

Cyngor Tref Treffynnon Holywell Town Council

Swyddfeydd Bank Place,
Treffynnon,
Sir y Fflint, CH8 7TJ

Tel: (01352) 711757



Bank Place Offices,
Holywell,
Flintshire, CH8 7TJ

Tel: (01352) 711757

e-bost/e-mail: town.clerk@holywell.wales
Gwefan/Website: holywell.wales

NOTE: The following meeting will be a hybrid meeting. If members of the public or press wish to attend remotely, they should email the Clerk town.clerk@holywell.wales for further guidance.

To: All Members of the Council

10th May 2024

Dear Councillors,

Notice is given that the **Annual Meeting of Holywell Town Council** will be held at the **Stamford Gate Hotel, Halkyn Road, Holywell on Wednesday 15th May 2024 at 6.00pm**, and you are summoned to attend to transact the business specified in the agenda set out below.

Yours faithfully

J. Baker
Town Clerk and Financial Officer

AGENDA

*~ The Holywell Town Crier will address the meeting
and a performance by the Holywell Band will follow ~*

1. ELECTION OF TOWN MAYOR – MUNICIPAL YEAR 2024/25
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

Members are reminded that they must declare the existence and nature of their declared personal interests.

4. MAYOR'S REMARKS
5. ELECTION OF DEPUTY TOWN MAYOR - MUNICIPAL YEAR 2024/25

6. COMMITTEES, WORKING GROUPS & OUTSIDE BODIES

6.1. Attendance Report 2023/24

Members to receive the annual attendance report for the past municipal year (Full Council and Committee meetings only):

Name	Possible	Actual	%
<i>Councillors</i>			
ARGENT C.	12	5	42%
CARTER L.A.	29	20	69%
COOPER P.	13	9	69%
CORBETT L.	19	18	95%
CORBETT P.	24	21	88%
CURTIS P.	12	6	50%
DOLPHIN R.	4	2	50%
HODGE I.	23	21	91%
JOHNSON P.A.	16	12	75%
JONES J.	18	10	56%
LEWIS-JONES M.	23	18	78%
PALMER E.B.	26	18	69%
RUSH S.	22	9	41%
SCRAGG G.B.	23	20	87%
SPRAKE M.	22	21	95%
THOMAS D.	22	22	100%

6.2. Appointments to Committees, Working Groups & Outside Bodies 2024/25

Schedules of representation for 2023/24 are attached for information.

HOLYWELL TOWN COUNCIL COMMITTEES 2023/24

***Note:** The Mayor is an ex-officio Member of all Committees*

Chair's Advisory Committee

Mayor, Deputy Mayor, All Elected Chairs

Development Committee

Councillor P. Cooper
Councillor I. Hodge
Councillor P.A. Johnson
Councillor M. Lewis-Jones
Councillor E. B. Palmer
Councillor S. Rush
Councillor B. Scragg
Councillor M. Sprake
Councillor D. Thomas

Resources Committee

Councillor P. Corbett
Councillor J. Jones
Councillor M. Lewis-Jones
Councillor E.B. Palmer
Councillor B. Scragg
Councillor M. Sprake

Town Centre & Events Committee

Councillor L. Corbett
Councillor P. Corbett
Councillor I. Hodge
Councillor E.B. Palmer
Councillor S. Rush
Councillor D. Thomas

HOLYWELL TOWN COUNCIL WORKING GROUPS 2023/24

Financial Assistance

Councillor L. Carter
Councillor I. Hodge
Councillor E.B. Palmer
Councillor B. Scragg

Events

Councillor L. Corbett
Councillor E.B. Palmer
Councillor D. Thomas
External Members

HOLYWELL TOWN COUNCIL
Representatives on Outside Bodies 2023/24

(a) North & Mid Wales Association Of Local Councils	Councillor I. Hodge Councillor E.B. Palmer
(b) Halkyn Mountain Common Joint Consultative Board	Councillor P.A. Johnson Councillor C. Argent
(c) Flintshire County Forum	Councillor L. Corbett Councillor J. Jones
(d) Greenfield Valley Trust Partnership Group	Councillor E.B. Palmer (FCC Rep) Councillor I. Hodge (FCC Rep) Councillor M. Lewis-Jones Councillor S. Rush Councillor M. Sprake Councillor D. Thomas
(e) Transition Holywell & District	Councillor P. Corbett
(f) Friends of the Holway	Councillor C. Argent Councillor J. Jones
(g) Age & Dementia Friendly Holywell	Councillor I. Hodge
(h) Holywell & Greenfield Area Railway Station Forum	Councillor C. Argent Councillor P.A. Johnson Councillor B. Scragg Councillor M. Sprake
(i) North & Mid Wales Rail Liaison Committee	Councillor I. Hodge Councillor M. Lewis-Jones (Sub)
(j) Holywell Air Cadets	Councillor M. Lewis-Jones Councillor P. Curtis Councillor E.B. Palmer
(k) West Flintshire Group of Councils	Councillor E.B. Palmer
(l) Governor - Ysgol Maes-y-Felin	Councillor I. Hodge
(m) Governor – Ysgol Maes Glas	Councillor M. Lewis-Jones
(n) Governor – St. Winefrides RC School	Councillor P. Cooper
(o) North Wales Police Ward Representatives	Councillor L.A. Carter (West) Councillor L. Corbett (East) Councillor P. Corbett (Central) Councillor M. Sprake (Greenfield)

7. AUTHORITY FOR SIGNING ORDERS/INVOICES & PAYMENT VALIDATION

- To authorise the Council's appointed bank (HSBC) to honour all cheques and other orders or instructions signed on behalf of the Council by two Members and the Clerk, for all active Council bank accounts.

NB. Current authorised Member signatories are Councillors ~~R. Dolphin~~, E.B. Palmer, B. Scragg and D. Thomas.

- To confirm the nominated Councillors for checking and validation of the monthly invoice payments, payroll transactions, and banking entries.

NB. Current nominated Members are Councillors L.A. Carter, and I Hodge.

8. MEETINGS & MINUTES

8.1. To receive and confirm as a correct record the attached minutes of the following meetings:

- Holywell Town Council meeting held on Wednesday 17th April 2024.
- Town Centre & Events Committee held on Wednesday 8th May 2024.

8.2. Meetings of Committees & Working Groups

To consider any recommendations for Council approval from Committees and Working Groups held.

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday, 17th April 2024 at 6.00pm.

PRESENT: Councillor L. Carter (Mayor).

Councillors: L. Corbett, P. Corbett, I. Hodge, P.A. Johnson, J. Jones, M. Lewis-Jones, E.B. Palmer, B. Scragg, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors P. Cooper, P. Curtis, and S. Rush. Councillor C. Argent was absent without apology.

IN ATTENDANCE: J. Baker (Clerk), M. Fearnley (Deputy Clerk), and C. Pickstock (Support Officer).

144. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

145. MAYOR’S REMARKS

The Mayor was delighted to attend the Mayor of Rhuddlan’s Charity Concert on Saturday 13th April, and would be attending the Mayor of Mold’s Charity Concert on Saturday 27th April.

The Mayor thanked all the entrants of the Easter Window and Easter Bonnet competitions. The winner of the Easter Window was Lula May’s, and all the windows were impressive. The winning entries for the Easter Bonnet were presented with a certificate and some Creme Eggs.

The Mayor thanked Deputy Mayor Linda Corbett for attending Ysgol Treffynnon's 'Eggstravaganza' on 25th March, organised by Community Focused Schools and Ysgol Treffynnon.

The Mayor hosted a Tea Party that afternoon in the Council Offices. All of the invitees were community representatives who had made a significant contribution to the local community. The Tea Party was held as a tribute to these people, and also to celebrate 50 years of Holywell Town Council. The Mayor thanked the Support Officer for managing the arrangements.

The Council had taken delivery of the portrait of His Majesty the King, which would be hung in the Council Chamber.

Finally, the Mayor stated it would aid future meeting management and support best practice guidelines if members could always indicate whether they are for, against, or abstaining from a particular item of business on the agenda.

146. MINUTES & MEETINGS

146.1. Minutes of Meetings

RESOLVED:

That the minutes of the following meetings be approved as a correct record.

- Holywell Town Council meeting held on Wednesday 20th March 2024.

Councillor E.B. Palmer wished for it to be noted that he was disappointed with the decision taken by the Council not to support financial loss payments, as part of this year's review of the IRPW determinations.

147. PLANNING

147.1. 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
ADV/000158/24	PROPOSAL: PROPOSAL TO INSTALL NEW INTERNALLY ILLUMINATED 4M HIGH DOUBLE SIDED GANTRY. LOCATION: TESCO STORE, Rue St Gregoire, Holywell, CH8 7AN. The Council had no objection to this application.
FUL/000208/24	PROPOSAL: DOUBLE STOREY EXTENSION. LOCATION: TANGNEFEDD, Coleshill Street, Holywell, CH8 7UA. The Council had no objection to this application.
FUL/000182/24	PROPOSAL: REPLACEMENT OF EXISTING THORN METAL HALIDE FLOODLIGHT UNITS WITH AN LED ALTERNATIVE. LOCATION: Holywell Town Football Club, Halkyn Road, Holywell, CH8 7TZ. The Council had no objection to this application.
FUL/000230/24	PROPOSAL: SINGLE-STOREY FLAT ROOF EXTENSION AT REAR OF PROPERTY WITH INTERNAL ALTERATIONS TO EXISTING HOUSE AND CONSTRUCTION OF EXTERNAL ACCESS RAMPS. LOCATION: 19, Fulbrooke, Greenfield, CH8 7JN. The Council had no objection to this application.

148. ACCOUNTS

148.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – MARCH 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10009	BP	Clwyd Pension Fund	Staff Pension - Mar 24	2,129.87	***
10010 - 10012	BP	Council Staff	Staff Salaries - Mar 24	5,802.83	***
10013	BP	HMRC	Staff PAYE/NI - Mar 24	1,918.69	***
10014	BP	Viking	Consumables	19.74	****
10015	BP	ASL Ltd	Copier Charges	191.88	****
10016	BP	Holywell Garden Centre	Attend to Overhanging Branches	60.00	****
10017	BP	Holywell Garden Centre	St Davids Day Event Work	180.00	^^
10018	BP	Palm Signs	Supply and Fit 7 no. Planter Plaques	789.60	^^
10019	BP	Palm Signs	Supply and Fit 2 no. Event Hub Signs	168.00	^^
10020	BP	Stamford Gate Hotel	Mayors Charity Buffet 2/3/24	934.00	///
10021	BP	Flintshire County Council	Loan Repayment (2 of 2 for 2023/24)	7,000.00	^
10022	BP	Wales In Bloom	Entrance Fee 2024	165.00	^^
10023	BP	Cllr L.A. Carter	Reimbursement of Expenses Feb24	7.20	///
10024	BP	Newton Flags & Banners	Flag for D Day at 80	28.80	^^
10025	BP	Rosie's Ltd	Food for PACT Sessions (PACT)	360.00	^^
10026	BP	Viking	Mineral Water	26.94	****
10027	BP	Milwr Tree Services	Cut back top treeline at Lluesty Woodland	600.00	****
10028	BP	Kim Inspire	Mayoral Charity Donation 23/24 Civic Year	859.34	///
10029	BP	Cllr L.A. Carter	Reimbursement of Expenses Mar24	26.80	///
10030	BP	Cllr D. Thomas	Reimbursement of Travelling Expenses Wrexham 15/3/24	18.00	^^**
10031	BP	St Winefrides RC School	Wales in Bloom Schools Comp	50.00	^^
10032	BP	NPower	Electric Events Hub Feb24	59.21	****
10033	BP	Daydream Designs	Website Tech Support Mar24	94.80	****

10034	BP	Daydream Designs	Table Plan Print	48.00	****
10035	DD	British Telecom	Phone & Broadband Feb24	60.11	****
10036	DD	Opus Energy	Gas Bank Place Feb24	331.35	****
10037	DD	EDF Energy	Electric 12/13 Bank Place Feb24	151.57	****
10038	DD	EDF Energy	Electric 14 Bank Place Feb24	33.14	****
10039	DC	Tesco	Daffodils	15.30	^^
10040	DC	Tesco	Refreshments	1.20	****
10041	DC	Tesco	Card	2.50	****
10042	DC	Ionos Cloud Ltd	Office Premium/Mail Pro	17.94	****
10043	DC	Tesco	Mayoral Donations	22.00	///
10044	DC	Home Bargains	Consumables	12.57	****
10045	DC	Ionos Cloud Ltd	Office Premium/Mail Pro	82.65	****
10046	DC	Tesco	Refreshments	9.70	****
10047	DC	JRB Enterprises	Dog Waste Dispenser Bags	130.92	****
10048	DC	Tesco	Event Prizes - Easter Market	10.25	^^
10049	DC	Amazon	80L Storage Dustbin	19.99	****
10050	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10051	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10052	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10053	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10054	DC	Tesco	Refreshments	1.20	****
10055	DC	Zoom	Zoom Pro Subscription	15.59	****
10056	DC	Tesco	Event Prizes - Easter Market	9.30	^^
10057	DC	Tesco	Easter Event - PACT Grant	45.00	^^
10058	DR	HSBC Bank	Bank Charges - Feb 24	8.00	****
TOTAL				22,686.78	

SCHEDULE OF ACCOUNTS RECEIVABLE – MARCH 2024

Date	Category	Name	Payment Details	Amount £
Various	MAYORS CHARITY	Multiple Debtors	Charity Ball Tickets/Raffle/Donations	958.00
TOTAL				958.00

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.34
- ** 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, S.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, S.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 (repealed by Representation of the People Act 1985)
 ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
 #### Litter Act 1983 S.5-6
 ***** Local Government & Rating Act 1997 S.31

149. COMMUNITY ENGAGEMENT

149.1. Monthly Report

Members considered this month's report from the Deputy Clerk. Information was provided on pending and successful grant funding applications. Tesco had relaunched their grant fund for smaller projects. The Deputy Clerk was thanked for his work on the grant applications. There was also a potential fund available from the UK National Commission to apply for the covid memorial.

RESOLVED:

That the Deputy Clerk submits a grant application for the covid memorial project, to the Tesco fund.

149.2. Planter Adoption Request

The Council had received an application from new business Gareth W. Davies Funeral Director to adopt the planter close to their premises.

RESOLVED:

That approval be given for the planter adoption. Clerk to arrange for a suitable plaque. Council agreed for any further planter adoption requests to be delegated to the Clerk.

149.3. Town Council Surgeries

Members reviewed the surgeries that had taken place during the first quarter of the year. The Council surgeries could potentially be combined with the County Council's continued rollout this year of digital surgeries, to enable residents to get online.

RESOLVED:

That the surgeries continue for the time being and a further rota be produced and circulated. That the surgery also

operates from the Council Information Stall as and when required. That the Resources Committee consider the future of the surgeries in finer detail at its next meeting.

150. CORRESPONDENCE

150.1. Greenfield Valley Masterplan Consultation

Members considered the above consultation and whether to submit a collective response.

RESOLVED:

That the following comments be sent to GVT:

- Very impressive presentation and pleased it encompasses the whole valley.
- Particularly looking forward to the top hub area to connect the valley to the town centre by Tesco bridge.
- Consideration also should be given to the entrance point by Tesco Car Park to the top of the valley path.
- Could more charitable income be obtained through donations?
- Pleased that the lighting will be revisited as part of the plans.
- Important that there remains ongoing consultation with all stakeholders throughout the project period.

150.2. One Voice Wales Membership Renewal 2024/25

Members considered renewing the Council's membership to One Voice Wales for a further year and discussed the relative benefits of retaining membership, and the financial implications.

RESOLVED:

That the Council renews its membership to One Voice Wales for a further year.

150.3. Public Consultation on Continuing to Prevent and Respond to Emergencies

Members considered the above consultation, which covered the North Wales Fire and Rescue Service Community Risk Management Plan. The deadline for responses was 16th June 2024.

RESOLVED:

That Cllrs I. Hodge, E.B. Palmer, C. Argent, and J. Jones form a working group to respond to the consultation. Clerk to arrange the session.

150.4. Smart Towns South Wales Roadshow

The Council noted as received the correspondence received from the Smart Towns Project Team, which confirmed a workshop being held on Thursday 16th May.

150.5. Reports Received

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

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletters	**	Various Dates
G	R. Warburton – Greenfield & Mostyn Memorials	**	15 Mar 2024
H	Groundwork Holywell Clean Up Day	**	15 Mar 2024
I	Welsh Air Ambulance Letter	**	19 Mar 2024
J	Llais North Wales - statement by the Minister	**	20 Mar 2024
K	The Urdd's Fund for All	**	21 Mar 2024
L	FLVC E-Bulletin	**	21 Mar 2024 & 8 Apr 2024
M	Rob Roberts MP - Urgent appeal for transparency and accountability	**	26 Mar 2024
N	Ombudsman Complaint	**	28 Mar 2024
O	Planning Application FUL/000006/24 Enquiry	**	28 Mar 2024
P	Holywell Area Community Museum – Feedback on Environmental Maintenance Works	**	8 Apr 2024
Q	R. Warburton - Updated War Memorial Book	**	8 Apr 2024
R	Smart Towns Cymru Upcoming Events	**	8 Apr 2024
S	Thomas Pennant Society Update	**	8 Apr 2024
T	Notification of Works North Wales Cyclic Maintenance	**	9 Apr 2024
U	Wood Lane planning appeal decision	**	9 Apr 2024

151. MEMBERS AGENDA ITEMS

Item from Cllr L.A. Carter. Cllr Carter requested that the County Council install toilet seats in the public toilets adjacent to Home Bargains Car Park. Cllr E.B. Palmer reported that the Ladies toilets were due a refurbishment shortly.

RESOLVED:

That the Clerk contacts Darell Jones, Streetscene, to request the seats be installed.

Item from Cllr J. Jones. Holway Road Safe Route to School Scheme. Cllr Jones reported residents' concerns about parking on pavement areas along Fron Park Road. Cllr P.A. Johnson stated that double yellow lines would be installed shortly after a change notice was issued. The parking would be decriminalised and enforced by the County Council through letters to residents. Members also expressed concern about the traffic situation along the road caused by blockages on the A55 expressway.

RESOLVED:

That the Clerk contacts Jess Welstead, Flintshire County Council, to attend a future Council meeting and explain further about the safe route to school schemes being developed in the area.

152. ANNUAL REVIEW OF ASSET REGISTER

Members considered the annual update of the Council's asset register, as updated by the Clerk. Each review takes account of additions and disposals in the Council's inventory. The Council's involvement in this process had been raised on a recent internal audit report.

RESOLVED:

That the asset register be approved and held as a true reflection of the council's assets as of 31st March 2024.

153. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute 154, 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 staffing considerations.

154. REVIEW OF STAFF HOMEWORKING PILOT

The Clerk provided a summary of the statistics from the pilot, which had been well received by the staff. The pilot had enabled a better work life balance for the staff and was proven to have had no detrimental impact on service delivery.

RESOLVED:

That the staff be allowed to continue with the current home working arrangements, which was to be subject to annual reviews undertaken by the Resources Committee.

155. REPRESENTATIVE REPORTS

Cllrs E.B. Palmer, D. Thomas, and P. Corbett held a site meeting with residents of Cross Roads, North Wales Police, and the County Council, to hear residents' concerns about the parking and traffic situation. Signage would be considered at both ends of the street to restrict it from use by HGVs. The County Council would also consider the parking limitations and evaluate options to address them. Mr Cliff Fox continued to visit the office with a number of operational concerns, which fell within the County Council's Streetscene responsibilities.

RESOLVED:

That the Clerk write to Mr Fox, to clarify the responsibilities of the two Councils, and request any further concerns that related to Town Council matters be put to the Council in writing.

156. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported that County Councillors now have to declare any gifts over the value of £10.00.

157. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

.....

Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday 8th May 2024 at 10.00am.

PRESENT: Councillor E.B. Palmer (Chair).
Councillors: L. Corbett, and D. Thomas.

APOLOGIES FOR ABSENCE: were received from Councillors L.A. Carter, P. Corbett, and I. Hodge. Councillor S. Rush was absent without apology.

IN ATTENDANCE: M.G. Fearnley (Deputy Clerk), and C. Pickstock (Support Officer).

TC44. DECLARATIONS OF INTEREST

None received.

TC45. 2024 EVENTS PROGRAMME

D-Day at 80 Thursday 6th June.

The Staffing team provided an update to members on the current activity planned. This included attendance by local schools and Care Home residents with a performance by the D-Day Dolls with the idea of having a chippy style lunch. There would also be the lighting of the Greenfield Beacon at 9.15pm.

RESOLVED:

- 1) Danny the Deli, Bernadette O Mally and Maggie's Kitchen to be approached to support the Chippy lunch.
- 2) It was agreed that the Upcoming Mayor be asked to read the tribute with Chris Baglin or Helen from Tower Crafts approached to read the tribute in Welsh.
- 3) Mark Davies from the Holywell Band to be approached to do the last post at the lighting of the Beacon.

Party in the Park Saturday 27th July.

The Deputy Clerk gave an update on proposed activities to date and invited additional ideas from those present. Several additional ideas were suggested that

included Street dance workshops, Kids Karaoke, Ice Cream Van, DJ, Skateboard and Skatepark Demonstration and workshops, It's a Knockout, involve FCC Play team and Aura Leisure.

RESOLVED:

Town Centre Committee to do a walkabout around Fron Park to discuss opportunities with Holywell Leisure Centre and Town Council staffing team to follow up and action accordingly.

Well Inn Music Festival Saturday 14th September.

Deputy Clerk confirmed that the enhanced budget through the successful grant application had been approved which included headline acts, bus etc. Various ideas were discussed including bus pick-ups from local holiday parks, Headline act at beginning and end of Main Stage performances, More music related stalls i.e. hippy and Glitz stalls and more child related activity. Additional equipment requirements were also discussed.

RESOLVED:

- 1) Deputy Clerk to follow up on success of bus pick up's locally for the Food and Drink Festival.
- 2) Bernadette to be asked to see if she has relevant contacts for music festival type stalls including Food and Drink.
- 3) Old Time Sailors to be approached to check cost and availability.
- 4) Cllr E.B. Palmer to supply relevant links for equipment required.

FCC Christmas Market.

The Deputy Town Clerk provided members with a copy of the draft flyer which was reviewed by those present.

RESOLVED:

- 1) Belinda Bradley to be approached to explore a Nativity Play.
- 2) DJ Darin/Steve to be approached for their availability.
- 3) Suitable Santa/s to be sourced.

TC46. FRON PARK PROJECTS

The Deputy Clerk provided members with costings and specifications from 3 suppliers for the Trim Trail, Outdoor Gym and Skatepark enhancements and confirmed the total grant figure of £24,106 available for this equipment. There will also be an ongoing maintenance / service liability over and above the grant which needs to be built into the precept. Those present discussed the various options presented with 6 pieces of outdoor gym equipment selected to include 1 piece for disabled with the idea of putting them in a circle as opposed to a straight line.

RESOLVED:

Suppliers to be approached to provide a like for like quote where possible within the approved grant budget with Deputy Clerk to speak to Cadwyn Clwyd about any grant implications.

TC47. PLANTER POSITIONS AND TOWER GARDENS LAYOUT

The Deputy Clerk provided an update after recent town walkabout. Members considered the relocation of 3 planters around the town and the repositioning of benches in Tower Gardens.

RESOLVED:

Members approved the relocation of planters and the repositioning of benches with Streetscene to be approached to action accordingly.

TC48. TOWER GARDENS STEPS PROJECT

The Deputy Clerk provided members with information on quotations received to date. Those present considered the composition of the steps.

RESOLVED:

Suppliers to be approached to provide visuals and sample of material to be used against the preferred design with Welsh translation to be incorporated.

TC49. MEMBERS AGENDA ITEMS

- Age and Dementia Event (Cllr I. Hodge).
- Pigeons in Town Centre (Cllr D. Thomas).
- Cigarette Ends (Cllr D. Thomas).

RESOLVED:

- 1) Age and Dementia item to be deferred with Cllr I. Hodge being unavailable.
- 2) Letter to be sent to all businesses encouraging them not to feed pigeons.
- 3) Letter to be sent to all pubs asking them to provide suitable ways of disposing cigarette butts encouraging their customers to appropriately dispose them.
- 4) Cllr E.B. Palmer to approach Streetscene re provision of additional bin outside the Vaults Public House.

TC50. OTHER MATTERS

- Flintshire County Council Charges for Road Closure at Events – Deputy Clerk provided members with cost update.
- Interim Refurbishment of Christmas Lights – Deputy Clerk provided members with a cost update from existing supplier BKB.
- Urban Nature Festival August 2024 – Deputy Clerk provided members with an outline of the proposed event to be led by Nature Recovery Project Officer.

RESOLVED:

- 1) Members endorsed charges for event road closures.
- 2) Refurbishment of Christmas Lights to be included in new contractor's tender.
- 3) Members agreed to support the event where applicable.

TC51. CLOSE OF MEETING

The Chair closed the meeting at 11.35am.

.....
Chair

9. PLANNING

9.1. Planning Applications

To consider the application(s) received (schedule attached).

Application Number	Proposal Details
FUL/001083/23	PROPOSAL: PROPOSED EXTENSION AND ALTERATIONS. LOCATION: Highfield Cottage, The Beeches, Milwr, Holywell, CH8 7SW.

NOTES:

1. Full details of planning applications may also be viewed on Flintshire County Council's website www.flintshire.gov.uk or by contacting the Clerk.
2. **MEMBERS INTENDING TO DECLARE AN INTEREST IN RESPECT OF A PLANNING APPLICATION ARE PLEASE REQUESTED TO INFORM THE CLERK BEFORE THE MEETING.**
3. Notices of the County Council's planning decisions may be viewed by contacting the Clerk.

10. ACCOUNTS

10.1. Accounts for Payment

To approve the attached schedules of accounts for payment.

SCHEDULE OF ACCOUNTS – APRIL 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10059 - 10061	BP	Council Staff	Staff Salaries - Apr 24	5,917.36	***
10062	BP	HMRC	Staff NI/PAYE - Apr 24	1,845.61	***
10063	BP	Clwyd Pension Fund	Staff Pension - Apr 24	461.06	***
10064	BP	Flintshire County Council	CCTV Charges Apr-Jun 24	2,650.16	*****
10065	BP	Tadmark Ltd	6x3 Banner Mayors Tea Party	37.98	****
10066	BP	Chubb Fire & Security	Fire Prevention Equipment Contract 24/25	304.56	****
10067	BP	Zurich Municipal	Council Insurance Policy 24/25	2,620.51	****
10068	BP	North Wales Association of Local Councils	3 Lunches CQ Meeting 19th April	69.00	^^**
10069	BP	Philip Jones Computers	ICT Support Costs Q4 23/24	166.48	****
10070	BP	Holywell Garden Centre	Dispensers/NBs/Book Exchange	180.00	****
10071	BP	One Voice Wales	Cllr L. Corbett - Code of Conduct/Chairing Skills	38.00	***
10072	BP	Newydd Catering	Cleaning Contract 23/24	1,123.09	****
10073	BP	Mold Town Council	2 Tickets for Mayors Charity Concert	30.00	///
10074	BP	Stamford Gate Hotel	Annual Meeting Deposit	100.00	^^
10075	BP	Npower	Electric Events Hub Mar 24	62.42	****
10076	BP	Dannys Deli	Buffet Food Mayors Tea Party	200.00	^^
10077	BP	Cllr L.A. Carter	Civic Expenses Apr 24	44.25	///
10078	BP	Sian Jones Translation Services	Translate Documents	6.25	****
10079	BP	Holywell & Greenfield Churches	DJ Services Mayors Tea Party	50.00	^^
10080	BP	Holywell Garden Centre	Caretaker Works	450.00	^^
10081	BP	The Flower Bowl	Aqua Bouquets for Annual Meeting	70.00	^^
10082	BP	Plug Tech	PAT Testing Electrical Items	102.30	****
10083	BP	A Little Magic	PACT Grant Sessions	30.00	^^
10084	BP	Cheshire West & Chester	FABC Radio Subscription Vic Hotel	300.00	***

10085	BP	Aura Leisure & Libraries	Fit Fed & Read Programme 2024	1,000.00	^^^
10086	BP	Daydream Designs	Website Tech Support Apr24	94.80	****
10087	BP	Rialtas Business Solutions	Alpha Software Annual Support and Maintenance Licence	332.40	****
10088	BP	JRB Enterprises	Dog Waste Bags for Dispensers	160.44	****
10089	BP	Pure Glass	Clean Office Windows Internal and External	110.00	****
10090	DD	British Telecom	Phone & Broadband	74.82	****
10091	DD	Opus Energy	Gas Bank Place	321.96	****
10092	DD	BNP Paribas	Copier Lease	202.80	****
10093	DD	EDF Energy	Electric Bank Place	43.45	****
10094	DD	British Telecom	Phone & Broadband	4.21	****
10095	DC	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10096	DC	W. Bevan & Sons	Cable Ties	9.50	****
10097	DC	Tesco	Refreshments	1.20	****
10098	DC	Waterhouse Flowers	Vase Flower Displays	150.00	^^
10099	DC	Tesco	Refreshments	1.20	****
10100	DC	Home Bargains	Stationery	11.77	****
10101	DC	Home Bargains	Cake Stand	1.49	^^
10102	DC	Card Factory	Tea Party Items	14.38	^^
10103	DC	Asda	Balloons Tea Party	1.50	^^
10104	DC	Sainsburys	Tumbler Tea Party/Equipment	5.25	^^
10105	DC	Jungle Culture	Bamboo Straws & Pouches	162.99	^^
10106	DC	Tesco	Tea Party Items	39.60	^^
10107	DC	Coco Sweets	Chocolates for Tea Party	40.00	^^
10108	DC	Tesco	Tea Party Items	7.90	^^
10109	DC	Zoom	Zoom Pro Subscription	15.59	****
10110	DC	Post Office	Stamps	17.60	****
10111	DC	Amazon	Recycled Paper Sticker	11.19	****
10112	DC	Amazon	Paper and Cardboard Office Bin	29.99	****
10113	DC	Tesco	Refreshments	1.20	****
10114	DC	Amazon	Banquet Roll	23.99	^^
10115	DC	Amazon	Table Cloths	16.95	^^
10116	DR	HSBC Bank	Bank Charges Mar 24	21.75	****
			TOTAL	19,889.54	

INCOME RECEIVED – APRIL 2024

Date	Debtor Name	Income Details	Amount £
30/04/23	Flintshire County Council	Local Taxation Precept (1 of 3)	97,000.00
30/04/23	EV Charge	Car Charge Point Income	15.46
		TOTAL	97,015.46

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.34
- ** 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, S.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, S.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 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31
- ^* Parish Councils Act 1957 S.3; Highways Act 1980 S.301

10.2. Greenfield By-Election Invoice

The above invoice in the sum of £3,569.62 remains unpaid and in dispute. The Clerk has reiterated the Council's concerns to the County Elections office, who had asked for evidence of how wide scale the problems were. Members to make a final determination on the matter.

11. COMMUNITY ENGAGEMENT – DEPUTY CLERK'S REPORT

Work has been concentrated on grant funding applications this month and event planning. The Town Centre and Events Committee minutes from the meeting held on 8th May provide an update on the key issues. A report will be provided for the June Council meeting.

12. CORRESPONDENCE RECEIVED

12.1. One Voice Wales Innovative Practice Conference – Wednesday 3rd July 2024

Members to note the date of the conference and to consider any nominations to attend. Correspondence received as follows:

Dear Councils,

Please would be so kind as to note the 'Save the Date' below for this year's One Voice Wales **Innovative Practice Conference**. The conference will be held during the day on **Wednesday 3 July 2024 at Hafod a Hendre, Royal Welsh Showground, Llanelwedd**. This annual conference is always an extremely popular event with councils across Wales, so early booking will be advisable when the time comes.

The Conference will be open to all Community, Town and City Councils in Wales, as well as to partner organisations and stakeholders. We hope all councils will discuss this event at your next available council meeting and to save this important date in your diaries; we will look forward to registering as many councillors, clerks and council staff as possible onto the conference when we send out further information in due course.

12.2. Public Consultation - Reviewing the Council Tax Premium Scheme for Long Term Empty Properties and Second Homes in Flintshire

Members to consider taking part in the above consultation. Details contained letter below. A working group could be formed to review the detail.

Dear Sir/Madam

Consultation on Reviewing the Council Tax Premium Scheme for Long Term Empty Properties and Second Homes in Flintshire

We are writing to you to advise of an important public consultation that the County Council is currently undertaking regarding the future of the Council Tax Premium.

Councils in Wales currently have discretionary powers to charge, or vary, a council tax premium of up to 300% above the standard rate of council tax on second homes and long-term empty properties.

The Council first introduced a local premium scheme in 2017 and premium rates of 75% are currently charged for long-term empty properties and 100% for second homes.

The Council is consulting with the public again, as part of the process of reviewing the premium rates.

The results of the consultation will help elected members to consider whether the premium levels should be changed from April 2025, and if so, to what level.

We welcome consultation responses from Town and Community Councils, and from individual elected members and for Town and Community Councils

to communicate it through their community to encourage members of the public to also make a submission if they wish.

For anyone wishing to take part in this consultation, a short on-line questionnaire is now available until 5pm on 8th July 2024 at www.flintshire.gov.uk/CouncilTaxPremium

Yours faithfully



David Barnes
Revenues Manager

12.3. Flintshire County Council Digital Surgeries

The County Council have requested use of the Town Council Offices to run some digital surgeries on the following dates.

- Tuesday 28 May – 10:00 – 12:00
- Monday 1 July 12:00 – 14:00
- Tuesday 20 August 10:00 – 12:00
- Tuesday 19 November 10:00 – 12:00

The County Council's Digital Support Squad are trained workforce volunteers who are giving their time to help people get online. Members to consider this request.

12.4. Reports Received

The following items have been received and are available for perusal from the Clerk. A copy is enclosed where the item is marked *, or ** if already circulated to Members:

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletters	**	Various Dates
G	Curious Travellers Exhibition and Event Holywell	**	15 th Apr 2024
H	FLVC Bulletin	**	18 th Apr 2024 & 7 th May 2024
I	Flintshire Fund Carbon Reduction Grant	**	22 nd Apr 2024
J	NMWALC Workplace Recycling Slides	**	22 nd Apr 2024
K	Thomas Pennant Bulletin	**	7 th May 2024

13. MEMBERS AGENDA ITEMS

Members to consider the following matter.

Councillor	Subject	Motion
B. Scragg	Site Meeting to discuss Greenfield Railway Station	To invite Ken Skates MS, Cabinet Secretary for North Wales and Transport, to a site meeting with a member delegation from the Development Committee, to discuss the progress to date and next steps with the Greenfield Railway Station project.

14. REPRESENTATIVES' REPORTS

To receive reports from Members officially appointed to represent the Council on outside bodies/at specified meetings, not otherwise covered on the Agenda.

15. COUNTY COUNCILLOR REPORTS

To receive County Councillor updates on any relevant County issues affecting the community of Holywell, not otherwise covered on the Agenda.

NOTE: The official Minutes of meetings of Holywell Town Council are available for public inspection on the Council's website www.holywell.wales. Copies are also available at the Council's Bank Place Offices (entrance from the Tesco car park - door 13) during normal office opening hours. Contact telephone number (01352) 711757.