



AGENDA

For a meeting of the

Executive

To be held on

Friday 20th June 2025 at 10.30am by zoom

1. Welcome from the Chair.

To receive a welcome from the Chair.

2. Record of attendance

To record attendance and apologies for absence.

3. Minutes of the last meeting of the Executive.

To consider and approve the minutes of the last executive e meeting at appendix A.

4. Financial and governance

To receive a report on the finances, banking arrangements and constitution.

5. Agenda for the Annual Meeting

To consider the proposed agenda for the Annual Meeting – see appendix B.

6. Agenda for the Quarterly Meeting

To consider the proposed agenda for the Quarterly Meeting – see appendix C.

7. Future plan for the Association

To consider a plan for the future of the Association – see appendix D.

8. Any other relevant business

To consider any other business.

9. Date of next meeting of the Executive

The next meeting date will be set by the Annual Meeting.



APPENDIX A

MINUTES

Of the meeting
of the

Executive
held on

Friday 21st March 2025 at 10.30am by zoom

Present were

Cllr Ian Hodge Chair	Holywell Town Council
Cllr Norma Davies	Flint Town Council (part of time)
Cllr Joan Butterfield President	Rhyl Town Council
Cllr Michael Davies	Beaumaris Town Council
Cllr Patrick Heeson	Mostyn Community Council
Cllr Bernise McLoughlin	Towyn and Kinmell Bay Town Council
Robert Robinson Secretary	Llanfair Caereinion Town Council

Apologies for absence

Cllr Vivienne Blondek
Cllr Lynnette Edwards
Cllr Peter Morton
Cllr Ted Palmer

1. Welcome from the Chair.

The meeting received a welcome from the Chair.

2. Minutes of the last meeting of the Executive.

The meeting considered and approve the minutes of the last executive e meeting.

3. Financial and governance

The meeting received an update on bank balances.

The internet banking is still not in place and Lloyds bank have now received a formal complaint from the Association due to their poor service in completing the internet banking.



A full report to be given to the quarterly meeting.

4. Future of local councils

The meeting considered the draft report to Welsh Government on the Review of Town and Community Councils. The meeting also considered the report issued by the Senedd and noted the involvement of the boundary commission going forward. There needs to be minor adjustments to the paper which should then be presented to the quarterly meeting to be held on Friday 2nd May 2025 in Beaumaris.

5. North Coast Rail update

To meeting received a short update on the new train delivery affecting the North Coast. Consideration was also given to the survey work for 2025 – Chester to Shrewsbury section to be held on 13th May. A full report to be given at the next quarterly meeting.

6. Health Checks for Local Councils

The meeting noted the Health Check available to Town and Community Councils. A copy is to be made available for discussion at the quarterly meeting.

7. Agenda for quarterly meeting 2nd May 2025.

The meeting considered and approved the agenda for the quarterly meeting.

6. Date of next meeting of the Executive

To note the date of the next Executive meeting to be held by Zoom on Friday 19th June 2025 at 10.30am.



APPENDIX B

AGENDA

For the

ANNUAL MEETING

of the Association to be held on

Friday 18th July 2025 at 10.30am at

the Civic Halls Connah's Quay

1. Welcome

To receive a welcome from the chair to the meeting.

To receive a welcome and short address from the Mayor of Connah's Quay Town Council.

2. Record of attendance

To record attendance and apologies for absence.

3. Minutes of the last Annual Association Meeting

To consider and approve the minutes of the last annual meeting held in July 2024.

4. Annual report from the Chair To receive a report from the Chair for the year to 31st March 2025.

5. Election of chair for the ensuing year

To receive nominations submitted as per the rules and to elect a chair for the ensuing year.

6. Vice Chair for the ensuing year

To receive nominations submitted as per the rules and to elect a vice-chair for the ensuing year.

7. Election of a secretary/treasurer

To receive nominations submitted as per the rules and to elect a secretary/treasurer for the ensuing year.



8. The executive

To elect an executive of the Association:

Standing members are: President, Chair, Vice Chair, Immediate past Chair, Secretary/Treasurer.

Elected members – up to 7 no.

Elected members for the year to May 2025 are:

Cllr Michael Davies	Beaumaris Town Council
Cllr Lynette Edwards	Caerswys Community Council part of time)
Cllr Bernise McLoughlin	Towyn and Kinmell Bay Town Council
Cllr Peter Morton	St Asaph City Council
Cllr Patrick Heeson	Mostyn Community Council
Cllr Ted Palmer	Flint Town Council

9. Financial Report & Annual Accounts

To receive and approve the annual accounts.

10. Annual fees

To consider and approved the annual fees for the ensuing year:

10.1 Annual accounts

To consider the annual accounts as attached (subject to audit)

10.2 Internet Banking

To consider a report on internet banking with Lloyds for the Association.

10.3 Audit

To appoint an auditor for the year to 31st March 2026.

10.4 Fees for membership

To consider the fees for membership after consideration of the report on the Future of the Association. To consider meal costs for the ensuing year.

11. Future sustainability of the Association

To consider a report on the sustainability of the Association.



12. Dates of future meetings

To consider the following dates for the quarterly and annual meetings for the ensuing year.

Quarterly meetings

All meetings are held on Fridays starting at 10.30am either by zoom or in person.

24th October 2025

23rd January 2026

17th April 2026

17th July 2026 (annual meeting) at Connah's Quay

Executive meetings

All meetings are held on Fridays starting at 10.30am by zoom.

19th September 2025

19th December 2025

13th March 2026

12th June 2026


ANNUAL ACCOUNTS – YEAR TO 31st March 2026

	2025	2024	2023
INCOME			
Membership	1175.00	<u>1140.00</u>	1350.00
Meals income *	640.00	<u>802.00</u>	1194.00
Interest	0.00	<u>0.00</u>	0.00
Debtors	0.00	<u>0.00</u>	0.00
Fees from last year	0.00	<u>0.00</u>	0.00
Other	80.00	<u>0.00</u>	113.00
TOTAL	1895.00	<u>1942.00</u>	<u>2657.00</u>
EXPENDITURE			
Meals **	614.00	<u>1130.00</u>	1300.45
Hall hire	64.00	<u>1049.18</u>	157.00
Expenses	82.60	<u>0.00</u>	95.00
Administration **	900.00	<u>925.00</u>	1100.00
Bank charges	0.00	<u>0.00</u>	0.00
Gavel	0.00	<u>0.00</u>	0.00
Web hosting	87.00	<u>0.00</u>	84.00
Web site	0.00	<u>325.00</u>	0.00
Translation	4.25	<u>0.00</u>	0.00
Other	0.00	<u>0.00</u>	100.00
TOTAL	1751.85	<u>3429.18</u>	<u>2836.45</u>
BALANCE	143.15	<u>-1487.18</u>	<u>-179.45</u>

**BALANCE SHEET****Assets**

General Funds	4137.21	5624.39	5803.74
Income/Expend Acct	143.15	-1487.18	-179.35
Total	4355.36	<u>4137.21</u>	5624.39

APPENDIX D**FUTURE SUSTAINABILITY PLAN FOR THE ASSOCIATION****1. Introduction**

This report looks at the sustainability of the Association into the future and how we might grow the membership by offering reduced costs.

2. Issues

The issues are possibly as follows:

Attendance

Attendance has been dropped over the past few years.

Councils are cutting costs

Councils are cutting costs and OVW and the Association are targets.

Costs

The cost of travel etc is a factor.

Time

People are busy and travelling is time.

Things have changed since Covid

The world and our environment has changed and we may need to change with it.

3. Reducing cost

A reduction in the running costs of the Association has been happening over the past two years with the secretariat cost reduced. This paper shows how we might reduce costs further and allow lower fees.



4. Suggested way forward

The plan is outline is:

To host 4 quarterly meetings:

October and April meetings by Zoom

January and July meetings in person & by zoom

To host 4 executive meetings by zoom

The secretariat cost £600pa reduced from £900 in 2023 and the 2022 year of £1,200.

Invest £3,000 in a high interest account at 2-3%pa

A few things to be aware of are:

- a) Although this plan may work, what if it does not, putting fees up again maybe difficult.
- b) When the current secretary retires we do not know how much a new one might costs.

**5. Budget for ensuing year based on the above****INCOME**

<u>10</u> LARGER COUNCILS	£60pa	£600
<u>5</u> MEDIUM COUNCILS	£50pa	£250
<u>5</u> SMALLER COUNCILS	£40pa	£200
MEALS INCOME		£150
INTEREST	2%	£60
TOTAL INCOME		£1260

EXPENDITURE

WEBSITE	90	
TRAVEL (CARDIFF)	90	
SECRETARIAT	600	
MEALS COST	125	
BANK CHARGES	60	
HALL HIRE	100	
GAVEL	50	
TOTAL		
EXPENDITURE		1115
BALANCE		145

**APPENDIX C****AGENDA**

**For the quarterly meeting of the Association to be held on
Friday 18th July 2025 at 10.30am Civic Halls, Connah's Quay**

1. Welcome

To receive a welcome from the Chair.

To receive a welcome to the meeting by the Chair of Connah's Quay Town Council.

2. Record of attendance

To record attendance and any apologies for absence.

3. Minutes of the last Quarterly Meeting

To consider and approve the minutes of the last meeting held on 2nd May 2025 as attached.

4. Visiting speaker

To receive a presentation regarding work with community councils in Denbighshire.

5. Actions taken from the last meeting

To note the actions from the last meeting as set out below:

No	Item
1	Minutes to be circulated and put on the website
2	Circulate final version of the T&C Council review
3	Circulate Health Check and links
4	Add items to July agenda
5	Complete rail surveys
6	Meet Welsh Government re A55 and rail

6. Executive

To note the executive meeting minutes from the meeting held in June 2025.



7. Transport update

To receive a report on the May rail surveys completed in May 2025.

To receive a report on the meeting with Welsh Government on Transport.

8. The A55

To consider items to be included report on the A55 issues for Welsh Government.

9. Town and Community Council review

To receive an update.

10. Future of the Association

To consider a proposal for a way forward for the sustainability of the Association.
See attached.

10.Tourism To consider the following with regard to tourism in North and Mid Wales:

- a) Number of visitors
- b) Spending
- c) Taxation issues
- d) Costs issues
- e) How we can help

11.Banking hubs

To consider experiences of banking hubs in towns.

13.Any other business

Any other business notified to the Chair or Secretary prior to the start of the meeting.

14. Date of next meeting

To note the date of the next meeting will be set at the Annual Meeting.

15. Actions to be taken from the meeting To consider what actions are to be taken forward from the meeting.

**MINUTES**

**of the quarterly meeting of the Association held on
Friday 2nd May 2025 at 10.30am at the Town Hall Beaumaris**

Present were

Cllr Ian Hodge	Chair and Holywell Town Council
Cllr Norma Davies	Vice Chair and Flint Town Council
Cllr Michael Davies	Beaumaris Town Council
Cllr Lynette Edwards	Caerwys Community Council
Cllr Patrick	Mostyn Community Council
Cllr M Jones	Beaumaris Town Council
Cllr Alan Manship	Connah's Quay Town Council

By Zoom

Cllr Alyn Ashwood	Denbigh Town Council
Cllr Vivienne Blondek	Buckley Town Council
Cllr J Chamberlain Jones	Rhyl Town Council
Cllr Lynda Griffiths	Towyn and Kimmell Bay Town Council
Colinette Lowry	Shotton Town Council
Cllr Doreen Mackie	
Cllr Michael Pearce	Llandudno Town Council
Cllr Shirley Roberts	Abergele Town Council
Cllr Vicky Roberts	Rhyl Town Council
Cllr Andrew Wood	Conwy Town Council

Apologies from

Cllr Joan Butterfield	Rhyl Town Council
Cllr Paul Fletcher	Abergele Town Council
Cllr Bernise McLoughlin	Towyn and Kimmell Bay Town Council
Cllr Carol Holliday	Prestatyn Town Council
Alan James	Rhyl Town Council
Gareth Jones	Rhyl Town Council
Cllr Ted Palmer	Holywell Town Council
Cllr Helen Roberts	Conwy Town Council
Cllr Jackie Webster	Conwy Town Council



1. Welcome

The meeting received a welcome from the Chair.

The meeting received a welcome to the meeting by Cllr Michael Davies of Beaumaris Town Council.

2. Minutes of the last quarterly meeting

The meeting considered and approved the minutes of the last quarterly meeting.

3. Actions taken from the last meeting

The meeting noted the actions from the last meeting as set out in the agenda. It was noted that internet banking had been completed.

4. Executive

The meeting noted the executive meeting minutes held in March 2025.

6. Finance and governance

The current bank balance was noted as being £4,280.36p.

The draft annual accounts show a surplus for the year ending 31/3/2025.

7. Transport update

The meeting received an update on rail matters. The meeting was also asked about the following for TFW:

- i) Request stops on Anglesey should remain with Llanfair PG as a permanent stop.
- ii) Trains are all early enough and late enough except on Saturday evening when more later train would be welcomed.
- iii) Issues of overcrowding are still in the fore.

The meeting noted the surveys being carried out on Tuesday 13th May between Chester and Wolverhampton.

A date to meet Welsh Government about the railways and the A55 has been arranged.



8. Town and community council review

The meeting considered the paper on the Town and Community Council review. The agreed version for issue to Welsh Government is attached to these minutes. Alterations from the original draft are shown in red. Copy on the website under Documents.

9. Health Checks for Town and Community Councils

Councils were introduced to the Health Check for Town and Community Councils. A copy of the Llanfair Caereinion version will be circulated in word form so that it can be adjusted for individual councils.

10. Tourism

A discussion took place around tourism and the cost-of-living crisis. The effect on local services with visitor numbers in tourist hotspots was identified as an issue. This subject is to be a main item on the July agenda.

11. Banking and Banking Hubs

To be added to July agenda.

12. Date of next meeting

To note the date of the next meeting on Friday 18th July 2025 at 10.30am – venue - Connah's Quay Civic Halls.

13. Actions to be taken forward

The actions to be carried forward are:

No	Item
1	Minutes to be circulated and put on the website
2	Circulate final version of the T&C Council review
3	Circulate Health Check and links
4	Add items to July agenda
5	Complete rail surveys
6	Meet Welsh Government re A55 and rail