

## **QUEENSFERRY COMMUNITY COUNCIL**

### **MINUTES OF ORDINARY MEETING HELD ON 9<sup>th</sup> APRIL 2024 AT SANDYCROFT COMMUNITY CENTRE, PHOENIX STREET, SANDYCROFT, CH5 2PD.**

**PRESENT:** Councillors: Mrs. C. Jones (Chair of Finance), Mrs. D. Milner (Vice-Chair), Mr. B. Connah, Mrs. P. Connah, Mrs. K. Perry, Mrs. L. Povey, Mrs. P. Titley, Mr. D. Wisinger

Mrs. C. Hughes – Clerk and Responsible Financial Officer

#### **61/24 APOLOGIES FOR NON-ATTENDANCE**

Councillors: Mr. M. Hughes, Mrs. S. Salisbury.

#### **62/24 DECLARATIONS OF INTEREST**

The following interests were declared in respect of the agenda: Councillor Mrs. D. Milner in relation to discussions regarding flooding.

**RESOLVED** -That it be noted the above declaration of interest was made to Council at the beginning of the meeting in respect of the agenda.

#### **63/24 OPEN FORUM – MATTERS RAISED BY THE PUBLIC**

None raised during the period.

#### **64/24 PLAYScheme UPDATE**

A representative from Flintshire County Council was in attendance to provide Councillors with an update on the Playscheme service. The following points were noted:

- A new marketing strategy to promote summer playschemes and other promotional materials are available.
- A new model of 3 and 6 weeks has been adopted.
- Sessions will run from 10.30am-12.30pm and 2pm-4pm.
- Play will be themed around children's choice of play and creativity.
- The age range is 5-12 years. Parents with younger siblings are encouraged to stay and take part.
- Provision for children with special needs is being explored.
- International Play Day will be celebrated on 11<sup>th</sup> June 2024, encouraging all schools to take part. FCC's Youth Service and aura are involved in this event.
- Grants for play (e.g. Play Wales) are available.
- School governors will be made aware via FCC's Governor Team.

**RESOLVED** – That the Playscheme update be noted.

## **65/24 CHAIR'S REPORT AND ACTIONS SINCE 12<sup>th</sup> MARCH 2024**

- (a) **Flooding** – The Chair thanked Councillors for their help and support with the flooding today. Streetscene were very responsive and road closures were put in place to alleviate the situation. A further flood meeting will be arranged (see item 68/24 below).
- (b) **Leona's Cottage** - Trees being cut down by and dumped in the village. FCC and the Police are assisting in addressing this.
- (c) **Bromborough Plastics** – waste left behind by the company is being dealt with by FCC. Bromborough Plastics have 3 months to clear the site (by end of June 2024).
- (d) **Derelict House on Chester Road East** – People going in and out of the house and acting suspiciously. This has been reported to Streetscene.
- (e) **Street lighting at the back of Railway Terrace, Sandycroft** – There are no working lights in the alleyway. This has been reported to Streetscene.
- (f) **Vacancies** – Cllrs Mr. Chris Bowden and Mr. Tom Williams had resigned from their positions. The vacancies (one for Queensferry ward and one for Sandycroft ward) have been advertised as co-option in the first instance.

The Chair reminded Councillors that this was her last meeting as Chair and thanked everyone for their support and commitment to the Council and local residents.

**RESOLVED** – That the Chair's report be noted.

## **66/24 MINUTES OF THE ORDINARY MEETING HELD ON 12<sup>th</sup> MARCH 2024**

Councillor Mr. D. Wisinger proposed the minutes as an accurate record, seconded by Councillor Mrs. C. Jones.

**RESOLVED** – that the minutes of the Ordinary meeting of the Council held on 12<sup>th</sup> March 2024 be confirmed as a true and accurate record.

## **67/24 MATTERS ARISING / ACTION LOG**

Councillors noted progress against the action log since the last meeting.

**RESOLVED** – Progress noted against action log.

## **68/24 FLOODING UPDATE / COMMUNITY FLOOD PLAN**

Another meeting to be held with partners to continue populating the Community Flood Plan. Two dates suggested for April – Clerk to arrange.

**RESOLVED** – That another Community Flood Plan meeting be held.

**ACTION** – Clerk to arrange another Community Flood Plan meeting.

## **69/24 STANDING ORDERS**

Councillors had reviewed the Standing Orders. Cllr. Ms. K. Perry had requested the following updates to the Standing Orders:

1. Meetings Generally Other (page 8 item h) – rephrase this section as standing is not practice that we follow at our meetings.
2. Meetings Generally Section 3 (page 10) – An additional note to be added (item w) stating that all mobile phones/laptops/tablets should be switched off unless being used to read documents/information relevant to the matter at hand.
3. Title Page (page 1) - Review date, approved date, and minute reference number to be added.

Following discussion, Councillors agreed that item h on page 8 is at the discretion of the Chair and, as such, should remain unchanged. The amendments suggested to page 10 and on the title page were agreed.

**RESOLVED** – Standing Orders adopted subject to two amendments.

**ACTION** – Clerk to update Standing Orders with above amendments and upload to the QCC website.

## **70/24 ASSET REGISTER**

The Clerk shared an up-to-date streetlighting inventory for Queensferry, Sandycroft and Pentre which had been received from FCC. The number of streetlights on the Asset Register had been updated accordingly. The Council's Asset Register requires review. The Clerk requested that Councillors provide historical information they are aware of in order for the Register to be updated. The Clerk advised that from hereon in, an accurate record of changes to the Register would be recorded and an annual summary of changes would be shared with the Council.

**ACTIONS** – Councillors to provide Clerk with historical information in order for the Register to be updated.

**RESOLVED** – Clerk to circulate updated Register. Councillors to review and add information.

## **71/24 RISK ASSESSMENT AND INTERNAL CONTROLS**

The Council reviewed the updated Risk Assessment and Internal Controls document.

Following discussion, it was agreed that the new risks identified on the Risk Assessment should be adopted and no changes were needed to the existing risks. The levels of risk impact and likelihood of occurrence were agreed.

Cllr. Ms. K. Perry requested that point 8 on the Internal Controls document be updated to ensure the wording is consistent with the Standing Orders, item c, page 21.

## RESOLVED –

- Updated Risk Assessment with no amendments.
- Internal Controls adopted subject to one amendment to point 8.

## ACTIONS –

- Clerk to update Internal Controls document with one amendment to point 8.
- Clerk to upload Risk Assessment and Internal Controls documents to the QCC website.

## **72/24 D-DAY 80 YEAR EVENT – THURSDAY 6<sup>th</sup> JUNE 2024**

It was noted that a community BBQ is being arranged on 6<sup>th</sup> June in the afternoon at the Sandycroft Hub and Pantry and the Bridge Inn public house is organising a summer fete on 1<sup>st</sup> June. Following discussion, it was agreed that QCC would hold an afternoon tea event.

**RESOLVED** – An afternoon tea event would be held.

## **73/24 PLANNING APPLICATIONS**

<b>APPLICATION NUMBER</b>	<b>DETAILS</b>	<b>LOCATION</b>
FUL/000221/24	Construction and operation of a small-scale biomass gasification CHP plant for research, development, testing and controlled trials.	Land at Whittle Close, Sandycroft, Deeside, CH5 2QE
FUL/000229/24	Partial removal of existing palisade fence and erection of new 1.8m high palisade fence to form a new compound and installation of two new gas tanks on concrete bases.	5-7 Parcellforce Worldwide, St. Ives Park Sandycroft, Deeside, CH5 2QX
FUL/000195/24		Ash Lane Development

**Eden E Commerce** – The Chair advised that this organisation had applied for an application to sell alcohol. The Council had not been informed and this had been raised with FCC. The Chair requested that the Clerk contact FCC again on this matter.

**ACTIONS**

- Clerk to raise objection in relation to planning application number FUL/000195/24 before the closing date on 16.04.24.
- Clerk to make further enquiries in relation to Eden E Commerce.

**RESOLVED –**

- No objections to planning application number FUL/000221/24
- No objections to planning application number FUL/000229/24.
- A further objection to be raised to planning application number FUL/000195/24 on the grounds that there is insufficient infrastructure in place to support the housing development which will add increased pressure to the drainage system in an area already at high risk of flooding and increased traffic flow resulting in traffic congestion.

**74/24 CORRESPONDENCE**

None.

**75/24 MATTERS RAISED BY MEMBERS OF COUNCIL**

- Soggy Mop Smell - Cllr Mrs. P. Titley requested an update on the soggy mop smell.
- Insulation waste - Cllr Mrs. P. Titley advised that insulation waste had been found on Chester Road from the Knauf insulation factory.

**ACTION** – Cllr. Mrs. C. Jones to request an update on the soggy mop smell.

**RESOLVED** – Update required on soggy mop smell.

**76/24 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

None.

**77/24 DATE OF COUNCIL’S NEXT MEETING**

**Annual Meeting** - Tuesday 7<sup>th</sup> May 2024, 7pm, Sandycroft Community Centre, Phoenix Street, Sandycroft, CH5 2PD

The meeting opened at 7.10pm and closed at 8.55pm

..... Signed Chair  
 ..... Date