

SHOTTON TOWN COUNCIL
CYNGOR DREF



Minutes of the hybrid meeting held on
4th March 2024
Commencing 6.30 pm, Hwb Cyfle, Shotton

TO RECORD ATTENDANCE:

Chair: Councillor Chris Risley

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

Officers: Collette Lowry (Clerk & Responsible Financial Officer)

Public gallery: 5 members of public & 2 online

023/195 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.

IT WAS RESOLVED: to accept apologies from Councillors Gary Cooper and Dean Ashfield.

Councillor Angela Engle was absent.

023/196 DECLARATIONS OF INTEREST:

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

There were no such declarations.

023/197 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 5th February 2024 to be signed by the Chair.

The minutes of the Full Council meeting of 5th February 2024 were proposed as an accurate record and would be signed by the Chair of the Council.

023/198 CHAIR'S REMARKS:

The Chair reported he had attended a Community Speedwatch meeting on behalf of the council.

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

The Chair extended his apologies for not attending the St. David's Day competition judging and thanked Councillor Kelly Evans-Brown for her assistance on the day.

Councillor Kelly Evans-Brown reported that herself and the service users of Hwb Cyfle had enjoyed the morning and that it was a difficult decision.

023/199 PUBLIC SPEAKING:

There were no such requests.

023/200 TOWN MAINTENANCE (including Streetscene reports):

- a) Feedback from previous meetings:
- b) Members to report any matters not previously reported.
- c) Freedom of information request regarding enforcement statistics response has now been received detailing evidence & prosecutions. (email distributed to members)

The Clerk reported that the pothole on Dodd's Court had now been repaired and that the Freedom of Information request response regarding enforcement statistics had now been received.

Councillor Sean Bibby reported that debris in Wepre Brook had been removed and potholes in Killins Lane had been repaired.

Members discussed/reported various Streetscene/maintenance related matters including tipping on Salisbury Street, outstanding grid cleaning on Chester Road, graffiti in the underpass, the Veolia skip on Bridge Street, an increase in dumped mattresses, broken glass and dog excrement on Beaconsfield/Kingsway alleys and the outstanding request for the new drainage on Brook Road/Rowden Street back access.

IT WAS RESOLVED: for the Clerk to take action on the reports and to report outstanding matters to senior management at Flintshire County Council.

023/201 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 the Clerk to contact Darell Jones at Flintshire County Council regarding the outstanding matters.

023/202 POLICE ITEMS:

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

Members reported they were pleased to see an increase in local patrols and that the new cone system to combat illegal parking alongside B&M was eliminating issues.

023/203 CLERK'S REPORT:



Communications:

Sender	Item	Date circulated
North Wales Community Alerts	The February edition of OUR NEWS is here	06/02/2024
Ambition North Wales	Flintshire's Local Area Energy Planning Workshop - Draft Report Feedback	08/02/2024
Planning Inspectorate	EN010166 - Connah's Quay Lower Carbon Power Project - EIA Scoping Notification and Consultation	19/02/2024
Flintshire County Council	Update on 20mph exceptions applications	16/02/2024
North Wales Community Alerts	Criminal Exploitation in your area [#219015027]	19/02/2024
Flintshire County Council	Freedom of Information request response	27/02/2024

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

Updates & requests:

The Clerk reported that:

- a) Councillor Kelly Evans-Brown, along with service users and staff member Jade from Hwb Cyfle, joined Menter Iaith in judging the best shop window to celebrate St. David's day.
1st place was awarded to Best of the Bunch, 2nd prize to RainbowBiz CIC and 3rd to Rivertown Church.
- b) She attended Planning Aid Wales – Responding to Planning Applications webinar 12th February.
- c) She attended One Voice Wales - Digital Communities Wales – Introduction to Online Safety on 14th February.
- d) She attended Planning Aid Wales Strategic Development webinar 21st February.
- e) The council office had 2 redundant domestic printers which could be of use to a community group and requested members to consider and informed members the old PC tower would also be wiped and disposed of.
IT WAS RESOLVED: to check the printers were in working order before publicising.
- f) The Interservices AGM had been scheduled to be held on 20th March 2024.

023/204 PLANNING

a) PLANNING APPLICATIONS:

None

b) PLANNING DECISIONS:



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	Approved
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	Approved
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	Approved
ADV/000054/24	REPLACEMENT SIGNAGE	41A, Chester Road West, Shotton, Deeside, CH5 1BY	Approved
ADV/000014/24	Relocation of approved freestanding totem under ADV/000993/23.	Pizza Hut, Evans Way, Shotton, Deeside, CH5 1QJ	Approved

Members noted the planning decisions made by Flintshire County Council.

c) PLANNING UPDATES/AMENDMENTS:

None

023/205 ACCOUNTS:

a) Record of payments made in February 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	07/02/2024	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	
SSE Energy Solutions	December 23 Streetlighting	£1,624.03	13/02/2024	140	DD	023/31
British Gas	Office electricity 8 Jan-9 Feb 24	£199.41	13/02/2024	139	DD	023/31
		£12,781.98				

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

IT WAS RESOLVED: to note and approve the February 2024 accounts.

b) To approve submitted accounts for March 2024 payment:



Supplier	Description	Amount	Invoice date	Voucher number	Method of payment	Minute ref pre-authorisation
Combined Staffing costs	Salary, NI/PAYE, Pension	£2,453.04	07/02/2024	134, 135, 136, 138	BACS	023/31
Hwb Cyfle	March room hire	£10.00	04/03/2024	141	CASH	
Zurich Municipal	STC Insurance 24-25	£1,350.93	08/02/2024	133	BACS	
SSE Energy Solutions	Streetlighting January 2024	£1,617.82	19/02/2024	142	DD	023/31
Canda Copying Ltd	Print costs Dec 23-Feb 24	£12.49	01/03/2024	143	BACS	
Canda Copying Ltd	Photocopier rental March - May 24	£86.40	01/03/2024	144	BACS	
Audit Wales	Audit Fees 2021/21	£300.00	29/02/2024	145	BACS	
Scottish Power	33 Club monthly payment	£100.31	01/03/2024	146	BACS	023/31
		£5,930.99				

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

c) February 2024 income:

Date	From	Description	Sum
09/02/2024	Lloyds Bank	Gross Interest (Business Account)	£43.39
09/02/2024	Lloyds Bank	Gross Interest (Deposit Account)	£52.39
		Total	£95.78

IT WAS RESOLVED: to note income for February 2024.

d) Other Financial Matters: –

Telephone/broadband suppliers:

Members were requested to consider either remaining with BT and keeping existing telephone number at a cost of £66.72 a month or transferring to Sky Business for broadband/digital phone line for a 2 year contract at £24.95 a month, with potential Openreach fees of £99, and a set up fee of £79.00.

IT WAS RESOLVED: to transfer telephone & broadband services from British Telecom to Sky Business.

023/206 RISK ASSESSMENT POLICY:

Members were requested to review the attached policy and adopt.

IT WAS RESOLVED: to accept and adopt the policy.

023/207 DATA PROTECTION POLICY:

Members were requested to review the attached policy and adopt.

IT WAS RESOLVED: to accept and adopt the policy.

023/208 D-DAY:

Members were requested to consider participating in the D-Day Lamp of Peace project (document attached). Connah's Quay Town Council had been approached to ascertain interest in sharing the cost.

OR

Members to consider requesting a local group or organisation host the scheme on 6th June 2024 with the council to fund the costs of £55.00.

IT WAS RESOLVED: to defer the item to the April full council meeting.

023/209 CONNAH'S QUAY LOW CARBON POWER PROJECT:

Regarding proposals to develop a new low carbon power station at Connah's Quay, a statutory body consultation had been launched until 8th March, with a



non-statutory consultation running until 25th March. Information has been previously circulated and members were requested to submit a collective response.

IT WAS RESOLVED: to respond to the consultation with a view that the documents should be more concise & simplified.

023/210 HIGH STREET IMPROVEMENT SCHEME:

Following a Flintshire County Council information meeting on 20th February, County Councillors reported on further developments.

IT WAS RESOLVED: for the Clerk to contact Lee Shone regarding concerns of trip hazards.

023/211 MEMBERS INFORMATION ITEMS:

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

Councillor Doreen Mackie requested a new date for the King George Street play area meeting, for the scheduled A494 roadworks to be publicised and for British Telecom to hold a Digital Switch event locally.

IT WAS RESOLVED: for the Clerk to action the requests.

023/212 DURATION OF MEETING:

Chair closed the meeting at 19.32

