



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 3 January 2024

Present: (Attendance Register)

Councillor A. Manship (Chair) presiding

Councillors, J. B. Attridge, L. Attridge, W. Catterall, B. Crease, A. I. Dunbar, A. Dunbobbin, E. Loughnane, R. Mansell, A. R. Owen, D. Owen, V. Roberts, P. Shotton & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

The Chair wished all Members a happy new year.

168. NOTICE OF MEETING

The notice of meeting was received.

169. APOLOGIES

Apologies for non-attendance were received from Councillors D. Addaway, E. S. Faulkner, G. A. Faulkner, A. Hughes, D. Richardson & I. R. Smith.

170. DECLARATIONS OF INTEREST

Councillor J. B. Attridge declared a Personal Interest in Item 11 – Planning Applications.

Councillor V. Roberts declared a Personal Interest in Item 11 – Planning Item COU/000915/23 88 – 90 Flat, High Street, Connah's Quay.

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

Councillor A. Wren declared a Personal Interest in Item 15 – School Milk.

Councillor D. Owen declared a Personal Interest in Item 15 – School Milk.

Councillor B. Crease declared a Personal Interest in Item 15 – School Milk.

Councillor P. Shotton declared a Personal Interest in Item 15 – School Milk.

Councillor R. Mansell declared a Personal Interest in Item 15 – School Milk.

171. COMMITTEE REPORTS ETC

(a) Consultative Meeting – 6 December 2023



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Councillor V. Roberts advised that he was in attendance, however, his name was missed from Councillors Present at the meeting.

(b) Planning Meeting – 6 December 2023

Councillor J. B. Attridge asked for Councillor A. Dunbobbin to withdraw the comments made on this item due to being not factually correct.

Councillor A. Dunbobbin stated that it was his understanding from an email received from Flintshire County Council that this area was a Site of Special Scientific Interest. Councillor Dunbobbin apologised for this misunderstanding and it was proposed the following amendment be made to the minutes “this was read from an email which was interrupted incorrectly”.

This amended was seconded and voted.

14 Councillors agreed to this amendment.

(c) Finance & General Purposes Committee – 6 December 2023

(d) Recreation & Entertainments Committee – 6 December 2023

(e) Declarations of Interest – 6 December 2023

RECOMMENDED:

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

172. POLICE CONSULTATIVE ARRANGEMENTS

No Police were in attendance.

Councillor P. Shotton spoke of the recent disturbing reports of damaged cars and attempted burglaries in the area. He requested that the police provide an update, as residents need reassurance that something is being done.

Councillor A. Dunbobbin commented that he had read the article in Deeside.com regarding these crimes. He advised that he would be having a ‘walkabout’ with the Local Neighbourhood Sergeant Dave Smith. They will be in the areas of Highmere Drive, Hollowbrook Drive and Cambria Close on Friday 5th January 2024 between 2.30pm – 4pm.

Councillor J. B. Attridge asked the Clerk to contact North Wales Police requesting an update with the concerns raised from Members. He also asked for the response from North Wales Police to be added onto the next agenda.



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Members asked the Clerk to inform Councillor A. Hughes and Councillor D. Richardson, as they are the Golftyn Ward Councillors for Flintshire County Council.

RECOMMENDED:

That the Clerk contact Flintshire County Council Golftyn Ward Councillors informing them of the 'walkabout'.

173. PRESENTATION - QUAYPLAY

The Chair welcomed Darren Morris, Lead Officer for Play Development, Flintshire County Council.

Darren thanked the Town Council for their continued support with Quayplay.

Darren expressed what another successful year 2023 was. After receiving feedback he was looking how it can be improved.

The Play Development team are looking at providing more advertisement for the playscheme by providing a promotion video and providing digital packs to the schools.

Further plans for the future are organising events for other school holidays. Also parent and child sessions for under 5 year olds.

A volunteering programme for 15 years and over are also being looked at. As well as a volunteering programme for adults that are either retired or not employed.

Councillors thanked Darren for attending and for the information provided. Councillors advised Darren that the Town Council had agreed at the December meeting to agree the funding package for Quayplay for a 3 year period.

Councillors had concerns about children from deprived areas being hungry, which is the effect of the cost of living crisis. The Council all agree that no child should go hungry.

Councillor J. B. Attridge advised Darren of the Parc Adfer fund which may be available to help with the wellbeing.

Councillor P. Shotton thanked Darren for the vision for the future of the playscheme and thanked Janet Roberts, Darren's predecessor for her hard work.

Councillor A. Dunbobbin agreed that no child should go hungry. He spoke of the work he had carried out with the FAW and asked the Clerk to pass on his details to Darren as there are a number of programmes through North Wales Police which may support.



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Members who showed interest in putting their names forwards for the adult programme were asked to get in touch with Darren directly.

The Chair thanked Darren from all Members for his presentation and continued support.

174. CHAIR OF THE COUNCIL UPDATE

The Chair advised Members that before Christmas he had visited all the schools to present the winners with their printed Christmas Cards. He advised that he had attended a number of Christmas events which included, RainbowBiz Christmas celebration, a Carol Service at St. Marks Church, community bingo, Christmas raffle at CaffiNaffi and a Christmas Carol Service at the Civic Hall. The Chair thanked all Councillors that attended the New Year's Eve party that took place in the Civic Hall. The Chair advised that over £200.00 had been raised on the evening from the raffle, all the proceeds would go to the Chair's Charity Fund.

RECOMMENDED:

That the verbal update be received.

175. PUBLIC PARTICIPATION

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

No matters were raised were raised by the public.

Confirmed 7 February 2024

Presiding Chair

PLANNING COMMITTEE – 03/01/24

Councillor A. S. Wren (Chair) presiding

176. MINUTES

The Minutes of Meeting held 6 December were received and approved as correct records and signed by the Chair.



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177. NOTIFICATION OF PLANNING DECISIONS

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

RECOMMENDED:

That this be received.

178. PLANNING APPLICATIONS

Central Ward

COU/001070/23 – 237 High Street, Connaah's Quay, CH5 4DJ

Proposed conversion of C3 to MHO.

Councillor J. B. Attridge raised concerns on the amount of HMO properties in the area. He advised that that the application was change of use only with no modifying to the building. He proposed that as long as Flintshire County Council follow planning policies that the Town Council had no objections to their planning application.

A vote was taken for Councillor Attridge's proposal to support the planning application:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

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

Wepre Ward

COU/000915/23 – 88 – 90 Flat, High Street, Connaah's Quay, CH5 4DD

Proposed change of use of flat from A C3 to A2 to use as further office space.

RECOMMENDED:

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

Confirmed 7 February 2024



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Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 03/01/24

Councillor B. Crease (Chair) presiding

179. MINUTES

The Minutes of Meeting held 6 December were received and approved as correct records and signed by the Chair.

180. FINANCIAL REPORTS

The Clerk submitted the below reports (copies forwarded to Councillors with the Agenda and report available on the night):-

- (a) Summary of Income/Expenditure by Budget Heading – November 2023
- (b) Cash & Investment Reconciliation – November 2023
- (c) Statement of Imprest Account – November 2023
- (d) List of payments General Account – December 2023
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for January 2024.

RECOMMENDED:

All were in favour that reports (a), (b) be agreed.

That report (c) Imprest account November be £5,650.37 be agreed. That report (d) General Account December be £35,632.49 be agreed and report (e) that delegated authority be given to the Chair of Finance & General Purposes to authorise payment of the accounts for the month of January and a copy be available to Council at the next meeting.

181. FINANCIAL ASSISTANCE

The Clerk submitted letters from Urdd Gobaith Cymru informing Member of the re-launch of Fund For All appeal. This appeal will offer 250 children and young people living in poverty in Wales an unforgettable summer holiday in 2024 (copy forwarded to Councillors with the Agenda).

Members agreed what great work The Urdd do for the youth of the community.



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Councillor J. B. Attridge proposed that the Town Council sponsor a child for £180.00 from the Youth Engagement Fund.

A vote was taken for Councillor Attridge's proposal to sponsor a child:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That the letters be received and sponsorship payment be made from the Youth Engagement Fund.

182. SCHOOL MILK

The Clerk informed Members that all schools are now providing all the necessary paperwork. The income up to the end of December was £18,897.00 and the expenditure up to the end of December £27,470.00. School Milk claims for the last term were still to be claimed which will increase income before the year end. This will be approximately £7,000.00.

RECOMMENDED:

That the verbal update be received.

183. ANNUAL MEMBERSHIP – NORTH EAST WALES HERITAGE FORUM

The Clerk submitted an email dated 3 December 2023 from Heather Price, Hon Treasurer, North East Wales Heritage Forum regarding the annual membership fees (copy forwarded to Councillors with the Agenda).

A vote was taken to renew the £10.00 membership for North East Wales Heritage Forum:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That the letter be received and the membership be renewed.

184. ONE VOICE WALES COST-OF-LIVING TEAM



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The Clerk submitted a letter from One Voice Wales regarding the introduction of the Cost-of-Living Team (copy enclosed with the agenda).

Councillor P. Shotton asked the Clerk could she contact One Voice Wales to ask for a representative from the Cost-of-Living Team to attend a future Committee Meeting.

A vote was taken for Councillor Shotton's proposal:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That the Clerk write to One Voice Wales inviting team members of the Cost-of-Living Team to attend a Committee Meeting.

185. WEBSITE SUPPORT

Councillor J. B. Attridge proposed that a sub group be set up and meeting to take place as a matter of urgency to discuss the website support the Town Council needs and report back to Full Council in February. It was proposed Councillors B. Crease, V. Roberts and A. Wren be part of the sub-group and asked Councillor A. Dunbobbin to provide the Clerk with Labour Councillors representatives.

A vote was taken for Councillor Attridges's proposal for a sub group:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That Councillor A. Dunbobbin provides the Clerk with Labour Representative and a sub group meeting is arranged.

186. PROTOCOL ON MULTI LOCATION MEETINGS

Councillor A. I Dunbar left the meeting at 7.40pm

The Clerk submitted a 'draft' policy on protocol on multi location meetings. This report detailed that the Town Council would not accept or tolerate any inappropriate behaviours, comments or contributions (copy enclosed with agenda).



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The Clerk advised Members that all requests to join the meeting by zoom must be received by the Monday before the meeting is to take place.

Members of the public must request the details to join by the Monday. Details will be emailed prior to the meeting.

Councillor R. Mansell asked what control the Clerk had to ensure only individuals attending by zoom follows the correct protocol.

The Clerk advised that Members joining by zoom will be muted until they request to speak.

Members of the public will also be muted and if necessary their link can be disabled and the Clerk can end the meeting access for them.

RECOMMENDED:

That the 'draft' policy be received and agreed.

187. IRPW – COUNCILLOR ALLOWANCES

The clerk submitted letter dated 29 November 2023 regarding 'homeworking'. It informed Members that the Independent Remuneration Panel for Wales had advised that if any Member receives payment for 'Homeworking' or office consumables the amount is considered exempt from PAYE arrangements (copy enclosed with agenda).

Councillor J. B. Attridge informed Members that if payment is made that this will be displayed on the Town Councils website.

RECOMMENDED:

That the letter be received.

188. COUNCILLORS TRAINING SESSIONS

The Clerk submitted a list of training sessions for Councillors to attend run by One Voice Wales (copy enclosed with agenda).

Councillor J. B. Attridge stated that all new Members must attend the Code of Conduct training. He asked the Clerk if she could send the presentation training provided from Flintshire County Council on the Code of Conduct training to every Member.

The Clerk asked Members to advise when they have completed any training.

RECOMMENDED:



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That this be received.

189. DONATION OF CHRISTMAS TREE

Councillor J. B. Attridge proposed that going forward to only donate a Christmas Tree to the community if the Town Council receives a request. If a request is received it can then be brought to Full Council to decide.

Councillor P. Shotton advised that Pen Y Llan area had been receiving the donated Christmas Tree for a number of years for their garden area. Stopping this would create more disharmony not harmony.

The Clerk advised that she was requested not to donate the Christmas Tree to Pen Y Llan last year due to the increase in vandalism in the area.

A vote was taken for Councillor Attridge's proposal to not automatically donate a Christmas Tree:

For – 14

Against – 0

Abstain – 0

RECOMMENDED:

That the Town Council would only donate a Christmas Tree to the community if a request is received for all Members to agree.

Confirmed 7 February 2024

Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 03/01/24

Councillor A. Manship (Chair) presiding

190. MINUTES

The Minutes of Meeting held 6 December 2023 were received and approved as correct records and signed by the Chair.



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191. WAIVER/REDUCTION OF HIRE CHARGES

Councillor A. Manship advised Members to refer to the Supplementary Agenda on their desks.

Civic Hall – Financial Year 2023/24

- (a) Holywell Brass Band
 - Charity Christmas Concert
 - Sunday 3rd December 2023
 - WAIVER

RECOMMENDED:

That the waiver be agreed.

Confirmed 7 February 2024

Presiding Chair

REGENERATION COMMITTEE – 03/01/24

192. CONNAH'S QUAY FESTIVAL

Councillor J. B. Attridge asked the Clerk to provide the update in the absence on the Chair

Councillor D. Richardson and Vice Chair Councillor D. Addaway.

The Clerk informed Members that the Festival would be a 2 day event on Saturday 22nd and Sunday 23rd June 2024, this had been agreed with Wepre Park a further update will be available next month.

RECOMMENDED:

That the update be received.

Confirmed 7 February 2024

Presiding Chair

Meeting commenced at 6.30pm and ended at 8pm