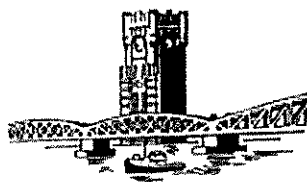


**SHOTTON TOWN COUNCIL
CYNGOR DREF**



**Minutes of the hybrid meeting held on 8th January 2024
Commencing 6.30 pm, Hwb Cyfle, Shotton.**

TO RECORD ATTENDANCE:

Chair: Councillor Chris Risley

Councillors: Doreen Mackie, Mike Evans, Kelly Evans-Brown, David Evans, Elwyn Jones, Tom Oldfield, Sean Bibby, Dean Stenner, Gary Cooper & Ron Davies.

Officers: Collette Lowry (Clerk & Responsible Financial Officer)

Public gallery: 3 members of public & 1 online

023/156 APOLOGIES FOR ABSENCE:

- a) To receive and note any apologies from members.
- b) To formally approve the reason(s) for non-attendance by Councillor(s) (s85, LGA 1972).
- c) To record any remaining members not present.

Members approved previously resolved apologies from Councillor Angela Engle (resolution 023/79).

Councillors Dean Ashfield & Gillian Brockley also sent apologies with the reasons being approved.

023/157 DECLARATIONS OF INTEREST:

To receive any declarations made by Members in accordance with Council's Code of Conduct.

There were no declarations of interest.

023/158 MINUTES OF THE PREVIOUS MEETINGS:

To receive and confirm as a correct record:

- 1) The minutes of the full meeting of the council held on 4th December 2023 to be signed by the Chair.

The minutes of the meeting of 4th December 2023 were proposed as an accurate record and would be signed by the Chair of the Council.

023/159 CHAIR'S REMARKS:

The Chair wished all members and the public gallery a Happy New Year and thanked any members for attending the funeral of Councillor Ron Davies' wife. He also informed council that he had attended a local patrol with the local Police Community Support Officer.

A handwritten signature in black ink, consisting of a stylized 'C' followed by a series of loops and a final flourish.

023/160 PUBLIC SPEAKING:

There were no such requests.

023/161 TOWN MAINTENANCE (including Streetscene reports):

Members discussed/reported various Streetscene related matters including:

- Drainage issues on Rowden Street/Brook Road
- Side waste on Salisbury Street
- Commercial bin by The Male Box
- Various potholes
- Public bins being used for business waste
- Fly tipping on Shotton Lane, Victoria Road & Butler Road
- Safer route to school path requiring clearing
- Dog waste on Victoria Road/Plymouth Street
- Killins Lane bridge

Members expressed their disappointment in learning that Streetscene Officers were now unable to attend town council meetings.

IT WAS RESOLVED: to report the issues and to copy in the ward members on any communications.

023/162 LIGHTING:

Members discussed the ongoing faulty lighting at Asda, the assessment of the new lighting columns required at Wellington Street & Grosvenor Road, the possibility of an additional streetlight by the changing area at the 33 club and the pedestrian crossing faults.

Members also discussed the Christmas lights arrangements. A Christmas tree within the Steel Man area was mentioned.

IT WAS RESOLVED:

- a) to review ongoing arrangements for festive lighting in order to enhance/develop in future years.
- b) to chase the outstanding dual light and request an additional light at the changing area path.

023/163 POLICE ITEMS:

Councillor Sean Bibby reported he would be conducting a ward walk around with PCSO Tom Maddocks. Members also reported that the parking issue with the delivery drivers had restarted.

023/164 CLERK'S REPORT:**Communications:**

Sender	Item	Date circulated
Welsh Government	Welsh Government: News	06/12/2023
Flintshire County Council	Don't WASTE the chance to have your say	06/12/2023
Flintshire County Council	Local Toilet Strategy Consultation	06/12/2023
North Wales Community Alert	DISPERSAL ORDER - FLINTSHIRE NORTH [#192050732]	11/12/2023
Flintshire County Council	Consultation on Draft Supplementary Planning Guidance – SPG	14/12/2023
Ambition NW	Flintshire's Local Area Energy Planning Workshop - Feedback & Information	14/12/2023
Members Services	Emergency Cover Review Update	03/01/2024
Flintshire County Council	We want to hear from you!	03/01/2024
One Voice Wales	Guest blog: Working together for an Age-Friendly Wales	03/01/2024
One Voice Wales	New consultation: Future spending purposes for dormant assets funding in Wales	03/01/2024
One Voice Wales	2024 - JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES / DYDDIADAU HYFFORDDIANT IONAWR, CHWEFOR A MAWRTH - 2024	03/01/2024
North Wales Community Alert	Last few days for people of North Wales to say how much they will pay for policing [#200700217]	03/01/2024
One Voice Wales	FW: Communication about digital training for distribution	03/01/2024

Members noted the information items circulated via email throughout the previous month.

- a) The Clerk informed members that Rainbow Biz sent their thanks for the donation for their Christmas party.
- b) Members were informed there was to be a Joint Maintenance agreement meeting scheduled to be held on 18th January 2024.
- c) The clerk provided members with a quote from Scottish Power for the new lighting columns for Wellington Street/Grosvenor Road @ £2,611.87 each.
IT WAS RESOLVED: to move ahead with the project.
- d) The clerk informed members she would commence research into the formation of the Friends of Shotton working group following the completion of budget planning.

023/165 PLANNING

a) PLANNING APPLICATIONS:



Planning Application Number	Proposal	Address
FUL/000564/23	CHANGE OF USE OF DOWNSTAIRS DOCTORS SURGERY TO RESIDENTIAL AT NO.19 INCLUDING REAR EXTENSION. REFURBISHMENT AND REMODELLING OF NO.19 A.	19 Ash Grove, Shotton, Deeside, CH8 9DE
FUL/001101/23	SINGLE STOREY REAR EXTENSION. THIS IS THE NEW APPLICATION FOLLOWING THE REFUSAL OF PREVIOUS APPLICATION FUL/000298/23	62, Terrig Street, Queensferry, Deeside, CH5 1XX
ADV/000015/24	THE RELOCATION OF APPROVED SIGNAGE UNDER ADV/000994/23, TO COMPRISE 3 NO. WHITE INTERNALLY ILLUMINATED "MCDONALD'S" LETTERSET AND 2 NO. YELLOW INTERNALLY ILLUMINATED "GOLDEN ARCH"	Pizza Hut, Evans Way, Shotton, Deeside, CH5 1QJ
ADV/000014/24	RELOCATION OF APPROVED FREESTANDING TOTEM UNDER ADV/000993/23	Pizza Hut, Evans Way, Shotton, Deeside, CH5 1QJ
ADV/000016/24	VARIOUS SITE SIGNAGE - INCLUDING 2 NO. BANNER UNITS AND 22 NO. DOT SIGNS COMPRISING 4 NO. ACCESSIBLE BAYS, 2 NO. NO ENTRY, 7 NO. PEDESTRIAN CROSSING, 2 NO. GIVE WAY 4 NO. CAUTION LOOK LEFT AND 3 NO. CAUTION LOOK RIGHT	Pizza Hut, Evans Way, Shotton, Deeside, CH5 1QJ
FUL/000017/24	REFURBISHMENT OF THE SHOPFRONT WITH THE INSTALLATION OF NEW DOORS, GLAZING AND TIMBER EFFECT CLADDING. MINOR RECONFIGURATION OF PARKING BAYS, INTRODUCTION OF 3 NO. CYCLE RACKS, NEW PATIO FURNITURE WITH BUTON FENCING AND REPLACEMENT HARDSTANDING AREAS WITH ASSOCIATED WORKS TO THE SITE	Pizza Hut, Evans Way, Shotton, Deeside, CH5 1QJ

* Report accurate at time of dissemination – additional applications may be presented at the meeting and duly recorded within the minutes. Members discussed the applications presented.
IT WAS RESOLVED: to inform the planning officers of the concerns to the application for FUL/000564/23.

b) PLANNING DECISIONS:
None

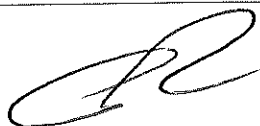
c) PLANNING UPDATES:
None

023/166 ACCOUNTS:

a) Record of payments made in December 2023:

Supplier	Description	Amount	Invoice date	Voucher number	Method of payment	Minute ref pre-authorisation
Combined Staffing costs	Salary, NI/PAYE, Pension	£3,269.66	07/12/2023	99-101	BACS	023/31
Hawarden Community Council	Maintenance Charges November 23	£3,818.01	20/10/2023	98	BACS	
Viking Office Uk Ltd	Consumables/stamps	£179.86	21/11/2023	103	BACS	
Canda Copying Ltd	Printing Charges	£15.68	01/12/2023	104	BACS	
Canda Copying Ltd	Copier hire	£86.40	01/12/2023	105	BACS	
Scottish Power	33 Club Monthly payment plan	£100.31	30/11/2023	106	BACS	023/31
Rainbow Biz CIC	Financial Assistance grant	£150.00	05/12/2023	107	BACS	023/152
Cash Withdrawal	Room hire, Christmas tree, Chair's allowance	£210.00	06/12/2023	108	CASH	023/125,023/114
St. Ethelwolds VA School	Financial Assistance grant	£300.00	07/12/2023	109	BACS	023/152
Britisg Gas	Office Electricity	£211.26	11/12/2023	110	BACS	023/31
		£8,341.18				

62 – Chair's Signature



*(Regular payments may be pre-authorised in accordance with minute reference 023/31 of the Annual Meeting)

IT WAS RESOLVED: to note and approve the December accounts.

b) To approve submitted accounts for January payment:

Supplier	Description	Amount	Invoice date	Voucher number	Method of payment	Minute ref pre-authorisation
Combined Staffing costs	Salary, NI/PAYE, Pension	£2,406.68	07/12/2023	111-113	BACS	023/31
Hawarden Community Council	Maintenance Charges December 23	£5,214.85	14/12/2023	114	BACS	
Flintshire County Council	33 Club Recreational Ground Annual Re	£1.00	01/01/2024	115	BACS	
SSE Energy Solutions	Streetlighting 02/11/23-30/11/23	£1,519.25	19/12/2023	116	DD	023/31
Flintshire County Council	Memorial Garden Annual Rent	£100.00	01/01/2024	117	BACS	
ESET	Internet Security Annual Charge	£31.79	03/01/2024	118	Card	
Scottish Power	33 Club Monthly payment plan	£100.31	01/01/2024	119	BACS	023/31
British Gas	December 23 Office electricity	£80.42	08/01/2024	120	DD	023/31
		£9,454.30				

IT WAS RESOLVED: to approve January 2024 accounts for payment.

c) December income:

Date	From	Description	Sum
11/12/2023	Lloyds Bank	Gross Interest (Business Account)	£20.35
11/12/2023	Lloyds Bank	Gross Interest (Deposit Account)	£38.62
28/12/2023	Flintshire County Council	Precept (3 of 3)	£59,303.33
		Total	£59,362.30

IT WAS RESOLVED: to note income for December 2023.

d) Other Financial Matters: –

Members discussed the matter of another high street bank due to close.

IT WAS RESOLVED: to add the investigation of introducing a banking hub to Shotton to the February 2024 agenda.

023/167 2024/25 BUDGET & PRECEPT:

There was to be a Finance Committee meeting scheduled for Monday 22nd January to enable discussion of the precept & budget prior to approval at the February full council meeting. Members were requested to inform fellow members/clerk of preferred priorities for the forthcoming budget.

IT WAS RESOLVED: to approve the proposed date and time of the Finance Committee meeting for 22nd January at 5.30pm at Hwb Cyfle.

023/168 QUARTER 3 BANK RECONCILIATION/BUDGET ANALYSIS:

Members were requested to assess the attached documents.

The following reports had been circulated:

Cashbook transactions April 23 – December 23

Annual Budget Report April 23 – December 23

Earmarked Reserve balances – December 23

Bank Reconciliation Statements – December 23



IT WAS RESOLVED: to note and approve the documents.

023/169 FINANCIAL ASSISTANCE POLICY:

Re resolution 023/134, following a request to re-present a Financial Assistance policy for adoption, members were requested to consider and approve the attached document.

IT WAS RESOLVED: to approve the policy.

023/170 ROSPA REPORT SITE MEETING – KING GEORGE STREET:

Ward members were invited to meet with the Maintenance team to discuss an action plan for remedial/improvement works. (document attached). Members to consider a suitable date/time.

IT WAS RESOLVED: to confer with the ward members/Chair to determine a convenient date & to convene following the February 2024 full council meeting.

023/171 ST. DAVID'S DAY PLANS:

Members were requested to consider any further development on usual St. David's day collaboration with Menter Iaith Best shop window 2024. Members discussed the involvement of the local schools, Hwb Cyfle & Rivertown Church.

IT WAS RESOLVED: for the clerk & school governor representatives to make enquiries and for the matter to be deferred to the February 2024 agenda.

023/172 MEMBERS INFORMATION ITEMS:

To receive Town Councillor updates on any relevant issues not otherwise covered on the agenda:

Councillor Kelly Evans Brown informed members that the Christmas tree for the Melrose had not been purchased this year and that the donation would be returned.

023/173 DURATION OF MEETING:

Chair closed the meeting at 19.52.

