



CONNAH'S QUAY TOWN COUNCIL

Minutes of Meeting held in Person and Hybrid - Wednesday 5 June 2024

Present: (Attendance Register)

Councillor A. Hughes (Chair) presiding

Councillors, D. Addaway, A. I. Dunbar, E. S. Faulkner, G. A. Faulkner, E. Loughnane, R. Mansell, A. Manship, A. R. Owen, D. Owen, V. Roberts, P. Shotton, I. R. Smith & A. S. Wren.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

2 members of the public

The Chair spoke of the recent passing of a previous Councillor of Connaught's Quay Town Council, Mr Kevin Kelly. He advised that Kevin Kelly was Chair of the Town Council back in 2010.

A minutes silence was held in respect of Mr Kevin Kelly.

17. NOTICE OF MEETING

The notice of meeting was received.

18. APOLOGIES

Apologies for non-attendance were received from Councillors, L. Attridge, W. Catterall, B. Crease, A. Dunbobbin & D. Richardson.

19. DECLARATIONS OF INTEREST

Councillor G. A. Faulkner declared a Personal Interest in Item 14 – Waiver/Reduction of Hire Charges.

Councillor P. Shotton declared a Personal Interest in Item 14 – Waiver/Reduction of Hire Charges.

Councillor D. Owen declared a Personal Interest in Item 14 – Waiver/Reduction of Hire Charges.

Councillor V. Roberts declared a Personal Interest in Item 14 – Waiver/Reduction of Hire Charges.

Councillor A.S. Wren declared a Personal Interest in Item 23 – Community Centre – Caban Cae'r Nant.

Councillor R. Mansell declared a Personal Interest in Item 23 – Community Centre – Caban Cae'r Nant.

Councillor A. I. Dunbar declared a Personal Interest in Item 17 – CQ & Shotton Interservices.

Councillor V. Roberts declared a Personal Interest in Item 17 – CQ & Shotton Interservices.



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Councillor D. Owen declared a Personal Interest in Item 17 – CQ & Shotton Interservices.

20. COMMITTEE REPORTS ETC

- (a) Consultative Meeting – 1 May 2024
- (b) Planning Meeting – 1 May 2024
- (c) Finance & General Purposes Committee – 1 May 2024
- (d) Recreation & Entertainments Committee – 1 May 2024
- (e) Declarations of Interest – 1 May 2024
- (f) Annual Meeting – 22 May 2024

RECOMMENDED:

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

21. POLICE CONSULTATIVE ARRANGEMENTS

Apologies were received from Sergeant Dave Smith.

22. PRESENTATION

The Chair welcomed Tom Woodall, Service Manager, Access and Natural Environment, Flintshire County Council and Isobel Smith, Flintshire Connecting Countryside and Coast Development Officer, Flintshire County Council. Tom and Isobel presented to Members an overview and update on work to deliver a Flintshire Coast Park.

Councillors raised the following questions with the responses.

- Would Wepre Park be included in the Coastal Path?
Wepre Park is a very popular visitor attraction and will be included.
- Would children from the local schools be involved with this work?
Education is key to the project and all the primary and secondary schools would have involvement.
- Regarding obtaining funding had Parc Adfer or Uniper Power Station been contacted?
Funding is a priority and currently looking at partnerships with local companies.

Members commented that the Kathleen and May Centre has a wealth of history of fishing, shipbuilding, it also provides boat trips. The development works would be a beneficial to the area.



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Members commented on the disappointment on missing out of the levelling up fund for Connah's Quay Sea Cadets. It would have been wonderful building to the area. Members thanked Tom and Isobel and the whole project team for all their hard work, there is access for all to visit with managed access to benches etc.

Members thanked Tom and Isobel for the presentation.

RECOMMENDED:

That the verbal update be received.

23. CHAIR OF THE COUNCIL UPDATE

The Chair commented that it had not been long since the Annual Meeting when he had become Chair of the Council. The Chair advised that at the Annual Meeting he spoke about how he wanted to work with the youth of Connah's Quay. The Chair had attended meetings with Coleg Cambria regarding being involved with the Prince's Trust. He hoped the Town Council would be involved with the community project alongside Coleg Cambria.

The Chair advised Members that the lighting of the beacon to pay tribute on D-Day would take place at 9.15pm on 6th June 2024. Members were encouraged to arrive at the beacon site at 8.45pm.

The Chair advised that he had spoken with the Clerk to arrange ID badges for all Councillors to wear when they were in the Community representing the Town Council. This would be arranged in due course.

The Chair proposed to Members that he would like at future Meetings to open the meeting from the top table and not to walk in as previous Chairs had done. A vote was taken for Councillor Hughes' proposal and all Members were in favour.

24. 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 by the public.



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Presiding Chair

PLANNING COMMITTEE – 01/05/24

Councillor A. S. Wren (Chair) presiding

25. MINUTES

The Minutes of Meeting held 1 May 2024 were received and approved as correct records and signed by the Chair.

26. NOTIFICATION OF PLANNING DECISIONS

The Clerk submitted notification of planning decisions for the month of April 2024 (copy forwarded to Councillors with the Agenda).

RECOMMENDED:

That this be received.

27. PLANNING APPLICATIONS

Central Ward

FUL/000291/24 – 2 Dee View, Connah's Quay, CH5 4AD

Proposed split a current 4 bedroom house into 2 two bedroom apartments.

South Ward

FUL/000416/24 – 34 Hall Lane, Connah's Quay, CH5 4LX

Proposed single storey extension to rear of house for improved Kitchen/Dining and Family area.

Wepre Ward

ADV/000373/24 – The Co-Operative, High Street, Connah's Quay, CH5 4DD

Proposed Various Site Signage including; 1 No. Flagpole Sign, 1 No. Large Wall Mounted

Billboard, 1 No. Small Wall Mounted Billboard, 2 No. Canopy Mounted Fascia Signs and 1 No.

Poster Display Unit.



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FUL/000389/24 – 11 Hall Lane, Connaah's Quay, CH5 4LY

Proposed demolition of existing garage - proposed new extension. Removal of flat roof over rear bedroom - replaced with part pitched and part flat to match main roofing. Replacement side wall in existing kitchen. Insulation to rear flat roof & installation of roof lantern.

FUL/000369/24 – Shotton Paper Mill, Weighbridge Road, Sealand, Deeside, CH5 2UL

Proposed full application for an upward extension of 2.6 metres to the existing PM2 Building at Shotton Paper Mill for 990sq.m.

FUL/000409/24 – The Co-Operative, High Street, Connaah's Quay, Deeside, CH5 4DD

Proposed application for Removal or Variation of Condition No. 2 following Grant of Planning Permission: FUL/000021/24.

RECOMMENDED:

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

Confirmed 3 July 2024

Presiding Chair

FINANCE AND GENERAL PURPOSES COMMITTEE – 03/07/24

Councillor A. R. Owen (Chair) presiding

28. MINUTES

The Minutes of Meeting held 1 May 2024 were received and approved as correct records and signed by the Chair.

29. FINANCIAL REPORTS

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

- (a) Summary of Income/Expenditure by Budget Heading – May 2024
- (b) Cash & Investment Reconciliation – May 2024
- (c) Statement of Imprest Account – May 2024



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- (d) List of payments General Account – May 2024
- (e) List payments General Account – For the Chair of Finance and General Purposes to have delegated authority in approving the accounts for June 2024.
- (f) Bank Reconciliation – Chairs Account
- (g) Bank Reconciliation – Petty Cash Office

RECOMMENDED:

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

That report (c) Imprest Account April be £9,688.67 be agreed that report (d) General Account May be £72,130.61 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 June and a copy be available to Council at the next meeting.

30. WAIVER/REDUCTION OF HIRE CHARGES

Quay Building – Financial Year 2024/25

- a) Ysgol Bryn Deva
Interviews
Monday 10th June 2024
WAIVER

RECOMMENDED:

That the waiver be agreed.

31. MATCH FUNDING SCHEME

The Clerk submitted letter dated 30 April 2024 from Paul Jones, Business Improvement & Performance Manager, Aura detailing that Flintshire County Council had confirmed match-funding in their 2024/25 budget. Flintshire County Council and Aura wish to continue the working partnership with the Town Council and Festive Gardens, Maude Street Play Area had been identified most in need of investment. Confirmation of the Town Councils Match-Funding for the improvement works is required by 30 June 2024 (copy forwarded to Councillors with the Agenda). Members commented that the Town Council had budgeted the match-funding in the 2024/25 budget.



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RECOMMENDED:

That the letter be received and the Clerk confirm the Town Councils interest for work to be competed at Festive Gardens, Maude Street Play Area.

32. SUMMER PLAYSCEMES

The Clerk submitted e-mail dated 13 May 2024 from Darren Morris, Lead Officer for Play Development, Flintshire County Council detailing the cost of £40 each per promotional banner for the site of the summer playscheme (copy forwarded to Councillors with the Agenda).

Councillors agreed to go ahead and obtain promotional banners.

RECOMMENDED:

That the letter be received and that the Clerk contact Darren to confirm the Town Councils interest for promotional banners.

33. CQ & SHOTTON INTERSERVICES

The Clerk submitted email dated 24 May from Peter Davies, CQ & Shotton Interservices Committee detailing that the Town Council are only allowed one representative for the Interservices Committee that same as Shotton Town Council (copy forwarded to Councillors with the Agenda).

Councillor A. I. Dunbar advised Members that when the letter was received from the Town Council detailing the Committee representatives it was noted that there was two representatives. The Interservices are only accepting one representative the same as Shotton Town Council.

Councillor V. Roberts proposed to receive the letter and to respond the Interservices Committee at a later date.

A vote was taken for Councillor Roberts' proposal:

For – 12

Against – 2

Abstain – 0

RECOMMENDED:

That the invoice be received for payment.



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34. MEMBERS CODE OF CONDUCT

The Clerk submitted the Members Code of Conduct (copy forwarded to Councillors with the agenda).

Councillor A.S. Wren suggested for Members to re-read the Code of Conduct to review and educate themselves. He commented that Connaah's Quay Town Council had recently been put in an embarrassing situation regarding a Members behaviour.

Councillor P. Shotton asked that if the recent standards committee had any impact on the Town Councils Code of Conduct. He thanked the Councillor Wren for his contribution and the Standards Committee unanimous revulsion of the action that had taken place by the previous Leader of the Town Council. Councillor Shotton advised Members to have a look at Flintshire County Council Webcast Standards Committee for the 3rd June.

RECOMMENDED:

That the Members Code of Conduct be received and read by all Councillors.

35. CQTC ANNUAL REPORT

The Clerk submitted a 'draft' copy of the Annual Report for 2023-2024 and 2024-2025 to be reviewed and approved by Members (copy forwarded to Councillors with the agenda).

Members discussed whether Councillor J. B. Attridge's details should be displayed on the Town Council's website due to recent events. It was stated that on Flintshire County Council website Councillor Attridge's suspension details are listed.

It was proposed to defer the Annual Report until the July Meeting for Members to read the report. The Clerk to obtain clarification and guidance from Once Voice Wales and Flintshire County Council regarding Councillor Attridge's suspension details.

All Members agreed to defer this item.

RECOMMENDED:

That the Clerk contacts One Voice Wales and Flintshire County Council regarding updating the Town Councils website.



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36. COMMUNITY AWARDS

The Clerk advised Members that in previous years the Town Council presented Community Achievement Awards to both individuals and groups of people in Connah's Quay.

Councillor D. Owen expressed that she would like to see the re-introduction of the awards which could be held at the Civic Hall.

Members discussed the re-introduction of the Community Awards Scheme, with it taking place October/November time.

The Clerk advised that at Septembers Committee Meeting Members would put forward any nominations for consideration for the Community Awards. The Clerk would send Members the nomination form.

Members asked the Clerk to check the availability of the Civic Hall.

RECOMMENDED:

That the Community Awards would be re-introduced, the Clerk to advise a suitable date for presentation of the awards.

37. INTERNAL AUDIT

The Clerk submitted the following for the Financial Year 2023/24 (copies emailed to Councillors).

- (a) Annual Governance Statement
- (b) Internal Audit Report

The Clerk apologised for the lateness of these reports, the Clerk forwarded these to Councillors the same day that she had received them. The Clerk advised that paper copies were available if needed.

A vote was taken for the Annual Report to be signed:

For – 13

Against – 0

Abstain – 1

RECOMMENDED:

That the Annual Governance Statement is duly signed by the Chair of Finance & General Purposes Committee and the Financial Officer. That the Internal Audit Report is received and agreed.



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Presiding Chair

RECREATION AND ENTERTAINMENTS COMMITTEE – 05/06/24

Councillor A. Manship (Chair) presiding

38. MINUTES

The Minutes of Meeting held 1 May 2024 were received and approved as correct records and signed by the Chair.

39. WAIVER/REDUCTION OF HIRE CHARGES

Civic Hall – Financial Year 2024/25

None received.

Confirmed 3 July 2024

Presiding Chair

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.

FINANCE AND GENERAL PURPOSES COMMITTEE – 05/06/2023

40. COMMUNITY CENTRE – CABAN CAE'R NANT

The Clerk submitted emails dated 8 and 22 May 2024 from Sian Bland, Manager, Caban Cae'r Nant inquiring if Caban Cae'r Nant could rent the Community Centre on a more permanent basis (copy forwarded to Councillors with the agenda). The Clerk handed out to Members a document from Sian



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Bland with a proposal to increase rental times and for authorisation to update the outdoor area. The Clerk asked Members for their thoughts on the proposal.

Members discussed the proposal and all agreed that the Community Centre should be used for the benefit for all of Connah's Quay. The Community Centre is owned by the Town Council and it is hired out to others in the community. Quay Play have been using the Community Centre for over 30 years and attracts children from Connah's Quay. The children are provided with food and drink throughout the sessions. Throughout the six weeks of the summer holidays the Community Centre is used for younger children and the Scout Hut is used for the older children. Councillors raised their concerns if Caban Cae'r Nant had sole use of the Community Centre that regular bookings could no longer go ahead. The Community Centre is hired out throughout the year for children's and family parties, dance classes and a number of other bookings which could no longer go ahead if Caban Cae'r Nant had sole required.

Members agreed that more information was required.

Councillor A. Hughes proposed to invite Sian Bland to the next Committee Meeting to discuss their plans in more detail.

A vote was taken for Councillor Hughes' proposal and all Members were in favour.

RECOMMENDED:

That the Clerk invites Sian Bland to July's Committee Meeting to discuss the proposal in more detail.

Confirmed 3 July 2024

Presiding Chair

Meeting commenced at 6.30pm and ended at 8.10pm