4 November 2026

Dear Councillor

COUNCIL MEETING on WEDNESDAY, 11 NOVEMBER 2026

YOU ARE SUMMONED to a Hybrid meeting of the **SALTNEY TOWN COUNCIL** to be held on **Wednesday,11 November 2026 at 7.15pm.** The Meeting will be held at **Sandy Lane 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 Annual Council meeting held on Wednesday, 14 October 2026 be confirmed as a correct record and signed by the Mayor.

Tracey Brown, Town Clerk and Responsible Financial Officer, Saltney Town Council, Suite 15, Riverside House, River Lane, Saltney, Chester, CH4 8RQ. Tel: 01244 398829 or E-mail: townclerk@saltneytowncouncil.gov.uk

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. 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)
Saltney Stonebridge | Police.uk (www.police.uk)

7. 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.

8. MAYOR'S COMMUNICATIONS

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

9. PLANNING APPLICATIONS

Ref:	FUL/000846/26
Proposal:	Creation of a Wildlife Pond within Existing Managed Grassland off Sandy Lane, Saltney Ferry, Saltney, Flintshire, CH4 8UB
Location:	Land Adj. Sandy Lane, Saltney Ferry, Flintshire, CH4 8UB

At: https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=FUL/000846/26

10. STATUTORY NOTICE FOR THE PROPOSAL TO REORGANISE SALTNEY FERRY COUNTY PRIMARY SCHOOL AND SALTNEY WOOD MEMORIAL COUNTY PRIMARY SCHOOL

Report attached.

11. MOTIONS FOR 2027 ANNUAL GENERAL MEETING

Report attached.

12. WELSH GOVERNMENT: VISION FOR CULTURE & SPORT IN WALES – CALL FOR EVIDENCE

Report attached.

13. CHESHIRE WEST AND CHESTER COUNCIL IS SEEKING VIEWS ON ITS BOROUGHWIDE DESIGN CODE, WITH CONSULTATION OPEN UNTIL TUESDAY, 24 NOVEMBER 2026.

The Design Code sets out the vision and design requirements for new development across the borough. It aims to raise the quality of new development and ensure that new streets, spaces and developments are well designed, respond to local character and help create attractive and sustainable places. The Code has been developed through previous engagement with communities and stakeholders and is a joint piece of work involving the Council's Planning and Transport & Highways teams. Once finalised, the Code is intended to form part of the Council's planning framework, helping to inform decisions about future development across the borough. It may also form part of the Local Development Plan.

Further information, including a summary document and details of how to respond, is available on the Design Code consultation page: https://participatenow.cheshirewestandchester.gov.uk/design-code-consultation .

The full Design Code is also available on the Council's website.

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).* ***To follow***

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

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	100661 100666 100673	Staff	Payroll for Aug, Sept & Oct 2026 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	100662 100667 100674	HMRC	HMRC payments for Aug, Sept & Oct 2026 - as calculated by the Council's Agent: Wurkplace Ltd -Section 112 Local Government Act 1972 (as amended) (as per Payroll schedule)	

Code	Cheque No.	Payee	Invoice	Amount
4044	100664	Saltney Community Centre	Room Hire – Council meetings	72.00
4044	100665	Saltney Community Centre	Room Hire – Council meetings	96.00

4022	100668	K Shallcross	Deputy Mayor Civic Allowance	250.00
4022	100669	A Roberts	Mayor Civic Allowance	750.00
4043	100670	OVW	Member Training – AR	44.00
4008	100672	Sandyford Properties Ltd	Rent adjustment	274.52
4070	100675	Zurich Insurance	Annual Fee	1,276.91
4008	100676	Vision ICT Ltd	Annual Fee	612.00
4360 4008	100677	T Brown	Poppies for Lampposts & Stationery	475.00
void	100663 100671			
NB: Monthly				
4008	SO	Sandyford Properties Ltd	Office Rent	497.26
4022	DD annual	Information Commissioner	Annual fee	45.00
4020	DD	Prism	Telecoms	102.06
4003	DD	Prism	Internet provision	169.90
4010	DD	Employee Passport Ltd	Payroll	74.17

18. EXCLUSION OF THE PRESS AND PUBLIC

To pass a resolution excluding the public and press from the meeting due to the confidential nature of the business under discussion the disclosure of which would be prejudicial to the public interest under the Public Bodies (Admission to Meetings) Act 1960

19. QUOTE FOR OFFICE LAPTOP

Members are asked to consider the quote for a new laptop for the office. The existing laptop is 10 years old, and it is not running to full capacity.

RECOMMENDED: That

Council be asked to approve the quote from our current IT provider.

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.