



CONNAH'S QUAY TOWN COUNCIL

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

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors A. I. Dunbar, E. S. Faulkner, G. A. Faulkner, R. Fenwick, E. Loughnane, A. R. Owen, D. Owen, V. Roberts, P. Shotton & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

4 members of the public

159. NOTICE OF MEETING

The notice of meeting was received.

160. APOLOGIES

Apologies for non-attendance were received from Councillors D. Addaway, J. B. Attridge, L. Attridge, W. Catterall, A. Dunbobbin, A. Hughes, R. Mansell, R. Richardson & I. R. Smith.

Councillors A. R. Owen and D. Owen apologised for arriving late to the meeting.

161. DECLARATIONS OF INTEREST

Councillor D. Owen declared a Personal Interest in Item 12 – Planning Applications, FUL/000988/25.

Councillor A. Owen declared a Personal Interest in Item 12 – Planning Applications, FUL/000988/25.

Councillor A. S. Wren declared a Personal & Prejudicial Interest in Item 12 – Planning Applications, FUL/000944/25.

162. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 12 November 2025

(b) Planning Committee – 12 November 2025

(c) Finance & General Purposes Committee – 12 November 2025

(d) Recreation & Entertainments Committee – 12 November 2025

(e) Declarations of Interest – 12 November 2025

RECOMMENDED:

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



CONNAH'S QUAY TOWN COUNCIL

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

Councillor A. S. Wren apologised for arriving late to the meeting.

163. POLICE CONSULTATIVE ARRANGEMENTS

Inspector Rob Stevenson and PCSO Gemma Wilde were welcomed to the meeting.

Inspector Stevenson advised that it was good to be back working in Flintshire North. He advised that there were 2 new PCSO's in the area. There had been a reduction in anti-social behaviour and crime in the area and an increase in positive outcomes.

The Clerk personally thanked Lewis and Emma PCSOs.

Members raised the following concerns:

- Anti-Social behaviour on the underpass on Railway Terrace. There is no lighting or CCTV, the CCTV on Dock Road faces another direction.
The Inspector will look into the possibility of CCTV footage in the area.
- Would there be any future 'Grab a Gripe' initiatives?
These have been rebranded to 'Cuppa with a Coppa'.
- Could the Police at a future meeting provide an update on Cyber Crime?
This can be arranged.
- At the Christmas Fayre there were no Police presence at the lighting of the Christmas Tree, there was some anti-social behaviour by youths. Going forward could there be Police at such events.
The Police apologised and advised that there should have been Police at the event.
- Concerns by residents due to Police, Fire and Ambulance being called out twice in the last 2 weeks to the Swan Pub.
Police will investigate.
- Increase in electric and pedal bikes with no lights and dressed in all black.
Police will stop them if causing any danger.

Members expressed their thanks to PCSO Gemma Wilde for her work in the Town as she is moving to a new role.

Members thanked Inspector Rob Stevenson and PCSO Gemma Wilde.



CONNAH'S QUAY TOWN COUNCIL

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

164. STREETSCENE MATTERS

An update was provided from County Councillors regarding issues on their ward.

Councillor A. S. Wren advised that the traffic order had been granted for double yellow lines at the top of Wepre and by Ewloe Castle. He will keep Councillors updated regarding the parking charges at Wepre Park when he receives more information..

Councillor D. Owen explained that Lidl had admitted liability and had agreed a settlement with Flintshire County Council. The work on the car parks will hopefully start very soon.

Councillor D. Owen advised that there had been fly tipping in her ward, this had been reported to Wayne Jones.

RECOMMENDED:

That the update from County Councils be received.

165. FEEDBACK FROM STREETSCENE

Members received feedback from Streetscene regarding issues raised at the previous Town Council Meeting.

Councillor P. Shotton advised that he was very pleased that Adriana Szostakowska at Flintshire County Council has contacted him. High-Vis jackets, gloves etc will be delivered to the Town Council Office.

The Clerk advised that once these have been delivered, she will contact Councillor Shotton, for him to facilitate the 'working group'.

166. CHAIR OF THE COUNCIL UPDATE

The Chair of the Council gave an update on events he had attended during November.

167. PUBLIC PARTICIPATION

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

No items were raised by the Public.



CONNAH'S QUAY TOWN COUNCIL

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

Confirmed 7 January 2026

Presiding Chair

PLANNING COMMITTEE – 03/12/25

Councillor A. S. Wren (Chair) presiding

It was agreed by members that when Planning Application FUL/000944/25 was being discussed that Councillor D. Owen would Chair the Planning Committee due to the Chair declaring a personal and prejudicial interest.

168. MINUTES

The Minutes of Meeting held 12 November 2025 were received and approved as correct records and signed by the Chair.

169. NOTIFICATION OF PLANNING DECISIONS

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

RECOMMENDED:

That this be received.

170. PLANNING APPLICATIONS

Central Ward

FUL/000757/25 – 60 Cestrian Street, Connah's Quay, Deeside, CH5 4EG

Proposed existing Fence reconstruction.

Wepre Ward

FUL/000916/25 – Parc Adfer Ltd, Zone 4, Deeside Industrial Park, Weighbridge Road

Proposed full planning application for the construction and operation of Post-Combustion Capture Plant & Associated Works.



CONNAH'S QUAY TOWN COUNCIL

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

South Ward

FUL/000988/25 – 19 Brookdale Avenue, Connaught Quay, Deeside, CH5 4LT

Proposed rear extension.

RECOMMENDED:

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

Councillor A. S. Wren left the meeting before the next planning item.

Councillor D. Owen replaced Councillor A. Wren as Chair of Planning.

Wepre Ward

FUL/000944/25 - Cambrian Aquatic Sports Centre, Wepre Drive, Connaught Quay, CH5 4AH

Proposed addition of 3x Air Source heat pumps, contained within 2 wooden fenced compounds. 2mtr high fencing.

RECOMMENDED:

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

Councillor A. Wren returned to the meeting.

Confirmed 7 January 2026

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 03/12/25

Councillor V. Roberts (Chair) presiding

171. MINUTES

The Minutes of Meetings held 12 November 2025 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 3rd December 2025

172. FINANCIAL REPORTS

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

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

RECOMMENDED:

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

That report (c) Imprest Account for October be £7,125.18 be agreed that report (d) General Account for November be £36,822.15, (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of December and a copy be available to Council at the next meeting.

173. ANNUAL RETURN

The Clerk submitted the Auditor General's report and Audit Opinion for the Financial Year 2024/25 (copy forwarded to Councillors with the Agenda).

Councillor V. Roberts thanked the Clerk for her hard work in getting an 'unqualified' opinion.

All Members agreed for the Chair to initial the correction of the typo as per report.

RECOMMENDED:

That the Auditor General's report and Audit Opinion for the Financial Year 2024/25 be received and the correction be initialled by the Chair of F & GP and the Clerk.

174. EMAIL TRAINING

To agree a date of Wednesday 14 January 2026 at 6.30pm for Councillors and staff to attend email training in the Quay Building.



CONNAH'S QUAY TOWN COUNCIL

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

The Clerk advised that this was not compulsory, that Members would be issued with the relevant information if they could not attend.

RECOMMENDED:

That this date be agreed.

175. EPOS (TILLS) & CARD MACHINE

The Clerk submitted a report regarding an agreement for the EPOS (Tills) at the Civic Hall and card machines at the Civic Hall and Quay Building (copy forwarded to Councillors with the Agenda).

Councillor A. I. Dunbar enquired that if they were owned by the Town Council what would happen if they needed to be repaired.

The Clerk advised that there would be 1 year warranty and then the Town Council would be required to cover any repair costs.

Members all agreed for Option 2.

RECOMMENDED:

That Option 2 was agreed.

176. ONE VOICE WALES ANNUAL GENERAL MEETING

The Clerk submitted a letter from Lyn Cadeallader, Chief Executive, One Voice Wales regarding the Town Council nominating a representative and substitute to attend remotely the Annual General meeting on 21 January 2026.

All Members agreed that Councillor A. Manship represent the Town Council and Councillor V. Roberts as substitute.

RECOMMENDED:

That this be received and agreed.

177. URDD NATIONAL EISTEDDFOD YNYS MON 2026

The Clerk submitted email dated 12 November 2025 from Lois Jones, Urdd Gobaith Cymru regarding the Town Council would consider a financial contribution to assist the local committee to ensure the success of the Urdd National Eisteddfod in 2026.



CONNAH'S QUAY TOWN COUNCIL

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

Members discussed this and agreed for the Clerk to contact local schools to enquire if there were any children from Connah's Quay taking part at the Urdd 2026.

The Clerk would then bring the information back to Town Council to discuss.

RECOMMENDED:

That the Clerk contact local schools to enquire if any pupils are taking part in the Urdd in 2026.

Confirmed 7 January 2026

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 03/12/25

Councillor A. Manship (Chair) presiding

178. MINUTES

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

179. LETTER OF THANKS

The Clerk submitted a letter of thanks from Peter Carman. Thanking the Town Council for the hire at a reduced rate and for waiving the evening hire charge. The charity show raised £15306 for Claire House (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the letter be received.

180. LETTER OF THANKS

The Clerk submitted a letter of thanks from Cameron Williams, Creative Avenues Performing Arts and Once Upon A Pantomime Company expressing their sincere gratitude for everything the Town Council have done throughout the year (copy forwarded to Councillors with the Agenda).



CONNAH'S QUAY TOWN COUNCIL

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

RECOMMENDED:

That the letter be received.

181. WAIVER/REDUCITON OF HIRE CHARGES

Civic Hall – Financial Year 2025/26

- a) Blessed Sacrement Church
Annual Christmas Fayre
Saturday 29 November 2025
Retrospect Waiver
- b) Once Upon A Time Pantomime Company
Fundraising Variety Night
Friday 30 January 2026
Waiver

That the waivers be agreed.

Members discussed reviewing the Town Councils policy on Waivers and Reduction of hire charges at a future meeting.

182. CHRISTMAS FAYRE & LIGHT SWITCH ON

Members expressed what a fantastic event the Christmas Fayre and Light switch on had been. Feedback was received regarding the temperature in the hall. At future events the heating could be turned off as the hall was very hot. Also, the Council may need to limit the amount of people attending the hall at one time.

Members thanked the staff, volunteers and the Chair, it was a proud moment to be part of the Town Council.

The Chair advised that it was wonderful to see the school choirs perform. It was a brilliant community event; everyone should be very proud. He thanked the Clerk, office staff and all stall at the Civic Hall for all their hard work.

The Clerk read out feedback provided from some of the stall holders.

A Member of the public commented that it was great community event and thanked all the staff and Councillors for such a successful event.

RECOMMENDED:

That the update be received.



CONNAH'S QUAY TOWN COUNCIL

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

Confirmed 7 January 2026

Presiding Chair

Councillor D. Owen advised that former Town Councillor Bill Crease was in hospital. The Clerk advised that she would send a get well card on behalf of the Town Council.

Meeting commenced at 6.30pm and ended at 7.40pm

DRAFT