



## **CONNAH'S QUAY TOWN COUNCIL**

### **Minutes of Meeting held in Person and Hybrid - Wednesday 4<sup>th</sup> March 2026**

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

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

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

3x members of the public

The Chair, Councillor A. Manship respectively reminded Members of their Code of Conduct as Councillors.

#### **242. NOTICE OF MEETING**

The notice of meeting was received.

#### **243. APOLOGIES**

Apologies for non-attendance were received from Councillors D. Addaway, J. B. Attridge, L. Attridge, A. Dunbobbin, R. Fenwick, A. R. Owen, V. Roberts & I. R. Smith.

#### **244. DECLARATIONS OF INTEREST**

Councillor Wren declared a Personal Interest in Item 10 – Notification of Planning Decisions FUL000944/25.

Councillor D. Richardson declared a Personal & Prejudicial Interest in Supplementary Item 11 – Planning Applications FUL/000169/26

Councillor A. I. Dunbar declared a Personal Interest in Minute Numbers 233 & 235

Councillor G. A. Faulkner declared a Personal Interest in Item 28 – Waiver/Reduction of Hire Charges Ysgol Bryn Deva

Councillor D. Owen declared a Personal Interest in Item 28 – Waiver/Reduction of Hire Charges Ysgol Bryn Deva

Councillor D. Owen declared a Personal Interest in Item 10 – Notification of Planning Decisions FUL/000988/25



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Councillor E. Loughnane declared a Personal Interest in Item 28 – Waiver/Reduction of Hire Charges  
Ysgol Bryn Deva

#### **245. COMMITTEE REPORTS ETC**

- (a) Consultative Meeting – 4 February 2026
- (b) Planning Committee – 4 February 2026
- (c) Finance & General Purposes Committee – 4 February 2026
- (d) Recreation & Entertainments Committee – 4 February 2026
- (e) Declarations of Interest – 4 February 2026
- (f) Sub Committee Group – 24 February 2026

#### **RECOMMENDED:**

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

#### **246. POLICE CONSULTATIVE ARRANGEMENTS**

Apologies were received from Inspector Rob Stevenson.

#### **247. STREETSCENE MATTERS**

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

Councillor R. Mansell advised of overflowing and unemptied dog bin issues on Wepre Ward.

Councillor A. S. Wren advised of the removal of a dead badger on the highway. Pothole issues, which have been inspected if the work has not been completed in the designated time he will chase up with Flintshire County Council.

Councillor A. S Wren advised that Flintshire County Council were in the process of issuing a formal statement to the press regarding the car park by Lidl.

Councillor D. Owen spoke of the standards of work on pothole repairs in Central Ward. She advised that she had requested an inspection regarding the rubbish on Maude Street, notices had been issued.

Councillor Owen advised of the anti-social behaviour on Railway Terrace, Councillor Owen had approached the PCSO's and they would like to work with the Town Council to look at ways to make the area safer.

Councillor D. Richardson also advised of potholes issues, he commented on the number of complaints in the Highmere Drive area, issues with mud on the road from the house developers. He



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would in the future take this issue to Planning and Enforcements at Flintshire County Council. He advised that from money raised for the Bryn Road Cemetery the possibility of CCTV.

Councillor A. Hughes also spoke of the number of potholes in Golftyn Ward.

Councillor P. Shotton advised that there is a clean-up event at Wepre Park on 26<sup>th</sup> March, 10.30am-12.30pm.

Councillor G. A. Faulkner raised concerns of the old railings for the Cemetery. Councillor Richardson advised that himself and Councillor Hughes would investigate.

Councillor E. S. Faulkner commented on the poor standard of work on the recent potholes repairs outside his house. Councillor Richardson advised that he would report this to Flintshire County Council.

#### **RECOMMENDED:**

That the update from County Councillors be received.

#### **248. CHAIR OF THE COUNCIL UPDATE**

The Chair of the Council gave an update on events he had attended during February. The Chair reminded Members to contact the office if they were attending his Charity Evening on 27<sup>th</sup> March.

#### **249. 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 1 April 2026

Presiding Chair



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**PLANNING COMMITTEE – 04/03/26**

Councillor A. S. Wren (Chair) presiding

### **250. MINUTES**

The Minutes of Meeting held 4 February 2026 were received and approved as correct records and signed by the Chair.

### **251. NOTIFICATION OF PLANNING DECISIONS**

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

#### **RECOMMENDED:**

That this be received.

### **252. PLANNING APPLICATIONS**

#### **Central/Wepre Ward**

FUL/000129/26 – Land east of Tata Steel, Deeside Industrial Estate

Proposed remediation of the land at Deeside Industrial Park to prepare the site for future development, works to include ground remediation, removal of materials/foundations, removal/diversion of utilities, ground improvement techniques, groundworks/earthworks to create a development platform and associated engineering works.

Councillor D. Richardson left the meeting due to declaring a Personal and Prejudicial Interest.

#### **Golftyn/South Ward**

FUL/000169/26 – Land North of Mold Road, Connah's Quay, Deeside, CH7 6BZ

Permanent change of use from agriculture to a dog exercise facility currently temporarily permitted under COU/000903/23 comprising three exercise paddocks with 'air lock' gates, ancillary storage building, additional planting and highway access.

#### **RECOMMENDED:**

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



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Councillor D. Richardson returned to the meeting.

Confirmed 1 April 2026

Presiding Chair

#### **FINANCE AND GENERAL PURPOSES COMMITTEE – 04/03/26**

Due to the absence of the Chair and Vice-Chair of the Committee, Councillor A. Manship (Chair of Recreation and Entertainment) presiding.

#### **253. MINUTES**

The Minutes of Meetings held 4 February 2026 were received and approved as correct records and signed by the Chair.

#### **254. FINANCIAL REPORTS**

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

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

#### **RECOMMENDED:**

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

That report (c) Imprest Account for January be £6,387.92 be agreed that report (d) General Account for February be £27,450.09, (e) that delegated authority be given to the Chair of Finance & General



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Purposes to authorise payment of the accounts for the month of March 2026 and a copy be available to Council at the next meeting.

#### 255. BUDGET VARIANCES

Members agreed the below budgets variances:

- (a) 4254 New Years Eve  
£500 is allocated to 4036 Services

Councillor A. S. Wren enquired if this item was related to Item 20 on the agenda. The Clerk advised that this related to the rent not the rates.

- (b) 4060 Repairs/Maintenance  
£5000 is allocated to 4050 Equipment Civic Hall

Councillor D. Richardson enquired due to the large amount if the Town Council would obtain 3 quotes. The Clerk advised that this had already been done and approved at a previous meeting.

- (c) 4254 New Years Eve  
£400 is allocated to 4037 Window Cleaner

Councillor P. Shotton enquired why the increase for the service, the Clerk advised that this was due to change of supplier halfway through the year.

- (d) 4200 Chairmans Allowance budget variance had been due to Council Year differs to Financial Year.

#### RECOMMENDED:

That the Clerk re-allocate the budgets as above.

#### 256. DRAFT ANNUAL INVESTMENT STRATEGY

The Clerk submitted the 'draft' Annual Investment Strategy (copy forwarded to Councillors with the Agenda).

#### RECOMMENDED:

That the Draft Annual Investment Strategy be received.

#### 257. DRAFT INTERNAL CONTROLS

The Clerk submitted the 'draft' Internal Controls (copy forwarded to Councillors with the Agenda).

#### RECOMMENDED:

That the Draft Internal Controls be received.



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### **258. DRAFT FINANCIAL RISK ASSESSMENT**

The Clerk submitted the 'draft' Financial Risk Assessment (copy forwarded to Councillors with the Agenda).

#### **RECOMMENDED:**

That the Draft Financial Risk Assessment be received.

### **259. POLICIES**

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

#### **(a) Protocol on Multi Location Meeting Policy**

Members discussed the changes on sections 7 and 8, this refers to a law that no longer applies.

All Members agreed that this policy be deferred until April's Meeting for the Clerk to re-word the policy.

#### **(b) Training Plan**

Councillor A. S. Wren enquired what happens when an individual Councillor uses 50% of budget alone. The Clerk advised that the budget is for Councillors and staff.

#### **RECOMMENDED:**

That (a) Protocol on Multi Location Meeting Policy be deferred until April's meeting and (b) Training Plan be approved.

### **260. NETWORK RAIL**

The Clerk submitted a letter from Network Rail regarding work due to place at Maude Street Crossing from Friday 13<sup>th</sup> March from 6am until Friday 27<sup>th</sup> March (copy forwarded to Councillors with the Agenda).

#### **RECOMMENDED:**

That the letter be received.

### **261. CAFÉ LEASE**

Members agreed that Caffi Naafi/VC Veterans sub-let the lease on the cafe.



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**RECOMMENDED:**

That the Clerk bring before Full Council the lease for signing.

Confirmed 1 April 2026

Presiding Chair

### **RECREATION AND ENTERTAINMENTS COMMITTEE – 04/03/26**

Councillor A. Manship (Chair) presiding

#### **262. MINUTES**

The Minutes of Meetings held 4 February 2026 were received and approved as correct records and signed by the Chair.

#### **263. FOOD HYGIENE**

The Clerk submitted Food Hygiene Report for the Civic Hall. Members thank Gail and

**RECOMMENDED:**

That the report be received and that thanks are passed to the Venue Operating Manager and staff.

#### **264. WORKING GROUP**

The Clerk advised that at a previous meeting Members agreed for a Working Group, this was for Councillors to assist staff to promote all the Town Council venues, only Councillor Manship volunteered.

The Clerk and staff would continue to engage with Councillor Manship, when necessary Full Council would be made aware.

**RECOMMENDED:**

That the Clerk work alongside the Chair of Recreation and Entertainments Committee.



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#### **265. NEW YEARS EVE**

Members agreed to allow 'Celt Jive' a private booking to host the New Year's Eve event at the Civic Hall for a second consecutive year.

#### **RECOMMENDED:**

That 'Celt Jive' hire the Civic Hall on New Year's Eve.

#### **266. PANTOMIME**

The Clerk advised of the mixed reports received from the pantomime that took place at the Civic Hall in January. The Clerk advised Members of a local amateur group called 'Once Upon a Pantomime' and spoke of supporting and working with them for next year's production instead of a touring pantomime as in previous years.

Members commented the pantomime that the Town Council arranged for the Civic Hall in January was not at the same standard as the previous year.

Members agreed for the Clerk to liaise with the local amateur group, Once Upon a Pantomime's Director.

#### **RECOMMENDED:**

That the Clerk contact 'Once Upon a Pantomime' and report back to Full Council with further information.

#### **267. ANNUAL FESTIVAL**

The Chair requested volunteers and commitment from Councillors at this year's event.

Members addressed concerns about parking due to parking charges being implemented at Wepre Park in the future. Councillor Richardson advised that he investigate further as a County Councillor. Councillor Richardson enquired if there was an issue with the parking would an alternative location be looked into, or event be cancelled.

Councillor Manship advised that cancelling the event would not be an option, the festival is an important community event.



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#### **RECOMMENDED:**

That the Clerk wait for a response from Flintshire County Council regarding the parking charges and inform Councillors of any updates.

#### **268. CHRISTMAS FAYRE**

The Clerk advised Members that the Christmas Fayre takes place each year on the last Thursday in November, Flint Town Council hosts theirs on the same day. The Clerk asked Councillors if the day should remain as the Thursday or move to another day.

Councillor D. Owen proposed that the Christmas Fayre be held on Wednesday 25<sup>th</sup> November 2026. All Members agreed.

#### **RECOMMENDED:**

That this year's Christmas Fayre takes place on Wednesday 25<sup>th</sup> November 2026.

#### **269. WAIVER/REDUCTION OF HIRE CHARGES**

Quay Building – Financial Year 2025/26

- a) Ysgol Bryn Deva  
Tribunal Meeting  
Friday 3<sup>rd</sup> March 2026  
WAIVER

Civic Hall – Financial Year 2026/27

- b) Christ Church Deeside  
Christmas Carol Service  
Monday 21<sup>st</sup> December 2026  
WAIVER

#### **RECOMMENDED:**

That the waivers be agreed.

Confirmed 1 April 2026

Presiding Chair

Meeting commenced at 6.30pm and ended 8.05pm