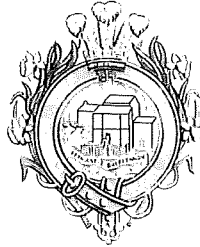


Cyngor Tref Treffynnon Holywell Town Council

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: www.holywell.wales

NOTE: The following meeting will be held remotely. If members of the public wish to observe they should email the Clerk town.clerk@holywell.wales for further guidance.

To: All Members of the Council

13th May 2021

Dear Councillors,

Notice is given that the **Annual Meeting** of **Holywell Town Council** will be held **remotely** on **Tuesday 18th May 2021 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 2021/22
2. APOLOGIES FOR ABSENCE
3. MAYOR'S REMARKS
4. ELECTION OF DEPUTY TOWN MAYOR - MUNICIPAL YEAR 2021/22
5. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

6. COMMITTEES, WORKING GROUPS & OUTSIDE BODIES

6.1. Attendance Report 2020/21

Members to receive the annual attendance report for the past municipal year.

Member Attendances 2020/21 Civic Year

Name	Possible	Actual	%
<i>Councillors</i>			
Carter L.A.	35	36	97%
Davies K.	7	20	35%
Delaney S.	15	17	88%
Dolphin R.	25	28	89%
Hodge I.	35	36	97%
Johnson J.M.	27	36	75%
Johnson P.A.	32	36	89%
Johnson S.	14	21	67%
Lewis-Jones M.	2	2	100%
Palmer E.B.	28	36	78%
Phelan M.D. *	0	11	0%
Scragg G.B.	23	23	100%
Trumper A.	17	17	100%
Wallbanks S.E. *	0	17	0%
York P.A.	13	18	72%

* Council Resolution Passed to Authorise Absence.

6.2. Appointments to Committees, Working Groups & Outside Bodies 2021/22

New terms of reference for the new merged committees are attached for consideration and endorsement by members. Schedules of provisional representation for 2021/22 are attached for information. **Note - The provisional committee representation has been purely based on members' initial replies to the Clerk's email requesting committee preferences. Members will need to properly nominate new members to the three new committees at the meeting.**



HOLYWELL TOWN COUNCIL

CHAIRS ADVISORY COMMITTEE

~ TERMS OF REFERENCE ~

- 1) This advisory committee is to be chaired by the current Town Mayor and Chair of the Council. The Vice-Chair to be the current Deputy Mayor. The remaining membership should include the appointed Chairs of all the existing committees.
- 2) To review the strategic direction of the Council and its business planning process and make appropriate recommendations for consideration by the Council.
- 3) To review the council resolutions made at all meetings of the Council and consider any appropriate remedial action to progress them to a satisfactory conclusion.
- 4) To review the meeting protocol observed by members and make appropriate recommendations for consideration by the Council.
- 5) To review on an annual basis the committee structure and terms of reference to ensure its continued suitability and effectiveness.
- 6) The Chairs Advisory Committee has delegated powers granted by the Council to administer its own arrangements. However, all decisions and resolutions made will be referred to the Full Council for approval and ratification.



HOLYWELL TOWN COUNCIL

RESOURCES COMMITTEE

~ TERMS OF REFERENCE ~

- 1) To elect a Chair and appoint a Vice-Chair at the first scheduled meeting following the Council's Annual Meeting held in May.
- 2) To review the Council's banking balances on a quarterly basis.
- 3) To review the Council's Management Accounts on a quarterly basis.
- 4) To review the Council's business plan objectives on a quarterly basis and ensure any remedial action is taken to maintain delivery of its key tasks and activities.
- 5) To consider any emerging budgetary issues and recommend to the Council appropriate action to manage and mitigate any financial risks.
- 6) To review the Council's forward planning and investment strategy on an annual basis.
- 7) To review the Council's internal control mechanisms on an annual basis.
- 8) To review all Council policies on an annual basis.
- 9) To consider any staffing updates and issues reported by the Clerk.
- 10) To receive reports submitted by the Council's appointed Internal and External Auditors, deal with any issues arising and consider any opportunities for improvement.
- 11) To consider the repair and maintenance of the council offices including fixtures and fittings to ensure its continued suitability for the council's business and manage any health and safety requirements.
- 12) To ensure the council's insurance policy, utility and other contracts are fully valid and fit for purpose to cover the council's affairs.

- 13) To review as necessary the office equipment requirements, office opening hours and office security to ensure their continued suitability.
- 14) To consider requests from outside bodies to utilise the community office facilities on the ground floor, subject to availability.
- 15) To review as necessary the arrangements in place to manage the Council's website.
- 16) To review the arrangements for the distribution of the Council's periodic newsletter.
- 17) To review as necessary the Council's social media use and content across the designated platforms.
- 18) To manage the content and distribution of any press releases.
- 19) To approve expenditure over the Clerk's delegated authority limit of £500 per transaction on any aspect of the management and maintenance of the Council Offices.
- 20) The Resources Committee has delegated powers granted by the Council to administer its own arrangements and make its own decisions and resolutions, capped for unallocated expenditure to a maximum annual level of £1,000. Any matter the Chair and/or Clerk considers outside the scope of these powers will be referred to the Full Council for approval and ratification.



HOLYWELL TOWN COUNCIL

TOWN CENTRE & EVENTS COMMITTEE

~ TERMS OF REFERENCE ~

- 1) To elect a Chair and appoint a Vice-Chair at the first scheduled meeting following the Council's Annual Meeting held in May.
- 2) To consider opportunities for improving and developing the town centre environment for the benefit of the local community.
- 3) To review the CCTV operations in the town centre on an annual basis.
- 4) To receive periodic reports from the County Council's Streetscene Team and consider any matters arising from the information reported.
- 5) To consider any matters requiring attention from the Projects and Development Officer's operational activities and work plan.
- 6) To review the contractual arrangements for Christmas Lighting in the town centre on an annual basis.
- 7) To review the annual events programme for the town centre.
- 8) To ensure adequate risk assessments are undertaken for all council managed events to manage risk and comply with the County Council's event and road closure procedures.
- 9) To review the annual arrangements for the Well Inn Music Festival following consultation with local stakeholders.
- 10) To consider applications received for the awarding of the events grant to prospective applicants looking to utilise the Tower Gardens Events Area.

- 11) To work with local stakeholders to develop the events programme in the town centre and local community and provide appropriate support to non-council managed events.
- 12) The Town Centre & Events Committee has delegated powers granted by the Council to administer its own arrangements and make its own decisions and resolutions, capped for unallocated expenditure to a maximum annual level of £1,000. Any matter the Chair and/or Clerk considers outside the scope of these powers will be referred to the Full Council for approval and ratification.



HOLYWELL TOWN COUNCIL

DEVELOPMENT COMMITTEE

~ TERMS OF REFERENCE ~

- 1) To elect a Chair and appoint a Vice-Chair at the first scheduled meeting following the Council's Annual Meeting held in May.
- 2) To review the County Council's active travel policy and arrangements as a key stakeholder and make appropriate recommendations in the best interests of the local community.
- 3) To review the County Council's public transport network and infrastructure arrangements as a key stakeholder and make appropriate recommendations in the best interests of the local community.
- 4) To consider approval of any recommendations from the Greenfield Railway Station Working Group.
- 5) To investigate opportunities to link the coastal path, Greenfield Valley, St Winefride's Holy Well and the town centre in line with the Council's business plan.
- 6) To investigate as required road and traffic related issues in the local community and make appropriate recommendations.
- 7) To research and develop transport initiatives to improve the environment.
- 8) To review the Wales in Bloom Judge's report each year and consider opportunities for improvement and development of the Council's entry into the competition.
- 9) To consider the Council's annual Wales in Bloom entry in respect of the three key themes of horticulture, the environment and community involvement.
- 10) To review the procurement arrangements relating to the Wales in Bloom contracts annually, including the provision of basket displays and watering duties.

- 11) To review the Wales in Bloom Judge's portfolio to be presented on Judging Day and consider opportunities for enhancement of the included documentation.
- 12) To promote and support the Council's commitment to the Bee Friendly initiative.
- 13) To consider where practical the provision of allotment sites across the community.
- 14) To support local and national environmental clean-up campaigns and investigate methods to reduce litter across the community.
- 15) To support the County Council's recycling initiatives includes the reduction of plastic waste and investigate emerging initiatives such as water refill stations.
- 16) The Development Committee has delegated powers granted by the Council to administer its own arrangements and make its own decisions and resolutions, capped for unallocated expenditure to a maximum annual level of £1,000. Any matter the Chair and/or Clerk considers outside the scope of these powers will be referred to the Full Council for approval and ratification.



HOLYWELL TOWN COUNCIL

Financial Assistance Working Group

~ TERMS OF REFERENCE ~

- 1) To review on a bi-annual basis all applications for financial assistance received by the Council.
- 2) To make recommendations to the Council in consideration of each application, having due regard to the Council's Grant Awarding Policy.
- 3) The Financial Assistance Working Group reports directly to the Council on all matters arising from its meetings.
- 4) The Financial Assistance Working Group cannot hold any delegated powers to make its own decisions and resolutions. Therefore, any matters resolved at the meetings are recommendations only to be considered for approval by the Council.

HOLYWELL TOWN COUNCIL

HOLYWELL TOWN COUNCIL COMMITTEES 2021/22 (PROVISIONAL)

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

Chair's Advisory Committee - All Elected Chairs

Development Committee

Councillor R. Dolphin
Councillor I. Hodge
Councillor J. Pattison
Councillor B. Scragg
Councillor A. Trumper

Resources Committee

Councillor S. Delaney
Councillor I. Hodge
Councillor B. Scragg
Councillor A. Trumper

Town Centre & Events Committee

Councillor L.A. Carter
Councillor R. Dolphin
Councillor I. Hodge
Councillor J.M. Johnson
Councillor S. Johnson
Councillor A. Trumper

HOLYWELL TOWN COUNCIL WORKING GROUPS 2021/22 (PROVISIONAL)

Financial Assistance

Councillor R. Dolphin
Councillor I. Hodge
Councillor J.M. Johnson
Councillor P.A. Johnson
Councillor E.B. Palmer
Councillor B. Scragg

HOLYWELL TOWN COUNCIL

Representatives on Outside Bodies 2021/22 (PROVISIONAL)

(a) The Holywell Band	Councillor J.M. Johnson
(b) North & Mid Wales Association Of Local Councils	Councillor K. Davies Councillor P.A. York
(c) Halkyn Mountain Common Joint Consultative Board	Councillor P.A. Johnson Councillor J.M. Johnson
(d) Estuary Voluntary Car Scheme	Councillor S.E. Wallbanks
(e) Flintshire County Forum	Councillor L.A. Carter Councillor P.A. York
(f) North Wales Play Association	Deputy Mayor
(g) Greenfield Valley Trust Partnership Group	Councillor E.B. Palmer Councillor R. Dolphin Councillor L.A. Carter Councillor I. Hodge Councillor S. Johnson
(h) Transition Holywell & District	Councillor L.A. Carter
(i) Friends of the Holway	Councillor P.A. Johnson Councillor L.A. Carter
(j) Age & Dementia Friendly Holywell	Councillor I. Hodge
(k) Holywell & Greenfield Area Railway Station Forum	Councillor R. Dolphin Councillor P.A. Johnson Councillor B. Scragg
(l) North Wales Rail Liaison Committee	Councillor E.B. Palmer
(m) Holywell Air Cadets	Councillor S. Delaney Councillor I. Hodge Councillor A. Trumper
(n) Governor - Ysgol Maes-y-Felin	Councillor K. Davies Councillor I. Hodge
(o) Governor – Ysgol Maes Glas	Councillor R. Dolphin
(p) Governor – St. Winefrides RC School	Councillor E.B. Palmer

7. AUTHORITY FOR SIGNING ORDERS FOR PAYMENT

- a) 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.

NB. Current authorised Member signatories are Councillors L.A. Carter, K. Davies, R. Dolphin, B. Scragg and S.E. Wallbanks.

- b) To authorise payments from the Mayor's Allowance and Charity Accounts to be signed by the Mayor and Clerk.
- c) To authorise payments from the Deputy Mayor's Allowance Account to be signed by the Deputy Mayor and Clerk.

8. PUBLIC SPEAKING

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 Tuesday 20th April 2021;
- Special Meeting of the Council held on Tuesday 27th April 2021.

- 9.2. Section 85 – Local Government Act 1972 – Members Attendance at Meetings

Members to consider passing a resolution to approve the continued absence from meetings of those members currently unable to attend. Clerk to report.

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held remotely on Tuesday, 20th April 2021 at 6.00pm.

PRESENT: Councillor L.A. Carter (Mayor).

Councillors: S. Delaney, R. Dolphin, I. Hodge, P.A. Johnson, M. Lewis-Jones, E.B. Palmer, B. Scragg, A. Trumper and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors K. Davies, J.M. Johnson, S. Johnson, and S.E. Wallbanks.

IN ATTENDANCE: J. Baker (Clerk), C.S. Lowry (Support Officer).

141. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

There were no such declarations.

142. PRESENTATION – ROB ROBERTS MP

Rob Roberts MP joined members at the meeting and provided an update on his work in the community. The vaccination programme had proved successful and continued to work down through the age groupings. Other work included mobile signal strength investigations and lobbying for UK Government support for the reopening of the train station at Greenfield.

Members queried why the rainbow hospital had recently been closed at Deeside Leisure Centre and Rob would follow this up. Members also queried about the rollout of vaccines across specific professions such as teaching staff, international travel, and about the incidence of covid infection relative to the population at large. Rob would follow up on these points with the relevant Minister.

RESOLVED:

That Rob Roberts MP be thanked for his presentation.

143. MAYORS REMARKS

The Mayor welcomed the new town councillor for Holywell Central, Mike Lewis-Jones, who joined the Council last week.

The Mayor also welcomed new Youth Councillor Dylan White, to the Council.

The Mayor stated that there will be a special meeting of the council called for Tuesday 27th April 2021 at 6.00pm to deal with the co-option vacancy for Holywell Central Ward. Further information including details of the applicants would be sent with the agenda later that week.

The market re-opened last week and the Mayor ran the town council information stall for the day. It was very positive to see the town coming to life again, with a couple of new businesses also opening. The Mayor thanked all members who assisted and called in at the stall. The Eco-Uniform stall would run the following week.

The Mayor met Rob Roberts MP on Friday last week and a number of issues were discussed that included support for St James Church, a freeport for North Wales, attendance at the market, progress with broadband and improving connectivity, and Carmel & Holywell Woodcraft Association. The Mayor asked members if the Clerk could send a letter to Rob to support his endeavours on behalf of the Association, in requesting for rent adjustments to be made to assist the club's financial position.

St. James Church had been signposted to the Community Renewal Fund.

The Mayor referred to an incident at the bus station where a lady was injured, and it had taken three hours for any assistance to arrive.

RESOLVED:

- 1) That Cllr E.B. Palmer speaks to Flintshire County Council in the first instance to relay the concerns of the Woodcraft Association.
- 2) That the Clerk writes to North Wales Ambulance Services, to follow up on the Mayor's concerns over response times.

144. PUBLIC SPEAKING

There were no such requests.

145. MINUTES & MEETINGS

145.1. Minutes of Meetings

RESOLVED:

That the minutes of the following meetings be approved as a correct record. Minutes were to be signed at the council offices. Clerk to arrange with the respective Chairs.

- Holywell Town Council meeting held on Tuesday 16th March 2021;
- Finance & Resources Committee meeting held on Tuesday 23rd March 2021;
- Special meeting of Holywell Town Council held on Tuesday 30th March 2021.

145.2. Meetings of Committees

The staffing review resolutions contained in minute FR33 from the Finance & Resources Committee meeting held on Tuesday 23rd March 2021 required a resolution by the Full Council before implementation. Revised job descriptions and the model contract of employment had been sent to members. The Committee Chair provided a statement to members endorsing the proposed changes and the Clerk read out the resolutions. All staff had been consulted on the proposed changes.

RESOLVED:

That the following resolutions from the Committee be approved, and the revised contracts and job descriptions be adopted from 1st May 2021. Clerk to write to staff to confirm the changes.

- 1) Town Clerk/RFO – That the pay grade be adjusted from SCP32 to SCP35 from 1st May 2021.
- 2) Projects & Development Officer – That the postholder be assimilated into the new role of Assistant/Deputy Town Clerk, and that the pay grade be adjusted from SCP28 to SCP29 from 1st May 2021.
- 3) Support Officer – That the postholder takes on additional finance related duties, and that the pay grade be adjusted from SCP9 to SCP19 from 1st May 2021.

146. PLANNING

146.1. 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
061875	Application for Conservation Area consent to demolition. Location: The Talacre Arms, New Road, Holywell, Flintshire, CH8 7LS. The Council deferred a response to this application pending further information being supplied to the Local County Council Member.
062728	Proposed Single-Storey Rear Extension and Internal & External Alterations. Location: Ty Cerrig, Holway Road, Holywell, Flintshire, CH8 7NN. The Council had no objection to this application provided planning conditions are met.

Nb. Councillor E.B. Palmer abstained from the voting process for both of the stated applications.

146.2. Pre Applications

Packet House, Greenfield

Members noted as received comments already submitted and had noted the strong public feeling on this matter. The premises had not been advertised as a going concern.

Land off Brynford Road, Holywell

Members noted as received the letter from the Project Manager, The Copper Beeches. A new access to the development was being proposed.

Cllr E.B. Palmer left the meeting at this point.

Greenhill Farm, Bryn Celyn, Holywell

Members noted as received the letter from Diane Roberts, Greenhill Farm, Bryn Celyn. An increase in size and scale of this proposal had resulted in planning permission now being required.

Street Naming

Members considered the letter from Flintshire County Council on street naming for the Lluesty Development.

RESOLVED:

That the Clerk confirms the preferred name choice to the Technical & Street Naming Officer: Lluesty Gardens – Gerddi Lluesty.

147. ACCOUNTS

147.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – MARCH 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8208	BP	HMRC	Staff Paye/NI costs - Mar 2021	1,379.87	***
8209	BP	Clwyd Pension Fund	Staff Pension - Mar 2021	1,531.37	***
8210 - 8212	BP	Council Staff	Staff Salaries - Mar 2021	5,274.47	***
8213	BP	J. Baker	Travel Costs - Dec20	10.80	***
8214	BP	M.G. Fearnley	Travel Costs - Feb21	13.50	***
8215	BP	Holywell Leisure Centre	Contribution Payment 3	4,000.00	^^^
8216	BP	Blackwells Stonecraft	Restoration Work - Greenfield Memorial	936.00	###
8217	BP	One Voice Wales	Training Courses (2) - Cllr A. Trumper	100.00	***^
8218	BP	N.B. Austin	Install Soldiers & Poppies	60.00	^^
8219	BP	GR Consultancy Service	Staffing Review Report	350.00	***
8220	BP	Flintshire County Council	Charge for Contribution Assessment	750.00	***
8221	BP	Tadmark Ltd	Giant Banner - Day of Reflection	295.34	****
8222	BP	JDH Business Services Ltd	Interim Internal Audit & Report 2020/21	327.60	***
8223	BP	CHUBB Fire & Security	Call Out - Alarm Power Failure	121.76	****
8224	BP	Viking	Year Planners	14.38	****
8225	BP	Viking	Mineral Water Bottles	23.39	****

8226	BP	Daydream Designs	Website Technical Support Mar21	94.80	****
8227	BP	Philip Jones Computers	ICT Support Costs - Jan-Mar 2021	305.05	****
8228	DD	Plusnet	Alarm Line Mar21	19.80	****
8229	DD	British Gas	Electric 12/13 Bank Place Jan21	51.92	****
8230	DD	Plusnet	Phone & Broadband Mar21	41.11	****
8231	DD	British Gas	Gas Bank Place Feb21 (1)	199.04	****
8232	DD	British Gas	Gas Bank Place Feb 21 (2)	63.50	****
8233	DD	British Gas	Electric 14 Bank Place Feb21	18.79	****
8234	DD	British Gas	Electric 12/13 Bank Place Feb21	44.88	****
8235	DD	Plusnet	Alarm Line Apr21	19.80	****
8236	DC	MSF UK	Mayoral Donation	100.00	^^
8237	DC	1&1 Internet Ltd	Mail Pro	12.00	****
8238	DC	Tesco	Refreshments	3.10	****
8239	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8240	DC	Tesco	Refreshments	0.80	****
8241	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8242	DC	1&1 Internet Ltd	Mail Pro	12.00	****
			TOTAL	16,290.05	

INCOME SCHEDULE – MARCH 2021

Date	Name	Payment Details	Amount £
10 Mar 2021	TransferWise Ltd	Car Charge Point Income	250.09
26 Mar 2021	Flintshire County Council	Contribution – Blue Plaque Heritage Project	2,500.00
		TOTAL	2,750.09

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

148. COMMUNITY ENGAGEMENT

148.1. Monthly Report

Members had before them for consideration the latest report from the Projects & Development Officer. There were action points this month related to the noticeboards, blue plaques, cycle repair station and events area.

RESOLVED:

- 1) That three extra noticeboards were required for Pen-y-Maes Shops, Bus Stop – Holway Road and Old Chester Road (top end). PDO to source designs and quotes.
- 2) That the proposed locations for the blue plaque project are agreed and endorsed by members. PDO to arrange meeting.
- 3) That the quotation be approved for the proposed cycle repair station and the PDO authorised to proceed. The County Council will be funding this project.
- 4) That members approve the replacement of the damaged parasol cover in the Events Area. The cost was contained within the base budget for servicing and maintenance.

148.2. Electric Car Charge Activity

RESOLVED:

That the activity report presented by the Clerk be noted.

149. CORRESPONDENCE AND OTHER MATTERS

149.1. Holywell Leisure Centre – Request For Funding

Members considered the letter from Tudor Jones, Chair, HLC-CLT that requested additional funding and support for leisure centre operations. A funding contribution of £20,000 had been requested, which would be paid over four instalments. The latest financial statements to the year ended 31 March 2020, and further information from the Charity Commission's website, was sent on to members prior to the meeting. Members also discussed Town Council representation on the Board of Trustees, and contributions from other neighbouring local Councils.

RESOLVED:

That the Leisure Centre are supported with a conditional £10,000 contribution for the 2021/22 financial year. This was to be paid over four equal instalments in May, August, November, and February. The final three instalments were subject to a review by members of the financial position of the Centre before any payment is made. Clerk to follow up on Town Council representation.

149.2. Forge Property Consultants – Bank Place Offices Business Rates Review

Members considered the report from the Consultant. The stated position was that a refund of £14,445 was due to the Council due to an overpayment. The annual charge would also reduce to £6,687.50 from the 2021/22 year.

RESOLVED:

That the Clerk be authorised to accept the position as a reasonable assessment and to inform the Council's appointed consultant to proceed.

149.3. Full Circle Security Systems Ltd – Routine Preventative Maintenance Contract

Members considered this contract, which was in place in other neighbouring Councils, and allowed for the management of the remote CCTV Camera deployed at targeted locations around the community.

RESOLVED:

That the Clerk be authorised to approve and commence with the contract.

149.4. One Voice Wales Membership 2021/22

Members considered the Council's membership of One Voice Wales.

RESOLVED:

That the Council note the request as received but decline the invitation for annual membership.

149.5. Holywell Neighbourhood Community Watch

Members considered the request from Mr Daniel Thomas, for a Community Watch service.

RESOLVED:

That the Council offer to support Mr Thomas in his endeavours. Projects & Development Officer to follow up in due course.

149.6. 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 Daily Updates	**	Various Dates
B	FLVC Daily Digest Updates	**	Various Dates
C	Welsh Government Updates	**	Various Dates
D	Visit Wales Updates	**	Various Dates
E	Hannah Blythyn MS	**	Various Dates
F	Rob Roberts MP	**	Various Dates
G	FLVC Funding Opportunities	**	10 th Mar 2021

H	One Voice Wales Training Courses - March	**	10 th Mar 2021
I	IRPW Report & Determinations	**	10 th Mar 2021
J	Census 2021 documents	**	16 th Mar 2021
K	Andrew Nuttall – Post Office Update	**	18 th Mar 2021
L	One Voice Wales Training Courses - April	**	22 nd Mar 2021
M	One Voice Wales – Policy Announcement	**	25 th Mar 2021
N	Thomas Pennant Easter Message	**	26 th Mar 2021
O	Ysgol Treffynnon Press Release	**	29 th Mar 2021
P	Local Pharmacy Information	**	30 th Mar 2021
Q	NW Trunk Road Agency Maintenance	**	31 st Mar 2021
R	NW Police Crime Stats Map	**	12 th Apr 2021

150. STAFF SALARY REVIEW

Members considered incremental progression through the salary scale for the Support Officer, from 1st April 2021.

RESOLVED:

That approval is given for the salary increase as stated.

151. TOWN COUNCIL POLICE REPRESENTATIVES

RESOLVED:

That the following councillors be confirmed as the Council's police representatives:

- Holywell Central – Cllr Ted Palmer.
- Holywell West – Cllr Andy Trumper.
- Holywell East – Cllr Ian Hodge.
- Greenfield – Cllr Rosetta Dolphin

152. MEMBER TRAINING REQUESTS

Members considered the stated training requests for Councillors A. Trumper and S. Delaney.

RESOLVED:

That the training requests be approved.

153. WALES IN BLOOM REQUIREMENTS

The Committee Chair had provided an update on equipment requirements to support this year's entry into the competition.

RESOLVED:

That the following items be purchased:

- New Water Bowser.
- New Planter – Strand Park.
- New Baskets & Brackets (12) Llys Emlyn Williams Hostel / Erw Groes Family Centre.

154. REMOTE MEETING PROTOCOL

Members considered the draft meeting protocol prepared by the Clerk.

RESOLVED:

That the protocol be approved for adoption with immediate effect.

155. MEMBERS' AGENDA ITEMS

1. Electric Transport Proposals - Item raised by Cllr. P.A. York. Members were asked to support the letter to Hannah Blythyn MS.

RESOLVED:

That the Clerk and Cllr P.A. York process minor amendments and the letter be brought for approval to the next available meeting.

2. Historic Holywell Photographs – Item raised by Cllr E.B. Palmer. The Council had been passed some old photographs which could be used in the Council Chamber or Kings Head Museum.

RESOLVED:

That the Clerk and Support Officer review the photos in due course.

156. REPRESENTATIVES' REPORTS

Cllr I. Hodge referred to the recent Grab A Gripe walkaround with the PCSOs and had also attended School Governor training. Cllrs I. Hodge, S. Delaney,

and A. Trumper continued to work through the Holywell Air Cadet procedures.

Cllr B. Scragg provided an update on the Council's LDP work with the Welsh Office Planning Inspector. The next meeting was on the 11th May for transport and active travel.

157. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported on the Saturday Club at the Holway starting this coming Saturday, and that a level playing field is being created.

158. STAFF CONTRACTS OF EMPLOYMENT

Cllr B. Scragg stated the draft contracts of employment were fair and fit for purpose from both the employer and employee perspectives. There were some minor amendments proposed related to index linking of any home working allowance payable and insurance for home working not being applicable to office based staff.

RESOLVED:

That the Clerk processes the agreed amendments and issues the Contracts to staff for signing off with the Mayor.

159. CLOSE OF MEETING

The Mayor closed the meeting at 8.50pm.

.....
Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Special Meeting of Holywell Town Council** held remotely on Tuesday 27th April 2021 at 6.00pm.

PRESENT: Councillor L.A. Carter (Chair).

Councillors: K. Davies, R. Dolphin, I. Hodge, J.M. Johnson, P.A. Johnson, S. Johnson, M. Lewis-Jones, E.B. Palmer, B. Scragg, A. Trumper, and P. York.

APOLOGIES FOR ABSENCE were received from Councillors S. Delaney and S.E. Wallbanks.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Projects & Development Officer), and C.S. Lowry (Support Officer).

160. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

161. SECTION 116 – LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION TO FILL A VACANCY ON THE TOWN COUNCIL

Three applications for Co-option onto the Council had been received by the Clerk and all candidates had met the qualifying criteria. The Clerk had circulated the expressions of interest to members prior to the meeting. One candidate had subsequently withdrawn from the process. The remaining two applicants attended the meeting to be introduced to members and answer any questions. Members discussed the prospective appointment and evaluated the skills and merits of each candidate before moving to a vote.

Councillor I. Hodge had requested a recorded vote.

Name	J. Pattison	D. Thomas	Abstain
L.A. Carter		✓	
K. Davies	✓		
R. Dolphin		✓	
I. Hodge		✓	
J.M. Johnson	✓		
P.A. Johnson	✓		
S. Johnson	✓		
M. Lewis-Jones	✓		
E.B. Palmer	✓		
B. Scragg	✓		
A. Trumper		✓	
P.A. York		✓	
Totals	7	5	0

RESOLVED:

That Mr J.S. Pattison be duly appointed as Co-opted Town Councillor for Holywell Central ward. Clerk to arrange the signing of the declaration of office and welcome pack.

162. ACTIVE TRAVEL

Members received a briefing from Councillor B. Scragg on the above matter. There was concern over a lack of consultation by the County Council at the various stages of progression of the active travel routes through Greenfield Valley, lack of progress with landowners Stenprop over access from the active travel pathway into the Greenfield Industrial Estate, and lack of progress over potential negotiations with Network Rail over land access to continue the pathway into the Greenfield Docks and onto the Wales Coastal Pathway.

The Town Council had played a key role in lobbying for funding for the active travel works, through its meetings with Welsh Government politicians. The next meeting with the LDP Inspectors was on 11th May 2021 and would cover Transport and Active Travel. Answers to the above concerns was crucial to the Town Council's presentation and approach to this meeting.

RESOLVED:

That the Clerk and Councillor Scragg send a letter on behalf of the Council to Steve Jones, Chief Officer – Streetscene & Transportation, Flintshire County Council to raise the above concerns, and request a response in time for the LDP meeting date.

163. ELECTRIC TRANSPORT PROPOSALS LETTER

Members had before them the revised letter to Hannah Blythyn MS drafted by Councillor P.A. York, that outlined a number of issues and concerns in relation to the planned switch from fossil fuel to electric vehicles.

RESOLVED:

That the letter be approved and submitted to Hannah Blythyn MS. Clerk to arrange.

164. CLOSE OF MEETING

The Mayor closed the meeting at 6.50pm.

.....

Mayor

10. PLANNING

10.1. Planning Applications

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

Application Number	Proposal Details
062744	Erection of a Two Storey side extension. Location: 121 Tan Y Felin, Greenfield, Holywell, Flintshire, CH8 7QA.
062708	Single storey, wrap around extension to rear and side of property. Location: 25 Yr Aber, Holywell, Flintshire, CH8 7RN.
062800	Proposed erection of detached dwelling and means of access. Location: Land at Pen Y Ball Hill, Holywell, Flintshire.
062873	Installation of secondary staircase at two storey flats. Location: 59-83 Abbots Walk, Holywell, Flintshire, CH8 7BY.
060497	Conversion of former bank into 7 no. self-contained apartments. Location: Former HSBC Bank, 17 High Street, Holywell, CH8 7UB.
062669	Listed Building Application - Convert into 5 no. self-contained apartments. Location: The Old Courthouse, 4 Halkyn Street, Holywell, Flintshire, CH8 7TX.
062859	Roundabout sponsorships signs. Location: Roundabout No. 2 Junction at Bagillt Road A548, Greenfield.
061875	Application for Conservation Area consent to demolition. Location: The Talacre Arms, New Road, Holywell, Flintshire, CH8 7LS. The Council deferred a response to this application at its last meeting pending further information being supplied to the Local County Council Member.

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.

11.2. Income Received/Bank Transfers

To receive the attached schedules.

SCHEDULE OF ACCOUNTS – APRIL 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8243 - 8245	BP	Council Staff	Staff Salaries - Apr 2021	4,731.58	***
8246	BP	HMRC	PAYE/NI - Apr 2021	1,452.89	***
8247	BP	Clwyd Pension Fund	Staff Pension - Apr 2021	1,536.76	***
8248	BP	Flintshire County Council	Annual Rent - Well Street Garage	626.00	****
8249	BP	Flintshire County Council	CCTV Charges Quarter 1	228.87	*****
8250	BP	Daydream Designs	Website Technical Support Apr 21	94.80	****
8251	BP	Flintshire County Council	Loan Repayment (2 of 2 20/21 year)	7,500.00	^
8252	BP	Sian Jones Translation Services	Translate Documents	11.71	***
8253	BP	DJB Window Cleaning	Clean Windows - Bank Place	15.00	****
8254	BP	Society of Local Council Clerks	SLCC/OVW Joint Virtual Conference 13/5/21	54.00	***
8255	BP	Flintshire County Council	Bank Place Business Rates Apr-Sep 21	5,149.38	****
8256	BP	Zurich Municipal	Insurance - Play Area Inspection Contract 21/22	67.63	****
8257	BP	Zurich Municipal	Corporate Insurance Policy 2021/22	1,893.78	****
8258	BP	Cllr I. Hodge	Reimbursement - Bungee Straps	15.89	^^
8259	BP	Newydd Catering & Cleaning	Cleaning Services Bank Place Mar 21	82.44	****
8260	BP	Chubb Fire & Security Ltd	Fire Prevention Equipment Contract 21/22	270.72	****
8261	BP	Royal British Legion	Giant Poppies (Restock)	60.00	^^
8262	DD	Plusnet	Phone & Broadband Apr 21	41.66	****
8263	DD	BNP Paribas	Copier Lease 16/4-15/7	202.80	****
8264	DD	British Gas	Electric 14BP Mar 21	13.03	****
8265	DD	British Gas	Electric 12/13 BP Mar 21	29.14	****
8266	DD	British Gas	Gas Bank Place Mar 21	248.37	****
8267	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8268	DC	Tesco	Refreshments	8.79	****

8269	DC	Tesco	Refreshments	0.80	****
8270	DC	Tesco	Refreshments	0.80	****
8271	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8272	DC	Ron Harrison Ltd	Book of Remembrance	10.26	****
8273	DC	Tabletop	Hangers	24.65	^^
8274	DC	Smiths	Labels	10.65	^^
8275	DC	DesireTech	Hangers	16.66	^^
8276	DC	Amazon	Bags	5.99	^^
8277	DC	Plastic Box Store	Crates	76.00	^^
8278	DC	Tesco	Refreshments	0.80	****
8279	DC	1&1 Internet Ltd	Office Premium/Mail Pro	12.00	****
TOTAL				24,608.83	

INCOME RECEIVED/BANK TRANSFERS – APRIL 2021

Date	Debtor Name	Income Details	Amount £
29/4/21	Post Office (Cash)	Deputy Mayor's Contribution - £2.00 Food Club (Contra)	400.00
30/4/21	Flintshire County Council	Local Taxation Precept (1 of 3)	84,966.66
TOTAL			85,366.66

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

12. COMMUNITY ENGAGEMENT

12.1. Monthly Report

Members to note the attached update from the Projects & Development Officer.

1) Youth Council

Me and Jason met with Dylan and his Mother and he still appears keen on becoming a Youth Councillor. He has been supplied with an iPad and it is our intention to invite him to the Full Council meeting in June. It is important that we do not put too much pressure on him at this early stage, but members may like to think about some ideas/projects he could potentially get involved with.

2) A55 Signage

Confirmation received that new signage is in place.

3) Council Noticeboards.

Specifications and quotations are currently being gathered with just confirmation required on specific location in West Ward to be agreed.

4) Town Centre Promotion

As mentioned previously in earlier PDO reports I have been looking at a Town promotion leaflet with Richard Jones from Flintshire and was able to secure funding from him to do so. We currently have no promotional literature on Holywell currently available.

Initially, the focus was solely on coach trips but due to Covid the focus has shifted toward a generic leaflet for visitors in general both local and from outside the area, including group travel which encourages them to spend more time in the town.

I had a zoom call meeting with Richard last week and their appointed design consultant. It was agreed that we look at creating a leaflet that focuses on the link between the Town Centre and the Dock. This could potentially take in and make reference to the following:-

- The new Active Travel link (including mapping if you have it)
- Walking tours and Walkers Are Welcome, walking trails.
- Blue plaques trail
- I Beacon trail
- The existing interpretation boards – do you have PDFs of these?
- The town museum, the town market
- I have a PDF of the old heritage trail booklet for reference.
- Market
- Our historic heritage sites.
- For the back page, it would be good to know what logos, telephone numbers, social media handles, weblinks etc which people could be directed to.

Once further information and ideas are gathered they will be taken to members for comments and views. **Members initial comments and ideas welcomed.**

5) Blue Plaques.

Working group meeting held 12th May works ongoing.

6) St Peter's Food Club.

Update from Father Dominic below :-

"I'm sorry that we haven't been in touch about the Food Club for a little while, but things have been rather busy with a return to public worship over Easter and other activities. However, we have reached some conclusions that I wanted to share with you:

- 1) We visited 10, New Shop Parade and, unfortunately, we did not think the building will work for us – it would require a lot of work to get it to a place where we could use it for what we are looking for. The building needs a complete makeover, and we would need to quite radically change the layout to make it suitable.
- 2) We visited the old mill at the bottom of Well Hill and Sarah made a very generous offer to allow us to use her part of the building for a peppercorn for a year. However, we discussed this with those who come to the Food Club and the hill was seen as a real barrier (even given the bus stop).

As we prayed and reflected on how to proceed, we decided to find a way to remain in St Peter's. This will involve moving the project to the upstairs meeting room and, over the summer, changing the day so that the church building can still be used by the other community groups who call it their home".

7) Community Bus Feedback

Please see below comments (in blue) from Sarah Blake FCC in relation to some members questions regarding the bus service being provided by FCC.

1 How much notice must be given to book a ride ? Cost will remain the same as on the existing LT 1, 2 and 3 services.

2 How many hours a day will the service operate and is there an evening service and weekends? . Service will operate from 9.15 am to 6pm with the exclusion of school hours. Saturday until 2pm initially.

3 Does the cost of this service relate to bus fare rates or do other rates apply?. As above

4 Does the bus pass apply? . Concessionary bus passes apply as they do on existing services.

5 How many vehicles will operate in the north Flintshire.? Initially one bus, same fully wrapped F.C.C vehicle as currently operating with a view of increasing the number of buses as and when passenger demand increases.

Book a ride services were not designed to accommodate for example places like Caerwys with a population of two and a half thousand residents and certainly does not take into consideration the green agenda with the move to electric vehicles and the need for better public transport.

The passenger numbers on the LT2 have slowly declined over the last 2 years. Passenger numbers from Caerwys to Holywell for the 6 months between 1st of September 2019 and 31st March 2020 averaged at 32 per month which is more than manageable on the pre bookable service. As the vehicle will only "drive" when a journey is booked rather than drive to a prescheduled timetable irrespective of whether there are passengers or not, this reduces unnecessary driving. The new service will offer public transport to far more residents of North Flintshire, especially those in the more rural areas who currently isolated and unable to access the public bus services along the F.C.C core network. Those residents who currently access the scheduled service, for instance in the Caerwys will have the flexibility to book the service 6 days a week at a time that suites them rather than being governed by a scheduled timetable that currently only operates 3 days a

week. Passengers will be afforded the opportunity to pre book multiple journeys and journey times will be reduced as the bus will only go to stops that have passenger bookings. The service will also be available to all age groups and will be advertised at local leisure centres and libraries to encourage young people to access the service for out of school activities.

At present there is no plans to offer an evening service but there would the opportunity to explore this option should there be local community council funding, as previously trialled in other areas of Flintshire.

Flintshire County Council are currently trialling electric buses with the expectation to increase electric buses across the fleet where they are fit for purpose and dependant on the mileage/charge time for such vehicles.

8) Cycle Repair Station

Branding and final colour to be confirmed and order placed with delivery expected 4 - 6 weeks.

9) Woodlands Tree Planting Grant

After a lot of background work and various discussion I will be in a position to submit the Full application for £22k within the next 7 days. (See attached). This is a project that will require ongoing work, alongside other partners with the need for community buy in in order to ensure its progress and ongoing sustainability.

10) Regeneration Funding Update Zoom Meeting held with Niall Waller FCC

- WG Placemaking Grant – FCC has the opportunity to bid for project funding up to £250k per project. Our priority is property investments in the towns. We have got a couple of private sector investment lined up in Holywell which we hope to apply for. The pot will be very oversubscribed in its first year, but we hope it'll become a long term fund we can build further projects for.
- WG Loans – we are about to launch a zero interest loan scheme for businesses looking to invest in their properties in the towns.
- WG Loans – we also hold loan funding for our own projects in the town centres. Hope to start acquiring properties for investment / redevelopment.
- WG revenue – there will also be a small revenue pot for regional working – expect focus to be on supporting businesses and on digital development in towns.
- UK Govt Levelling Up Fund – the Council can bid for capital funding for projects in each Parliamentary constituency and bid for a strategic transport project on top. All has to be spent by March 2024. **Expected priorities are regeneration, heritage, and transport. We aim to bid to the second round of the programme which we hope will open this autumn.**

13. CORRESPONDENCE RECEIVED

13.1. Aura Leisure – Match Funding Scheme, Play Area Improvements 2021/22

Members to consider the attached letter from Aura Leisure and the associated Condition Survey Report and confirm their ongoing commitment to this scheme. Aura Recommendation – Groesffordd Play Area, Greenfield.

See below for historical analysis of previous schemes –

Count	Year	Location	Ward	Match Funded (£)
1	2011/12	Clwyd Avenue	Greenfield	10,000.00
2	2012/13	Groesffordd	Greenfield	10,000.00
3	2013/14	Penrhyn, Pen-y-Maes	Holywell East	10,000.00
4	2014/15	Strand Walk	Holywell Central	10,000.00
5	2015/16	Pen-y-Maes Gardens, Pen-y-Maes	Holywell East	12,364.36
6	2016/17	Holway	Holywell West	10,000.00
7	2017/18	Bryn Mawr Road, Strand	Holywell Central	10,000.00
9	2018/19	Tan-y-Felin, Greenfield	Greenfield	10,000.00
10	2019/20	Pen-y-Maes	Holywell East	10,000.00

Mr Jason Baker
Holywell Town Council
Bank Place Offices
Holywell
Flintshire
CH8 7TJ

Your Ref/Eich Cyf	
Our Ref/Ein Cyf	RR/LB
Date/Dyddiad	26 April 2021
Ask for/Golymer am	Richard Roberts
Direct Dial/Rhif Union	01352 702466
Email/Ebost	richard.roberts@aura.wales

Dear Clerk,

Match Funding Scheme **Improvements to Children's Play Areas 2021/22**

I am pleased to advise that Flintshire County Council has allocated £105,000 from its 2021/22 budget for the match-funding of improvement works to children's play areas. This sum is in addition to the £105,000 the County Council allocated to its annual scheme in 2020/21. Unfortunately, as you are no doubt aware, Aura was unable to implement the match-funding programme last year due to the pandemic.

Flintshire County Council and Aura wish to continue working in partnership with Town & Community Councils on a match-funding basis (£ for £) and seek expressions of interest for the 2021/22 scheme.

It is important that the County Council targets its future investment towards those sites of greatest need in terms of play deprivation and strategic importance. During 2020/21, Aura commissioned an independent play consultancy to carry out a condition survey of each of the County Council's near 200 outdoor play areas. In addition, a strategic review of fixed play provision and a capital investment plan have been produced. The 2021/22 match-funding scheme is, therefore, aligned to the recommendations of the independent play review and based upon the following principles:

- Only sites identified by the play survey as requiring an upgrade and investment will be considered to meet the match-funding criteria.
- In previous years, a maximum contribution of £10,000 per scheme has been applied. In light of the rollover of the 2020/21 match-funding revenue, together with the County Council's 2021-22 capital allocation for play areas,

Working in partnership with...
Gweithio mewn partneriaeth gyda...



Mae Aura Leisure and Libraries Limited wedi'i gofrestru dan Deddf Cymdeithasau Cydweithredol a Budd Cymunedol 2014 (Rhif cofrestru 7610).

Aura Leisure and Libraries Limited is registered under the Cooperative and Community Benefit Societies Act 2014 (Registration No. 7610).

Aura Leisure and Libraries, Deeside Leisure Centre, Chester Road West, Queensferry, Deeside, Flintshire, CH5 1SA
www.aura.wales

Aura Hamdden a Llyfrgelloedd, Canolfan Hamdden Glannau Dyfrdwy, Gorllewin Ffordd Caer, Queensferry, Glannau Dyfrdwy, Sir y Fflint, CH5 1SA
www.aura.cymru

expressions of interest in excess of £10,000 will be considered for the 2021/22 match-funding scheme. However, please note that such requests will be assessed on a case-by-case basis and must align to the County Council's investment strategy.

The County Council seeks support for and engagement with the match-funding scheme from all Town & Community Councils. Once this support is established, the County Council will recognise the additional play investment needs of towns and villages through the appropriate allocation of capital funding.

To assist your members' match-funding decision, Aura's Play Design service has identified the following play area within your community as being most in need of investment:

Groesffordd Play Area

Category 3 (site in need of priority development; some reasonable provision but needs improvement) in the independent play survey.

The annual inspection (condition survey) report for the identified site accompanies this letter.

In order that we have an agreed programme in place, I would be grateful if you can confirm your expression of interest to Richard Roberts, Aura's Play Design Officer, by 31 May 2021. The outcome of your expression of interest will then be reported back to you at the earliest opportunity. I also need to advise that Aura and the County Council cannot guarantee that all expressions of interest will be approved.

The 2021/22 match-funding scheme is being managed and delivered by Aura Leisure & Libraries Ltd in partnership with the County Council. Should you require any further information, please do not hesitate to contact Richard Roberts on 01352 702466 or via richard.roberts@aura.wales.

Thank you for your continued support of children's play.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P Jones', with a long, wavy horizontal line extending to the right.

Paul Jones
Business Improvement & Performance Manager (Aura)

13.2. Clwyd Pension Fund Consultation

The Clwyd Pension Fund are proposing an update to their Fund Strategy Statement. Members are requested to respond with any comments by Wednesday 26th May 2021. See attached. Clerk to report.

CLWYD PENSION FUND

FUNDING STRATEGY CONSULTATION

1. FSS Consultation Requirements

We are consulting with you on this update to the FSS as a participating employer of the Fund. It should be noted that whilst we will take into account all consultation responses from employers in the Fund, it is ultimately the Administering Authority's responsibility to formulate and implement the FSS.

It is strongly recommended that you read and understand the FSS provided, as it may have an impact on you as an employer within the Clwyd Pension Fund. We would welcome any comments that you may have in respect of this consultation.

2. How has the Funding Strategy Statement changed?

If certain conditions are met, the changes now allow:

- The Fund to review employer contributions between actuarial valuations (for example, where employers have a significant change in membership or financial covenant)
- An exit debt to be spread over an appropriate period
- An exit debt to be deferred, with the employer remaining in the Fund once all active members have left.

In light of the new Regulations, the Fund is required to include policies within its Funding Strategy Statement (FSS) which set out how the flexibilities will apply in practice for employers.

These policies aim to provide much needed flexibilities to manage the liabilities and have been developed allowing for the guide from the Scheme Advisory Board (SAB) (<https://www.lgpsboard.org/index.php/empflexm>) and the statutory FSS guidance from the Ministry of Housing, Communities and Local Government (MHCLG) (<https://www.gov.uk/government/consultations/local-government-pension-scheme-changes-to-the-local-valuation-cycle-and-management-of-employer-risk/outcome/guidance-on-preparing-and-maintaining-policies-on-review-of-employer-contributions-employer-exit-payments-and-deferred-debt-agreements>). These policies do not alter the main principles of the current funding plan as agreed as part of the 2019 actuarial valuation.

To implement these new policies the following updates have therefore been made to the Funding Strategy Statement.

Introduction of a new policy - Review of Employer Contributions between Valuations

Previously the contribution rates set out in the valuation report stayed in place until the next valuation (except in limited circumstances or where an employer exits the Fund). The new Regulations allow changes to contributions to be made before the next actuarial valuation under the following circumstances:

- a) It appears likely to the administering authority that the amount of the liabilities arising or likely to arise has changed significantly since the last valuation;
- b) It appears likely to the administering authority that there has been a significant change in the ability of the Scheme employer or employers to meet the obligations of employers in the Scheme; or

- c) A Scheme employer or employers have requested a review of Scheme employer contributions and have undertaken to meet the costs of that review (and point (a) or (b) also applies)

Further details on how this can be applied in practice are set out in within the policy in Appendix D.

In particular, some of the key points to note within this policy are as follows:

- We have set the maximum number of requests to review contributions between actuarial valuation dates to two (see page 45).
- A contribution review due to a change in membership profile would not be undertaken in the 6 months leading up to the commencement of the next valuation Rates and Adjustments Certificate (see page 45).
- In addition, a review will only be considered if the change in liabilities is expected to be more than 5% of the total liabilities (see page 46).
- As part of this change, certain employers will be required to notify the Fund of any changes in financial covenant (known as notifiable events) and they will be contacted regarding this as part of the normal covenant review process that the Fund undertakes.

Updates to the Termination Policy when an employer exits the Fund

Whilst the Fund's policy remains that any exit debt is paid up front, the changes now allow us to develop policies that provide alternative options to employers in certain circumstances. As a condition of the Fund, if the employer adopts any of the options then they will be required to supply covenant information and to notify the Fund of any change in circumstances under a notifiable event framework. The conditions for entering into any arrangement will be set out in the agreement between the parties. The options upon termination will therefore be as follows:

1. Upfront payment of the exit debt (the existing approach)
This will remain as the default option when an employer terminates.
2. Spreading exit payments
Where the upfront payment of the deficit has been determined as unaffordable by the Fund, the parties can enter into an agreement to instead spread the payment of the final exit debt. This will be over an agreed period of time with the amounts and frequency of the payments in the payment plan agreed at the outset along with any early payment terms. The maximum period proposed in the policy is 5 years from exit, except in exceptional circumstances at the sole discretion of the Fund based on the advice of the Actuary.
3. Deferred Debt Arrangement (DDA)

Alternatively, where the upfront payment has been determined as unaffordable by the Fund, the parties may enter into a DDA which allows them to defer their obligation to make an exit payment and continue to make contributions to the Fund. Contribution requirements will continue to be reviewed as a minimum as part of each actuarial valuation under this option. This option is essentially an employer continuing ongoing participation, but with no contributing members. The Fund or employer can terminate the DDA and settle a revised (potentially more affordable) exit debt in the future, or the DDA would automatically cease when the exit debt is paid.

Some of the key points to note within changes to the termination policy are as follows:

- Spreading of exit payments or a Deferred Debt Arrangement will only be entered into if the termination debt is deemed to be unaffordable following a review of an employer's covenant and;

- Where the deficit is spread, the maximum spreading period is 5 years, except in exceptional circumstances.
- There is a requirement for employers to provide ongoing covenant information and enter into a notifiable events framework.

Other Changes

In addition, the termination policy has been updated to clarify the process involved in determining how an exit credit (i.e. a surplus) should be dealt with when an employer exits the Fund. In particular, upon request, the Fund will provide the exiting employer with a notice setting out who will receive the exit credit and the reasons behind this decision (e.g. details of the commercial or admission agreements referenced). The employer will be able to appeal this decision if they do not agree with the determination.

Some small clarification and technical changes have also been made throughout the document to allow for updated information after the valuation date.

13.3. Email From Kevin Warburton – Former Bowling Pavilion, Fron Park

Members to consider the attached email from Mr Warburton:

I am currently in the process of applying for a CAT transfer of the above mentioned premises. We plan to convert this building into a food hut offering take out services only to the local community. (All produce to be sourced locally).

We also intend to develop the business into a bike hire facility increasing tourism within Holywell. As we hope to bring back to life a derelict building we hope having a presence in the park will reduce antisocial behaviour and give women and families a place to meet and socialise.

We want to invest profits back into the park and surrounding area increasing footfall and improving the already excellent facilities. I am seeking the town council's and councillors support in this new social enterprise.

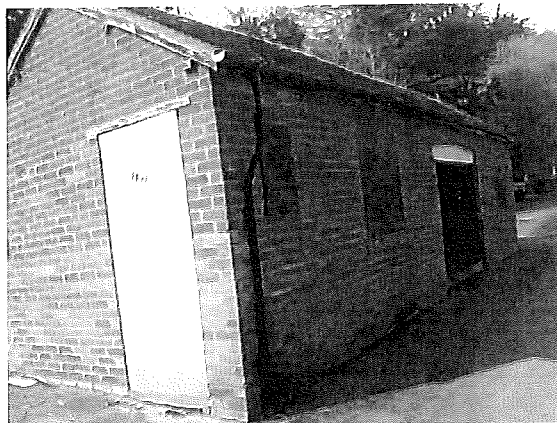
13.4. Emails From Daniel Thomas

Members to consider the attached emails from Mr Thomas:

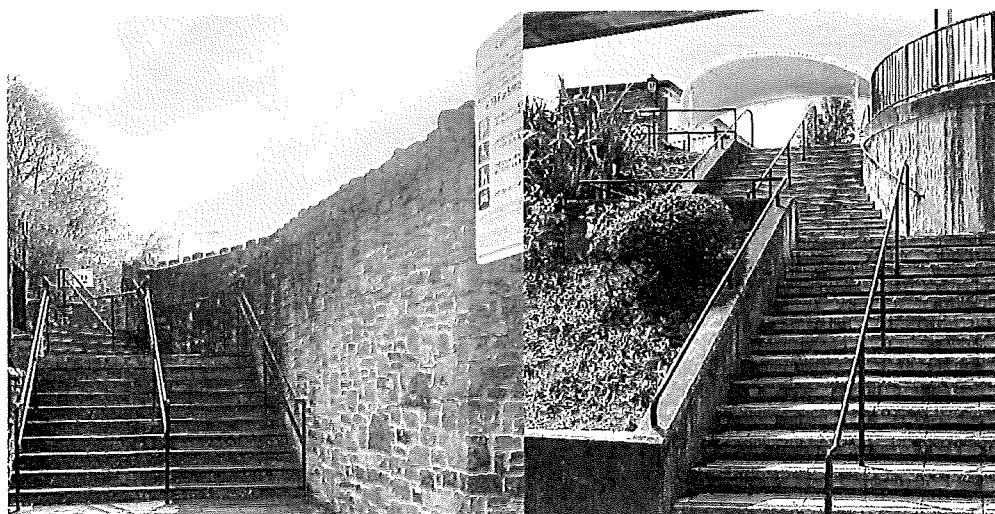
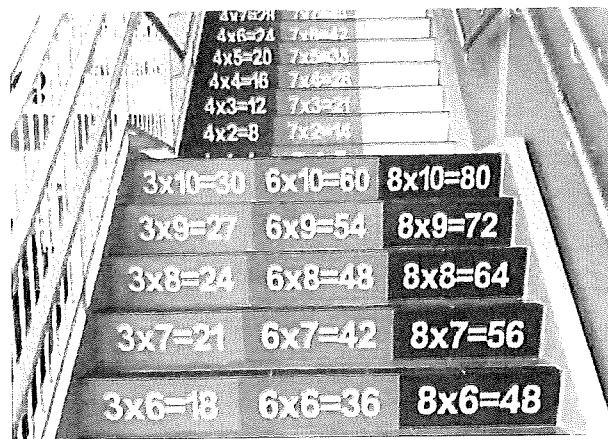
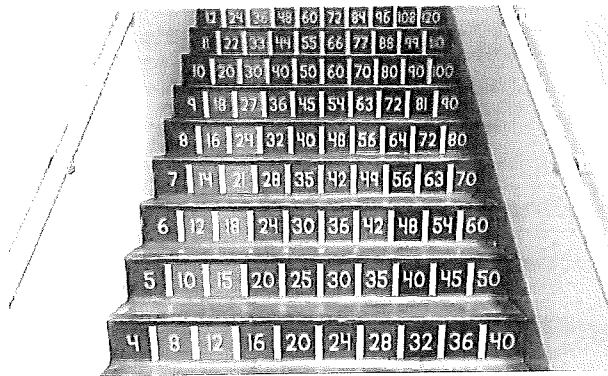
Email 1 - How do I go about getting this turned into a hatch where you sell drinks and food like in greenfield? I would like this as a business and think it will be great there. There is a hatch in greenfield valley selling drinks, like a little cafe where you do not go inside; there is also one at Holywell bus stop.

What I would like to do is sell food and drink also this will deter teenagers misbehaving as there is an adult working and they could ring the police if needed. I would like to sell food, drinks, ice cream, also healthy foods. As we have a hatch in greenfield valley and the one by the bus stop why not in our park area? As cafes were closed during lockdown if that happened again this can stay open just like the greenfield one did meeting covid rules.

Also as I am bringing a junior running club to Holywell and running it around the grounds of back of leisure centre bringing more attractions will encourage people to come there. Even more with having a food hatch, teenagers hopefully will respect the place as they will build a friendly relationship with who is working there which will reduce anti-social behaviour also the worker would ring the police whenever they see trouble so extra bonus having an adult there through opening times.



Email 2 - What do members think about doing this to the stairs by the Council Offices? Great for people with dyslexia.



13.5. Letter From Emma Candlish, Pen-y-Maes Road, Holywell

Members to consider the attached letter. Councillor J.M. Johnson to also report.

Emma Candlish
Lodge Farm
Pen-y-Maes Road
Holywell
Flintshire
CH8 7HL

To whom it may concern,

I am writing to you regarding the dangers of the Pen-y-Maes road.
I have lived on Pen-y-Maes road for most of my life. But now I have two children of my own, and my eldest is going into High school at Ysgol Treffynnon in September. He is wanting independence, but I cannot do it, as of how dangerous the road is leading to my house.

Where the path needs to run is from Wood Lane down to Llys Maes Teg/ Glan y Don. Many kids use to use the road, but suddenly there is hardly any children walking down. Maybe because it has gone so dangerous.

I live on the bad corner just below Wood Lane, and I have seen many accidents on this corner, mainly due to how fast the vehicles travel up and down there. Changing the speed limit has just not made a difference. A footpath would be a lot better, and safer for everyone.

I know there has been many people who have asked for this, but it seems the council have turned a blind eye. The residents of Pen y Maes would benefit from a footpath. I do not like taking my children out unless we drive somewhere first. During the lockdown, for our daily exercise, we had to drive somewhere to do this. Due to not wanting to walk up and down the Pen y Maes road.

I hope you can help not just myself but everyone who will benefit from this.

Yours faithfully
Emma Candlish

13.6. 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
B	FLVC Bulletins & Daily Digest Updates	**	Various
C	Welsh Government Updates	**	Various
D	One Voice Wales Updates	**	Various
E	Packet House Appeal Letter	**	12 th Apr 2021

F	FCC Standards Committee – Independent Member Vacancy	**	15 th Apr 2021
G	Wildflower Roundabout - Greenfield	**	19 th Apr 2021
H	Roberta Owen – Green Jobs Action Event	**	22 nd Apr 2021
I	FCC Update on Greenfield Docks Path	**	27 th Apr 2021
J	Update From PC James Tapley	**	27 th Apr 2021
K	Update From Tudor Jones – HLC-CLT	**	10 th May 2021
L	Entrance to Connects Building (Pigeons)	**	12 th May 2021

14. STAFFING – REQUEST TO CHANGE WORKING HOURS

Members to consider a request from the Deputy/Assistant Town Clerk for a modification to their working hours. Clerk to report.

15. MEMBERS' AGENDA ITEMS (SEE ATTACHED FORMS)

- 15.1. Cllr J.M. Johnson – Pen-y-Maes Shops Signage.
- 15.2. Cllr I. Hodge – Trough/Planters for Gateway Signage.
- 15.3. Cllr P.A. York – Copy Letter Request, North Wales Association of Local Councils.

16. 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.

17. 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.

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Joe Johnson
Meeting	Holywell Town Council – Annual Meeting
Date of Meeting	Tuesday 18 th May 2021

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Signage for Pen-y-Maes Shops.	The provision of this type of sign is not supported by the County Council. Members to consider the Town Council funding the supply and installation of the sign, to support the local businesses.

Signed: Joe Johnson.....

Date: 11th May 2021.....

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Ian Hodge
Meeting	Holywell Town Council – Annual Meeting
Date of Meeting	Tuesday 18 th May 2021

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Trough/Planter to sit underneath Gateway Signage.	Local residents have requested a planter be placed underneath the sign by the Fire Station. Members to consider funding and installing a planter. Maintenance and safety of the planter would need to be carefully considered. Nb Members had originally decided to do without planters attached to the signs for operational reasons.

Signed: Ian Hodge.....

Date: 11th May 2021.....

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Peter York
Meeting	Holywell Town Council – Annual Meeting
Date of Meeting	Tuesday 18 th May 2021

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Copy of Electric Transport Letter to be sent to North Wales Association of Local Councils.	Members are requested to approve the sending of this copy letter, for consideration of this matter by the Association. (Letter Attached).

Signed: Peter York.....

Date: 12th May 2021.....

29th April 2021

Hannah Blythyn MS
Assembly Member For Delyn
Welsh Parliament
Cardiff Bay
Cardiff
CF99 1SN

Dear Hannah,

Electric Transport Proposals

Holywell Town Council is concerned as you know about the transport issue in relation to the switch from fossil fuel to electric. National Government has just announced massive spending to improve bus services in England although whether that is sufficient has been questioned. We are worried by the fast approaching switch deadline. This will inevitably impact on the availability of second-hand cars. There will be insufficient second hand electric cars whilst fossil fuel vehicles will be withdrawn.

For people in Flintshire as well as Wales and nationally there will be great disruption. Meanwhile car companies are pressing ahead with SUV electric models. Unable to meet purchase prices many who will be forced into HP or domestic lease arrangements. There are many for whom those avenues are not open and public transport remains an increasing necessity.

There does not seem to be commonly available data on the structure and nature of car ownership, in Flintshire, Wales or nationally. We need to know and would ask you to find the following information for Flintshire:

- 1) What proportion and absolute numbers of people drive second-hand cars.
- 2) The lifespan of second-hand car ownership.
- 3) The absolute and proportionate numbers of vehicles on hire purchase.
- 4) The absolute and proportional use of car lease arrangements and any rate of expansion of leasing.

This information would help inform discussion of future car ownership subsequent to the ending of fossil fuel car use and emphasise the move toward public transport. Car

advertising frequently refers to cost per month - presumably in relation to lease arrangements which are likely to increase and are again socially divisive, exclusive of the less well off. Poorer people living in rural or poorly served areas will be excluded from the market.

Whilst reducing car use is very important and environmentally wise, leaving aside environmental concerns car use is with us to stay, but with a greater divide between haves and have nots, particularly where public transport is insufficient. How are poorer people to get about? Cycling or walking are wholesome but impractical over long distances or hilly terrain, and the weather is not always clement. The less well-off will be worst hit by the switch to electric or hydrogen powered cars from fossil fuels.

Councillors in Holywell are disappointed by the lack of progress towards the development of a meaningful public transport system in relation to the car ownership issue and would appreciate your input.

Yours sincerely,

Jason Baker
Town Clerk & Responsible Finance Officer

cc. Ken Skates MS – Minister for Economy, Transport & North Wales