



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 4th February 2026

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors J. B. Attridge, L. Attridge, A. Dunbobbin, G. A. Faulkner, R. Fenwick, E. Loughnane, D. Richardson, V. Roberts, P. Shotton & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

5 members of the public

213. NOTICE OF MEETING

The notice of meeting was received.

214. APOLOGIES

Apologies for non-attendance were received from Councillors W. Catterall, A. I. Dunbar, E. S. Faulkner, A. Hughes, R. Mansell, A. R. Owen, D. Owen and I. R. Smith.

215. DECLARATIONS OF INTEREST

Councillor A. S. Wren declared a Personal & Prejudicial Interest in Item 6 - Presentation

Councillor D. Richardson declared a Personal Interest in Item 12 – Planning Applications FUL/001043/25

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

Councillor G. A. Faulkner declared a Personal Interest in Item 23 – Connah's Quay & Shotton Interservices

216. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 7 January 2026

(b) Planning Committee – 7 January 2026

(c) Finance & General Purposes Committee – 7 January 2026

(d) Recreation & Entertainments Committee – 7 January 2026

(e) Declarations of Interest – 7 January 2026

(f) Members Panel – Confidential – 21 January 2026

Councillor A. S. Wren advised of the typo on page 85, it should read 'exempt' not 'except'



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- (g) Salary Schedule - Confidential – For the Chair of the Council and Chair of F&GP to sign
- (h) Special Finance & General Purposes Committee – Confidential – 21 January 2026
- (i) Precept – For the Chair of the Town Council & Responsible Financial Officer to sign Precept form for Flintshire County Council
- (j) Charge Rates – For the Chair of the Town Council & Responsible Financial Officer to sign the agreed Charge Rates from 1 April 2026

RECOMMENDED:

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

That report (g) Salary Schedule for 2026/27 – That the Salary Schedule is agreed and signed by the Chair of the Council and Chair of Finance & General Purposes.

That report (i) Precept - 'That the Town Council Precept be set at £475,995 – Band D charge of £76.11 per annum – an increase of £4.20 per household. This equates to 5.84% for 2026-27'.

That report (j) Charge Rates for 2026/27 – That the Charge Rates are agreed and signed by the Chair of the Council and Responsible Financial Officer.

217. POLICE CONSULTATIVE ARRANGEMENTS

Inspector Rob Stevenson apologised for no Police in attendance at the last meeting.

The Inspector reported a 38.8% decrease in crime and reductions in other crime categories over the past year. He advised of the changes in personnel including 2 new PCSOs.

The Clerk asked for her thanks be passed onto PCSO Emma Moody and asked Members to agree for the Town Council to send a letter of support to Sergeant Dave Smith.

Members raised the following concerns:

- Previously discussed school parking and the 'Task and Finish' group. Had Flintshire County Council contacted the Police?
Not that the Inspector was aware of.
- To explore the possibility of 'We Don't Buy Crime' packs for residents at a reduced rate
This would be consulted with the 'Police Community Safety Team'.
- Would there be a 'Police Open Day' this year?
This would be looked into, potentially in the spring or summer.



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Members thanked Inspector Rob Stevenson for the positive crime figures in the area and for his attendance.

218. PRESENTATION

The Chair welcomed Mike Lewis, Steve Carney and Sue Banks from Cambrian Aquatics.

Mike Lewis presented to Members the financial recovery and sustainability efforts at Cambrian Aquatics. The facility achieved a significant reduction in operating deficit through various cost-saving measures and external funding. Key initiatives included installing new energy reduction systems, improving accessibility, and securing funding. Cambrian Aquatics are working towards breaking even by 2026-27.

Mike Lewis advised the financial status and future plans of the swimming facility. The facility is currently breaking even and is seeking funding through various means, including grants and community support. The centre is implementing energy-saving measures and planning a refurbishment of the facility's interior and exterior to increase energy efficiency. It was noted the importance of adapting public swim times to meet customer demand, ensuring financial viability while maintaining community access.

Councillor A. S. Wren left the meeting at 7.20pm due to declaring a Personal and Prejudicial Interest.

Members discussed the possibility of learning from the energy savings that Cambrian Aquatics have achieved for the Town Council's venues.

Cambrian Aquatics invited Members to visit the facility, this would be arranged via the Clerk.

Members thanked Cambrian Aquatics for their presentation.

Councillor A. Wren returned to the meeting at 7.45pm.

219. STREETSCENE MATTERS

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

Councillor A. S. Wren advised of the 'Live Consultation' on reverting a section of Wepre Lane back to a 30 mph speed limit.



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Councillor D. Richardson advised that he had highlighted the concerns regarding the opening hours of the Connects Office.

In Councillor R. Mansell's, absence Councillor A. Manship advised that the park on Fron Road had now been upgraded. Concerns were raised regarding the amount of litter on Wepre Ward.

RECOMMENDED:

That the update from County Councillors be received.

220. CHAIR OF THE COUNCIL UPDATE

The Chair of the Council gave an update on events he had attended during January. The chair advised that a donation for the Chair's Charity Evening had been received which is taking place on Friday 27th March, at the Civic Hall. He asked for Councillors to support at the event, if Members were planning on attending could they please inform the office.

221. PUBLIC PARTICIPATION

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

No items at this stage were raised by the Public.

Confirmed 4 March 2026

Presiding Chair

PLANNING COMMITTEE – 04/02/26

Councillor A. S. Wren (Chair) presiding

222. MINUTES

The Minutes of Meeting held 7 January 2026 were received and approved as correct records and signed by the Chair.



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223. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of December 2026 (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

224. PLANNING APPLICATIONS

Central Ward

FUL/000002/26 – First Floor, 8 Dock Road, Connah's Quay, Deeside, CH5 4DS

Proposed change of use of first floor to 5 residential flats.

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/001043/25 – Coleg Cambria, Kelsterton Road, Connah's Quay, Deeside, CH5 4BR

Proposed a new all-weather outdoor multi-sports venue with associated fencing and lighting.

Councillor A. S. Wren advised Members that since the agenda being issued the planning application had been refused by Flintshire County Council.

225. DEVELOPMENT CONSENT UNDER THE PLANNING ACT 2008

The Clerk submitted a letter dated 13 January 2026 from Karen Wilkison, Senior Environmental Advisor on behalf of the Secretary of State, regarding scoping consultation and notification of the proposed Peak Cluster CCS Pipeline (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That the letter be received.

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Presiding Chair



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FINANCE AND GENERAL PURPOSES COMMITTEE – 04/02/26

Councillor V. Roberts (Chair) presiding.

226. MINUTES

The Minutes of Meetings held 7 January 2026 were received and approved as correct records and signed by the Chair.

227. FINANCIAL REPORTS

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

- (a) Summary of Income/Expenditure by Budget Heading – December 2025
- (b) Cash & Investment Reconciliation – December 2025
- (c) Statement of Imprest Account – December 2025
- (d) List of payments General Account – January 2026
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for February 2026.
- (f) Bank Reconciliation – Chairs Account – December 2025
- (g) Bank Reconciliation – Petty Cash Office – December 2025

RECOMMENDED:

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

That report (c) Imprest Account for December be £12,466.74 be agreed that report (d) General Account for January be £36,924.97, (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of February 2026 and a copy be available to Council at the next meeting.

228. INDEPENDENT REMUNERATION PANEL FOR WALES (IRP)

The Clerk submitted a letter dated 27 January with information regarding Members Remuneration for 2025/26. The Clerk requires Members to complete the Members Remuneration form, informing her if they forgo their entitlement or request payment of personal entitlement and consumables entitlement for 2025/26 (copy forwarded to Councillors with the Agenda).



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RECOMMENDED:

That the letter and form be received.

229. DRAFT MEDIUM TERM FINANCIAL PLAN

The Clerk submitted the 'draft' Medium Term Financial Plan (copy forwarded to Councillors with the Agenda).

Councillor A. S. Wren requested for an amendment on page 4, Youth Engagement Programme. He asked for the Clerk to re word the last sentence.

RECOMMENDED:

That the Draft Medium Term Financial Plan with the requested amendment be received.

230. ANNUAL FINANCIAL TIMETABLE OF ACTIONS

The Clerk submitted the Annual Financial Timetable of Actions, reviewed and approved by Connah's Quay Town Council on draft (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That the Annual Financial Timetable of Actions be received.

231. POLICIES

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

(a) Protocol on Multi Location Meeting Policy

Councillor A. S. Wren advised that the policy did not include the process for Part 2 meetings, that there were specific legislative references and regulations to follow.

All Members agreed that this policy be deferred until March's Meeting for the Clerk to review and amend the policy.

(b) Reserves Policy

All Members agreed and approved this policy.

(c) Social Media Policy

Councillor A. Dunbobbin advised that there was an opportunity to further replicate this policy.

Councillor A. S. Wren advised that the policy should following the Flintshire County Councils



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recent Standards Committee, where there was a requirement for two separate policies, for members and staff.

Councillor Dunbobbin agreed and suggested that he and Councillor Wren work together and link both pieces of work.

All Members agreed that this policy be deferred until Councillor Wren and Councillor Dunbobbin provide the Clerk with the relevant information.

RECOMMENDED:

That (a) Protocol on Multi Location Meeting Policy be deferred until March Council Meeting, (b) Reserves Policy be approved and (c) Social Media Policy be deferred for Councillors Wren and Dunbobbin to provide information to the Clerk.

232. VENDING MACHINE CONTRACT

Members agreed that the Clerk contacts the Vending Machine supplier to cancel the contract on the expiry date in April 2026

RECOMMENDED:

That the Clerk contacts the Vending Machine supplier to cancel the contract on the vending machines.

233. CONSIDERATION OF FLAG POLES

The Clerk submitted the following: (copies forwarded to Councillors with the Agenda).

(a) Email dated 14 January from Mark Tami MP, Alyn and Deeside for the consideration of 3 flag poles at the Connah's Quay and Shotton War Memorial.

(b) Email dated 15 January from Suzanne Wilson, Clerk & Financial Officer, detailing information for Members to consider.

Members raised their concerns regarding who would take responsibility to raise/half mast/lower the flags. There is the insurance factor and cost of annual maintenance, also the cost of the flag poles, each costing in the region of £2500. Members advised that this year's budget had already been agreed. That it was a well-meaning project but could not justify the cost to the taxpayers.

A Member of the public advised that as a taxpayer and resident of Connah's Quay she personally did not want to fund the flag poles.



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Councillor A. Dunbobbin proposed that the Clerk replies to Mark Tami MP advising that Connah's Quay Town Council would not be funding the flag poles at the Connah's Quay and Shotton War Memorial.

A vote was taken for Councillor Dunbobbin's proposal, all were in favour of the proposal.

RECOMMENDED:

That the Clerk replies to Mark Tami MP to advise that Connah's Quay Town Council would not be funding the flag poles.

234. CCTV

The Clerk submitted e-mails regarding the agreed CCTV (copies forwarded to Councillors with the Agenda).

RECOMMENDED:

That the emails be received.

235. CONNAH'S QUAY & SHOTTON INTERSERVICES

Members agreed that the Clerk to write collectively with Shotton Town Council's Clerk to thank Interservices for their work undertaken at every remembrance service and that the representative from each Council can actively get more involved with the committee and their decision making. This will allow a better understanding of the time and work the Interservices undertake with limited committee members.

RECOMMENDED:

That the Clerk write collectively with Shotton Town Council's Clerk to Connah's Quay and Shotton Interservices Committee.

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Presiding Chair



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RECREATION AND ENTERTAINMENTS COMMITTEE – 04/02/26

Councillor A. Manship (Chair) presiding

236. MINUTES

The Minutes of Meetings held 7 January 2026 were received and approved as correct records and signed by the Chair.

237. SUB-COMMITTEE GROUP

To agree the Members who will be part of a Sub-Committee group to discuss events in the forthcoming year such as New Years Eve, Annual Festival, Pantomime, Christmas Fayre.

Members agreed to email the Clerk if they wanted to be part of the Sub-Committee group.

RECOMMENDED:

That Members email the Clerk, the Clerk to arrange a meeting.

238. WORKING GROUP

Members agreed for the Chair of Recreation and Entertainments Committee and Chair of Finance and General Purposed Committee Councillor V. Roberts to be part of the working group that would assist staff in the promotion of the Town Council venues and events.

RECOMMENDED:

That the Clerk arrange a meeting.

239. COMMUNITY AWARDS

Members agreed:-

(a) That the Community Awards take place as part of the Annual Meeting and that the nomination to be considered at a Part 2 – Confidential Item Meeting at the Town Council Meeting on 1 April 2026.

(b) Community Awards nomination form and criteria (copy forwarded to Councillors with the Agenda)

RECOMMENDED:

That the item be received.



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240. WAIVER/REDUCTION OF HIRE CHARGES

Quay Building – Financial Year 2025/26

- a) Ysgol Bryn Deva
HR Meeting
Friday 23rd January 2026
RETROSPECT WAIVER

Civic Hall – Financial Year 2025/26

- b) Basix Wrestling – Mike Mealor
Charity Wrestling Event
Friday 27th February 2026
WAIVER

RECOMMENDED:

That the waiver and retrospect waiver be agreed.

Confirmed 4 March 2026

Presiding Chair

Meeting commenced at 6.30pm and ended 8.25pm