

Cyngor Tref Treffynnon Holywell Town Council

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Sir y Fflint, CH8 7TJ

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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

12th May 2023

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 17th May 2023 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

1. ELECTION OF TOWN MAYOR – MUNICIPAL YEAR 2023/24
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 2023/24

6. COMMITTEES, WORKING GROUPS & OUTSIDE BODIES

6.1. Attendance Report 2022/23

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.	6	16	38%
CARTER L.A.	20	24	83%
CORBETT L.	14	16	88%
CORBETT P.	21	23	91%
CURTIS P.	7	9	78%
DOLPHIN R.	11	16	69%
HODGE I.	26	28	93%
JOHNSON J.M.	1	0	0%
JOHNSON P.A.	12	16	75%
JONES J.	16	19	84%
LEWIS-JONES M.	20	24	83%
PALMER E.B.	15	23	65%
RUSH S.	9	20	45%
SCRAGG G.B.	24	24	100%
SPRAKE M.	13	16	81%
THOMAS D.	13	19	68%

6.2. Appointments to Committees, Working Groups & Outside Bodies 2023/24

Schedules of representation for 2022/23 are attached for information.

* denotes a member preference from the recent review exercise

HOLYWELL TOWN COUNCIL COMMITTEES 2022/23

Note: The Mayor is an ex-officio Member of all Committees/Working Groups

Chair's Advisory Committee - All Elected Chairs

Development Committee

Councillor C. Argent
Councillor R. Dolphin *
Councillor P.A. Johnson
Councillor M. Lewis-Jones *
Councillor S. Rush
Councillor B. Scragg *
Councillor M. Sprake *
Councillor D. Thomas *

Resources Committee

Councillor L.A. Carter
Councillor P. Corbett *
Councillor J. Jones
Councillor M. Lewis-Jones *
Councillor E.B. Palmer
Councillor B. Scragg *

Town Centre & Events Committee

Councillor L.A. Carter
Councillor L. Corbett *
Councillor P. Corbett *
Councillor E.B. Palmer
Councillor S. Rush
Councillor D. Thomas *

HOLYWELL TOWN COUNCIL WORKING GROUPS 2022/23

Financial Assistance

Councillor L.A. Carter
Councillor R. Dolphin
Councillor E.B. Palmer
Councillor B. Scragg

Events

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

REPRESENTATIVES ON OUTSIDE BODIES 2022/23

(a) North & Mid Wales Association Of Local Councils	Councillor L.A. Carter Councillor I. Hodge
(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 R. Dolphin (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 R. Dolphin Councillor P.A. Johnson Councillor B. Scragg Councillor M. Sprake
(i) North Wales Rail Liaison Committee	Councillor I. Hodge Councillor M. Lewis-Jones (Sub)
(j) Holywell Air Cadets	Councillor C. Argent 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 R. Dolphin
(n) Governor – St. Winefrides RC School	Councillor S. Rush
(o) North Wales Police CA/ALM Representative	Councillor E.B. Palmer
(p) North Wales Police Ward Contact 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. PUBLIC SPEAKING

Members to consider removal of this agenda item going forward now that public speaking was managed through the provisions of the Local Government and Elections (Wales) Act 2021. Clerk to report.

9. MEETINGS & MINUTES

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

- Holywell Town Council meeting held on Wednesday 19th April 2023.
- Town Centre & Events Committee held on Wednesday 26th April 2023.
- Development Committee held on Wednesday 3rd May 2023.

9.2. 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, 19th April 2023 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: L.A. Carter, L. Corbett, P. Corbett, P. Curtis, R. Dolphin, P.A. Johnson, J. Jones, M. Lewis-Jones, B. Scragg, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillor E.B. Palmer, S. Rush, and M. Sprake. Councillor C. Argent was absent without apology.

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

166. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None declared.

167. THOMAS PENNANT SOCIETY PRESENTATION

The Mayor reported Mr Paul Brighton had sent apologies due to illness. Members wished Mr Brighton well and the Clerk would rearrange the presentation at a later date.

168. MAYOR’S REMARKS

The Mayor held meetings this month with the Flintshire Family Liaison Officers on setting up a Community Support Hub in Holywell. They were looking at premises, with a view to helping families with parental issues in particular.

The Mayor’s Charity Evening was held on Saturday 1st April and the Mayor was pleased to announce the Charity Fund stands at circa £1,400, which would be presented to Father Dominic of Holywell and Greenfield Churches.

The Mayor was pleased to judge the best Easter window competition and thanked all those that had taken part. Congratulations went to the winning entry Doreen at the DASU shop.

The Mayor was delighted that Holywell Town Council were successful with their PACT grant application for £2,500 to support youth engagement in Holywell. The Deputy Clerk was arranging a working group to deploy the grant monies and nominations would be requested later in the meeting.

The Mayor attended the “Table” with Janine Phillips, Regeneration Officer for Holywell, and had held several meetings with Janine regarding her aspirations for improving Holywell.

The Mayor held discussions with Police District Inspector Wesley Williams regarding Council and Police interaction. The Mayor voiced his disappointment at the Environmental Visual Audit, that did not involve Holywell Town Council, yet whilst solely about the Town Centre, involved two members of the Greenfield Valley. Inspector Williams had stated that all future interactions would be communicated via the Clerk and Deputy Clerk, with points of contact amongst members being the four members elected at the last meeting, one from each ward. Those members details had been shared with North Wales Police.

The Mayor attended the North Wales Transport Liaison Committee last week and was pleased to announce that the present Liverpool to Chester Service would be extended to Llandudno, whilst the present Manchester Airport Service would continue to Bangor, instead of Llandudno. All of which heightened the need for a train station at Greenfield.

The Mayor referred to the forthcoming public meeting that followed the Development Committee agreeing the format. The meeting would take place at 6.00pm on Wednesday 10th May 2023 at Holy Trinity Church, Greenfield. The format would be a top table of members and theatre style for attendees. There would be a brief introduction, and time for general questions before the meeting breaks for refreshments and an opportunity for attendees to speak to their ward councillors more informally about matters of concern.

This would be the Mayor’s last remarks, when we started last year, there were eight new members, now those members have had a year onboard, so it was very important we now continue to work together. Nobody was more important than anyone else. All of us have views and the right to be heard and listened to. The Mayor referred to some unacceptable behaviour at last month’s council meeting which was a bad example to new members. The Mayor would highlight how the meetings should move forward when the Chairs Advisory Group minutes were reviewed.

The Mayor concluded by thanking everyone for their support this year.

169. PUBLIC SPEAKING

There were no such requests.

170. MINUTES & MEETINGS

170.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council held on Wednesday 15th March 2023.

170.2. Meetings of Committees and Working Groups

Chair's Advisory Group meeting held on Tuesday 21st March 2023

Members considered the following five recommendations made by the group:

- 1) That all members and staff should speak through the Chair and must raise their hand if they wish to speak. Members should avoid interrupting one another and should concentrate on agenda items only. Staff should be allowed to deliver reports and information to the meeting, where required, without interruption. Members should always give apologies to the Clerk if not attending a meeting, to aid meeting management. Members should attend a Chair skills training course if they are considering aspiring to be a Chair.
- 2) That the restriction on the number of committees a member can attend be removed. Membership of at least one committee is encouraged for all members, but members do not have to sit on any committees if they do not wish to do so. Preference will be shown to all members preferred choices before any multiple committee memberships are considered.
- 3) That a maximum reporting time of 5 minutes per councillor be set for representative reports. This should be a verbal report at the meeting and any supporting documentation can be circulated by the Clerk following the meeting.
- 4) That a maximum reporting time of 5 minutes per county councillor be set for these reports. This should be a verbal report at the meeting and concentrate on matters affecting Holywell and Greenfield.
- 5) Detailed and complex items should be referred to a committee first to provide further depth to consideration and research. Its desirable for these items to be heard by committees if appropriate in the first instance, full council should only be used if the item is time limited or the content is suitable. That agenda items, in the case of a councillor being absent from a meeting, are allowed only one occasion of a carry-over in future. The carry over is triggered only in the event of the councillor submitting formal apologies.

RESOLVED:

That the five recommendations from the meeting be approved and adopted with immediate effect.

171. PLANNING

171.1. 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
FUL/000219/23	PROPOSAL: FRONT BALCONY. LOCATION: Highgate House, Milwr Road, Milwr, Holywell, CH8 7SE. The Council had no objection to this application.
FUL/000232/23	PROPOSAL: DROP KERB FOR ACCESS TO DRIVEWAY FROM LAY-BY. LOCATION: 116 Pen Y Maes Road, Holywell, CH8 7BG. The Council had no objection to this application.
064463	Amendments to submitted application. Proposal: Conversion of former Bank into 6no. self-contained apartments and 1no.retail/office unit on ground floor. Location: 17 High Street, Holywell, Flintshire, CH8 7UB. The Council supported this application but requested that the recycling arrangements be reviewed to comply with any required environmental policies.
064462	Amendments to submitted application. Proposal: Listed Building Application - Conversion of former Bank into 6no. self-contained apartments and 1no. retail/office unit on ground floor. Location: 17 High Street, Holywell, Flintshire, CH8 7UB. The Council supported this application but requested that the recycling arrangements be reviewed to comply with any required environmental policies.

172. ACCOUNTS

172.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – MARCH 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9362	BP	Barry Hamilton Photography	Photo Services at the Annual Meeting/Civic Service	155.00	***
9363	BP	Cheshire West & Chester Council	Supply of two radios/sub to FABC for the taxi offices	600.00	***
9364	BP	One Voice Wales	Equality & Diversity Training - Cllr L.A. Carter	55.00	***
9365	BP	CS Plumbing & Heating	Gas Service to two boilers at Council Offices	105.00	****
9366	BP	Copyrite Systems	Copier Charges 16/11/22 to 16/2/23	149.29	****
9367	BP	Tadmark Ltd	Supply PVC Banner	30.54	^^
9368	BP	Danny's Family Butchers	Community Endeavour Award Voucher Redemption	30.00	**
9369	BP	Newydd Catering	Office Cleaning Contract 2022/23	1,048.02	****
9370	BP	Holywell Garden Centre	Contract Payment - Refurb Works to Former Toilet Block	2,080.75	^^
9371	BP	Viking	Raffle Ticket Books	21.59	****
9372	BP	UK Vending	Refreshment Pod Stocks	92.04	****
9373	BP	UK Vending	Drinks Machine Lease 10/02-09/05	132.60	****
9374	BP	Holywell Leisure Centre	Contribution (4 of 4)	2,500.00	^^^
9375 - 9377	BP	Council Staff	Staff Salaries - Mar23	5,515.75	***
9378	BP	HMRC	Staff PAYE/NI - Mar23	1,756.12	***
9379	BP	Clwyd Pension Fund	Staff Pension - Mar23	1,880.82	***
9380	BP	Sian Jones Translation	Translate Documents	27.17	***
9381	BP	Kings Head CIC	Refreshments - St. David's Day Event	32.20	^^
9382	BP	One Voice Wales	LG Finance/Law Training - Cllr D. Thomas	110.00	***
9383	BP	SLCC	Local Council Administration Publication	141.80	****
9384	BP	BKB Solutions Ltd	PAT Testing of electrical items at Council Offices	115.50	****
9385	BP	Daydream Designs	Website Tech Support Mar 2023	94.80	****
9386	BP	Flintshire County Council	Vat on Invoices for Bin Installation & Lighting Units	650.00	****
9387	BP	C. Pickstock	Reimbursement for Bungee Cord Set	5.00	^^
9388	BP	M.G. Fearnley	Travelling Costs - Jan23	8.10	***
9389	BP	Menter Iaith	Events Grant - St David's Day	500.00	^^
9390	BP	Wales in Bloom Foundation	2023 Competition Fee - Town Category	165.00	^^

9391	BP	Holywell Garden Centre	Contract Payment - Events Hub	2,088.09	^^
9392	BP	Holywell Garden Centre	Contract Payment/Moving of Items - Events Hub	800.00	^^
9393	BP	Holywell Garden Centre	Yellow Ribbon	15.98	****
9394	BP	Delyn Press	Coronation Event Cards	24.00	^^
9395	BP	Philip Jones Computers	ICT Support Costs Q4 22/23	24.00	****
9396	BP	Tadmark Ltd	Event Today Banner	145.76	^^
9397	BP	Stockton Property Ltd	6 tables and 20 chairs (Heritage Grant)	821.40	^^
9398	BP	Flintshire County Council	CCTV Supp Charge 22/23	3,156.94	*****
9399	DD	Plusnet	Alarm Line 24/2-23/3	23.62	****
9400	DD	Plusnet	Phone & Broadband 5/3-4/4	38.30	****
9401	DD	EDF Energy	Electric 12/13 BP 6/1-1/3	225.83	****
9402	DD	EDF Energy	Electric 14 BP 6/1-1/3	45.81	****
9403	DD	Plusnet	Alarm Line 24/3-23/4	23.62	****
9404	DD	Opus Energy	Gas 13/2-15/3	461.29	****
9405	DC	SP RBLI	Coronation Flag	18.47	^^
9406	DC	Tesco	Stationery	5.25	****
9407	DC	W. Bevan & Son Ltd	Dust Sheets	3.50	****
9408	DC	Tesco	Refreshments	10.75	****
9409	DC	Royal Mail	Postages	1.05	****
9410	DC	Specialised Canvas	Bunting - Coronation Event	173.53	^^
9411	DC	Hampshire Flag Company	Bunting - Coronation Event	206.57	^^
9412	DC	Tesco	Calculator/Refreshments	7.30	****
9413	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9414	DC	Envelopes Ltd	Supply Envelopes	13.20	****
9415	DC	Tesco	Refreshments	1.30	****
9416	DC	Zoom Video	Monthly Pro Subscription	15.59	****
9417	DC	Tesco	Refreshments	1.30	****
9418	DC	Waterhouse Flowers	Cellophane	2.00	****
9419	DC	Tesco	Consumables	14.80	****
9420	DC	Home Bargains	Consumables	9.07	****
9421	DC	Amazon	Clothes Rack on Wheels	52.02	^^
9422	DC	The Flower Bowl	Consumables	3.00	****
9423	DC	Tesco	Refreshments	1.30	****
9424	DC	W. Bevan & Son Ltd	Cutlery Trays	3.98	****
9425	DC	Home Bargains	Toilet Seat/Cable Ties	14.48	****
9426	DR	HSBC Bank	Bank Charges - Feb23	8.00	****
			TOTAL	26,563.78	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – MARCH 2023

Date	Category	Name	Payment Details	Amount £
16/03/23	Transfer	HSBC Money Market	New Savings Deposit Account	10,000.00
Various	Income	Multiple Attendees	Mayors Charity Buffet Tickets	1,195.00
			TOTAL	11,195.00

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

173. COMMUNITY ENGAGEMENT

173.2. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered the Shared Prosperity Fund, PACT funding, Kings Coronation Event, CCTV, and Interpretation Panels.

RESOLVED:

- 1) That the Clerk write a letter to the Chief Executive, Flintshire County Council, outlining members' concerns about communication between the two council tiers.

- 2) That the Deputy Clerk requests a copy of the management agreement between the Greenfield Valley Trust and Flintshire County Council.
- 3) That Councillors L. Corbett and D. Thomas be nominated for the PACT working group.
- 4) That Councillors L.A. Carter, L. Corbett, P. Corbett, I. Hodge, and M. Lewis-Jones all be confirmed as volunteers for the Coronation Event. Cllr P. Curtis would run an RBL stall; Cllr D. Thomas would run sports races. Clerk to source medals.
- 5) That approval be given for the movement of the CCTV camera from the Cheeky Chicken to Llwyn Aled flats.
- 6) That members endorse the proposed colour scheme (blue background/blueish green text) for the interpretation panels in the town centre.

174. CORRESPONDENCE RECEIVED

174.1. Membership of One Voice Wales 2023/24

Members considered joining One Voice Wales and noted the 50% reduction offer for the first year. Members referred back to some historical matters and felt further information was required on the benefits of membership. One Voice Wales provided corporate advice to both the Council and Clerk, model policies, training courses and online resources.

RESOLVED:

That the Clerk consults with other local Councils for their views and invites One Voice Wales to attend a future meeting and deliver a presentation to members.

174.2. Dee Estuary Coastal Partnership – Coastal Collaboration

Members considered taking part in a survey on the current structure and needs of stakeholders.

RESOLVED:

That Cllrs I. Hodge and B. Scragg be nominated to complete the survey with the Clerk.

174.3. Play Area Match Fund Scheme – 2023/24 Year

Members considered the letter from Aura Leisure concerning this year's scheme. The scheme history for Holywell and Greenfield was circulated to

members. The recommendation was that Strand Walk Play Area was most in need of investment.

RESOLVED:

That the Strand Walk Play Area be approved for match funding investment of £10,000 for the 2023/24 year. Clerk to inform Aura Leisure.

174.4. Reports 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	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	Thank You Letter Menter Iaith – St David’s Day Event	**	10 th Mar 2023
H	Thomas Pennant Society Update	**	15 th Mar 2023
I	Rob Roberts MP – UK Budget Press Release	**	15 th Mar 2023
J	Planning Aid Wales Event	**	17 th Mar 2023
K	PC J. Harries Introduction Email	**	20 th Mar 2023
L	Rob Roberts MP – NHS Fees/Trophy Hunting Press Releases	**	21 st Mar 2023
M	Dee Estuary Coastal Partnership Survey	**	23 rd Mar 2023
N	DI Wes Williams Police Environmental Audit	**	30 th Mar 2023
O	Rob Roberts MP Oscar Mayer Press Release	**	31 st Mar 2023
P	Notification of Works - Dual Carriageway Routine Maintenance & Inspections Programme 2023	**	3 rd Apr 2023

175. MAYORAL HONOUR CADETS

The Clerk had contacted Holywell Scouts and St Johns Ambulance Division, who had both expressed an interest in joining the cadet roster. There were some procedural matters that required consideration before members could finalise the arrangements. The Air Cadets were due to take over from the Army Cadets this year.

RESOLVED:

That the final procedure be delegated to the Resources Committee to consider the detail at its next meeting.

176. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
P.A. Corbett	Communication Between Councillors	More interaction and communication was requested between Councillors from each ward.
B. Scragg	Communication With The County Council	Lack of response to matters of local concern. Members also mentioned the Charter Agreement between the two Council tiers.
P.A. Johnson	Lluesty Woodland Works	Remedial works to trim back overgrowth into neighbouring properties.

RESOLVED:

- 1) That the Deputy Clerk arranges the first meeting for members to start the process of regular informal meetings. The meetings could take place on site or at the Council Offices.
- 2) That the Clerk writes to the Chief Executive, Flintshire Council to set out the Council's concerns with communication. The Chief Executive was to be invited to a meeting to go into further detail, address the issues and find a way forward.
- 3) That the Clerk seek quotations for the works required at Lluesty Woodland.

177. EVENTS GRANT APPLICATIONS

Members considered events grant applications from the following organisations for the stated events:

- Dawnsyr Delyn – Cadi Ha Festival – Saturday 29th April 2023.
- DJs Line Dancers – Line Dance Day – Saturday 1st July 2023.

Members also considered a follow up query from Transition Holywell and District, who had requested further support from the Council for their event.

RESOLVED:

- 1) That both Dawnsyr Delyn and DJ's Line Dancers be awarded events grants of £500 to support their event activities. This payment would be made in arrears and be triggered upon delivery of the events.
- 2) That the Deputy Clerk confirm the Council's level of support to the Transition Group, which is confined to the

events grant award, marketing and promotion of flyers on social media and noticeboards, and the signposting of organisers to key event contacts.

178. REPRESENTATIVE REPORTS

Cllr I. Hodge provided an update from the North Wales Rail Liaison Committee meeting.

Cllr P. Curtis referred to a recent Holywell Air Cadet event that involved a parade and promotional activities.

179. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge attended the Environment Scrutiny Committee meeting and had also been liaising with the ward councillors about the parking and speeding on Pen Y Maes Road.

Cllr R. Dolphin attended a Community and Housing Scrutiny Committee meeting that discussed Homelessness interventions.

Cllr P.A. Johnson mentioned the Homeless Streetlink App which was available to download. The Adult Learning Team were looking for suitable venues in Holywell to host operational groups/meetings.

180. CLOSE OF MEETING

The Mayor closed the meeting at 8.20pm.

.....
Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 26th April 2023 at 10.00am.

PRESENT: Councillor L.A. Carter (Chair)

Councillors L. Corbett, P. Corbett, I. Hodge, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors E.B. Palmer, and S. Rush.

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

TC33. DECLARATIONS OF INTEREST

None declared.

TC34. EVENT MATTERS

Members received updates on the following events:

- a) Coronation Event. Donations would be collected for Hope House. Cllr D. Thomas would run sports races. Coronation medals and bubble packs would be ordered. The event itinerary and volunteers were confirmed.
- b) Summer Diversity Event. This event was to be focussed on information stalls, music/performers, a parade, and children's activities.
- c) Well Inn Music Festival. Members reviewed the historical operations. Ideas for the future included expansion out of the town centre, and a different mix of music. A full review with stakeholders was discussed to prepare for the 2024 event.

RESOLVED:

- 1) That the Summer Diversity Event be held on Thursday 27th July 2023 as the first week of school holidays and to support the weekly market.
- 2) That the Events Working Group consider the future development opportunities for the Well Inn Music festival.

- 3) For the 2023 Well Inn event it was resolved to have three stages based on the High Street/Tower Gardens with stage managers approached to manage each stage.

TC35. EVENT SUPPORT

The Clerk and Deputy Clerk provided an update and feedback on the following matters:

- a) Events Hub Signage. It was suggested two signs were displayed on the hub, with the Town Council and Town Branding images.
- b) Free parking for events. The Town Council were permitted two events days with free parking in line with County Council policy.
- c) Electric Power Supply Floor Boxes. Members reviewed requirements and quotations.

RESOLVED:

- 1) That approval be given for the events hub signage. Deputy Clerk to source quotes.
- 2) That the two events selected for free parking are the Summer Diversity and Christmas Lights Switch On events. Deputy Clerk to inform the County Council.
- 3) That two floor boxes are installed, outside Kassidy's café, and around the sculpture. The installation of a third power supply box outside the Museum was deferred pending further review.

TC36. HOLYWELL HIGH STREET ARCH

The Clerk provided the background and update on the Holywell Arch and stated that this had been requested by the Business Group and was part of the original planning for the opening of the High Street to traffic. The Arch had been included in the scheme budget, subject to Planning approval. The County Council had recently stated it would no longer be proceeding with the project.

RESOLVED:

That the Clerk writes to the County Council requesting that the Arch project be reviewed and reinstated in the work programme.

TC37. TOWER GARDENS PROJECT

The Deputy Clerk provided an update and a summary of ideas from a working group meeting held, to look at proposals for the Tower Garden entrance, that included Educational Steps, a Covid Memorial, and development of the scrub area.

Cllr I. Hodge referred to Smart Town data/footfall counters available on mobile phones to aid research.

RESOLVED:

That the Deputy Clerk researches and applies for grant funding to progress the project. Further working groups meetings to be held as required.

TC38. CLOSE OF MEETING

The Chair closed the meeting at 12.00pm.

.....
Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Development Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 3rd May 2023 at 10.00am.

PRESENT: Councillors B. Scragg (Chair).
Councillors P.A. Johnson, M. Lewis-Jones, and M. Sprake.

APOLOGIES FOR ABSENCE were received from Councillors R. Dolphin, I. Hodge, and S. Rush. Councillors C. Argent and D. Thomas were absent without apology.

IN ATTENDANCE: J. Baker (Clerk), and M.G. Fearnley (Deputy Clerk).

DC31. DECLARATIONS OF INTEREST

None declared.

DC32. GREENFIELD RAILWAY STATION

Members received an update from the Chair. Members remained concerned at the slow progress with this project and the part funding that was allocated. 75% of the report was completed with the remaining 25% subject to further funding being confirmed.

RESOLVED:

- 1) That the Deputy Clerk follow up on an interim report completion date with Transport For Wales.
- 2) That the Deputy Clerk request an update from Hannah Blythyn MS on the funding required to complete the report.

DC33. CIRCULAR BUS ROUTE

Members received an update from the Deputy Clerk on the enquiries sent out to potential bus companies. The feedback was that there were no spare drivers and no further routes planned for the Holywell area.

RESOLVED:

That the Council continue to promote the Fflecsi Bus service. Deputy Clerk to chase the County Council for Fflecsi bus usage statistics.

DC34. TRANSPORT STEERING GROUP MEETING

Members discussed the outstanding issues from the last meeting.

RESOLVED:

That the outstanding issues form part of the written response to the County Council highlighting the wider communication concerns.

DC35. LLUESTY WOODLAND

The Clerk provided members with an update. Members supported some development of the woodland and discussed ideas and possible funding sources.

RESOLVED:

That a working group be set up to explore ideas for the site. Deputy Clerk to arrange and source grant funding opportunities.

DC36. NOTICEBOARD UPDATE

Deputy Clerk provided members with an update on costs and specifications. Members discussed the viability of the boards against the costs involved.

RESOLVED:

- 1) That the noticeboard project does not proceed at this time.
- 2) That the Deputy Clerk approach local businesses to display notices as required.

DC37. WALES IN BLOOM 2023

Members received an update from the Clerk on the arrangements in hand for the 2023 season. Members also reviewed the 2022 Judges report to consider any development opportunities. Pottles of Gorsedd had again supplied a quotation for the basket displays (£21.00 per basket), and Holywell Garden Centre as part of the annual SLA would be responsible for watering duties (£550.00 per month).

RESOLVED:

- 1) That approval be given to proceed with the Wales in Bloom arrangements as stated.
- 2) That the Clerk contact Wendy Jones from Keep Wales Tidy to attend a future meeting, to speak on grant funding options.
- 3) That the Clerk adds the cemeteries to the Judges route and explores knitted displays for the bollards.

DC38. DOG BINS AND BAG DISPENSER UNITS

Members discussed the above matter and agreed to focus on the bag dispenser units.

RESOLVED:

That the Deputy Clerk produces a report for the next meeting, that confirms costs of the units, replacement bags and potential locations. That local businesses be approached for sponsorship opportunities.

DC39. MEMBERS DEFERRED ITEMS

a) North Flintshire Transport Study

Cllr P.A. Johnson reiterated the importance of the North Flintshire Transport Study and suggested that members should review the report in further detail.

RESOLVED:

That a working group be formed to look at the report. Deputy Clerk to arrange.

b) Strand Allotments, Book Repository, Holywell Youth Centre

No report was available for the meeting.

DC40. CLOSE OF MEETING

The Chair closed the meeting at 12.00pm.

.....

Chair

10. PLANNING

10.1. Planning Applications

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

Application Number	Proposal Details
COU/000295/23	PROPOSAL: CHANGE OF USE OF LAND TO FORM HARDSTANDING FOR OPEN STORAGE OF TRAILERS AND PANELS, PROVISION OF WELFARE FACILITIES INCLUDING CAR PARK. LOCATION: Land north of Bagillt Road, Greenfield, Holywell, Flintshire, CH8 7HG.
FUL/000324/23	PROPOSAL: DEMOLITION OF SIDE CONSERVATORY - PROPOSED SINGLE STOREY SIDE EXTENSION. LOCATION: 25, Crossfield Road, Greenfield, Holywell, CH8 7JB.
OUT/000042/22	Proposal: Demolition of existing dwelling and erection of a block of up to six residential apartments, one of which is to be affordable together with associated works. Location: Lornell, Halkyn Street, Holywell, Flintshire, CH8 7TX.
COU/000372/23	PROPOSAL: CHANGE OF USE FROM LIVING ACCOMMODATION TO OFFICE SPACE. LOCATION: Flat 6a, VICTORIA SQUARE, High Street, Holywell, CH8 7TF.
FUL/000072/23	PROPOSAL: OUTLINE PLANNING PERMISSION FOR ONE DWELLING WITH 3 BEDROOMS. LOCATION: Land at Wood Lane, Holywell, Flintshire, CH8 7HU.
FUL/000391/23	PROPOSAL: SINGLE STOREY EXTENSION TO PROVIDE OFFICE AND ULTILITY ROOM WITH WC. LOCATION: Summer Hill, Fron Park Road, Holywell, CH8 7US.

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.

11. ACCOUNTS

11.1. Accounts for Payment

To approve the attached schedules of accounts for payment.

SCHEDULE OF ACCOUNTS – APRIL 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9427	BP	Clwyd Pension Fund	Staff Pension Apr 23	447.06	***
9428	BP	HMRC	Staff PAYE/NI Apr 23	1,837.21	***
9429 - 9431	BP	Council Staff	Staff Salaries Apr 23	5,478.67	***
9432	BP	Stamford Gate Hotel	Mayors Charity Buffet 1/4/23	1,412.00	^^
9433	BP	SLCC	Social Media Course - Support Officer	42.00	***
9434	BP	Siân Jones Translation Services	Translate Documents	58.18	***
9435	BP	Daydream Designs	Mayor's Table Plan	43.20	****
9436	BP	Daydream Designs	Website Tech Support Apr 23	94.80	****
9437	BP	Zurich Municipal	Insurance Premium 2023/24	2,443.37	****
9438	BP	Aston Management	Deposit for Niqui Brown as Tina Turner	120.00	^^
9439	BP	Chubb Fire & Security Ltd	Fire Prevention Contract 2023/24	304.56	****
9440	BP	NW Association of Local Councils	Member Lunches for Meeting 21/4/23	44.00	^^**
9441	DD	Plusnet	Phone & Broadband 5/4-4/5	38.30	****
9442	DD	BNP Paribas	Copier Lease 16/4-15/7	202.80	****
9443	DD	EDF Energy	Electric Charges to Mar 23 14 BP	21.46	****
9444	DD	EDF Energy	Electric Charges to Mar 23 12/13 BP	104.93	****
9445	DC	Tesco	Easter Eggs for Market Day	48.00	^^
9446	DC	Tesco	Easter Eggs for Market Day	63.30	^^
9447	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9448	DC	Tesco	Refreshments	1.25	****
9449	DC	Amazon	Clothes Rack On Wheels	54.97	^^
9450	DC	Tesco	Card	2.50	****
9451	DC	Home Bargains	Liners/Divider	4.78	****
9452	DC	Tesco	Refreshments	1.25	****
9453	DC	Zoom	Zoom Pro Subscription	15.59	****
9454	DC	JRB Enterprises	Dispenser Bags	40.14	****
9455	DC	Tesco	Maths Set	4.00	****
9456	DC	Party Packs Ltd	Coronation Bubbles Packs	39.29	^^
9457	DC	Trophy Store	Coronation Bronze Medals	56.49	^^
9458	DC	Tesco	Refreshments	10.05	****

9460	DR	HSBC Bank	Bank Charges Mar 23	8.00	****
			TOTAL	13,142.74	

INCOME RECEIVED – APRIL 2023

Date	Debtor Name	Income Details	Amount £
03/04/23 & 05/04/23	Multiple Debtors	Charity Buffet Tickets/Raffle/ Auction	1,125.00
06/04/23	North Wales Police	PACT Grant	2,500.00
13/04/23	Flintshire County Council	Contribution to Easter Egg Hunt.	100.00
19/04/23	Flintshire County Council	Contribution to Coronation Event	750.00
27/04/23	Flintshire County Council	Local Taxation Precept (1 of 3)	91,666.66
28/04/23	EV Charge	Car Charge Point Income	10.58
		TOTAL	96,152.24

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

11.2. Revised Report and Opinion From Audit Wales

Following the Council's challenge of the original qualified audit opinion and report related to the 2021/22 accounts, the Audit Manager has now confirmed a reissue of their opinion based on a review of the audit file and the additional information and evidence that the Council provided. The revised unqualified report and opinion is attached below. Members to note and endorse the revised report, which the Clerk will publicise.

Auditor General for Wales' Audit Certificate and report

I report in respect of my audit of the accounts under section 13 of the Act, whether any matters that come to my attention give cause for concern that relevant legislation and regulatory requirements have not been met. My audit has been conducted in accordance with guidance issued by the Auditor General for Wales.

I certify that I have completed the audit of the Annual Return for the year ended 31 March 2022 of:

Holywell Town Council

Auditor General's report

Audit opinion – Unqualified

On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislation and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Other matters arising and recommendations

I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the body.

Members' interests

I note that during meetings, members declare their interest in relevant matters to be discussed and decided by the Council. However, it is not clear from the minutes whether or not those members who declare interests leave the meeting and do not participate in discussions. We recommend that the Council ensures that following the declaration of an interest, individual members leave the meeting and that this is recorded in the minutes.

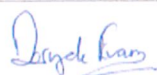
Employees salaries

Due to changes in employees pay (inflation and incremental pay awards), there was not a clear audit trail from employee contracts to current pay. We recommend that the Council ensures that agreed changes to pay documented as attachments to contracts as changes are made.

Compliance with standing orders

The Council's standing orders for contracts require the Council to obtain quotes for purchases above set thresholds. This does not prevent the Council awarding a contract if it has been unable to obtain the required number of quotes. Our audit identified that where the Council is unable to obtain the required number of quotes, it does not have an adequate record of this circumstance when it awards the contracts. We recommend that where the Council has not been able to obtain the required number of quotes, that this is recorded in the minutes at the time the contract is awarded.

There are no further matters that I wish to draw to the Council's attention



Deryck Evans, Audit Manager, Audit Wales
For and on behalf of the Auditor General for Wales

Date 10/05/2023

12. COMMUNITY ENGAGEMENT – DEPUTY CLERK’S REPORT

1) Bike Repair Station

FCC have quoted a figure of £728.23 to install. Location agreed and works can be carried out w/c 22nd May. **Action - Members to approve works.**

2) PACT Funding and Youth Meeting

A positive meeting was held with key stakeholders and partners with Cllr L. Corbett and me in attendance. It was agreed that a questionnaire (see handout), produced by me, would be circulated around the young people involved in ASB etc in the town. Once completed and received a follow up meeting will be called to review findings and agree appropriate action.

3) Business Forum/letter and walkabout

I will be walking round with members from FCC Regeneration team on Thursday 18th May with a view to re-establishing the local business forum as part of a wider engagement process and to build up our own business contacts database. A letter and questionnaire will be circulated in partnership with FCC Regeneration.

4) Electric Power Supply Boxes on High Street

Walkabout and locations agreed outside Cassidy’s and opposite the sculpture. Proposed works to be carried out in next 2/3 weeks.

5) Tourism Visits

I visited Springfield Hotel, Beaufort Hotel, Betty Berkins and Presthaven Sands to drop off the newly printed Holywell leaflet and to also discuss ways in which the people who stay there or visit them could be encouraged to visit the town and area. Positive discussions were held including local shop discount scheme, sourcing from local shops, coach pick up and drop offs and leaflet or promotional material sharing and circulation. Once business forum set up this relationship can be developed further. NB Presthaven Sands can have up to 6,000 people staying per week when full.

6) Kings Coronation Event

A successful event was held with plenty of positive feedback received notably on questionnaires that were circulated to members of the public.

7) Interpretation Boards

Please see handout and below of proposed draft Interpretation Boards and locations received from Richard Jones. I have some thoughts, but members comments are required.

Lower High Street is a 4-sided totem.

Holywell OUTSIDE Panel A+B LOWER

Holywell INSIDE Panels C+D LOWER

Mid-High Street (near The Miracle Sculpture) is a double-sided totem.

Holywell Welcome Side A+B SCULPTURE MID TOWN

Note. does the image with David Hanson at St Winefride's Well need replacing?

Upper High Street (near the Bus Station) is a double-sided totem.

Holywell Welcome Side A+B Bus Stop

Locations

Also in handout are images showing the proposed location for each totem for which we have received planning permission. Each of these areas has been thoroughly CAT scanned to confirm that the location is safe for installation and free of any ground utilities.

Mid high street - It is proposed that the planter could be repositioned to provide more room for navigation around the totem.

Near Bus Station – It is proposed that a boundary of matching concrete block paving is laid around this totem to provide people with a more comfortable viewing experience (e.g., in wet weather, so they do not stand on the grass).

Action – Members to comment and endorse as stated.

8) Greenfield Valley /FCC Management Agreement

As requested by members I asked for a copy of the agreement from Tom Woodall. I have circulated an email to all members highlighting responses received.

Action - Members to confirm next steps.

9) Woodland Event

An end of project small scale event has been provisionally pencilled in for Wednesday 7th June from say 11am – 2pm. Any members who wish to attend and get involved in some volunteering activity please let me know. Local schools will be approached requesting their involvement.

10) Metal Mickie Mobile CCTV

The Metal Mickie Camera has been moved from outside the Cheeky Chicken to Llwyn Aled Flats and the solar powered Metal Mickie is being moved on Monday 15th May from Fron Park Bowling Green to top of Post Office Lane to help combat ASB outside the dance studio.

11) Diversity Summer Event

After a meeting on site with the relevant stakeholders it was agreed that it would be beneficial to all parties to combine the weekly market and car boot with the planned Jobs Fair and our Diversity event. The date agreed between those present was Thursday 27th July. **Action - Members to approve and agree proposed event date.**

13. CORRESPONDENCE RECEIVED

13.1. Flintshire County Council Communication Concerns

The Council has received a response from the Chief Executive to its letter who has requested specific examples of the communication concerns. The themes in the Town Council's letter were as follows:

- Town Councillors not receiving advice or not being able to progress service requests.
- Town Councillors being asked to refer matters of concern to the ward County Councillor.
- The Town Council as a statutory body not receiving replies to letters of concern affecting the local community.
- A decrease in the number of operational meetings for specific service areas between the Town Council and County Council Officers.
- Lack of feedback following meetings held between the Town Council and County Council Officers.

Members and staff to determine the examples to be provided.

13.2. Letter From Holywell Market Group – Tower Gardens Layout

Members to consider a response to the attached letter. Transcript of Letter:

25th April 2023

Dear Jason

Re: Tower Gardens Layout

Since the Market Group began to hold events in Tower Gardens, we have found that the planters obstruct events held there. Car boot sales are especially hindered by the planters as we are having to weave cars around them. Also, they would prevent the growth of the sales if they were to become popular.

Only one side of the events area can be used for stalls as the other side is blocked in by planters. We ask that all the planters be removed from there leaving the arena user friendly for events.

According to the County Councillor FCC has agreed to move them but they need to be moved to a permanent position. The residents of Panton Place requested that the planters be moved to there last year, but a Councillor disagreed to it. We ask that this move is put to full Council as it seems to be an ideal answer to the problem. The residents of Panton Place want to plant flowers and vegetables and tend them as little gardens. They are also an ideal height for disabled people to do a little gardening without the need to kneel or bend.

This solution could also add points to the Wales in Bloom competition for an eco-friendly project and a resident gardening project.

There is no reason that a forklift truck or pallet truck be used to move the planters overcoming any logistic issues.

Yours sincerely

B. Bradley
Collective Member of Market Group

13.3. Request for Memorial Bench – Dr Martin Parry

Members to consider the following request from Mr Philip Jones, grandson of Dr Parry.

Hi Jason,

I hope this finds you well.

My Grandfather, Dr Martin Parry, sadly passed away on Saturday 29 April. I was wondering about the possibility of a memorial bench by the flower bed at the junction of Fron Park Road to Halkyn Road. As the story goes, the flowered areas at each end on Fron Park Road were Dr Parry's idea, one of many during his time as a Town/County Councillor for Holywell/Delyn. This coupled with his near 30 years as a GP in Holywell leads him to have been a prominent local figure whom many remember fondly. For further details may I suggest those interested take a look at his book 'A life In Holywell' a copy of which is in the council offices.

Kindest regards

Phil Jones

13.4. 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	Wales Wellbeing Passes – National Trust	**	20 th Apr 2023
H	Flintshire Community Charter	**	20 th Apr 2023
I	St Peter's Church Coronation Event	**	21 st Apr 2023
J	HLC-CLT Business Plan Tracker	**	26 th Apr 2023
K	Traffic Wales Works on the A55	**	2 nd May 2023
L	Volunteering Matters CH8 Area Survey	**	4 th May 2023
M	Twenty Minute Neighbourhoods Information	**	11 th May 2023

14. EVENT GRANT APPLICATION

Members to consider the following application for a £500 Event Grant. Clerk to report on the details.

- Holywell Market Group – 11 Week Treasure Hunt

15. 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.

16. 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.