CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

Present: (Attendance Register)

Councillor A. Dunbobbin (Chair) presiding

Councillors, D. Addaway, L. Attridge, A. I. Dunbar, E. S. Faulkner, G. A. Faulkner, R. Fenwick, E. Loughnane, R. Mansell, A. Manship, D. Richardson, P. Shotton, I. R. Smith, D. Vernon & A. S. Wren

Mrs S. Wilson (Clerk)

Mrs S. Phillips (Administrative Officer)

4x members of the public

The Chair reminded Members to abide by their code of conduct within the Council Chambers, he also mentioned that the Town Council had agreed and signed a 'Civility & Respect' pledge.

100. NOTICE OF MEETING

The notice of meeting was received.

101. APOLOGIES

Apologies for non-attendance were received from Councillors D. Owen, A. R. Owen & V. Roberts.

Councillor D. Richardson apologised in advance if he left the meeting early due to work commitments.

102. DECLARATIONS OF INTEREST

Councillor A. S. Wren declared a Personal & Prejudicial Interest in Item 27 – The National Allotment Society.

Councillor A. S. Wren declared a Personal Interest in Item 36 – Council Chambers Visit.

Councillor G. A. Faulkner declared a Personal Interest in Item 39 – Financial Assistance Application.

Councillor E. S. Faulkner declared a Personal Interest in Item 39 – Financial Assistance Application.

Councillor P. Shotton declared a Personal Interest in Item 28 – Deeside Through Time Project.

Councillor A. I. Dunbar declared a Personal & Prejudicial Interest in Item 39 – Financial Assistance Application.

Councillor D. Richardson declared a Personal Interest in Item 23 – CCTV Bryn Road Cemetery.

Councillor A. Dunbobbin declared a Personal Interest in Item 10 – Police Consultative.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

103. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 2 September 2026

(b) Planning Meeting – 2 September 2026

(c) Finance & General Purposes Committee – 2 September 2026

(d) Recreation & Entertainments Committee – 2 September 2026

(e) Declarations of Interest – 2 September 2026

(f) Extraordinary Planning Meeting – 16 September 2026

RESOLVED:

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

104. VICE-CHAIR OF TOWN COUNCIL

Due to the resignation of Councillor V. Roberts a nomination was sought for Vice-Chair of the Council.

Councillor Dunbobbin thanked Councillor Roberts for his time of being Vice-Chair, for his support so far this year. He also made comment that Councillor Roberts is a conscientious Councillor and community minded.

Nominations were sought for the position of Vice-Chair.

Councillor A. Manship was nominated. No other nominations were received.

RESOLVED:

That Councillor A. Manship be elected Vice-Chair for the remaining of the ensuing year.

105. CHAIR OF FINANCE & GENERAL PURPOSES COMMITTEE

Due to the resignation of Councillor V. Roberts a nomination was sought for Chair of Finance & General Purposes Committee.

Nominations were sought.

Councillor A. Manship was nominated. No other nominations were received.

Councillor Manship resigned as Chair of Recreation and Entertainments Committee.

RESOLVED:

That Councillor A. Manship be elected Chair of Finance & General Purposes Committee for the remaining of the ensuing year.

106. CONNAH'S QUAY OLD PEOPLE'S ASSOCIATION

Due to the resignation of Councillor V. Roberts a nomination was sought for a representative on Connah's Quay Old People's Association.

Nominations were sought.

Councillor G. A. Faulkner was nominated. No other nominations were received.

RESOLVED:

That Councillor G. A. Faulkner be appointed for the remaining of the ensuing year.

107. CONNAH'S QUAY & SHOTTON INTERSERVICES COMMITTEE

Due to the resignation of Councillor V. Roberts a nomination was sought for a representative on CQ & Shotton Interservices Committee.

Nominations were sought.

Councillor E. S. Faulkner was nominated. No other nominations were received.

RESOLVED:

That Councillor E. S. Faulkner be appointed for the remaining of the ensuing year.

108. MEMBERS PANEL

The Chair asked for this item be deferred until Novembers' Council meeting.

RESOLVED:

That this item be deferred.

109. POLICE CONSULTATIVE ARRANGEMENTS

The Chair welcomed the Police to the meeting.

The Police provided an update regarding previously raised concerns, these included the parking on Dock Road. The Police advised they were in communications with Flintshire County Council highways regarding the ongoing issue.

Councillor R. Mansell spoke of the continued antisocial behaviour on Fron Road playing field, the area needs monitoring and Police in attendance. The Police advised that the Drug and Alcohol Team had visited Richmond Road and Thornfield shops several times recently and will monitor these areas.

Councillor A. Dunbobbin spoke on the ongoing issues with e-bikes and scooters, and informed Members that he had a meeting with the National Police Chief Council, plans are in place working towards a nationwide strategic plan.

Councillor Mansell asked how to identify a legal and illegal e-bike? The police advised if the engine size was above 250w then the e-bike is illegal.

Councillor R. Fenwick reminded the Police about the Halloween Community event taking place at Wepre Park on 28th October. She also advised the police that there had been damage at a play park, which had been reported to Streetscene.

Councillor D. Richardson enquired do the Police experience any delays or difficulty in obtaining CCTV from Flintshire County Council CCTV room. If so, advise a Flintshire County Councillor, who would be able to investigate and chase up.

Councillor E. Loughnane enquired if the Police using e-bikes was a new initiative? The Police advised that they don't unfortunately have e-bikes, Cheshire Police have assisted with an exercise.

Councillor A. I. Dunbar advised of the on-going issue of youths riding bikes at speed down the hill on Thornfield Road.

Councillor G. A. Faulkner advised that a resident had reported drug activity. The Police advised that they had spoken with the resident and aware of the matter.

Councillor P. Shotton enquired if the Police had been made aware of any recorded incidents at Bryn Road Cemetery since the previous issue in February 2025? The Police advised they were not aware of any criminal damage or of anything significant recently.

The Chair thanked the police for their attendance.

110. STREETSCENE MATTERS

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

Councillor R. Mansell asked if they Clerk could report the number of weeds on the High Street and Fron Road car park to Streetscene.

There were no further matters raised.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

111. CHAIR OF THE COUNCIL UPDATE

The Chair of the Council gave an update on events he had attended throughout the month of September.

112. 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 November 2026

Presiding Chair

PLANNING COMMITTEE – 07/10/26

Councillor R. Fenwick (Chair) presiding

113. MINUTES

The Minutes of Meeting held 2 September 2026 and Extraordinary Planning Meeting 16 September 2026 were received and approved as correct records and signed by the Chair.

114. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of August (copy forwarded to Councillors with the Agenda).

RESOLVED:

That this be received.

115. THE PEAK CLUSTER REPORT

The Clerk submitted email dated 21 September regarding the proposed Peak Cluster CCS pipeline (copy forwarded to Councillors with the Agenda).

RESOLVED:

That this be received.

116. PLANNING APPLICATIONS

Golftyn Ward
FUL/000765/26 – 98 Kelsterton Road, Connah's Quay, CH5 4BJ
Proposed single storey rear extension with a flat roof. Two storey side extension. New front porch and internal alterations.

South Ward
FUL/000731/26 – 34 Hall Lane, Connah's Quay, CH5 4LX
Proposed change of use of ground.

RESOLVED:

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

Confirmed 4 November 2026

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 07/10/26

Councillor A. Manship (Chair) presiding.

117. MINUTES

The Minutes of Meetings held 2 September 2026 were received and approved as correct records and signed by the Chair.

118. FINANCIAL REPORTS

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

(a) Summary of Income/Expenditure by Budget Heading – August 2026

(b) Cash & Investment Reconciliation – August 2026

(c) Statement of Imprest Account – August 2026

(d) List of payments General Account – September 2026

(e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for October 2026.

(f) Bank Reconciliation – Chairs Account – August 2026

(g) Bank Reconciliation – Petty Cash Office – August 2026

RESOLVED:

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

That report (c) Imprest Account for August be £5,599.38 be agreed that report (d) General Account for September £39,367.90, (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of October 2026 and a copy be available to Council at the next meeting.

119. RE-DEPLOYABLE CAMERA CCTV – DEFERRED FROM 2ND SEPTEMBER

The Clerk confirmed the cost of £285 for the re-deployable camera to be positioned on the lamppost.

After discussions, Councillor A. I. Dunbar proposed for the re-deployable camera be postioned on the lamppost.

A vote was taken and all Members agreed.

Councillor A. Dunbobbin proposed that the Town Council offer support during Hate Crime Awareness week.

A vote was taken and all Members agreed.

RESOLVED:

That the re-deployable CCTV camera to be positioned on the lamppost and that the Town Council support Hate Crime Awareness week.

120. BUDGET VARIANCES – DEFERRED FROM 2ND SEPTEMBER

Members agreed the below budget variance:

150 Property Maintenance
£3500 is allocated to 4036 Services, Quay Building

RESOLVED:

That the budget variance be agreed.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

121. BUS STOP – CHAPEL STREET – DEFERRED FROM 2ND SEPTEMBER

The Clerk submitted email dated 3 September 2026 from Sarah Blake, Transportation, Flintshire County Council advising costings and ownership for the proposed new bus stop on chapel street (copy forwarded to Councillors with the Agenda).

Members discussed and agreed that this was not value for money and agreed the potential risk for anti-social behaviour. All agreed that the Town Council would not match-fund the cost of the installation of the proposed new bus stop.

RESOLVED:

That the email be received and that the Clerk advise Flintshire County Council that the Town Council would not match-fund the costs.

122. CCTV BRYN ROAD CEMETERY

Councillor D. Richardson spoke of the vandalism and anti-social behaviour that took place at Bryn Road Cemetery in February 2025. Councillor Richardson has actively been part of the fundraising team, in raising monies for a CCTV to be positioned in the cemetery to discourage anti-social behaviour. The fundraising had raised enough money to cover the cost of purchasing a camera but had questions regarding the insurance costs.

Following on from Minute Ref 86, the Clerk, Chair of the Council and Councillor Richardson met to discuss how the Town Council could potentially support Bryn Road Cemetery fund. After this discussion Councillor Richardson proposed that the Town Council could purchase the re-deployable camera for Bryn Road Cemetery. This camera would be insured under the Town Councils policy, any funds remaining of Bryn Road Cemetery fund would kindly be donated to Ruperts Rainbow and Councillor Richarson to arrange accordingly.

RESOLVED:

Members were all in agreement with Councillor Richardson's proposal.

123. COUNCILLORS TRAINING SESSIONS – ONE VOICE WALES

The Clerk submitted a list of training sessions for Councillors to attend run by One Voice Wales (copies forwarded to Councillors with the Agenda).

RESOLVED:

That this be received.

124. CCTV REPORTS

The Clerk submitted email dated 28 August and CCTV reports from Alistair Pritchard, CCTV Supervisor, Flintshire County Council. The CCTV reports were from April through to June 2026, detailing information such as frequency of incident count and incident log in Connah's Quay (copy forwarded to Councillors with the Agenda).

RESOLVED:

That the report be received.

125. SLCC MEMBERSHIP

SLCC Membership details forwarded to Councillors with the Agenda.

Members commented that becoming members of SLCC would not only benefit the Clerk but all Town Council staff.

RESOLVED:

That the membership is agreed.

126. THE NATIONAL ALLOTMENT SOCIETY

Councillor A. Wren who was joining the meeting via zoom was placed into the waiting room for this agenda item.

The Clerk submitted membership renewal for 2026/27 (copy forwarded to Councillors with the Agenda).

RESOLVED:

That the membership be renewed.

Councillor Wren re-joined the meeting.

127. DEESIDE THROUGH TIME PROJECT

The Clerk submitted information from the Heritage Officer, Flintshire County Council, regarding the launch of Deeside Through Time Project (copy forwarded to Councillors with the Agenda).

Councillor P. Shotton advised Members that the first event would be celebrating 130 years of the opening of the Steelworks. Wilson' Auctions are opening the Clock Tower on Saturday 10 October, 11am – 4pm.

RESOLVED:

That the information be received.

128. GOVERNACE ARRANGEMENTS

The Clerk submitted an email dated 17 September 2026 from Councillor R. Fenwick regarding more clarification on Governance Arrangements (copy forwarded to Councillors with the Agenda).

The Clerk thanked Councillor Fenwick for bringing this to Councils attention and asked Members that the email be received at this time. The Clerk advised that she was in the process of updating all Terms of Reference for all committees, these would then be discussed and agreed at a future meeting.

All Members agreed.

RESOLVED:

That the information be received and that the Clerk arrange a Policy & Resources Committee Meeting.

129. ADVISORY DRESS CODE FOR COUNCILLORS

Members agreed that this item had previously been discussed and agreed.

After further discussions, Members stated that there may be occasions when attending Council Meetings, they will be in work wear which was agreed as acceptable. It was stated work wear is different for all occupations and place of work.

Councillor A. Wren expressed that he did not support this, what's more important is not what is worn, it is how Members contribute to the meetings irrespective to what wearing.

Councillor A. Dunbobbin advised that it is important to have professional standards, however, he understood members work commitments.

RESOLVED:

That the item be received.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

Councillor D. Richardson left the meeting at 7.55pm

130. NETCENTRIX - QUOTATION

The Clerk submitted a quotation for Windows 10 devices that require replacement (copy forwarded to Councillors with the Agenda).

Councillor A. Wren spoke on the issues of upgrading Windows 10 to Windows 11, a prime example is, being held to ransom of public money in his option but must be done.

Members agreed that the Town Council must ensure their IT systems are as up to date as soon as possible.

Councillor R. Mansell left the meeting during this agenda item.

RESOLVED:

That the item be received and agreed, the Clerk to contact Netcentrix to discuss and agree.

Councillor A. I. Dunbar left the meeting before the next agenda item.

131. FINANCIAL ASSISTANCE APPLICATION

Members agreed for an application for Financial Assistance from Connah's Quay & Shotton Interservices.

RECOMMENDED:

That the Financial Assistance of £500 be agreed.

Councillor Dunbar returned to the meeting.

Confirmed 4 November 2026

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 07/10/26

Due to the Chair of Recreation and Entertainment resigning Members agreed for the Chair of Finance and General Purposes to chair the meeting.

Councillor R. Manship (Chair of Finance & General Purposes Committee) presiding.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

132. MINUTES

The Minutes of Meetings held 2 September 2026 were received and approved as correct records and signed by the Chair.

133. PANTOMIME

The Clerk advised Members that every year the Town Council fund a pantomime at the Civic Hall. She informed Members that she had been in discussions with Once Upon a Pantomime Company. This is an amateur drama group that have previously hired the Civic Hall for a family pantomime and adult pantomime this year. The group have once again booked their pantomime at the Civic Hall in 2027. The Clerk advised Members that instead of hiring a touring pantomime that the Town Council purchase 100 tickets at a cost of £12.50 per ticket, to then sell at a cheaper rate to residents of Connah's Quay.

Members agreed £5 per ticket to Connah's Quay residents, these would be sold at the Town Council Office only.

RESOLVED:

That the Clerk contact Once Upon a Pantomime Company to advise the Council will purchase 100 tickets at £12.50 to sell at a discounted cost of £5 to residents of Connah's Quay.

134. SUMMER PLAYSCHEME 2026

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

a) Email dated 22 September 2026 from Tom Collins, Flintshire Play Development, Flintshire County Council and The End of Summer Report, the report provided information regarding attendance for the Connah's Quay playscheme over the 6 weeks and supervisors report.
b) Email dated 22 September from Sion Edwards, Flintshire Play Development, Flintshire County Council with information regarding feedback from children and parents/carers.

Members agreed that it was another successful year for Quayplay and long may it continue.

RESOLVED:

That the report and information be received.

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

135. FIT, FED & READ PROGRAMME

The Clerk submitted an email dated 18 September from Josh McEwan, Sports Development, Gwella thanking the Town Council for their generous contribution of £1,000 towards the Fit, Fed & Read programme 2026. The Town Councils support had been instrumental in helping provide meals, activities and reading opportunities for children and families over the summer. Also provided were statistics for Connah's Quay (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the email be received.

136. COUNCIL CHAMBERS VISIT

The Clerk submitted an email dated 29 September from Jo Williams, Ysgol Cae'r Nant enquiring if students would be able to visit the Town Council Offices (copy forwarded to Councillors with the Agenda).

The Clerk advised that the children could take park in a mock Town Council Meeting, with Members attending if available. The children could also contribute to the agenda item.

All agreed to the children's visit.

RECOMMENDED:

That the email be received and agreed.

137. WAIVER/REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2026/27

a) Cancer Research
   Christmas Variety Show
   Sunday 15th November 2026
   WAIVER

Councillor A. Manship advised Members that this booking had been cancelled.

Confirmed 4 November 2026

Presiding Chair

CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 7th October 2026

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.

138. LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2026/27

Item discussed under Part 2

Meeting commenced at 6.30pm and ended at 8.25pm (including Part 2 – Confidential. Exclusion of press and public).