oakenholt, CH7 6DF

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.

Central Ward

FUL/000614/25

56 Mold Road, Connah's Quay, CH5 4QN



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Creation of new singular vehicle driveway facilitated by the partial demolition of existing boundary wall, creation of new permeable hardstanding area and new driveway crossing over existing footpath.

Wepre Ward

FUL/000585/25

Land off Weighbridge Road, Deeside Industrial Park, Deeside, CH5 2LF

Application for variance of conditions 2 (Approved Documents) and 29 (Wheel Wash Details) attached to planning permission ref: FUL/000689/24 to allow for site plan amendments, revised machinery/plant arrangements and other minor changes.

South Ward

FUL/000653/25

47 Wepre Lane, Connaught's Quay, CH5 4JR

Single storey rear extension.

FUL/000679/25

Land at Mold Road, Northop, Mold, Flintshire, CH7 6BZ

Telecoms upgrades to an existing mast.

RECOMMENDED:

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

Golftyn Ward

FUL/000580/25

47 Dee View Road, Connaught's Quay, CH5 4AY

Proposed single storey rear extension and internal changes and change of use to 5 bed HMO.

Councillors raised concerns regarding room sizes, lack of parking, no cycle storage and location

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing him that the Town Council objects to this planning application due to internal room sizes do not meet the minimum room size of 10m², lack of parking, lack of mitigation on cycle storage, location and number of HMO's already in the vicinity.



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FUL/000389/25

15 Dee Road, Connaught's Quay, Deeside, CH5 4NX

Proposed internal alterations and change of use from dwellinghouse (C3) to H.M.O (C4): part retrospective.

This planning application was withdrawn.

Confirmed 1 October 2025

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 03/09/25

Councillor V. Roberts (Chair) presiding

84. MINUTES

The Minutes of Meetings held 2 July 2025 were received and approved as correct records and signed by the Chair.

85. FINANCIAL REPORTS

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

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

RECOMMENDED:

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



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That report (c) Imprest Account for June be £6,850.36 and July £6,424.96 be agreed that report (d) General Account for July be £39,324.36 and August be £25,220.84, (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of September and a copy be available to Council at the next meeting.

86. NORTH & MID WALES ASSOCIATION OF LOCAL COUNCILS

Councillor A. Manship gave a report following on from the North & Mid Wales Association of Local Councils meeting which took place on Friday 18th July. The main points discussed at this meeting was a transport update, report on the A55 being addressed to Welsh Government and a presentation which was given from a liaison officer at Denbighshire County Council.

RECOMMENDED:

That the verbal report be received.

87. ONE VOICE WALES

Councillor A. Manship gave a report from the 'Wrexham & Flintshire Area' meeting which took place on Tuesday 22nd July. The main points discussed at this meeting were the new One Voice Wales website, training programme and consultation services available for Councils and a presentation was given from Planning Department from Wrexham County Borough Council.

RECOMMENDED:

That the verbal report be received.

88. CONNAHS QUAY & SHOTTON INTERSERVICES COMMITTEE

The Clerk submitted information regarding Connaah's Quay Town Council maintain a 'planter' at the War Memorial (copy forwarded to Councillors with the Agenda).

Councillor Dunbar confirmed that the maintenance and watering of the plants would be undertaken by Connaah's Quay & Shotton Interservices Committee.

A member of the public asked for Interservices details as they were interested in purchasing a planter.

RECOMMENDED:

That the information be received and that the Town Council agree to purchase a planter.



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Councillor D. Owen joined the meeting during the next agenda item.

89. FINANCIAL REGULATIONS

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

RECOMMENDED:

That this be received and agreed.

90. CQTC ANNUAL REPORT

The Clerk submitted the 'draft' Annual Report for 25-26 (copy forwarded to Councillors with the Agenda).

Councillor R. Fenwick proposed an amendment to the report that on Page 5 under 'Appointments of Bodies' that Wepre Park Stakeholder Group is added.

Councillor P. Shotton enquired about the section on CCTV and asked the Clerk if she had received any update on the previous year's CCTV issue.

Councillor A. Dunbobbins suggested that for next year's report improvements could be made by making it more dynamism.

RECOMMENDED:

That the amendment proposed by Councillor R. Fenwick be added and the report be agreed.

That the Clerk contacts F.C.C regarding the previous year's CCTV as per Councillor P. Shotton's recommendation and report to Council once received.

91. BANK MANDATE

The Clerk submitted a change of Councillors name on the banking mandate for agreement.

RECOMMENDED:

That Councillor B. Crease be removed and Councillor V. Roberts added as Chair of Finance and General Purposes be agreed.



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92. NORTH & MID WALES ASSOCIATION OF LOCAL COUNCILS

The Clerk submitted membership fees for 2026 and to agree renewal.

RECOMMENDED:

That the Town Council renews the membership for 2025/26.

93. COUNCILLORS EMAILS

It was proposed for all Town Councillors to have an individual email address.

Councillors discussed the need for Connah's Quay Town Councillors to have individual email addresses and how these are required under GDPR.

RECOMMENDED:

That the Clerk invites Alec Sumner to the next meeting to discuss this recommendation and the costs and benefits.

94. CIVILITY & RESPECT

The Clerk submitted a copy of the Civility & Respect Pledge (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

95. WEPRE PARK STAKEHOLDER GROUP

The Clerk submitted a copy of the Late Summer Update (copy forwarded to Councillors with the Agenda)

RECOMMENDED:

That this be received.

96. ELECTRICITY CONTRACT – QUAY BUILDING

The Clerk requested to agree the contract with Utilita for the electricity supply for the Quay Building.



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The Clerk informed Councillors that at July's meeting it was agreed to sign a contract with British Gas Lite. Due to issues with the set up with British Gas Lite this will now be with Utilita.

RECOMMENDED:

That Utilita are the new supplier for the electricity in the Quay Building for a 2 year period commencing on 12 September 2025.

Confirmed 1 October 2025

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 03/09/25

Councillor A. Manship (Chair) presiding

97. MINUTES

The Minutes of Meetings held 2 July 2025 were received and approved as correct records and signed by the Chair.

98. CHRISTMAS FAYRE

To agree a date for the Christmas Fayre.

RECOMMENDED:

It was agreed that Thursday 27th November is the date of the annual Christmas Fayre.

99. LETTER OF THANKS

To Clerk submitted a letter of thanks from the following:

Deeside and District Local History Society and Quay Lads – Quay Building 9th July

Welsh Advisory Team Musical Jamboree - Civic Hall 23rd – 25th June

RECOMMENDED:

That the letters be received.



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100. PLAY AREA MATCH FUNDING

To Clerk submitted an email from Richard Roberts, Play Design Officer, Gwella regarding the improvement of the Play area on Fron Road (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

It was agreed that that Fron Road play area would benefit from the Match Funding and that the Town Council would match fund £11k.

101. REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2025/26

Connah's Quay and Shotton Interservices Committee

VJ & VE Day Celebration for School Children

Friday 26th September 2025

WAIVER

RECOMMENDED:

That the waiver be agreed.

Confirmed 1 October 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 8.25pm