

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday, 19 September 2017 at 6.00pm.

PRESENT: Councillor J.M. Johnson (Mayor).

Councillors: M. Brooke, L.A. Carter, K. Davies, R. Dolphin, P.A. Johnson, E.B. Palmer, M.D. Phelan, K. Roberts, B. Scragg, S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors A. Coleman, S. Johnson and P.J. McGarry.

IN ATTENDANCE: J. Baker (Clerk), M. Fearnley (Community Engagement Officer) and C.S. Lowry (Support Officer).

70. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

The following Declarations of Interest were made and the relevant forms completed for the Clerk to action under the statutory requirements.

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
71	J. M. Johnson	✓		LDP land in for consideration.

71. LOCAL DEVELOPMENT PLAN UPDATE

Andy Roberts, Service Manager Strategy, Flintshire County Council, attended and provided an update on the County Council’s LDP preferred strategy document. The key points covered in Andy’s presentation were:

- Timescales including a publishing date towards the end of October, followed by a six week consultation to mid-December.
- The LDP is underpinned by fifteen key strategic policies including housing development, town centre regeneration and growth, tourism and economic development. Members noted Flintshire was the only County Council in Wales currently building new homes.
- 770 sites were included in the plan; the next phase which is around eighteen months away involves a deposit plan and the filtering out of sites.

- Members raised a number of concerns with Andy, including rural communities, sewerage, welsh water consultation, social housing and the plan lifespan.

RESOLVED:

That Andy Roberts is thanked for delivering an informative and detailed presentation.

72. MAYOR'S REMARKS

The Mayor announced that Holywell were presented with a Silver Award at the Wales in Bloom Ceremony this year. Councillor Ted Palmer's attended the Awards Dinner and Ceremony in Pembrey & Burry Port on 15 September 2017.

The Mayor referred to the well attended Well Inn Festival and Family Day on Saturday 2 September 2017 in the town and that the event once again was a success.

The Civic Sunday Service was held at St Peter's Church, Rosehill, Holywell on Sunday 3 September 2017, and the Mayor wished to convey thanks to all attendees including Lord Barry Jones, David Hanson MP and visiting Mayors, and also to Reverend A. Coleman for the service.

The Mayor looked forward to the forthcoming twinning visit with the Mayoress on 21 September 2017 at St. Gregoire, France, and made reference to the gift to be presented, which was a framed picture of St Winefride's Well.

The unveiling of the Crimean War Memorial took place in Panton Place Memorial Gardens on Friday 8 September 2017 and the Mayor wished to express his sincere thanks to those who attended including the RWF Comrades Association (the organisers), Royal British Legion, David Hanson MP, the Armed Forces Champion Councillor Andy Dunbobbins and Reverend A. Coleman for the dedication service.

Amy Sargeson, Holywell Reporter with the Leader is moving on to another posting and had asked for her thanks to be conveyed to Members. Amy stated "she is very sad to leave, especially the Holywell area as you have all been so good to me and made me feel so welcome". The Mayor wished Beth Hughes, Amy's successor good luck in her new role.

RESOLVED:

That the Clerk writes to Tim Jones, RWF Comrades Association expressing the Council's thanks to the organisers of the Crimean Memorial event.

73. MINUTES

73.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor and Chairmen of the Sub-Committees as appropriate:

Council Meeting held on 18 July 2017;
Council Offices Sub-Committee held on 25 July 2017;
Town Centre Sub-Committee held on 25 July 2017;
Town Centre Sub-Committee held on 6 Sept. 2017.

73.2 Meetings of Sub-Committees

A member referred to the recent letter the Council had received from Flintshire County Council concerning the pedestrianisation order on Holywell High Street. The member voiced concern that the full Council had not yet had the opportunity to discuss the pedestrianisation order on the high street.

This matter was brought to a meeting of the Town Centre Sub-Committee held on 6 September 2017. The selection of the appropriate sub-committee was determined by the Mayor and Chairman of the Town Centre Sub-Committee, in consultation with the Clerk, under delegated powers during the August recess period.

RESOLVED:

That the resolutions of the meetings held on 25 July 2017 and 6 September 2017 be supported and approved.

74. PLANNING

74.1. New Planning Applications

Consideration was given to applications forwarded to the Town Council as part of the County Council's planning consultation.

RESOLVED:

That the following responses be submitted to the County Planning Authority.

Application Number	Proposal Details
56996	Change of use of hair dressing salon into 2 no. Self contained flats – Curl Up and Dye, Victoria Square, High Street, Holywell. Clerk had already submitted comments under delegated powers during recess period as follows: No Objection.
57105	A two-storey side extension – 29 Park Hall Road, Greenfield. For: Mr Shaun McGilloway. No Objection.
57228	Erection of a two storey extension to existing dwelling – Hillside Farm, Pen Y Ball, Holywell. For: Mr & Mrs P. Owen. No Objection.
57261	<i>Amendments and/or additional information</i> – Erection of 44 no. Single bed apartments and 11 no. Two bed apartments with supporting accommodation, Ysgol Perth Y Terfyn, Halkyn Road, Holywell – Wales & West Housing Association - Clerk had already submitted initial comments under delegated powers during recess period as follows: The Town Council had no objection to this application, subject to the surrounding infrastructure being enhanced with regard to pathways, road crossings and car parking requirements. Please note for information the Town Council's comments below sent to Wales and West Housing Association as part of their initial pre-application consultation: • A widening of the footpath for pedestrians would be beneficial outside the proposed complex. • The car parking provision to be reviewed as part of surrounding infrastructure requirements. • The road crossing facility to be enhanced to include a pedestrian crossing area at the existing traffic lights.
57277	Conversion of loft space and construction of rear dormer – 10 The Ridgeway, Holywell. For: Mr & Mrs Gemma Jones. No Objection.
57303	Erection of extension to the rear of dwelling and creation of additional parking and turning to front – Maes Y Coed, Fron Park Road, Holywell. For: J. Bradshaw. No Objection.
57310	Roundabout sponsorship signs on roundabout at junction of Bagillt Road A548, Greenfield (Roundabout No. 2 Junction). For: Flintshire County Council. No Objection.

57322	Removal or variation of a condition following grant of planning permission – Maen Driw, Pen Y Ball, Holywell. For: Mr S. Davies. No Objection.
57395	Fell 2 no. Monterey Cypresses (and one dead cypress) and prune 6 no. Monterey Cypresses, 12-22 Maes Yr Odyn, Holywell – P. Brockley, Valuation & Estates, Flintshire County Council. No Objection.

74.2. Planning Training

Members considered their attendance at the forthcoming Planning Aid Wales training session at Theatre Clwyd, Mold on Tuesday 17 October 2017.

RESOLVED:

That, in lieu of this date clashing with the October meeting of full Council, the Clerk notifies the organisers and declines the training session. That the Clerk keeps Members informed of alternative dates in the coming months.

74.3. Town & Country Planning Act 1990 – Section 78 Appeal

Planning Ref: 56879. This matter followed refusal of planning permission to Lidl UK to display a 3m high illuminated totem sign. The Clerk informed members this appeal was to be decided by an exchange of written representation and a site visit by an Inspector. Documents were available to view online and at the Planning Department during normal working hours.

75. ACCOUNTS

75.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved the necessary audit checks having been undertaken in accordance with the requirement of the Audit Sub-Committee.

Voucher Number	Creditor Name	Payment Details	Amount £	Power Key
6464	J. Baker	Travelling Costs – May-July 17	39.60	***
6465	J. Baker	Reimbursement of Expenses	69.10	***
6466	Geoff Evans	Watering Wales In Bloom Baskets - Payment No. 1	500.00	^^

6467	C.S. Lowry	Travelling Costs - July 2017	15.30	***
6468	Chubb Fire & Security	Annual Contract Sep 17 - Aug 18	844.25	****
6469	Flintshire County Council	Business Rates 2nd Instalment - Bank Place Offices	4,802.87	****
6470	St Peters Church	Room Hire and Refreshments 20/6/17	284.00	***
6471	Rialtas Business Systems	Alpha Software Annual Support Licence	192.00	****
6472	J.M. Johnson	Twinning Gift (Picture)	30.00	^^
6473	Viking	Stationery	32.83	****
6474	Newydd Catering & Cleaning	Cleaning Contract Bank Place May-Oct 2017	416.08	****
6475	West Flintshire Community Enterprises	Room Hire for Storage June-July 2017	100.00	****
6476	Greenfield Football Club	Financial Assistance - Grant/Donation	500.00	^^
6477	Holywell Autumn Club	Financial Assistance - Grant/Donation	300.00	^^
6478	The Holywell & District Society	Financial Assistance - Grant/Donation	100.00	^^
6479	Thomas Pennant Society	Financial Assistance - Grant/Donation	100.00	^^
6480	Transition Holywell & District	Financial Assistance - Grant/Donation	200.00	^^
6481	Flintshire Optec Japanese YET	Financial Assistance - Grant/Donation	200.00	^^
6482	M.G. Fearnley	Travelling Costs - April-July 2017	99.00	***
6483	HMRC	PAYE/National Insurance July 2017	846.14	***
6484-6486	Council Staff	Salaries - July 2017	3,564.83	***
6487	B-Fest	Financial Assistance - Grant/Donation	500.00	^^
6488	Ysgol Treffynnon	Financial Assistance - Grant/Donation	140.00	^^
6489	Greenfield Bowling Club	Financial Assistance - Grant/Donation	250.00	^^
6490	Fron Park Bowling Club	Financial Assistance - Grant/Donation	250.00	^^

6491	C.S. Lowry	Reimbursement of Expenses - Postage	11.76	***
6492	Rotary Club Flint & Holywell	Donation Xmas Float (Replacement Cheque)	100.00	^^
6493	RWF Comrades Association	Donation towards refreshments Crimean War Memorial Event 8/9/17	400.00	^^
6494	Flintshire County Council	Annual Licencing Fee - Holywell Town Centre	70.00	^^
6495	Luntstone	Wales In Bloom Bracket Checks / Roof Repair Bank Place Offices	400.20	^^
6496	Cadwyn Clwyd	Match funding - Tower Gardens Roof Feasibility Study	2,100.00	^^
6497	Viking	Mineral Water	23.84	*****
6498	Computer Technical Solutions	ICT Support Costs	86.40	*****
6499	Daydream Designs	Vinyl Banners - Well Inn Festival	1,008.00	^^
6500	Daydream Designs	Design/Booklets/Print Costs - Well Inn Festival	1,411.20	^^
6501	C.S. Lowry	Reimbursement of Expenses - Postage	26.88	***
6502	Estuary Voluntary Car Scheme	Supply Vehicle & Driver - 21/6/17	25.00	**
6503	Holywell & District Twinning Association	Balance Owing Mayoral Twinning Visit St Gregoire - 21-26 Sept 2017	333.00	^^
6504 DD	Nest	Staff Pension Contributions - June 2017	29.90	***
6505 DD	British Telecom	Telephone Charges - July 2017	132.79	*****
6507 DD	Opus Energy	Gas Charges - June 2017	47.31	*****
6508	British Telecom	Mobile Charges - July 2017	24.00	*****
6509	Crutts Catering	Reimbursement of Meal Vouchers - 999 Day 5/8/17	52.40	^^
6510	Geoff Evans	Watering Wales In Bloom Baskets - Payment No. 2	500.00	^^
6511	ILCA	Clerks Training Course	118.80	***
6512	BPH	Wales In Bloom Watering Machine Service/New Lance	200.40	^^
6513	Viking	Office Equipment/Stationery	8.96	*****

6514	Rialtas Business Systems	On Site Training - 23/6/17	518.76	***
6515	Carmel & Holywell Woodcraft Association	Design and Manufacture of Mayoral Chair	1,500.00	****
6516	Jolora	Website Maintenance	1,080.00	^^
6517	Cambria Band	Performance In Town (Replacement Cheque)	100.00	^^
6518-6520	Council Staff	Salaries – August 2017	3,494.23	***
6521	HMRC	PAYE/National Insurance August 2017	916.74	***
6522	E.B. Palmer	Reimbursement of Hotel Costs - Wales In Bloom Awards	135.00	*
6523	Cash Advance	Payments for Well Inn Festival (Stage, Drums, Security, Photographer)	720.00	^^
6524 DD	Opus Energy	Gas Bill July 2017	20.20	****
6525 DD	BNP Paribas Leasing	Copier Lease Sept-Nov 2017	154.80	****
6526 DD	British Telecom	Mobile Charges - August 2017	25.50	****
6527 DD	Nest	Staff Pensions July 2017	29.90	***
6528	DJB Window Cleaning	Internal and External Window Clean Bank Place Offices	40.00	****
6529	Copyrite Systems	Copier Charges 15/5/17-13/8/17	140.13	****
6530	Philip Jones Computers	Keyboard/Mouse Kit	38.00	****
6531	West Flintshire Community Enterprises	Room Hire for Storage Aug-Sep 2017	100.00	****
6532	Philip Jones Computers	ICT Support/Wi-fi Solution	216.00	****
6533	M.L. Davies & Son	Reimbursement of Meal Vouchers - 999 Day 5/8/17	48.20	^^
6534	Viking	Stationery/Equipment	625.50	****
6535	Pembrey & Burry Port Town Council	Wales In Bloom Dinner /Awards 14 & 15/9/17	60.00	**
6536	E.B. Palmer	Wales In Bloom Awards Travelling/Financial Loss/Hotel Balance	388.00	^^**
6537	Delyn Press	Supply Civic Sunday Order of Service	193.00	**

6538	Event Sound Ltd	Well Inn Tower Gardens Main Stage	3,360.00	^^
6539	The Cavernites	Headline Performance Well Inn Main Stage	400.00	^^
6540	Ideal ICR Group	Attend to electric box Flintshire Connects building	42.00	^^
TOTAL			35,832.80	

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW)
Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, 145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- ***^ Local Government Act 1972 S.13
- ***^ Local Government Act 1972 S.34
- **^* Local Government (Misc. Provisions) Act 1953 S.4
- ^^** Local Government Act 1972 S.173,174
- ^^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
- < Local Government Act 1972 S.124
- # Local Government Act 1972 S.142
- ## Representation of the People Act 1983 S.34

75.2. Income Received (1/7/17 - 31/8/17)

Members received the schedule of income, circulated with the agenda, regarding income between 1 July and 31 August 2017.

76. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 11/7/17 – 11/9/17

Members had before them for consideration the report of the Community Engagement Officer (CEO) covering the above period. Members raised items within the report for clarification and/or additional information.

RESOLVED:

- (1) That the CEO's report be received with thanks.
- (2) That the CEO follows up on the roll out of superfast broadband to the town centre, expected December 2017.
- (3) That the Clerk writes to NatWest, expressing the Council's disappointment with the decision made to retain the mobile bank unit in Tesco Car Park. This contravened the earlier agreement which members understood to involve the relocating of the mobile bank unit to the High Street at the end of September 2017.

77. CORRESPONDENCE AND OTHER MATTERS

77.1. Flintshire County Council Public Engagement Event – Ysgol Maes-y-Felin, Holywell

Members were referred to the email received from the Chief Executive of the County Council, regarding this year's engagement event due to be held on Thursday 26th October 2017.

RESOLVED:

That the Clerk makes the necessary arrangements to publicise this event including notice boards, social media, through local organisations, etc.

77.2. Flintshire Public Services Board Nominations

Members considered the email received from the Board, along with the constitution and terms of reference.

RESOLVED:

That Councillor Mike Brooked be nominated to represent the Council on the Public Services Board. Clerk to notify and make any required arrangements.

77.3. Joint meeting of Town and Community Councils and the Standards Committee

Members considered their attendance at the above meeting, due to take place Monday 2nd October 2017.

RESOLVED:

That the Mayor along with Councillors E.B. Palmer, P.A. Johnson, M. Brooke and L.A. Carter attend this meeting. Clerk to inform the County Council.

77.4. Clustering: Funding to Support Joint Arrangements

Members considered a letter received from Welsh Government regarding funding to support the setting up of joint arrangements to work in collaboration with other neighbouring town and community councils. The funding was for the current financial year only capped at £5k per project.

RESOLVED:

That this matter be referred to the soon to be arranged 'Links with other Councils meeting'. Clerk to make arrangements.

77.5. Letter from Roberta Owen – Transition Holywell & District

Members considered a request from the above group to take over the maintenance of the community maintained garden at the top of Crossways Street, Holywell.

RESOLVED:

- (1) That the Clerk writes to the County Council to confirm the ownership rights to the parcel of land used for the community garden.
- (2) That the matter be referred to the next meeting of the Wales in Bloom Sub-Committee, as part of the considerations for strengthening next year's Wales in Bloom entry in the Community Involvement category.

77.6. Average Speed Signs – Holywell Community

Members were referred to the County Council's response to a previous request to install speed signs in the Holywell community. Specific locations were required along with a clear rationale in order to take this matter forward. Suggested areas from members included Fron Park Road, Whitford Street and Mostyn Road.

RESOLVED:

That this matter be referred to the forthcoming Holywell and Greenfield Development and Transport Sub-Committee meeting on 4th October 2017.

77.7. Report(s) Received

Members were informed that the following items had been received and were available for perusal from the Clerk. A copy was enclosed where the item is marked *, or ** if already circulated to Members:

Ref	Item	Status	Date Circulated
A	Brexit – Threat to Renewable Energy	**	13 Jul 2017
B	Representation on Greenfield Valley Trust	**	20 Jul 2017
C	Welsh Government – Electoral Reform	**	24 Jul 2017
D	Older People Commissioner for Wales - Newsletter	**	28 Jul 2017
E	Letters of Thanks from Grant Recipients	**	July/Aug 2017
F	Rob Owen – European Associate Citizenship	**	28 th Jul 2017
G	Rob Owen – Holywell alternative to Ring of Iron	**	1 st Aug 2017
H	FCC Engagement Event – Hold the Date	**	1 st Aug 2017
I	FCC Streetscene Support in Holywell	**	1 st Aug 2017
J	Rob Owen – Transition Good Newsletter	**	11th Aug 2017
K	St Kentigern Auction of Promises	**	15th Aug 2017
L	Rob Owen – Herb Training Event	**	30 th Aug 2017
M	Rob Owen – Vote for St Winefride's Well	**	30 th Aug 2017
N	Rob Owen – Plastic Pollution in Wales	**	4 th Sep 2017
O	Middlewich Events in September	**	4 th Sep 2017
P	Press Article – Dementia Friendly Status for Holywell	**	5 th Sep 2017
Q	Rob Owen – Fairtrade Fashion Show	**	11 th Sep 2017
R	Rob Owen – An Inconvenient Sequel	**	11 th Sep 2017
S	Countryside Alliance Awards	**	11 th Sep 2017
T	Historic Mold Event 6 & 7 October 2017	**	12 th Sep 2017

77.8. Forthcoming Meeting Diary Dates

The following meetings have now been scheduled, and formal agendas will follow in due course:

Holywell & Greenfield Development - 2017 & Transport Sub-Committee	Wednesday 4 October 10.00am in the Council Chamber, Bank Place Offices, Holywell.
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78. REPRESENTATIVES' REPORTS

None were reported.

79. COUNTY COUNCILLOR REPORTS

Councillor P.A. Johnson referred to recent meetings held and progress concerning the Greenfield Railway Halt, a key priority in the Council's Business Plan. A meeting was now planned with Network Rail and David Hanson MP and Hannah Blythyn AM.

Councillor E.B Palmer referred to recent discussions with the County Council concerning the new board constitution for Greenfield Valley Trust.

80. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minutes, 81, 82 and 83 on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the supporting financial and other information provided with the applications.

81. TO CONSIDER FURTHER APPLICATIONS FOR FINANCIAL ASSISTANCE 17/18

Members considered further requests received for financial assistance from various organisations. The Clerk read out supporting background and financial information provided by each organisation.

RESOLVED:

- (1) That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the general budget be made:

Organisation	£
Greenfield FC Youth	185.00

- (2) That, having regard to the Council's general policy, the requests from Tenovus Cancer Care, Community Unite Ltd and Bobaith Children's Therapy Centre Wales be received without a donation being made on this occasion.

82. BUSINESS PLAN

Members reviewed and discussed the circulated draft Council Business Plan. Minor amendments were requested to some of the detail before publishing.

RESOLVED:

That the Business Plan is approved for publishing following the minor amendments being made by the Clerk, and that the Clerk, CEO and Support Officer be thanked for their work in producing the plan.

83. MANAGEMENT ACCOUNTS

Members noted the financial position of the Council in the management accounts for the period up to 31 July 2017. The Clerk confirmed the accounts reflected a more or less break even position for the period.

RESOLVED:

That the management accounts be received as an accurate position statement for the period. That the Clerk brings future financial reports on a quarterly basis going forwards, with the detail to be reviewed by the Audit Sub-Committee before an overview is provided to full Council.

84. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

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Mayor