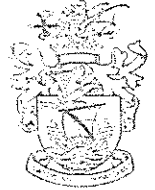




Connah's Quay Town Council



Steven M Goodrum
Clerk of the Council & Financial Officer

Tel: 01244 819420
e-mail: cqtcclerk@connahs-quay.co.uk or info@connahs-quay.co.uk
www.connahsquaytowncouncil.gov.wales

26 November 2021

Dear Sir/Madam,

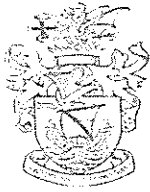
Notice is hereby given that a meeting of the following Committees will be held on Wednesday 1 December 2021 at 6.30p.m.

The meeting will be hosted via Zoom video/telephone conference call due to the COVID-19 pandemic.

Full details about how to access the meeting will be issued in advance of the meeting.

Yours faithfully

STEVEN GOODRUM
Clerk & Financial Officer



Connah's Quay Town Council



Steven M Goodrum
Clerk of the Council & Financial Officer

Tel: 01244 819420
e-mail: cqcclerk@connahs-quay.co.uk or info@connahs-quay.co.uk
www.connahsquaytowncouncil.gov.wales

AGENDA

COMMITTEE MEETINGS – 01/12/2021

1. NOTICE OF MEETING

To receive notice of meeting.

2. APOLOGIES

To receive apologies for non-attendance.

3. DECLARATIONS OF INTEREST

To receive details from Members of any declarations of interest relating to matters being considered at this month's Committee Meetings.

4. DISPENSATION

To consider granting a dispensation for Councillor J. B. Attridge on the grounds of ill-health.

5. POLICE CONSULTATIVE ARRANGEMENTS

North Wales Police have been invited to send a representative to the meeting.

To consider hosting a meeting with a representative of North Wales Police using an alternative medium.

PLANNING COMMITTEE – 01/12/2021

6. MINUTES

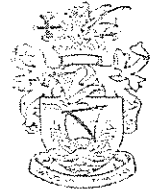
To receive and approve, or otherwise, as a correct record, the Minutes of Meeting held 25 October 2021 (page 31) and 3 November 2021 (page 34).

7. NOTIFICATION OF PLANNING DECISIONS

To receive copy Notification of Planning Decisions relating to the month of October 2021 (schedule enclosed).



Connah's Quay Town Council



Steven M Goodrum
Clerk of the Council & Financial Officer

Tel: 01244 819420
e-mail: cqccclerk@connahs-quay.co.uk or info@connahs-quay.co.uk
www.connahsquaytowncouncil.gov.wales

8. PLANNING APPLICATIONS

South Ward

11/11/2021 063573 Tata Steel Shotton Works, Weighbridge Road
Proposed erection of 1. 3no. flags adjacent to visitor centre (2no. corporate branded signs, 1no. Welsh national flag) on 3no. 8m high steel flagpoles; 2. 2no. building signs to Bay 23 tower (both are corporate branded signs).

12/11/2021 063656 Browtique & Co, Unit 8 Red Hall Precinct, Connahs Quay
Proposed change of use to offer laser hair and tattoo removal.

Golftyn Ward

19/11/2021 063071 Land adjacent to Halfway House, Church Street, CQ
Proposed erection of a detached block of flats (amendment and/or additional information).

9. CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION - PROPOSED LIDL STORE DEVELOPMENT

To receive letter dated 22 November 2021 from Emily Parkin on behalf of Lidl (copy enclosed).

FINANCE AND GENERAL PURPOSES COMMITTEE – 01/12/2021

10. MINUTES

To receive and approve, or otherwise, as a correct record, the Minutes of Meeting held 3 November 2021 (pages 34, 35, 36 and 37).

11. FINANCIAL UPDATE TO 31 OCTOBER 2021

To receive a report from the Clerk to provide Councillors with an update of the Town Council's financial position as at 31 October 2021 (copies enclosed).

12. COVID-19 UPDATE

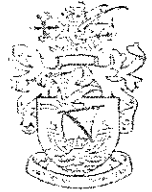
To receive a report from the Clerk about the current COVID-19 situation (copy enclosed).

13. COMMITTEE FORWARD WORK PLANNING

To receive a report from the Clerk that will help to organise the Committee's business and activities for the coming months (copy enclosed).



Connah's Quay Town Council



Steven M Goodrum
Clerk of the Council & Financial Officer

Tel: 01244 819420
e-mail: cqtcclerk@connahs-quay.co.uk or info@connahs-quay.co.uk
www.connahsquaytowncouncil.gov.wales

14. QUAY BUILDING MONTHLY UPDATE

To receive a report from the Clerk about the monthly activities at the Town Council's Quay Building (copy enclosed).

15. QUAY COMMUNITY ROOM UPDATE

To receive a report from the Clerk with an update in respect of the Quay Community Room (copy enclosed).

16. WREXHAM-BIDSTON RAIL USERS' ASSOCIATION

To receive the minutes of the WBRUA's AGM held on 30 November 2021 (copy enclosed).

17. DECEMBER COUNCIL MEETING

To consider bringing the date of the December Council Meeting forward due to the festive period.

RECREATION AND ENTERTAINMENTS COMMITTEE – 01/12/2021

18. MINUTES

To receive and approve, or otherwise, as a correct record, the Minutes of Meeting held 3 November 2021 (pages 37 and 38).

19. COMMITTEE FORWARD WORK PLANNING

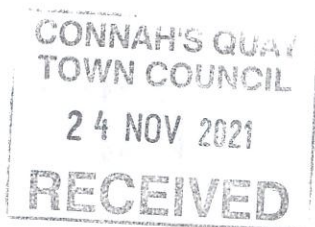
To receive a report from the Clerk that will help to organise the Committee's business and activities for the coming months (copy enclosed).

20. COMMUNITY CENTRE UPDATE REPORT

To receive a report from the Clerk about the monthly activities at the Town Council's Community Centre (copy enclosed).

Notification of Planning Decisions
Information for Planning Committee – 01 December 2021

Planning Application Ref	Location / Detail	Flintshire County Council Date / Decision	By Whom	Conditions/Reasons Attached to decision
062111	5 Dee View Road, Connah's Quay	28/09/2021 Approved	Delegated-Officer	
063481	New Dwelling Land to the rear of 337-339 High Street, Connah's Quay	27/09/2021 Approved	Delegated-Officer	
063357	9 Lansdowne Road, Connah's Quay	01/11/21 Approved	Delegated-Officer	
063387	The Sheiling, Kelsterton Road, Connah's Quay	26/10/21 Approved	Delegated-Officer	
063431	Unit J, Quay Shopping Centre, Ffordd Llanarth	27/10/21 Approved	Delegated Officer	
063522	Shotton Mill, Weighbridge Road, Shotton	05/11/21 Approved	Delegated-Officer	



9

On behalf of



22 November 2021

Dear Connah's Quay Town Council,

Consultation before applying for planning permission – Proposed Lidl store development, former Somerfield/Co-op store, High Street, Connah's Quay, Deeside, CH5 4DA

I am writing on behalf of Lidl GB, to inform you of the intention to submit a planning application to bring a new Lidl store to Connah's Quay on the site of the former Somerfield/Co-op store, High Street.

Lidl is proposing a significant investment at Connah's Quay which will regenerate this prominent, brownfield site and provide a new modern 1,414 sq. m Lidl store, offering improved local choice and all of your favourite high-quality products at Lidl's low prices. The plans include:

- Extensive redevelopment which will bring back into economic use this currently derelict, gateway site in the centre of Connah's Quay. Replacement of the existing building with a new, energy efficient Lidl store, providing a spacious and attractive shopping environment for customers, and better facilities for Lidl colleagues
- Refurbishment of the external areas and the existing car park to provide 160 parking spaces, including seven accessible spaces, 10 parent and child spaces. Secure cycle parking will be provided close to the store entrance
- Modern in-store facilities, including Lidl's popular bakery, customer toilets and longer-style tills
- Enhanced environmental features, including solar (photovoltaic) panels on the roof and Electric Vehicle Charging points in the car park with the infrastructure built in to enable further EVC spaces to be installed as demand increases. Lidl has an ongoing commitment to enhance the sustainability of its existing and new stores, and to meet the targets it has set to reduce the amount of waste the stores generate.

Before a planning application is submitted to Flintshire County Council, we will be undertaking community consultation and we would like to know what you think of the proposals. You can view the draft planning application documents online at connahsquay.expansion.lidl.co.uk and the enclosed notice details how you can comment on the plans.

We will also be distributing information leaflets with tear-off, freepost feedback forms, to the local community.

In the meantime, if you have any queries, or would like to arrange a meeting to discuss the proposals, please contact us on 0800 089 0361 or emily@royalpilgrim.com.

Yours sincerely

Emily Parkin

Enclosed site notice under - Schedule 1B: Publicity and consultation before applying for planning permission notice under articles 2c and 2d - Town and Country Planning (Development Management Procedures) (Wales) Order 2012

22 Tachwedd 2021

Ar ran



Annwyl Connah's Quay Town Council,

Ymgynghoriad cyn gwneud cais am ganiatâd cynllunio – Datblygiad arfaethedig siop Lidl, hen siop Somerfield/Co-op, Stryd Fawr, Cei Connah, Glannau Dyfrdwy, CH5 4DA

Ysgrifennaf atoch ar ran Lidl GB i roi gwybod i chi am y bwriad i gyflwyno cais cynllunio i ddod â siop Lidl newydd i Gei Connah ar safle hen siop Somerfield/Co-op, Stryd Fawr.

Mae Lidl yn cynnig buddsoddiad sylweddol yng Nghei Connah a fydd yn adfywio'r safle tir llwyd amlwg hwn ac yn darparu siop fodern newydd, 1,414 metr sgwâr, sy'n cynnig gwell dewis lleol, yn ogystal â'ch holl hoff gynnyrch o safon uchel am brisiau isel Lidl. Mae'r cynllun yn cynnwys:

- Ailddatblygu'r safle'n helaeth, gan ddod â'r safle adfeiliedig presennol yng nghanol Cei Connah yn ôl i ddefnydd economaidd. Disodli'r adeilad presennol â siop Lidl newydd sy'n defnyddio ynni'n effeithlon, gan ddarparu amgylchedd siopa eang a deniadol i gwsmeriaid, a gwell cyfleusterau i gyd-weithwyr Lidl
- Adnewyddu'r ardaloedd allanol a'r maes parcio presennol i ddarparu 160 o lefydd parcio, gan gynnwys saith lle parcio hygyrch a deg lle parcio i rieni a phlant. Bydd llefydd i barcio beiciau'n ddiogel yn cael eu darparu yn agos at fynedfa'r siop
- Cyfleusterau modern yn y siop, gan gynnwys becws poblogaidd Lidl, toiledau i gwsmeriaid a llefydd talu gyda chownteri hirach
- Nodweddion amgylcheddol gwell, gan gynnwys paneli solar (ffotofoltäig) ar y to a manau Gwefru Cerbydau Trydan yn y maes parcio, gyda'r seilwaith wedi'i adeiladu i alluogi gosod rhagor o fannau gwefru cerbydau trydan wrth i'r galw gynyddu. Mae gan Lidl ymrwymiad parhaus i wella cynaliadwyedd ei siopau presennol a'i siopau newydd, ac i gyrraedd y targedau y mae wedi'u gosod i leihau faint o wastraff y mae'r siopau yn ei gynhyrchu.

Cyn i gais cynllunio gael ei gyflwyno i Gyngor Sir y Fflint, byddwn yn cynnal ymgynghoriad cymunedol a hoffem wybod beth yw eich barn am y cynigion. Gallwch weld dogfennau'r cais cynllunio drafft ar-lein yn connahsquay.expansion.lidl.co.uk ac mae'r hysbysiad amgaeedig yn nodi sut y gallwch roi sylwadau ar y cynlluniau.

Byddwn hefyd yn dosbarthu taflenni gwybodaeth gyda ffurflenni ymateb rhadbost i'r gymuned leol.

Yn y cyfamser, os oes gennych chi unrhyw ymholiadau, neu os hoffech drefnu cyfarfod i drafod y cynigion, mae croeso i chi gysylltu â ni ar 0800 089 0361 neu anfon e-bost at emily.royalpilgrim.com.

Yn gywir



Emily Parkin

Hysbysiad safle wedi'i amgáu o dan - Atodlen 1B: Cyhoeddusrwydd ac ymgynghoriad cyn gwneud cais am hysbysiad caniatâd cynllunio o dan erthyglau 2c A 2d - Gorchymyn Cynllunio Gwlad a Thref (Gweithdrefn Rheoli Datblygu) (Cymru) 2012

Town and Country Planning

(Development Management Procedure) (Wales) Order 2012

Schedule 1B: Publicity and consultation before applying for planning permission notice under articles 2c and 2d

Proposed New Lidl Supermarket

Purpose of this notice: this notice provides the opportunity to comment directly to the developer on a proposed development prior to the submission of a planning application to Flintshire County Council. Any subsequent planning application will be publicised by Flintshire County Council; any comments provided in response to this notice will not prejudice your ability to make representations to Flintshire County Council on any related planning application. You should note that any comments submitted may be placed on the public file.

Proposed development at the **Former Somerfield/Co-op store site, High Street, Connah's Quay, Deeside, CH5 4DA**

Notice is given that **Lidl UK GmbH** is intending to apply for full planning permission for the demolition of existing buildings and the erection of a new 1,414sqm (net sales) Lidl Store (Class A1).

You may inspect copies of:

- The proposed application;
- The plans; and
- Other supporting documents

Online: connahsquay.expansion.lidl.co.uk

Public computers are available at **Connah's Quay Library, Wepre Drive, Connah's Quay, Deeside, CH5 4HA** during the opening hours of **Monday- Tuesday 9am – 6pm, Wednesday – Friday 9am – 5pm, Saturday 9am – 1pm.**

Anyone who wishes to make representations about this proposed development must write to us by **5pm 20th December 2021** at:

Email:
emily@royalpilgrim.com

Freephone:
0800 089 0361

Freepost:
Freepost RUCB-BJRG-YBZX
Royal Pilgrim Communications
PO BOX 208
HECKMONDWIKE
WF17 6FE

By 20th December 2021

Signed: *EParkin*

Emily Parkin

Date: 22nd November 2021

**Gorchymyn Cynllunio Gwlad a Thref
(Gweithdrefn Rheoli Datblygu) (Cymru) 2012**

Atodlen 1B: Cyhoeddusrwydd ac ymgynghoriad cyn ymgeisio am ganiatâd cynllunio o dan erthygl 2c a 2d

Archfarchnad Lidl Newydd Arfaethedig

Diben yr hysbysiad hwn: mae'r hysbysiad hwn yn cynnig y cyfle i wneud sylwadau ar ddatblygiad arfaethedig yn uniongyrchol i'r datblygwr cyn i'r cais cynllunio gael ei gyflwyno i Gyngor Sir y Fflint. Bydd unrhyw gais cynllunio wedyn yn cael cyhoeddusrwydd gan gyngor Sir y Fflint; ni fydd unrhyw sylwadau a roddir i ymateb i'r hysbysiad hwn yn niweidio eich gallu i roi sylwadau i Gyngor Sir y Fflint am unrhyw gais cynllunio sy'n gysylltiedig â hwn. Dylech nodi y gallai unrhyw sylwadau gael eu cynnwys mewn ffeil gyhoeddus.

Datblygiad arfaethedig yn **Hen Safle Siop Somerfield/Co-op, Stryd Fawr, Cei Connah, Glannau Dyfrdwy, CH5 4DA**

Rhoddir hysbysiad bod **Lidl UK GmbH** yn bwriadu gwneud cais am ganiatâd cynllunio llawn ar gyfer dymchwel adeiladau presennol a chodi Siop Lidl newydd (Dosbarth A1), a fydd yn 1,414 metr sgwâr (gwerthiant net).

Cewch archwilio copïau o'r canlynol:

- Y cais arfaethedig;
- Y cynlluniau; a
- Dogfennau ategol eraill

Ar-lein: connahsquay.expansion.lidl.co.uk

Mae cyfrifiaduron cyhoeddus ar gael yn **Llyfrgell Cei Connah, Wepre Drive, Cei Connah, Glannau Dyfrdwy, CH5 4HA** yn ystod oriau agor **dydd Llun – dydd Mawrth 9am – 6pm, dydd Mercher – dydd Gwener 9am – 5pm, dydd Sadwrn 9am – 1pm.**

Dylai unrhyw un sydd am wneud sylwadau ynghylch y datblygiad arfaethedig hwn ysgrifennu atom erbyn **mis 5pm 20th Rhagfyr 2021:**

E-bost:
emily@royalpilgrim.com

Rhadffôn:
0800 089 0361

Rhadbost:
Freepost RUCB-BJRG-YBZX
Royal Pilgrim Communications
PO BOX 208
HECKMONDWIKE
WF17 6FE

Erbyn 20th Rhagfyr 2021

Llofnod: *E. Parkin*

Emily Parkin

Dyddiad: 22nd Tachwedd 2021

Finance & General Purposes Committee: Financial Update to 31 October 2021

Agenda item 11, Wednesday 1st December 2021

What is the report about?

This report is to provide an update regarding the Town Council's financial position at 31 October 2021.

What is the reason for making this report?

The reason for making this report is to update Council about the financial position of the Town Council at 31 October 2021.

What are the recommendations?

It is recommended that the Committee:

1. notes the content of the report; and,
2. agrees to meet on Wednesday 12th January 2022 to set the council's precept for 2022-23.

Report details

The Town Council budget for 2021-22 was set when COVID-19 restrictions were in place, and the expectation that they would remain for a significant part of the year.

Lockdown measures started to be eased in May and bookings resumed at each of our venues (excluding the Civic Hall, which was in use as a Local Testing Site).

After Wales moved to 'alert level 0' on 7th August, we received a number of enquiries for the hire of our venues, which started to take effect during September.

The Civic Hall will continue to be used as a COVID-19 Local Testing Site until the end of March 2022 which will have a bearing on the financial position this year.

As we move beyond the half-way point of the financial year, attention will focus on the precepting process for 2022-23.

The precept/budget information is required to be submitted to Flintshire County Council by Friday 21st January 2022. It is proposed therefore to hold the precept meeting on **Wednesday 12th January 2022**.

The January Committee meetings will include a more detailed update of the financial position and forecast in order to compliment the precepting process.

Income

During October, the Council's income was £2,519, meaning the total income to the end of October stands at £10,765.

The trend is positive increasing by nearly £1,000 compared to September's income (£1,520). This is due to the additional bookings at Quay Building now being reflected in the accounts.

With the Civic Hall being utilised as a COVID-19 Local Testing Site for the full financial year, the forecast income for the venue of £43,000 will not be realised. The Council's total income forecast has been adjusted accordingly (see Appendix A).

The current position, after taking account the adjustment for the Civic Hall, is in line with expectation at this stage of the financial year. The Quay Building and Community Centre are both performing well in terms of bookings.

Quay Community Room re-opened in October. It will take several weeks for this to be fully operational in line with the Council's aims for the venue, and for any income to be reflected in the data. Accordingly it has been marked as *Amber* and a more accurate analysis will therefore be provided at the January meeting.

Expenditure

Expenditure increased to £221,594 at the end of October, from £173,181 at the end of September.

This is in line with budgeted expectation, and includes the budgeted costs of the annual Summer Play Scheme. Accordingly, most aspects of the Council's operations have been rated as **Green**.

With the Civic Hall being used as a COVID-19 Local Testing Site for the entire financial year 2021-22, all of the costs from the Civic Hall budget will now be reclaimed. These were projected to be £41,474, and the Council's total expenditure forecast has been adjusted accordingly.

Budget pressures

There were 4 by-elections for vacant seats on Connah's Quay Town Council this year. The cost of hosting these elections has to be borne entirely by the Town Council, and this totals £18,121.

Provision for election costs of £5,000 was included within the budget for 2021-22, meaning there will be a net budget overspend of £13,121. This will not be reflected in the financial data until January/February due to the timing of when the final invoice is received.

A potential health and safety issue with trees along boundary of the Town Council's allotment site and the Mill Lane bridleway was identified at last month's meeting. An estimate of £950 has been quoted to remedy the situation. This is subject to a full survey being undertaken by the County Council's Tree Officer. The report will be brought before the Council upon receipt.

Financial Reporting

The financial information to 31st October is presented in Appendix A below. The report will make use of the RAG 'traffic light' system to inform Council of the position at any given point, where.

Red: Significant issue(s) identified.

Town Clerk to discuss with Chair & Vice-Chair of Finance & General Purposes Committee. Town Clerk to report to the Finance & General Purposes Committee.

Amber: Potential issue(s) identified.

Town Clerk to discuss with Chair & Vice-Chair of Finance & General Purposes Committee.

Green: No issues.

Within budget/expectation – continue to monitor.

Appendix A: Summary financial reporting 1 April 2021 to 31 October 2021

	Budget Income	Income to date	Balance remaining	RAG	Budget Expenditure	Expenditure to date	Balance remaining	RAG
Total (exc. Civic Hall)	£445,118	£240,127 ¹	£204,991	Green	£446,644	£221,594	£225,050	Green
Other income								
Exc. Precept & Civic Hall	£95,074	£10,765	£84,309					
Precept	£344,044	£229,362	£114,682					

	Budget Income	Income to date	Balance remaining	RAG	Budget Expenditure	Expenditure to date	Balance remaining	RAG
Staffing	£0	£0	£0	Green	£229,430	£111,196	£118,234	Green
Administration	£275	£0	£275	Green	£15,750.00	£8,406	£7,344	Green
Regeneration	£6,000	£0	£6,000		£34,700.00	£8,869	£25,831	Green
Council ²	£43,449	£0	£43,449	Green	£58,600.00	£38,103	£20,497	Green
Council - Civic	£0	£0	£0	Green	£11,000.00	£4,200	£6,800	Green
Quay Building	£7,500	£4,179	£3,321	Green	£34,196.00	£14,174	£20,022	Green
Civic Hall	£43,000	£0.00	£43,000		£41,474.00	£21,410	£20,064	
Quay Comm Room	£24,000	£211	£23,789	Amber	£32,618.00	£11,711	£20,907	Green
Comm Centre	£12,500	£5,545	£6,955	Green	£6,975.00	£2,582	£4,393	Green
Allotments	£850	£830	£20	Green	£950.00	£605	£345	Green
Council Assets	£500.00	£0	£500	Green	£22,425	£338	£22,087	Green

¹ Includes Precept received to date

² Includes estimated £15,949 contribution from Reserves to balance budget

Finance & General Purposes Committee: Covid-19 Update

Agenda item 12, Wednesday 1st December 2021

What is the report about?

This report is about the ongoing COVID-19 situation and the impact it has on the Town Council.

What is the reason for making this report?

The reason for making this report is to provide Councillors with an update on the current situation with how COVID is impacting the Town Council.

What are the recommendations?

It is recommended that:

- (a) the Committee continues to receive regular updates regarding progress;
- (b) Members Panel meets on/around Wednesday 15th December to consider staffing implications for 2022; and,
- (c) the Committee meets (remotely or otherwise) as required to review the position according to changes in Welsh Government guidance.

Report details

The impact of COVID-19 is still being felt across the world, with case numbers in the UK continuing to remain high. In spite of this, hospital admissions and death rates are still relatively low.

Wales moved to 'Alert Level Zero' on 7th August which removed most of the legal restrictions that had been in place for over 18 months. There are still some legal restrictions that remain in force, with organisations/businesses now having responsibility for their interpretation and implementation. A summary of the current restrictions are included as Appendix 1 below.

Recent press reports suggest that there is concern amongst senior public figures in Wales that the coming months are likely to be challenging. There is also concern that the regulations are not being followed, specifically the wearing of face masks and social distancing in certain settings.

The number of cases in Wales has reduced in recent weeks, but still remains stubbornly high at 471 / 100,000 on 21st November. The rate in Flintshire was slightly higher at 482 cases per 100,000.

We have seen that the situation with COVID-19 can change very quickly. We are now moving into the winter months, and this brings the potential for cases to increase and impact on operations. It is vital that the Town Council remains vigilant and continues to follow a cautious approach in its short to mid-term planning activities.

The Town Council will ensure that it continues to follow all relevant guidance and will take all reasonable measures to mitigate the risk of the spread of COVID in whatever it does. All of the Council's plans have been updated to reflect this approach.

Town Council Venues

- *Civic Hall*

The Civic Hall became a Local Testing Site (LTS) from early December 2020. This has now been extended to the end of March 2022.

Whilst the Hall is in use as a LTS, the Council do not need to consider how any changes to regulations impact on the use of the venue.

- *Community Centre / Council Office / Quay Community Room*

All three venues are now available for use, and have been in use since 10th May.

- Community Centre

In September, our regular users returned to the venue. The venue is currently in use 6 days per week, with some days having multiple bookings.

- Council Office (Quay Building)

The Council Office is now fully open.

Since re-opening fully in September, we have taken on several long-term bookings. This means that the venue is in use at least 4 days per week, where previously it has only been used on a Thursday.

- Quay Community Room

Quay Community Room has re-opened as a multi-use facility.

A dance class currently use the venue 1 evening per week, and bookings have been received from local community groups to use the facility for meetings.

Work is underway for the venue to be used to provide information and sign-posting for the local community, including the local Heritage Trail.

Council Meetings

Indoor meetings are still subject to a range of guidance / regulations; notably ensuring appropriate social distancing measures are in place.

The Chamber at Quay Building is not big enough to allow the required social distancing where 20 Councillors, Council Officers, the press and members of the public attend at the same time using the previous seating arrangements.

A number of local community councils have made a decision to continue with remote meetings for the remainder of 2021. With the uncertainty around COVID, and with the winter months ahead, this approach was adopted by Council last month.

The Local Government & Elections (Wales) Act 2021 requires community and town council's to make public attendance at meetings accessible from anywhere, including remotely, from May 2022.

Work has commenced to implement a 'hybrid' meeting arrangement to be introduced in 2022 where individuals can attend physically or remotely.

Proposals for reintroducing physical, face-to-face meetings will therefore be brought before Council in early 2022. There will be an initial cost to the Council for technical adjustments to be made to the room in order to facilitate this. A report will therefore be brought before Council in January 2022 for consideration and inclusion in the precepting process.

Staffing

All staff returned to their normal working hours from October.

There have been a number of staff changes since returning, with one employee leaving and another reducing their hours due to ill-health. Another member of staff will be leaving due to retirement in December.

With the Civic Hall not expected to be returned to the management of the Town Council until April 2022 at the earliest, and to ensure that the Council can continue to operate effectively, a review of staffing arrangements has been undertaken. It has been split into two phases: Phase 1 – Business as usual until 31 March 2022; and, Phase 2 – Moving forward from 1 April 2022.

It is recommended therefore that this review reports to Members Panel on/around Wednesday 15th December. The outcome will then be reported to Council in January and used to inform the precepting process for 2022-23.

Appendix 1: Summary of COVID restrictions / guidance in Wales

Meeting friends and family

- There are no longer any limits on the number of people who can meet indoors or outdoors.
- There are no formal rules on social distancing, although venues have to carry out their own risk assessments.
- No travel restrictions in the UK or internationally (although the government still advises against travel abroad).
- People who are fully vaccinated (and under-18s) now have to self-isolate if someone in their household has symptoms or tests positive; they can stop after a negative PCR test

Going to work

- You should still work from home if you can.

Schools and nurseries

- All pupils have returned to face-to-face teaching at school. Face coverings are no longer required.
- All students can return to further education and training centres.
- University campuses can open for blended (face-to face and online) learning for all students.

Leisure time

- Nightclubs can reopen along with all other indoor and outdoor venues.
- There are no upper limits on the number of people allowed at venues, but organisers have to carry out their own risk assessments.
- Masks no longer required in pubs, bars and restaurants.
- You need to show you have been vaccinated or have had a recent negative test, for entry to cinemas, theatres, concert halls, nightclubs, unseated indoor live events for more than 500 people, unseated outdoor live events for more than 4,000 or any event for more than 10,000.

Shopping

- All shops and retail businesses can reopen, but face coverings remain a legal requirement in indoor spaces.

Other

- Face coverings remain compulsory in most indoor public places and on public transport.
- Driving lessons and tests have resumed.
- Weddings and civil partnerships can take place at licensed venues - no limit on guests but venues must be able to enable social distancing.
- Limits on visits to care homes have now been lifted (at the discretion of care home managers).

Finance & General Purposes Committee: Forward Work Planning

Agenda item 13, Wednesday 1st December 2021

What is the report about?

This report provides Councillors with details about the organisation of the work of the Finance & General Purposes Committee.

What is the reason for making this report?

This report will help to organise the Committee's business and activities for the coming months by providing Councillors with an indication of upcoming items for consideration.

What are the recommendations?

It is recommended that:

1. Councillors agree to the proposed Council Forward Work Plan outlined below; and,
2. That the Town Clerk, Chair and Vice-Chair of the Committee meets to review the Forward Work Schedule on/around Wednesday 15th December.

Report details

Outlined below are the scheduled work items for the Town Council's Finance & General Purposes Committee to be aware of for the coming months.

The schedule is derived mainly from elements contained within the Town Council's Development Plan.

By considering the Forward Work Schedule, it will allow Councillors to monitor and review the Council's work priorities across all aspects of the Council, and amend/update them accordingly.

Other items outside of the Plan will be considered and added to the schedule as appropriate, as will any actions/recommendations from Committee meetings.

The schedule will be reviewed and updated monthly to ensure Councillors, the public and staff are kept informed about upcoming items and pieces of work and that the forthcoming agenda is set in a timely manner.

The Town Clerk will meet with the Chair and Vice-Chair of the Committee to review the schedule on a monthly basis and agree the agenda items in line with the timetable below.

- Meeting date: Wednesday 5th January 2022
- Agenda to be issued: By Friday 24th December (latest)
- Meeting with Chair & Vice-Chair: On/around Wednesday 15th December subject to availability.

Forward Work Schedule

Finance & General Purposes Committee

Item	When	Notes
Quay Community Room Update Report	January 2022	<ul style="list-style-type: none">To provide Council with an update in respect of the Quay Community Room.
Supporting the Community	January 2022	<ul style="list-style-type: none">To consider how the Town Council can best support the community with various projects such as litter picking.
Quayplay 2022	January 2022	<ul style="list-style-type: none">For Council to start to plan and consider arrangements for 2022.
Local Government & Elections (Wales) Act 2021	January 2022	<ul style="list-style-type: none">To further consider the implications and implementation of the requirements contained in the Act. (Moved from November Committee Forward Work Plan – awaiting further guidance from Welsh Government. Also awaiting costing details for room alterations – due in December).
Council Budgeting process	January 2022	<ul style="list-style-type: none">To consider a preliminary review of budgets to date and look at forecasts for the coming years. This will include a review of the Financial Reports, specifically <i>Summary Income & Expenditure by Budget Heading</i>
Annual Precept Setting	19 January 2022	<ul style="list-style-type: none">To receive for consideration the Precept Report for the Financial Year 2022-2023.Submit the Council's precept to Flintshire County Council.
Extending the Town Council's Commitment to support Ending Domestic Violence	February 2022	<ul style="list-style-type: none">In addition to supporting the aims of White Ribbon UK, to look at measures that the Town Council can take to extend its commitment to supporting ending domestic violence.

Finance & General Purposes Committee: Monthly Report: Quay Building

Agenda item 14, Wednesday 1st December 2021

What is the report about?

This report is about the monthly activities at the Town Council's Quay Building.

What is the reason for making this report?

The reason for making this report is to update Council in respect of activities that have taken place during October 2021 at Quay Building.

What are the recommendations?

It is recommended that:

- (a) Council notes the content of the report; and,
- (b) Provides guidance to the Clerk about future content requirements.

Report details

This report re-introduces the regular updates about matter relating to the Council's Quay Building venue. It follows a similar format to that used previously, but will evolve over the coming months to ensure it provides appropriate and meaningful information.

The figures are based on the venue being available 7 days a week between 8am to 8pm. The venue can be hired outside of these times if required.

Where multiply bookings take place in one day, additional time is allowed for cleaning to take place between bookings. This will impact on the number of bookings capable of being hosted at the venue.

As data is built up over the coming months, it will be presented in graphical form to allow trends to be highlighted and/or identified.

Similarly, as confidence increases that lockdown measures will not be re-introduced, targets and objectives for the venue occupancy will be considered.

Council Chamber

	October	September
Available days during month	31	30
Available hours during month	372	360
Number of events during month	24	21
Number of hours of events during month	83	97
Occupancy – days	78%	70%

	October	September
Occupancy – hours	23%	27%
Number events in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)
Number of hours in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)

Meeting Room

	October	September
Available days during month	31	30
Available hours during month	372	360
Number of events during month	5	4
Number of hours of events during month	20	17
Occupancy – days	17%	14%
Occupancy – hours	6%	5%
Number events in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)
Number of hours in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)
Waivers during month for venue	0	0
Monies raised for charity events during month	Nil	Nil

Bookings for future months

During the month of November, it is expected that bookings and venue occupancy will remain similar to October. The regular bookings from the NHS, martial arts, and slimming class will continue.

Finance & General Purposes Committee: Quay Community Room Update

Agenda item 15, Wednesday 1st December 2021

What is the report about?

This report is about the Town Council facility ‘Quay Community Room’ located in the Connah’s Quay Medical Centre.

What is the reason for making this report?

The reason for making this report is to update Council in respect of the facility since it reopened in September 2021.

What are the recommendations?

It is recommended that Council notes the content of the report and reviews the progress on a bi-monthly basis.

Report details

The Town Council are well aware of the historic issues with the facility it leases in the Medical Centre, previously known as Quay Café.

The facility re-opened as a community room in September, with the sole aim to deliver a service to the local community. This needs to be the focus for the immediate future, and will be the basis for how the facility evolves over the coming months.

It is important to recognise that the venue is not intended to compete with other businesses or community groups – but rather to compliment the local offering of resources. It will be managed in the same way as the Civic Hall and Community Centre, and allows the Council to better service the needs of those looking to use our facilities.

Having only been open for a few weeks it is too early to provide a detailed update. The room continues to be used by a local dance school for classes for young children and enquires have been received from other local community groups to hire the room for private functions / meetings.

There needs to be greater local awareness of what the premises is – and what it can be – used for; that it is available to hire, and will deliver a ‘benefit’ to the local community, ultimately moving away from being seen as just a café.

A number of proposals outlining how the facility will be used by the Town Council have been discussed at previous meetings.

During December and into 2022, the facility will be developed further to ensure it embodies and focusses on the varied and diverse needs of the local community of Connah’s Quay.

It is important that the local business community have access to support and information as we continue to move out of COVID restrictions. A specific area of the room will be devoted to provide appropriate information or 'signposting' for local businesses / organisations.

A significant proportion of the room will be used to provide relevant information or signposting for local residents and community groups. This will involve providing details of any local (or national) health initiatives or promotions; details about sources of help; and, relevant information about Flintshire County Council services.

From early 2022, it is proposed that the Town Manager holds regular drop-in sessions in the room. These can be used to highlight specific topics of interest or to undertake a consultation.

During these sessions, onsite catering facilities would be maintained, serving hot and cold drinks or food to those attending or visiting the facility.

Several years ago, the Town Council was involved in a project to create a Connah's Quay Heritage Trail. Following its launch in 2019, the trail has not been very well promoted. Quay Community Room will therefore be used as the start point for the trail. Information boards will be installed along with leaflets and literature in order to attract people to learn more about Connah's Quay and bringing benefits to local businesses.

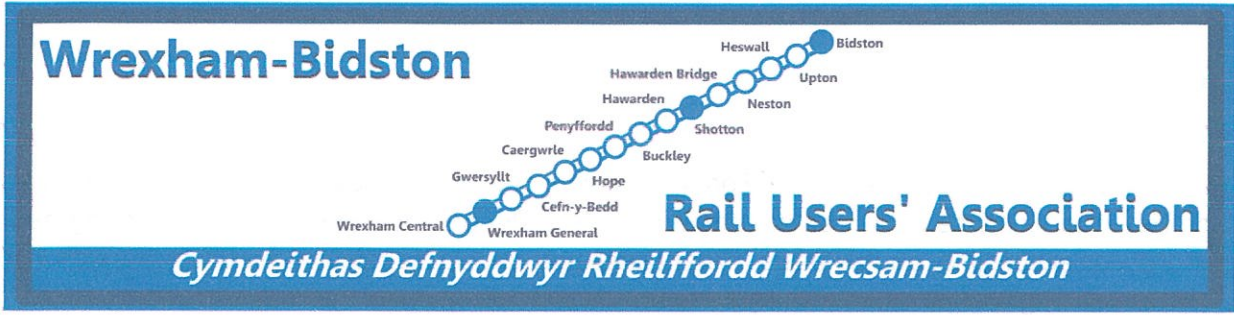
Tentative discussions are taking place with a local organisation supporting local people to gain work experience in a safe environment. It is hoped that this will be progressed in 2022, helping vulnerable people in the local community.

Quay Community Room will retain its catering preparation facilities in order to provide a service to users of the Town Council's other venues – such as Quay Building.

During the early part of 2022, work will be undertaken to consider and progress other options for the facility that will benefit and support the local community including;

- Providing a hot food offering during winter months for specific groups, in partnership with a local charity / support group;
- Working with local schools and colleges for work experience or educational projects; and,
- Exploring how the council can become 'environmentally friendly', and reduce the carbon footprint of the council.

The Council will also retain the option to explore another party taking over the facility. In the current climate with the uncertainty caused by the coronavirus pandemic, this option may be difficult to realise in the short term.



Minutes of the WBRUA's AGM held on 30th November 2021
Neston Methodist Church – 1400hrs

The 40th Annual General Meeting of the Wrexham-Bidston Rail Users' Association

Present: John Allcock (Chair) and 23 other members. Gareth Hansom from TfW for Part-1

Part 1

1. John Allcock, the WBRUA Chairman, opened the meeting at 14.00, welcoming all present and outlining the arrangements for the afternoon.

2. Apologies for absence were recorded from Andrew Hodgson, Colin Stephenson, Eric Kelly, Duncan Stewart, Ray Huyton, Cedric Green, Phil Lloyd, Mark Cleave, Mark Isherwood, David Woodward, Paul Hockaday, Liam Robinson and Michael Dixon.

3. John introduced Gareth Hansom MAPM, Project Manager for the new station Deeside Parkway, proposed by the WBRUA in 2015 and now into the fourth stage of the Governance for Railway Investment Projects (GRIP) process, this stage being the development of the option chosen. Gareth ran through the history of the project, describing the various options examined and illustrating the chosen option with a series of diagrams and artists impressions. In an illuminating presentation during which Gareth was open about the various pros & cons of the options, the challenges faced and the solutions agreed to date, those present were brought right up to date with progress. Already costed, funding is now awaited for this important new station, and the presentation drew several questions from the interested audience. In response, Gareth confirmed that there was a plan for a series of shuttle buses from the station, with the aim that all those employed at the Deeside Estate could be at their place of work within 10 minutes of leaving their train. Platforms would accommodate the new Merseyrail 777s, initial footfall was estimated at 70,000 per annum but the speaker felt sure that this would quickly be exceeded. It was felt that the importance of the link with Liverpool should be high on any planner's agenda. There was to be initial secure provision for 20 cycles. Although there was presently a significant gap in the early morning and evening, the long-term aim was for 4 trains per hour, starting earlier and finishing later than at present.

WBRUA President Lord Barry Jones responded with an appreciation of Gareth's presentation and of all the work undertaken by the WBRUA in the last year. He outlined his own involvement in cross-border transport matters and was in a position to see how the Association was continuing to improve and become more influential. Lord Barry thanked all involved, and was particularly impressed with how business had continued notwithstanding the constraints of Covid.

Part 2

4. The minutes of the 2020 AGM by Zoom, originally circulated in January, contained a error in which Peter Lamkin was shown as attending and also offering apologies. The Secretary agreed to make the correction and, on this basis, Peter Davies proposed the minutes be accepted with Peter Lamkin seconding and all present in agreement.

5. The Chairman asked whether his report could be accepted. John Ryan proposed that it was, Bill Routledge seconding and all in agreement. There were no further comments on the report.

6. The Accounts for 2020-21 had been independently verified by Mike Barber. Peter Davies proposed that they be accepted, Rod Fairley seconding and all in agreement.

7. John Allcock indicated that he was prepared to continue as Chair, handing over to the Secretary to administer the election. Guy Barker reported that Mark Cleave had proposed John and that Guy would second the proposal. All agreed and John was appointed.

8. Bill Routledge offered to continue in the role of Treasurer for 2021/22. Guy Barker proposed him and Chris Howe seconded the proposal. All were in agreement and Bill was appointed. Bill pointed out the healthy state of the Association's finances and confirmed that money was not a barrier to any publicity or other activities we might wish to embark upon.

9. There were vacancies for eight other committee members. The Chairman announced that the election would be done a little differently this year, with nominees proposed and seconded individually so as to be identified to the members present. John asked for individuals at the meeting prepared to serve on the committee to identify themselves and their names were listed by the Secretary. He then asked the Secretary to identify those not in attendance at the meeting who had indicated they wished to stand. The combined list totalled 8 individuals.

Shortly after the Secretary started reading the names, John Ryan proposed instead that the existing committee-members be reappointed *en bloc*, a process agreed by Brian Grey. The Chair asked for a seconder and Bill Routledge seconded the proposal. With a majority of those present being in favour, Peter Lamkin, Peter Davies, Michael Dixon, Duncan Stewart, Brian Grey, Chris Howe, Guy Barker and Colin Stephenson were appointed to the Committee.

10. There being no other notified business, John Allcock thanked all who had attended and asked that every member of the committee look to rejuvenate the Association. Had the WBRUA not been here for the last five years it might have been the case that Deeside Parkway would not have been advanced at the same speed, or that we were now all discussing the operation of two trains per hour. He asked that we do all we can to bring younger people on board. This was seen as a very difficult task; however, Guy Barker pointed out that more new members had joined this year than at any time during John's Chairmanship of the Association and it was clear that the work Chris had undertaken on the website and on social media had been fruitful. Guy still hoped to meet with younger groups and present on the work of the WBRUA and its wider value to those who were not necessarily railway enthusiasts.

A general discussion then took place regarding the service on the line, the challenges to an all-day 30-minute frequency and what solutions had been discussed. John reiterated the points that had

been made in the last two issues of the Newsletter regarding improvements to the service and drew particular attention to the tight connection at Bidston now that TfW trains often arrived at platform 2 just as the West Kirby – Liverpool train was departing.

The meeting was closed at 1600hrs

Signed.....

John Allcock, Chairman

Recreation & Entertainment Committee: Forward Work Planning

Agenda item 19, Wednesday 1st December 2021

What is the report about?

This report provides Councillors with details about the organisation of the work of the Recreation and Entertainment Committee.

What is the reason for making this report?

This report will help to organise the Council business and activities for the coming months by providing Councillors with an indication of upcoming items for consideration.

What are the recommendations?

It is recommended that:

1. Councillors agree to the proposed Council Forward Work Plan outlined below; and,
2. That the Town Clerk, Chair and Vice-Chair of the Committee meets to review the Forward Work Schedule on/around Wednesday 15th December.

Report details

Outlined below are the scheduled work items for the Town Council's Recreation & Entertainment Committee to be aware of for the coming months.

The schedule is derived mainly from elements contained within the Town Council's Development Plan.

By considering the Forward Work Schedule, it will allow Councillors to monitor and review the Council's work priorities across all aspects of the Council, and amend/update them accordingly.

Other items outside of the Plan will be considered and added to the schedule as appropriate, as will any actions/recommendations from Committee meetings.

The schedule will be reviewed and updated monthly to ensure Councillors, the public and staff are kept informed about upcoming items and pieces of work and that the forthcoming agenda is set in a timely manner.

The Town Clerk will meet with the Chair and Vice-Chair of the Committee to review the schedule on a monthly basis and agree the agenda items in line with the timetable below.

- Meeting date: Wednesday 5th January 2022
- Agenda to be issued: By Friday 24th December (latest)
- Meeting with Chair & Vice-Chair: On/around Wednesday 15th December subject to availability.

Forward Work Schedule

Recreation & Entertainment Committee

Item	When	Notes
Queen's Green Canopy	January 2022	To provide Council with details and proposals for the 'Queen's Green Canopy' initiative (Moved from December to extend consultation period and analyse responses).
Christmas Fayre and other festive entertainment 2022	January 2022	To consider arrangements for the festive period 2022.
New Year Eve 2022	January 2022	To consider arrangements for NYE 2022.
Council Activities / Events 2022	January 2022	To consider Council events for the coming year.
Flower, Fruit & Vegetable Show 2022	January 2022	To consider arrangements for the 2022 Show.

Recreation & Entertainment Committee: Monthly Report: Community Centre

Agenda item 20, Wednesday 1st December 2021

What is the report about?

This report is about the monthly activities at the Town Council's Community Centre.

What is the reason for making this report?

The reason for making this report is to update Council in respect of activities in relation to the Community Centre that have taken place during October 2021.

What are the recommendations?

It is recommended that:

- (a) Council notes the content of the report; and,
- (b) Provides guidance to the Clerk about future content.

Report details

This report re-introduces the regular updates about matter relating to the Council's Community Centre venue. It follows a similar format to that used previously, and any suggestions from Councillors about the content are welcome.

The figures are based on the venue being available 7 days a week from 8am to 8pm.

The venue can be hired outside of these times if required.

Where multiply bookings take place in one day time is allowed for cleaning to take place.

Community Centre

	October	September
Available days during month	31	30
Available hours during month	372	360
Number of events during month	28	26
Number of hours of events during month	92	81
Occupancy – days	91%	87%
Occupancy – hours	25%	23%
Number events in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)

	October	September
Number of hours in same period 2020	Nil (Due to covid restrictions)	Nil (Due to covid restrictions)
Waivers during month for venue	1	0
Monies raised for charity events during month	TBC	Nil

Bookings for future months

During the month of November, it is expected that bookings and venue occupancy will remain the same, with no school holidays taking place during the month but fewer private parties confirmed.