



**MINUTES**  
of the  
**ANNUAL MEETING**  
of the Association held on

**Friday 18<sup>th</sup> July 2025 at 10.30am**

at the Civic Halls Connah's Quay

**Present were:**

Cllr Ian hodge Chair	Holywell Town Council
Cllr Norma Davies Vice Chair	Flint Town Council
Cllr Joan Butterfield MBE President	Rhyl Town Council
Kate Thew (visiting speaker)	Denbighshire Council
Cllr Vivienne Blondek	Buckley Town Council
Cllr Michael Davies	Beaumaris Town Council (zoom)
Cllr Shirley Jones-Roberts	Abergele Town Council (zoom)
Cllr Lynette Edwards	Caerwys Community Council
Cllr Paul Fletcher	Abergele Town Council (zoom)
Cllr Patrick Heesom	Mostyn Community Council
Cllr Ian Lliford	Prestyn Town Council (zoom)
Cllr Eddie Loughwane	Connah's Quay Town Council
Cllr Doreen Mackie	Shotton Town Council
Cllr Alan Manship	Connah's Quay Town Council
Cllr D Owen	Connah's Quay Town Council
Cllr Peter Morgan	St Asaph City Council (zoom)
Cllr Bernise McLoughlin	Towyn & Kinmell Bay Town Council
Cllr Helen Roberts	Conwy Town Council
Cllr Loraine Rathbone	Buckley Town Council
Vickie Roberts	Rhyl Town Council
Cllr Jackie Webster	Conwy Town Council (zoom)
Suzanne Wilson	Connah's Quay Town Council
Cllr Andrew Wood	Abergele Town Council (zoom)
Robert Robinson MBE Secretary	Llanfair Caereinion Town Council

**Apologies received:**

Cllr Carol Holliday	Prestyn Town Council
Cllr Jeanette Chamberlain-Jones	Rhyl Town council
Cllr Lynda Griffiths	Towyn and Kinmell Bay Town Council
Cllr Alan James	Rhyl Town Council
Cllr Michael Pearce	Llandudno Town Council



## **1. Welcome**

The meeting received a welcome from the chair to the meeting.

The meeting received a welcome and short address from the Mayor of Connah's Quay Town Council.

## **2. Minutes of the last Annual Association Meeting**

The meeting considered and **APPROVED** the minutes of the last annual meeting held in July 2024.

## **3. Annual report from the Chair**

The meeting received a report from the Chair for the year to 31<sup>st</sup> March 2025.

## **5. Election of chair for the ensuing year**

The meeting received the submitted nomination form as per the rules and **ELECTED** Cllr Ian Hodge as chair for the ensuing year.

## **6. Vice Chair for the ensuing year**

The meeting received the submitted nomination form as per the rules and **ELECTED** Cllr Norma Daies as vice chair for the ensuing year.

## **7. Election of a secretary/treasurer**

The meeting **APPOINTED** Robert Robinson as Secretary/Treasurer for the ensuing year.

## **8. The Executive**

The meeting **ELECTED** an executive for the Association for the ensuing year as follows:

Cllr Ian Hodge Chair	Holywell Town Council
Cllr Norma Davies Vice Chair	Flint Town Council
Cllr Joan Butterfield President	Rhyl Town Council
Cllr Vivienne Blondek	Buckley Town Council
Cllr Michael Davies	Beaumaris Town Council
Cllr Lynette Edwards	Caerswys Community Council part of time)
Cllr Alan Manship	Connah's Quay Town Council
Cllr Bernise McLoughlin	Towyn and Kinmell Bay Town Council
Cllr Peter Morton	St Asaph City Council
Cllr Patrick Heeson	Mostyn Community Council



## **9. Financial Report & Annual Accounts**

The meeting **APPROVED** the annual accounts.

## **10. Accounting**

### **10.1 Annual Fees**

The meeting considered a report (which was accepted) and **APPROVED** the annual fees for the ensuing year as follows:

<b>Larger Councils (over 10,000pop)</b>	<b>£80</b>
<b>Medium Councils (over 5,000pop)</b>	<b>£60</b>
<b>Smaller Councils (under 5,000pop)</b>	<b>£50</b>
<b>Assoc rail membership</b>	<b>£10</b>
<b>Meal costs</b>	<b>£23</b>

### **10.1 Internet Banking**

The meeting noted that internet banking was now live.

Dual signatures for transactions will return immediately now this is complete.

### **10.2 Audit**

The meeting appointed David Plume as auditor for the year to 31<sup>st</sup> March 2026.

### **10.3 Meeting hybrid equipment**

The meeting **APPROVED** the purchase of a conference camera and microphone to aid hybrid meetings. Approx cost £700.

### **10.4 Budget for the ensuing year**

The meeting **APPROVED** the budget as presented in the agenda papers subject to the annual fees as noted above.

## **11. 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.

24<sup>th</sup> October 2025

23<sup>rd</sup> January 2026

17<sup>th</sup> April 2026

17<sup>th</sup> July 2026 (annual meeting) at Connah's Quay

### **Executive meetings**

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

19<sup>th</sup> September 2025

19<sup>th</sup> December 2025

13<sup>th</sup> March 2026

12<sup>th</sup> June 2026