



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held Wednesday 7 June

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors D. Addaway, J. B. Attridge, L. Attridge, W. Catterall, B. Crease, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, R. O'Gorman, A. Hughes, R. Mansell, A. R. Owen, D. Owen, P. Shotton, I. R. Smith & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

20. NOTICE OF MEETING

The notice of meeting was received.

21. APOLOGIES

Apologies for non-attendance were received from Councillors G. A. Faulkner & D. Richardson.

Councillor J. B. Attridge informed Members that Councillor D. Richardson absence was due to the recent passing of his mother in law and asked the Clerk to send a card of condolence from the Town Council.

22. DECLARATIONS OF INTEREST

Councillor A. S. Wren declared a Personal Interest in Item 15 – Standards Committee.

Councillor A. I. Dunbar declared a Personal Interest in Item 16 – Connah's Quay & Shotton Interservices Committee.

Councillor A. I. Dunbar declared a Personal & Prejudicial Interest in Item 21 – Members Panel – 17 May 2023 – Confidential.

All Councillors declared a Personal Interest in Item 14 – School Milk.

23. MINUTES

The minutes of the deferred meeting from 24 April that was held on 3 May 2023 were received, approved and agreed as a correct record.



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Councillor A. Dunbobbin asked for clarification as he was confused with the dates when the meeting took place. He advised that Councillor Dunbar made his apology at May's Meeting and not April's.

The Clerk asked the Chair if she could respond to Councillor Dunbobbin, to which the Chair agreed. The Clerk advised that the minutes dated 3rd May were from the deferred meeting that should have taken place on 24th April.

Councillor Dunbobbin advised he was content with the explanation.

A vote was taken to approve the minutes as a correct and accurate record:

For – 15

Against – 0

Abstain – 2

RECOMMENDED:

That the minutes are approved as a correct and accurate record.

24. COMMITTEE REPORTS ETC

- (a) Planning Meeting – 24 April 2023
- (b) New Years' Eve Arrangements – Sub Committee – 26 April 2023
- (c) Consultative Meeting – 3 May 2023
- (d) Planning Meeting – 3 May 2023
- (e) Finance & General Purposes Committee – 3 May 2023

Councillor P. Shotton requested for an amendment for minute number 192, for the minutes to read 'Councillor P. Shotton commented that he was pleased to see that going forward the Town Council agreed to match-fund'.

- (f) Recreation and Entertainments Committee – 3 May 2023
- (g) Regeneration Committee – 3 May 2023
- (h) Recreation and Entertainments Committee – Part 2 – 3 May 2023
- (i) Declaration of Interest – 3 May 2023
- (j) Annual Meeting – 11 May 2023



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Councillor I. Smith asked for an amendment in the minutes for apologies, he advised that he had phoned the office and left a message on the Town Councils answerphone with his apologies for the Annual Meeting.

RECOMMENDED:

Subject to the amendments reports (e) and (j) be approved. That reports (a), (b), (c), (d), (f), (g), (h) and (i) be approved and adopted as a correct and accurate record.

25. POLICE CONSULTATIVE ARRANGEMENTS

No Police were in attendance and Members had no issues to raise.

26. CHAIR OF THE COUNCIL UPDATE

The Chair advised Members that he carried out his first civic duty as Chair of Connah's Quay Town Council attending the 80th Anniversary of the Sea Cadets at the Civic hall. It was an informative event and fantastic for the youth of the area. He met Lord Barry Jones and other attendees at the event were Councillors E. S. Faulkner and G. A. Faulkner and Councillor A. Dunbobbin. The Chair has also attended Buckley Town Council's Civic Service, and spoke what a lovely service it was. He informed Members that he had a meeting with Revered Alexier Mayes regarding his own Civic Service which is to be held on Sunday 9th July at St. David's, he advised he would like all Councillors to attend.

RECOMMENDED:

That the verbal update be received.

Confirmed 5 July 2023

Presiding Chair

PLANNING COMMITTEE – 07/06/23

Councillor A. S. Wren (Chair) presiding



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27. MINUTES

The Minutes of Meeting held 24 April (pages 80 & 81) and 3 May 2023 (pages 87, 88 & 89) were received and approved as correct records and signed by the Chair.

28. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of April 2023 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received

29. PLANNING APPLICATIONS

Central Ward

FUL/000384/23 – Shotton Paper Mill, Weighbridge Road, Deeside Industrial Park CH5 2UL

Application for variation of condition 2, Ref: FUL/000011/22.

Councillor P. Shotton advised it was in the Town Council's own interest to support this planning application, the changes to the Paper Mill will create a number of jobs to the area.

RECOMMENDED:

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

63830 – Drill House 380 High Street, Connah's Quay CH5 4DR

Construction of a 2 bedroomed house.

Councillor D. Owen raised concerns regarding the building of the property in the garden, there would be no space and for that the Town Council should oppose this planning application.

Councillor I. Smith asked if there was any parking for the property, the Chair advised that there was only 1 space.

Councillor J. B. Attridge commented that he felt this planning application was a step too far, in that area there are currently on-going issues with the amount of rubbish. 99% of the time they are full and the proposed house is to be built in a garden where it should be used for open space.



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Councillor A. Dunbobbin advised there was a real risk of overdevelopment in that area. The risk of antisocial behaviour and the current challenges that are arising from the area.

A vote was taken for Councillors D. Owens proposal to refuse this planning application:

For – 16

Against – 1

Abstain – 0

RECOMMENDED:

That the Clerk writes to Planning Flintshire County Council informing them that the Town Council objections to this planning application, due to the location of where the proposed house is to be built, risk of over development in the area and lack of open space.

South Ward

FUL/000495/23 – 34 Hall Lane, Connah's Quay CH5 4LX

Proposed construction of a 2 storey side extension and alteration to roof.

RECOMMENDED:

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

Central Ward – Supplementary Agenda Item

FUL/000486/23 – 10 St. Marks Mews, Connah's Quay CH5 4AH

Proposed front porch.

RECOMMENDED:

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

30. HYPNET NORTH WEST – CARBON DIOXIDE PIPELINE

The Clerk submitted an email dated 3 May 2023 from Martin Currie, Director, Liverpool Bay CCS Limited advising Members that the consultation for proposed changes to the HyNet Carbon Dioxide Pipeline DCO is running between 3 May and 14 June 2023 (copy forwarded to Councillors with the Agenda).



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Councillor B. Crease advised Members that there had been a HyNet meeting at Flintshire County Council, the Community Benefit Fund Group was discussed. This group would benefit areas in North Wales.

RECOMMENDED:

That the e-mail be received.

Confirmed 5 July 2023

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 07/06/23

Councillor B. Crease (Chair) presiding

31. MINUTES

The Minutes of Meeting held 3 May 2023 (pages 89, 90, 91 & 92) were received and approved as correct records and signed by the Chair.

32. FINANCIAL REPORTS

The Clerk submitted the below reports (copies forwarded to Councillors with the Agenda and report (d) on their desks):-

- (a) Summary of Income/Expenditure by Budget Heading – April 2023
- (b) Cash & Investment Reconciliation – April 2023
- (c) Statement of Imprest Account – April 2023
- (d) To approve payment of Accounts from current Account - May 2023 & June 2023
- (e) Annual Return for the Year Ended 2022-23 and Annual Governance Statement

Councillor B. Crease referred to report (e) and statement of balances item 12 – Total Fixed Assets and Long-Term Assets. He advised Members that he proposed for the Town Councils assets to be revalued.



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Councillor I. Smith asked the Chair if there would be a cost would be for this. The Chair advised that if the Town Council went through this process via Flintshire County Council the costs should be minimal.

Councillor Crease commented on the many year's worth of accounts that had not been signed off and all the Policies that had been written and agreed. The Town Council had become aware of the contracts and service level agreements that had previously not been in place.

Councillor A. Dunbobbin applauded both the Clerk and the Chair for their diligence. Council had no knowledge of this as this was not brought to Members at Full Council to all agree on. We all need to work together in a constructive, positive and a respectable manner.

A vote was taken for Councillors Crease's proposal to have the Town Council's assets revalued:

For – 17

Against – 0

Abstain – 0

RECOMMENDED:

All were in favour that reports (a), (b), (c), (d) and (e) be agreed. That the agreed total expenditure for imprest for the month of April is £4,940.14. Total expenditure for general current account for the month of May is £28,776.36 and June is £29,730.39. Also for the Clerk to arrange the Town Councils assets to be revalued as part of the Asset Register. That the Chair of Finance & General Purposes signs the Annual Return for 2022-23.

33. SCHOOL MILK

The Clerk submitted a report to provide Council with an update about the school milk claims from Rural Payments Wales (copy forwarded to Councillors with the Agenda).

The Clerk advised Members that she continues to chase some schools for the relevant paperwork each month. If the Town Council does not received the paperwork they cannot apply for the milk claim through Rural Payments Wales.



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Councillor J. B. Attridge proposed that the Town Council lists providing free school milk for the Agenda in September. The budget has been set for this year, but that is on the terms that the Council claims the money back. He advised that the Welsh Government are supplying free breakfast and school dinners for set age groups in schools which would be rolled out to all ages in September.

Councillor P. Shotton advised that with the rise of the cost of living, the children need stability from having the free school milk. He believes it should continue and would not support the stopping of free school milk.

A vote was taken for Councillors Attridge's proposal:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That this agenda item be brought back to Council in September.

34. STANDARDS COMMITTEE

The Clerk submitted a letter dated 17 May from Gareth Owens, Flintshire County Council, Chief Officer Governance, with an update regarding the positive experiences from the visits by the Independent Members of the Standards Committee to Town/Community Council meetings to observe practice and gain understanding on how local Council business is conducted (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That the letter be received.

35. CONNAH'S QUAY & SHOTTON INTERSERVICES COMMITTEE

Councillor J. B. Attridge proposed to move forward and to draw a line under what happened at the Civic Hall on Remembrance Sunday at the Civic Hall. He also advised that Councillor R. Mansell has agreed to step down from the role of Town Councils representative for the Committee, and be replaced by Councillor A. Owen.



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Councillor P. Shotton referred to the minutes from the Town Council Minutes from 3 May, item 93d. Where he asked if a letter had been sent, he was advised yes a letter had been sent to the Interservices Committee, he then advised Members that this letter had not been received.

He was advised that the letter had been hand delivered to the President Colin Sargent.

Councillor A. I. Dunbar went to comment on this item but Councillor B. Crease informed Councillor Dunbar that he had declared an interest in this item and as long as this was only Personal and not Prejudicial that he was than happy for him to speak. Councillor Dunbar advised Members that the President fully supported the demands from Connah's Quay Town Council and answered all the questions. That he couldn't understand why the item was still being brought forward and it should be withdrawn.

Councillor Crease advised that the minutes were challenged and overwritten with a vote of 9 to 7, however, with the proposal from Councillor Attridge to draw a line under this it allows the Town Council to move forward.

Councillor Dunbar thanked Councillor Mansell for her contribution and recommendations at Interservices meetings.

A vote was taken for Councillors Attridge's proposal to draw a line under what had occurred in the past and move forward, also for Councillor A. Owen to become the Town Councils representative for the Connah's Quay and Shotton Interservices Committee:

For – 16

Against – 0

Abstain – 1

RECOMMENDED:

That the proposal be received and for Councillor A. Owen to become the Town Councils representative for the Connah's Quay and Shotton Interservices Committee.



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36. FINANCIAL ASSISTANCE DONATION

The Clerk provided an update to Members about the process when receiving a request for financial assistance donation. The Town Council offer the hire of our venues free of charge, which allows the charity to make more money.

Councillor J. B. Attridge asked if these monies fall under category 137. The Town Council should look at the individual merits of the request, and has in the past helped Connah's Quay High School and recently the swimming baths.

The Clerk advised that all Financial Assistance Donation requests get reported back to Town Council, and the majority of these are national charities and not local groups.

Councillor A. Wren proposed that the process of Financial Assistance Donation requests remain as the status quo.

A vote was taken for Councillors Wrens proposal for the process to remain the same:

For – 17

Against – 0

Abstain – 0

RECOMMENDED:

That the process of Financial Assistance Donation requests remain the same.

Confirmed 5 July 2023

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 07/06/23

Councillor A. Manship (Chair) presiding

37. MINUTES

The Minutes of Meeting held 3 May 2023 (page 93) and Part 2 (pages 95 & 96) were received and approved as correct records and signed by the Chair.



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38. LETTER OF THANKS

The Clerk submitted an email dated 23 May from Tony Squires, Chair of Connah's Quay Sea and Marine Cadets. Thanking Gail and her staff for a great night at the Civic Hall where they held their event for the 80th Birthday of TS Tuscan (copy forwarded to Councillors with the Agenda).

Councillor J. B. Attridge asked for confirmation if the Town Council had provided the buffet at the event as he had received negative comments. The Clerk advised that no the Civic Hall staff had not prepared the food and it was outside caterers.

Councillor A. Dunbobbin advised that he had not received any bad reports of the catering and had been at the event and thought the food was fine. He advised that the Town Council should sell the service of their own catering to generate our income, possibility of looking at partnership with Nanny Biscuit or the V.C Hub.

Councillor D. Owen praised Gail and the staff for recent catering requests they had provided. She advised that the buffet provided at the Annual Meeting was perfect, Gail is an asset to the Town Council.

Councillor R. O'Gorman advised that this item was regarding a letter of thanks and not about who did the buffet.

RECOMMENDED:

That the letter be received.

Confirmed 5 July 2023

Presiding Chair



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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 contractual, legal and staffing information.

A vote was taken to exclude members of the Press and Public from this part of the Meeting.

RECREATION AND ENTERTAINMENTS COMMITTEE – 07/06/2023

39. KICK FOR KIDS

The Clerk submitted an email dated 23 May 2023 from Darren Morris, Flintshire County Council, Lead Office Play Development regarding rates for Kick 4 Kids for this summer at Quayplay (copy forwarded to Councillors with the Agenda).

Councillor B. Crease advised that the figures quoted for the Summer Playscheme was covered in the budget and it was integral the Playscheme went ahead. The Town Council need to learn from the issues raised over the last year and look closer and scrutinise any contracts or service level agreements. That it was too late now to look at other service providers for involvement with Quayplay and to go ahead and accept the figures provided.

Councillor A. Dunbobbin agreed with Councillor Crease and advised next year be more prepared and possibly look at the FAW or similar sport providers to support the activities at the Playscheme.

RECOMMENDED:

That the letter be received.

Confirmed 5 July 2023

Presiding Chair



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FINANCE AND GENERAL PURPOSES COMMITTEE – 07/06/2023

40. MEMBERS PANEL – 17 MAY 2023 - CONFIDENTIAL

The staff member left the meeting for this agenda item.

Councillor B. Crease asked Councillor x to reconsider his declaration of interest to also Prejudicial, he advised that this was not to penalise him but the staff member involved had left the room as it affected them. Councillor x agreed, Councillor Crease thanked him for doing so and advised it was appreciated. He advised this was something he didn't want to deal with but he had to follow the process.

Councillor J. B. Attridge advised this was a public record and thanked the Members Panel. The Trade Union organisation that represents the staff member had asked for an independent investigation. Councillor Attridge took advice from Gareth Owens from Flintshire County Council which was shared with the Members Panel.

Councillor Attridge informed Members that the Members Panel agreed for a letter to be issued to Councillor x as a matter of urgency to limit his access to the Town Council Offices and e-mail info@connahs-quay.co.uk only. This has not been adhered to by the Councillor. The Councillor emailed the staff member directly, Councillor Attridge advised the staff member not to respond.

Councillor Attridge put forward the recommendations from Members Panel:

- (1) Refer the complaint from the staff member to the Public Services Ombudsman for Wales.
- (2) Write to Councillor x to again request contact via the office only through email at info@connahs-quay.co.uk and not to contact the staff member directly or indirectly.

Councillor I. Smith raised concerns should Councillor Attridge be leading the investigation due to the history he has with Councillor x. Councillor Crease informed him that Councillor Attridge was the Chair for the Members Panel. The Town Council has a statutory duty of care to the staff member, a formal complaint had been received through their Trade Union representative and the Town Council has to comply with legal requirements and follow their own Town Councils policies. Councillors may indeed be called for a interview from the Public Services Ombudsman for Wales when the investigation is being carried out.



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Councillor A. Dunbobbin did not agree with the comments in the minutes made by Councillor R. O'Gorman. When he himself was a Chair of Governors at Connah's Quay High School not once were any complaints brought forward regarding Councillor x and his behaviour.

Councillor Crease advised that the minutes from the Members Panel would not be sent to the Public Services Ombudsman for Wales. Members were to discuss the recommendations made by the Members Panel.

Councillor Dunbobbin felt that the comments made were not necessary to the minutes, he advised he was not disputing the process but disagreed with the comments made. He advised that the staff member had thanked and accepted Councillor x apology, which had all been recorded.

Councillor Attridge asked Councillor Dunbobbin if he wanted Councillor O'Gorman to remove the comments made.

Councillor Crease asked Councillor O'Gorman if he wanted to retract the comments made, to which he replied yes he would.

A vote was taken for the minutes to be amended and removing comments made by Councillor O'Gorman:

For – 5

Against – 8

Abstain – 0

Motion to amend was defeated. The minutes to remain situ.

Council P. Shotton advised that Councillor x's apology was accepted and thanked, that the meeting had been recorded and could be checked.

Councillor Attridge asked for a point of order, the minutes had been agreed earlier in the meeting and it stated the staff member said thanks it did not state they accepted the apology.



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Councillor B Crease advised Members that this matter was regarding a staff complaint and needed to be managed and discussed. He continued saying that a recorded vote was necessary for the recommendations from the Members Panel on 17 May.

A recorded vote was taken of the recommendations from Members Panel:

- (1) Refer the complaint from the staff member to the Public Services Ombudsman for Wales.
- (2) Write to Councillor x to again request contact via the office only through email at info@connahs-quay.co.uk and not to contact the staff member directly or indirectly.

Councillor A. Hughes	Agreed
Councillor R. Mansell	Agreed
Councillor A. R. Owen	Agreed
Councillor A. S. Wren	Agreed
Councillor A. Manship	Agreed
Councillor D. Owen	Agreed
Councillor D. Addaway	Agreed
Councillor L. Attridge	Agreed
Councillor J. B. Attridge	Agreed
Councillor I. R. Smith	Agreed
Councillor P. Shotton	Agreed
Councillor E. S. Faulkner	Agreed
Councillor A. Dunbobbin	Agreed
Councillor R. O’Gorman	Agreed
Councillor W. Catterall	Agreed
Councillor B. Crease	Agreed

All Members agreed to the recommendations made by the Members Panel.

Councillor E. S. Faulkner advised that he fully agreed with the vote and the Town Council should not allow this to continue. He questioned would this be the process going forward for everyone. Councillor Crease advised that yes, procedures and policies have to be followed.



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RECOMMENDED:

That the Members Panel recommendations be accepted.

Confirmed 5 July 2023

Presiding Chair

Meeting commenced at 6.30pm and ended at 8.10pm