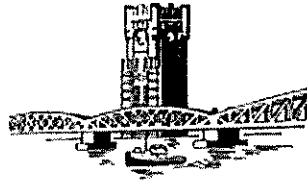


**SHOTTON TOWN COUNCIL
CYNGOR DREF**



**Minutes of the hybrid meeting held on
5th February 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, Dean Stenner, Dean Ashfield, Gary Cooper, Ron Davies & Gillian Brockley.

Officers: Collette Lowry (Clerk & Responsible Financial Officer)

Public gallery: 3 members of public & 1 online, 2 Police Officers

023/174 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).
Councillor Sean Bibby was recorded as absent.

023/175 DECLARATIONS OF INTEREST:

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

Councillor Kelly Evans-Brown declared a personal interest in Agenda item 18 (St. David's Day/Menter Iaith event).

023/176 THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To consider the exclusion of the public and press for the following agenda item no 5 which relates to sensitive information such as the salary of the town clerk.

IT WAS RESOLVED: to move the agenda item to the end of the meeting in order to exclude any public present.

023/177 2024/25 BUDGET & PRECEPT:

Following the Finance Committee meeting held on 22nd January to review in depth the proposed draft budget, members were requested to consider and

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

approve the recommended figures in order to request the agreed precept amount.

- a) To set the expenditure budget at £169,685
- b) To request the precept as following:

24/25

Draft precept	£180,000.00
Tax base	£2,215.01
Band D charge	£81.26
Increase/decrease	£0.48
Percentage	0.60%

(moved to end of meeting)

IT WAS RESOLVED: to approve the recommendations set by the Finance Committee on 22nd January and approve the budget/precept with no amendments. Members thanked the clerk for the preparation of the documents.

023/178 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 8th January 2024 to be signed by the Chair.

IT WAS RESOLVED: that the minutes of the Full Council meeting of 8th January 2024 be proposed as an accurate record and would be signed by the Chair of the Council.

- 2) The minutes of the Finance Committee meeting held on 22nd January 2024 to be signed by the Chair.

IT WAS RESOLVED: that the minutes of the Finance Committee meeting of 22nd January 2024 be proposed as an accurate record and would be signed by the Chair of the Committee.

023/179 CHAIR'S REMARKS:

There were no such remarks.

023/180 PUBLIC SPEAKING:

None

023/181 TOWN MAINTENANCE (including Streetscene reports):

- a) Feedback from previous meetings:
- b) Members to report any matters not previously reported.

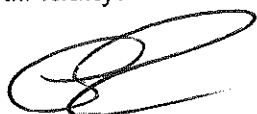
Members discussed/reported various Streetscene related matters including tipping on Salisbury Street, the dirty subway, the Veolia bin, potholes at Dodd's Court and the slipping hazards on the safe route to school.

IT WAS RESOLVED: to request a response from County Council detailing plans for addressing the outstanding matters.

023/182 LIGHTING:

- a) Members to report any matters arising.

It was reported that the light on the path from the 33 club towards the Edward Morgan school and the warning sign towards the top of Shotton Lane was still faulty.



IT WAS RESOLVED: for Councillor Ron Davies to report.

023/183 POLICE ITEMS:

- a) Feedback from previous matters.
- b) Members to report any matters arising.

NWP have made contact with the following information regarding the recent burglary on Chevrons Road: "Our NPT has conducted CCTV and house to house enquiries. We have also provided a ring doorbell to the victim and crime prevention advice. We have also provided We Don't Buy Crime prevention packs to the surrounding properties. Patrols will also be increased in the area".

Members noted the update from the police regarding the burglary on Chevrons Road.

Members discussed a letter of concern from a member of public regarding the issue of cyclists using pavements and discussed the ongoing issue of obstructive parking.

The police present informed council they would discuss matters with the Sergeant and Inspector and that they could possibly implement a new Operation.

023/184 CLERK'S REPORT:

Communications:

Sender	Item	Date circulated
North Wales Fire and Rescue Service	Latest news from North Wales Fire and Rescue Service	08/01/2024
Welsh Government	Welsh Government: News	08/01/2024
North Wales Community Alerts	SAFER CYCLIST [#202213595]	08/01/2024
North Wales Community Alerts	The January 2024 edition of OUR NEWS is here	08/01/2024
One Voice Wales	Community Speed Watch	18/01/2024
Flintshire County Council	Flintshire Facebook Account is Now Live	18/01/2024
North Wales Community Alerts	Free Taster Lunch Rivertown Church	18/01/2024
North Wales Community Alerts	We would like your help	22/01/2024
Welsh Government	Welsh Government: News	22/01/2024
North and Mid Wales Association of Local Councils	Minutes	22/01/2024
North Wales Community Alerts	Burglary on Chevrons Road, Shotton	23/01/2024
Clerk	Bank Hub Community Request	29/01/2024
North Wales Community Alerts	Fake emails claiming to be from TV Licensing	30/01/2024
One Voice Wales	Cyber Resilience Centre for Wales - January 2024 newsletter	30/01/2024

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

Updates & requests:

The clerk updated council on the following:



- a) That a playscheme final decision was required – Agreed in principle December 2023, (resolution 025/142) for 6 weeks scheme & 1 additional member of staff.
IT WAS RESOLVED: to formally commit to the scheme.
- b) That although a date for the King George Street play area review had been pencilled in for ward members, other schemes needed to take priority with the maintenance scheme.
IT WAS RESOLVED: to reschedule the meeting in approximately 6 weeks time.
- c) As requested at the Finance Committee meeting, the clerk had compared interest rates against other high street banks. Lloyds Bank offer an interest rate of 1.31% which falls slightly lower by 0.1% to similar banks. Members noted the information.
- d) Resolution 023/166 (d); the clerk had received a response from Link who confirmed Shotton was not eligible to be considered for a banking hub.
IT WAS RESOLVED: to relay the information to the public via social media/website.
- e) That the Freedom of Information request for fly tipping statistics (resolution 023/142), deadline for response was 01/02/2024. The clerk had chased the request and was awaiting a reply.
- f) That the cableway ordered for North Street via the match funding scheme was scheduled for installation in February/March.
- g) That the Flintshire Standards Committee required collective nominations for their vacancy.
IT WAS RESOLVED: to inform Flintshire County Council that Councillor Russell Davies and Councillor Ros Griffiths be considered as 1st & 2nd choice.
- h) That the Fit, Fed & Read scheme would continue on Central Drive throughout the summer break.

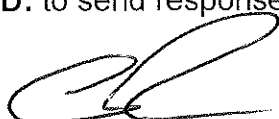
023/185 PLANNING

a) PLANNING APPLICATIONS:

Planning Application Number	Proposal	Address
COU/000010/24	CHANGE OF USE CLASS A1 (CAKE SHOP) TO A3	94, Chester Road West, Shotton, Deeside
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
FUL/000021/24	APPLICATION FOR REMOVAL OR VARIATION OF CONDITION NO. 2, FOLLOWING GRANT OF PLANNING PERMISSION	THE CO-OPERATIVE, High Street, Connahs Quay, Deeside, CH5 4DD
FUL/000019/24	REMODELLING OF THE GROUND AND FIRST FLOOR TO CREATE 1 NEW DWELLING AND REMODEL THE EXISTING DWELLING ON THE FIRST FLOOR	31, Chester Road West, Shotton, Deeside, CH5 1BY
ADV/000054/24	REPLACEMENT SIGNAGE	41A, Chester Road West, Shotton, Deeside, CH5 1BY

Members discussed the applications presented.

IT WAS RESOLVED: to send responses as follows to Flintshire County Council:



- 1) COU/000010/24 – no objections
- 2) ADV/000015/24 - no objections
- 3) FUL/000021/24 – no observations as not in Shotton ward
- 4) FUL/000019/24 – object on grounds of loss of commercial property to town
- 5) ADV/00005/24 – no objections.

b) PLANNING DECISIONS:

Members were informed that application FUL/001101/23 had been refused.

c) PLANNING UPDATES/AMENDMENTS:

NOTIFICATION OF PLANNING APPLICATION - Amendments to submitted application COU/000312/23

Proposal: Change of Use from Class C3 (Single Residential Dwelling) to Class C4 (House of Multiple Occupancy)

Location: 4, Salisbury Street, Shotton, Deeside, CH5 1DR

Members discussed the application

IT WAS RESOLVED: to object to the application.

023/186 ACCOUNTS:

a) Record of payments made in January 2024:

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
Microsoft Office	Annual Subscription	£148.32	19/01/2024	126	Card	023/31
		£9,602.62				

*(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 January 2024 accounts.

b) To approve submitted accounts for February 2024 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	07/02/2024	123-125	BACS	023/31
Hawarden Community Council	Maintenance Charges January 23	£3,961.03	09/01/2024	121	BACS	
Hawarden Community Council	Maintenance undercharges Oct 23-Dec	£3,708.17	10/01/2024	122	BACS	
Welsh Water	Office water rates June 23-Dec 23	£79.72	17/01/2024	127	BACS	023/31
Welsh Water	33 Club water rates June 23-Dec 23	£68.43	01/01/2024	128	BACS	023/31
Viking Direct	Office consumables & stationery	£84.07	31/01/2024	129	BACS	
Interservice Committee	2023 Remembrance service expenditure	£360.25	05/02/2024	130	BACS	
British Telecom	Nov-April telephone/broadband fees	£270.19	02/02/2024	131	BACS	
Hwb Cyfle	Meeting room hire Jan/Feb	£20.00	05/02/2024	132	BACS	
		£10,958.54				



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

c) January 2024 income:

Date	From	Description	Sum
09/01/2024	Lloyds Bank	Gross Interest (Business Account)	£27.34
09/01/2024	Lloyds Bank	Gross Interest (Deposit Account)	£37.92
		Total	£65.26

IT WAS RESOLVED: to note income for January 2024.

d) Other Financial Matters: –

Members to consider the Interservices invoice relating to shared costs of Remembrance Day 2023.

IT WAS RESOLVED: to approve for payment the invoice presented by the Interservices Committee, but to request copies of invoices of services provided.

023/187 JOINT MAINTENANCE AGREEMENT:

A meeting between Hawarden Community Council, Broughton & Bretton Community Council & Shotton Town Council was held on 18th January 2024 to review the Joint Maintenance agreement. Draft minutes had been circulated to members (attached). The Chair is also requested to sign the attached agreement.

Members noted the minutes.

IT WAS RESOLVED: for the Chair to sign the agreement.

023/188 FINANCIAL RESERVES POLICY:

Members are requested to review the attached policy and adopt.

IT WAS RESOLVED: to approve the policy.

023/189 HIGH STREET IMPROVEMENT SCHEME:

County Councillors to report on further developments.

Members discussed the forthcoming scheduled meeting with Flintshire County Council.

IT WAS RESOLVED: for County members to request documents for inspection prior to the meeting.

(Councillor Gillian Brockley exited the meeting 19.30.)

023/190 ST. DAVID'S DAY PLANS:

Menter Iaith's best business window judging was to take place on Monday 26th February at 10.30 am. The Chair would be assisted in the judging by representatives from Hwb Cyfle who were also decorating the high street.

Members were requested to consider a donation from the events budget to Hwb Cyfle for the art materials used in creating the decorations.

In addition, arrangements had been made by Flintshire County Council to hold a school performance on Thursday, 29th January: Lllys Eleanor, Shotton.

IT WAS RESOLVED:

- a) for Councillors Dean Stenner & Kelly Evans-Brown to visit the high street businesses to recruit participants for the best window competition



- b) for Councillor Doreen Mackie to attend the judging on 26th February
- c) for the council to donate £50 to Hwb Cyfle in lieu of art materials provided for the event.

023/191 BUCKINGHAM PALACE GARDEN PARTY NOMINATIONS:

The King will give two Garden Parties at Buckingham Palace this year on Wednesday 8th May and Tuesday 21st May. (The successful Councillor will be allocated one of these dates so they must be available for both)
The Palace wishes to reward Councillors who have gone above and beyond for their communities so are requesting nominations from local councils.
All nominations will be placed in a draw and only the councils who have been successful will be notified. Previous attendees are not eligible to be nominated.

IT WAS RESOLVED: for Councillor Chris Risley be nominated to be placed in the draw to attend the Buckingham Palace Garden party.

023/192 KING GEORGE STREET FOOTBALL PITCH HIRE REQUEST:

Deeside Dragons had requested the use of the football pitch on either Saturdays or Sundays. Members were requested to consider.

IT WAS RESOLVED: to provisionally agree the request pending the applicant seek permission from Ysgol Ty Ffynnon.

023/193 MEMBERS INFORMATION ITEMS:

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

There were no such reports.

023/194 DURATION OF MEETING:

Chair closed the meeting at 19.58

