



2 October 2025

Dear Councillor

COUNCIL MEETING on WEDNESDAY, 8 OCTOBER 2025

YOU ARE SUMMONED to a Hybrid meeting of the **SALTNEY TOWN COUNCIL** to be held on **Wednesday, 8 October 2025 at 7.15pm**. The Meeting will be held at **Saltney Community Centre, Sandy Lane, Saltney, CH4 8UB**. (*Local Government and Elections (Wales) Act 2021*) in order, to complete the transaction of the following business.

No recording, broadcasting or photographs may be taken of the Council meeting without prior approval of the Town Council

Yours sincerely

Tracey Brown

Town Clerk

AGENDA

1. APOLOGIES

To receive apologies for absence.

**2. PUBLIC ATTENDANCE AT ORDINARY COUNCIL MEETINGS
PERSONS WISHING TO SPEAK**

Members of the public are invited to address the Council on any item that appears on the agenda. This item is time limited to 5 minutes, with the Mayor having discretion to extend to 10 minutes, depending on the issue and the number of people attending the meeting.

3. CODE OF CONDUCT – DECLARATION OF INTEREST

Members are reminded of their responsibility to declare any Personal Interest or Prejudicial Interest which they have in any item of business on the agenda no later than when that item is reached.

4. MINUTES

The Minutes of the hybrid Council meeting held on Wednesday, 10 September 2025 be confirmed as a correct record and signed by the Mayor.

5. MATTERS ARISING

Members are reminded that this item has been included to allow questions on the previous meetings' Minutes. It does not allow for the re-opening of a debate.

6. VACANCIES FOR CO-OPTION - MOLD JUNCTION AND STONEBRIDGE WARDS

To consider the application received for the two vacancies in Mold Junction (1) and Stonebridge (1) Wards.

Any new member appointed will be required to sign a Declaration of Acceptance Office form, and may join the meeting as a Councillor, if elected.

RECOMMENDED: That

Council be asked to appoint one Co-opted member to the Town Council.

7. POLICE MATTERS

A Member of the Police Service will attend if force duties permit.

The Police Matters - the online reports for members to review.

[Saltney Mold Junction | Police.uk \(www.police.uk\)](http://www.police.uk)

[Saltney Stonebridge | Police.uk \(www.police.uk\)](http://www.police.uk)

8. STREETSCENE

The Clerk will report any matters raised by the Council to a Member of staff from the County Council's Streetscene and report back to the next meeting where practicable.

9. MAYOR'S COMMUNICATIONS

To receive such communications as the Mayor may wish to lay before the Council.

10. PLANNING APPLICATIONS

Ref: 25/03016/FUL

Proposal: Demolition of existing buildings and the erection of a drive-thru restaurant (Use Class E / Sui Generis) with associated access, servicing, car parking, hard and soft landscaping, substation and other associated works

Location: Land At Junction of Chester Street and Boundary Lane Saltney Chester CH4 8RD

<https://www.cheshirewestandchester.gov.uk/residents/planning-and-buildingcontrol/see-or-comment-on-planning-applications.aspx/>

Ref: FUL/000778/25

Proposal: To Change the Use from an Existing Former Public House to a House of Multiple Occupation (HMO)

Location: Corner Pin, 186, High Street, Saltney, Chester, CH4 8SQ

https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=FUL/000778/25

Full details of the application (including amendments) can be found on our web site by clicking onto the above links.

11. PEDESTRIAN CROSSING OUTSIDE SALTNEY FERRY PRIMARY SCHOOL

The Clerk will give a verbal report.

12. FLINTSHIRE DEVELOPMENT SUMMER PLAYSCHMES 2025 – END OF SUMMER REPORT

Report attached.

13. DEMOCRACY AND BOUNDARY COMMISSION CYMRU - DRAFT ANNUAL REPORT 2026-27

Report attached.

14. ACCOUNTS

In accordance with the instructions from the Auditors, to receive a copy of the cash book and the bank reconciliation reports. *(to be circulated as soon as the bank statement is received).*

RECOMMENDED: That

the reports be received.

15. QUESTIONS

In accordance with Standing Order 23 to consider any questions to the Mayor or the Town Clerk from Members, of which due notice has been given.

16. INFORMATION FROM THE LOCAL COUNTY COUNCIL MEMBERS

Further to Minute 210 of 2008/09 Local County Council members, Councillor Richard Lloyd, Councillor Jason Shallcross and Councillor Ryan McKeown are invited to give any feedback they might have received from County Council meetings that may or will affect Saltney. Members of the Town Council who have attended meetings as representatives of the Town Council since the last meeting are also required to report back.

17. PAYMENT OF ACCOUNTS

To authorise payment of the following accounts:

Code	Cheque No.	Payee	Invoice	Amount
4000	100571	Staff	Payroll for Oct 2025 as calculated by the Council's Agent: Wurkplace Ltd, in accordance with Section 112 Local Government Act 1972 (as amended) (as per Payroll schedule)	
4001	100569 100572	HMRC	HMRC payments for Oct 2025 - as calculated by the Council's Agent: Wurkplace Ltd -Section 112 Local Government Act 1972 (as amended) (as per Payroll schedule)	
4200	100570	One Voice Wales	Annual Membership 2025-26	1,009.00
4042	100574	Lord Mayor of Chester	Civic event – Eaton Hall	60.00
4350	100575	Blachere Illuminations Uk Limited	Second payment	4,070.68
4033	100576	SLCC	Annual Membership	300.00
4070	100577	Zurich Insurance	Annual Fee	1,226.69
4008	100578	T Brown	Office Stationery	120.00
4008	100579	Vision ICT	Annual Fee	612.00
4011	100580	Wurkplace Ltd	Annual Fee	4,170.84
-	100573	void	Incorrect payee	

NB: Monthly				
4008	SO	Sandyford Properties Ltd	Office Rent	360.00
4022	DD annual fee	Information Commissioner	Annual fee	35.00
4020	DD	Prism	Telecoms	102.06
4003	DD	Prism	Internet provision	163.99
4010	DD	Wurkplace Ltd	Payroll	74.17

Please note that members of the press and public are welcome to attend the meeting by prior arrangement with the Town Clerk and Responsible Financial Officer please, Email townclerk@saltneytowncouncil.gov.uk or by Tel: 01244 398829 or Mobile: 0749 546 9240 for a link to the meeting.