

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

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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

10th October 2025

Dear Councillors,

Notice is given that a meeting of **Holywell Town Council** will be held in the **Council Chamber, Bank Place Offices, Holywell** on **Wednesday 15th October 2025 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. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

3. MAYOR'S REMARKS

4. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 17th September 2025.
- Town Centre & Events Committee meeting held on Wednesday 8th October 2025 (to follow).

4.2. Meetings of Committees, Working Groups, and Outside Bodies

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday, 17th September 2025 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

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

APOLOGIES FOR ABSENCE were received from Cllrs C. Argent and P. Curtis. Councillors C. Blackwell and S. Rush were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

41. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

42. PRESENTATION TO MAYOR’S HONOUR CADETS

The Mayor introduced the honour cadets to the Council and presented their official badges for the civic year. The cadets would be involved in civic events for the remainder of the year. This year’s cadets were Cdt Sgt Jenna Jones and Cdt Cpl Charlie Goodby.

43. NORTH WALES POLICE UPDATE

PC Dave Hesketh and PC Shannon Finnerty attended the meeting and provided an update to members. PC Hesketh confirmed some personnel changes, which included a new Chief Inspector Jason Davies and District Inspector Rob Stephenson. PC Hesketh was based in Holywell and was part of a small team that included three PCSOs, and CBM Annie Owen. Operation Restore that targeted anti-social behaviour, and Operation Bastion that targeted shoplifting had both started with mapped hotspots.

Cllr P.A. Johnson raised sheep movement along Fron Park Road and in Holywell Cemetery, which continued to cause a nuisance and hazard to motorists, pedestrians, and visitors to the cemetery. The police confirmed they would not prosecute but would check the provisions in the Highways Act 1980. A cattle grid had been investigated at the top of Pen y Ball Hill that would halt the movement, but this was subject to legal considerations that had not yet been resolved. Members also stated sheep had found their way onto the A55 expressway.

PC Finnerty provided an update on illegal e-scooters, with offenders being caught and the bikes destroyed. E-bikes continued to be a priority area of investigation.

44. MAYOR'S REMARKS

The Mayor expressed his deepest sympathy and sincerest condolences to Cllr Peter Curtis, on the recent passing of his wife Jenny, who was in all our thoughts at this sad time.

The Mayor attended the following community events over the summer period:

- Greenfield Strawberry Fair
- Craft Place opening and cut ribbon
- Opening of Kim Inspire new hub
- Rock The Dragon event in Bagillt
- Carmel & Holywell Woodcraft Association open day

The Mayor attended the following civic engagements over the summer period:

- Mayor of Bay of Colwyn civic service
- Mayor of Rhyl civic service
- Mayor of Llangollen civic service

The Mayor attended the following council events over the summer period:

- Met Wales in bloom judge Peter Barton Price
- Party in the Park. Lots of positive feedback received
- Met with both our local assembly member and member of parliament
- Merchant Navy Day flag raising at the Council Offices
- Well Inn Music Festival

The Mayor thanked all those involved with the events held.

45. MINUTES & MEETINGS

45.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 16th July 2025.
- Development Committee meeting held on Wednesday 23rd July 2025.
- Special Meeting of Holywell Town Council held on Tuesday 29th July 2025.
- Resources Committee meeting held on Tuesday 5th August 2025.

45.2. Meetings of Committees and Working Groups

Development Committee meeting held on Wednesday 23rd July 2025. Minute Ref. DC2.

RESOLVED:

That Cllr D. Smith be ratified as a member of the Development Committee.

Resources Committee meeting held on Tuesday 5th August 2025. Minute Ref. R7 iii. Members reviewed the current arrangements for committee meetings and requested set dates and times for future meetings.

RESOLVED:

That future committee meetings and special meetings of the council be held on Wednesdays at 6.00pm. Staff to offer a range of dates for any working groups held.

46. PLANNING

46.1. 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/000551/25	PROPOSAL: CHANGING EMPTY STORE/BUILDING INTO A CAFE. LOCATION: Saunders Opticians 1, Tower Gardens, Holywell, CH8 7TG. <i>The Council noted this application as received.</i>

47. ACCOUNTS

47.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved. That the Clerk includes the drinks machine lease on the agenda for the next Resources Committee meeting.

SCHEDULE OF ACCOUNTS PAYABLE – JULY 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10903	BP	Wall Signs	Update Honours Board Inscription	132.00	****
10904	BP	Amberol Ltd	Supply 6x Barrier Baskets and 3x Brackets	1,117.20	^^
10905	BP	Pure Glass Window Cleaning	Clean Office Windows	50.00	****
10906	BP	Pottles Premier Plants	Supply 102 no. Hanging Baskets	3,060.00	^^
10907	BP	Viking	Stationery	173.28	****
10908	BP	Supertemps	Agency Support w.b. 23/6/25	493.02	****
10909	BP	Supertemps	Agency Support w.b. 16/6/25	536.84	****
10910	BP	Supertemps	Agency Support w.b. 9/6/25	493.02	****
10911	BP	H. Jones	Reimbursement Food & Drink Event Items 21/6/25	20.48	^^
10912	BP	Automated Systems Group	Copier Charges	48.78	****
10913	BP	Veolia	Trade Waste Charges Jun25	83.03	****
10914	BP	Philip Jones Computers	ICT Support Costs Q1 inc. new hardware set up costs	1,523.44	****
10915	BP	A Little Magic	Face Painting & Glitter Tattoos - Food & Drink Event	200.00	^^
10916	BP	JRB Enterprises	Dispenser Dog Glove Bags	160.44	****
10917	BP	Holywell Garden Centre	Wales in Bloom SLA works	490.56	^^
10918	BP	Kids Cancer Charity	Financial Assistance Donation	500.00	**
10919	BP	Estuary Vol. Car Scheme	Financial Assistance Donation	500.00	**
10920	BP	Thomas Pennant Society	Financial Assistance Donation	250.00	**
10921	BP	Greenfield Football Club	Financial Assistance Donation	500.00	^^^
10922	BP	Carmel & District Cricket Club	Financial Assistance Donation	250.00	^^^

10923	BP	The Holywell Band	Financial Assistance Donation	500.00	**
10924	BP	Fron Park Bowling Club	Financial Assistance Donation	300.00	^^^
10925 - 10927	BP	Council Staff	Staff Salaries Jul25	5,464.52	***
10928	BP	HMRC	Staff PAYE/NI Jul25	1,824.83	***
10929	BP	Clwyd Pension Fund	Staff Pension Jul25	437.97	***
10930	BP	Supertemps	Agency Support w.b. 30/6/25	493.02	****
10931	BP	Transition Holywell	Financial Assistance Donation	500.00	**
10932	BP	Darin Pegg	DJ Services - Food & Drink Event	50.00	^^
10933	BP	Tadmark Ltd	3 no. Banners - Party in Park	133.10	^^
10934	BP	Parish Services Ltd	Holywell Business Directory Annual Listing	19.00	****
10935	BP	Deter Tech Ltd	100 no. Smart Water Home Security Packs	1,212.00	**
10936	BP	Flintshire County Council	CCTV Charges Jul-Aug	3,235.38	*****
10937	BP	Basix Wrestling Promotions	Wrestling Show - Party in Park	350.00	^^
10938	BP	Holywell Garden Centre	June Watering of Baskets (part month)	487.50	^^
10939	BP	Holywell Garden Centre	Caretaker Maintenance Works	330.00	^^
10940	BP	Holywell Garden Centre	Operate Parasols - Food & Drink Event	160.00	^^
10941	BP	Cllr M. Sprake	Mayors Allowance - 2025/26 Civic Year	660.00	///
10942	BP	Cllr P. Corbett	Deputy Mayor's Allowance - 2025/26 Civic Year	500.00	///
10943	BP	HMRC	Mayor PAYE Jul25	440.00	///
10944	BP	Cllr M. Sprake	Travelling Costs - Civic Service	29.30	///
10945	BP	Supertemps	Agency Support - w.b. 7/7/25	306.77	****
10946	BP	North East Wales Mind	Sessions	90.00	***
10947	BP	Tribute Acts Management	Booking Fee & Deposit - Fakemaker - Well Inn	390.00	^^
10948	BP	TNR Coaching	Climbing Tower, Archery, Axe Throwing - Party in Park	1,500.00	^^
10949	BP	K.E. Bincham	Face Painting & Glitter Tattoos - Party in Park	300.00	^^
10950	BP	Danny's Family Butcher	Supply 200 no. batches for lunch packs - Party in Park	300.00	^^
10951	BP	Flintshire County Council	Traffic Management - Food & Drink Event	115.70	^^
10952	BP	Flintshire County Council	Traffic Management - Classic Car Event	115.70	^^

10953	BP	UK Vending Ltd	Drinks Machine Lease 4/5 - 3/8	248.40	****
10954	BP	Automated Systems Group	Toner Delivery	12.00	****
10955	BP	Audit Wales	Audit Fees 2022/23 External Audit	200.00	***
10956	BP	Full Circle Security Systems	Sim Card Maintenance	623.00	*****
10957	BP	Stamford Gate Hotel	Annual Meeting Buffet/Room Hire	351.70	^^
10958	BP	Daydream Designs	Website Tech Support	94.80	****
10959	BP	Kim Inspire	DJ Services - Party in Park	50.00	^^
10960	DD	Corona Energy	Electric Bank Place Jun25	70.46	*****
10961	DD	Yu Energy	Gas Bank Place Jun25	37.19	*****
10962	DD	EDF Energy	Electric 14 BP Jun25	23.32	*****
10963	DD	Vodafone Business	Mobile Rental July 2025	27.90	*****
10964	DD	Wirehouse HR	Employment Services	132.00	****
10965	DD	British Telecom	Phone & Broadband July 2025	71.66	****
10966	VIS	Microsoft	ICT Subscription	78.71	****
10967	VIS	Microsoft	ICT Subscription	11.52	****
10968	VIS	Tesco	Refreshments	1.20	****
10969	VIS	C.M. Scott	Engrave Plaque	15.00	^^
10970	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10971	VIS	Flintshire County Council	Small Society Lottery License Fee	20.00	****
10972	VIS	Tesco	Refreshments	1.20	****
10973	VIS	Amazon	Lunch Pack Bags	51.95	^^
10974	VIS	W. Bevan & Son	Cable Ties	4.99	****
10975	VIS	Tesco	Refreshments	1.20	****
10976	VIS	Marks & Spencer	Refreshments	7.70	****
10977	VIS	Zoom	Zoom Pro Subscription	16.79	****
10978	VIS	Tesco	Lunch Pack Items	106.80	^^
10979	VIS	Tesco	Lunch Pack Items	30.15	^^
10980	VIS	DPD	Next Day Delivery (Invoice Files to Audit Wales)	9.73	****
10981	VIS	Amazon	Cardboard Box (Invoice Files to Audit Wales)	14.98	****
10982	DR	HSBC Bank	Bank Charges Jun25	8.00	****
			TOTAL	33,249.82	

SCHEDULE OF ACCOUNTS RECEIVABLE – JULY 2025

Date	Category	Name	Payment Details	Amount £
02/07/25	Income	Power Portal Ltd	Car Charge Point	12.00
15/07/25	Income	NRG Riverside	VE Day Contribution	200.00
23/07/25	Income	C. Bedford	Road Closure Fee	115.70
			TOTAL	327.70

SCHEDULE OF ACCOUNTS PAYABLE – AUGUST 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10983 - 10985	BP	Council Staff	Staff Salaries Aug25	6,417.68	***
10986	BP	HMRC	Staff PAYE/NI Aug25	2,366.73	***
10987	BP	Clwyd Pension Fund	Staff Pension Aug25	2,217.90	***
10988	BP	Supertemps	Agency Support w.b. 28/7/25	493.02	****
10989	BP	Supertemps	Agency Support w.b. 21/7/25	558.76	****
10990	BP	Tribute Acts Management	Fakermaker Balance - Well Inn Event	1,400.00	^^
10991	BP	Rialtas Business Services	Year End Support 13/5/25	702.00	****
10992	BP	Automated Systems Group	Copier Charges	42.00	****
10993	BP	Viking	Magazine Files	56.27	****
10994	BP	Holywell Leisure Centre	Contribution (2 of 4)	2,500.00	^^^
10995	BP	Holywell Garden Centre	Watering & Feed of Baskets - July	710.00	^^
10996	BP	Holywell Garden Centre	Caretaker Maintenance Works	465.00	^^
10997	BP	Carmel & H'well Woodcraft Ass	Supply 2 no. Name Blocks for Council Chamber	30.00	****
10998	BP	Flintshire County Council	Annual License Fee - Holywell Town Centre	70.00	****
10999	BP	NW Association of Local Councils	Annual Membership Fees	60.00	****
11000	BP	NW Association of Local Councils	Meal Costs For Quarterly Meeting 18/7/25	23.00	****
11001	BP	Red Dragon Ventures	Bushcraft Activity - Party in the Park Event	235.00	^^
11002	BP	Goch & Co Ltd	Cooking Demo - Food & Drink	180.00	^^
11003	BP	Black & White Security	Security Services - Party in the Park Event	160.00	^^
11004	BP	Black & White Security	Security Services - Food & Drink Event	65.00	^^
11005	BP	Wales in Bloom	Attend Award Ceremony 3/10/25 - Mayor & Mayoress	50.00	^^
11006	BP	Supertemps	Agency Support w.b. 18/8/25	493.02	****
11007	BP	Supertemps	Agency Support w.b. 11/8/25	493.02	****
11008	BP	Supertemps	Agency Support w.b. 4/8/25	493.02	****
11009	BP	Flintshire County Council	Election Costs - Greenfield Ward 1/5/25	3,076.14	##
11010	BP	Chubb Fire & Security	Alarm Service Contract 1/9 - 31/8	1,257.98	****

11011	BP	Daydream Designs	Supply 3 Well Inn Banners	264.00	^^
11012	BP	St. John Ambulance	Attend Well Inn Event	101.40	^^
11013	BP	PNW	Mobile Stage For Well Inn	700.00	^^
11014	BP	Daydream Designs	Well Inn Posters & Flyers	320.40	^^
11015	BP	Daniel Street	Hire Of Silent Disco Party Kit - Well Inn	150.00	^^
11016	BP	Kim Inspire	DJ Services - August 2025	250.00	^^
11017	BP	Fusion Extreme Ltd	BMX Demos & Workshops - Party in the Park	600.00	^^
11018	BP	Rad Ex	Skateboard Coaching - Party in the Park	200.00	^^
11019	BP	Delyn Press	Business Cards (L. Hodge & C. Blackwell)	54.00	****
11020	BP	Viking	4 Packs Mineral Water	97.09	****
11021	BP	UK Vending Ltd	Drinks Machine Lease 4/8 - 3/11	297.00	****
11022	BP	UK Vending Ltd	Drinks Machine Pods	126.60	****
11023	BP	Veolia	Trade Waste Charges Jul25	98.12	****
11024	BP	One Voice Wales	Induction Training - Cllr L. Hodge	65.00	***
11025	DD	Corona Energy	Electric Bank Place July25	94.58	****
11026	DD	EDF Energy	Electric 14 BP July25	20.85	****
11027	DD	EDF Energy	Electric Hub Jul25	208.45	****
11028	DD	EDF Energy	Electric Hub Feb-Jun25	718.61	****
11029	DD	Yu Energy	Gas Bank Place Jul25	10.56	****
11030	DD	Vodafone Business	Office Mobile Aug25	27.90	****
11031	DD	Wirehouse HR	Employment Services Aug25	132.00	****
11032	DD	BNP Paribas	Copier Lease 23/8-22/11	154.80	****
11033	DD	BNP Paribas	Copier Charge	48.00	****
11034	VIS	Microsoft	ICT Subscription	66.24	****
11035	VIS	Microsoft	ICT Subscription	11.52	****
11036	VIS	Tesco	Refreshments	1.20	****
11037	VIS	Canva	Annual Subscription	99.99	****
11038	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
11039	VIS	Royal Mail	Postages	8.75	****
11040	VIS	Tesco	Refreshments	1.20	****
11041	VIS	Tesco	Refreshments	1.20	****
11042	VIS	Tesco	Refreshments	5.25	****
11043	VIS	Zoom	Zoom Pro Subscription	16.79	****
11044	VIS	Amazon	Lunch Pack Bags	51.95	^^
11045	VIS	Tesco	Refreshments	1.20	****
11046	VIS	Tesco	Lunch Pack Items	77.00	^^
11047	VIS	Tesco	Lunch Pack Items	23.50	^^
11048	DR	HSBC Bank	Bank Charges Jul25	8.00	****
			TOTAL	29,829.28	

SCHEDULE OF ACCOUNTS RECEIVABLE – AUGUST 2025

Date	Category	Name	Payment Details	Amount £
26/08/25	INCOME	Various Customers	Smart Water Kits	260.00
26/08/25	INCOME	Various Customer	Eco Uniform Hub Proceeds	200.00
27/08/25	REFUND	Amazon	Refund For Lunch Packs	15.00
28/08/25	INCOME	Mayor's Charity Account	A&D Contribution/Charity Buckets	90.00
29/08/25	INCOME	Flintshire County Council	Local Taxation Precept 2 of 3	102,333.33
			TOTAL	102,898.33

Categories – Income, Grant, VAT Refund, Refunds, Bank Transfers

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

47. CORRESPONDENCE

47.1. Statue of Jesus – Letter from L. Peter Jones

Members considered the letter from Mr Jones, who referred to the condition of the Statue of Jesus situated on the Well Hill.

RESOLVED:

That the Clerk refers Mr Jones onto the local Catholic Church, who were responsible for the upkeep of the statue.

47.2. North Wales Corporate Joint Committee and the Strategic Development Plan

Members considered the correspondence related to the above matter and confirmed their wish for the Council to be retained on the circulation list for future contact and engagement.

RESOLVED:

That the Clerk writes back to the Regional Strategic Development Planning Officer to confirm contact details.

47.3. The Big Conversation, Flintshire

Members considered the correspondence related to the above matter, and noted the positive work and progress made so far in engaging with young people and learning about their experiences.

RESOLVED:

That the Council note this correspondence as received; Clerk to confirm the Council's request to be kept informed with the providers.

47.4. Flintshire Local Development Plan – Consultation on Draft Interim Planning Guidance – Houses in Multiple Occupation (HMO)

Members considered a response to the above consultation, sent on by Flintshire County Council.

RESOLVED:

That a working group be appointed to respond.
Cllrs L. Corbett, P. Corbett, and D. Thomas were nominated to attend. Clerk to arrange meeting.

47.5. Remembrance Sunday Arrangements – Sunday 9th November 2025

Flintshire County Council had requested confirmation of this year's arrangements for Remembrance Sunday, for managing and resourcing road closures. The County Council had supplied maps and details of the local roads and routes.

RESOLVED:

That the arrangements be kept in line with the previous year.
Clerk to inform the County Council.

47.6. Cymdeithas Owain Glyndwr – Dydd Glyndwr 2025

Members considered the Council's future involvement in Glyndwr Day, which this year would be held on Tuesday 16th September 2025.

RESOLVED:

That the Council purchase a flag that could be flown at the Council Offices to commemorate the day in future years.

47.7. One Voice Wales/SLCC Annual Joint Event

The Clerk relayed details of the above event, which cost £65.00 plus vat, and would be held on Wednesday 12th November 2025.

RESOLVED:

That approval be given for the Clerk to attend the event.

47.8. Reports Received

The following items had been received and already circulated to members.

Ref	Item	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	Enquiry Card – Holywell	14 th July 2025
H	Carmel Cricket Club Letter	21 st July 2025
I	Clerk Dissertation	23 rd July 2025
J	Greenfield Valley Excavation	23 rd July 2025
K	FLVC E-bulletin	24 th July 2025 & 11 th Aug 2025 & 21 st Aug 2025 & 8 th Sept 2025
L	R. Saunders – Toilet Closure	4 th August 2025
M	Ramblers Daffodil Planting	13 th Aug 2025
N	Have Your Say Contact Form - Holywell	18 th Aug 2025

O	Welsh Water email	18 th Aug 2025
P	R. Warburton – Bagillt Memorial Book	20 th Aug 2025
Q	Holywell Flowers	26 th Aug 2025
R	FLVC AGM	11 th Sep 2025

48. LOCAL GOVERNMENT STAFF PAY AWARD 2025/26

The Clerk stated that agreement had now been reached between the joint trade unions and employers for this year's local government pay award. The Clerk had previously written to all members of the Council in August 2025 to confirm the details of this agreement.

RESOLVED:

That members endorse the payment of backpay and the uplifted salaries due from 1st April 2025.

49. MEMBERS' ITEMS

Councillor	Subject	Motion
I. Hodge	Community Safety for both dogs and the public	<i>Members to consider working alongside the RSPCA</i> to help make improvements in our area, addressing key issues such as dog control, dog waste, and noise complaints. RESOLVED: That the Council support Cllr Hodge's endeavours. Support was available from the staffing team if required.
P. Corbett	Proposal for double yellow lines at Halkyn Street, Holywell	<i>Members to consider sending a letter to the County Council</i> , to request double yellow lines to deter vehicle parking causing traffic flow issues. RESOLVED: That the Council send a request for double yellow lines along Halkyn Street, Holywell, and signage for elderly pedestrians and parking, and the movement of a street lighting column, to Flintshire County Council. The Manager of Plas Yr Ywen Extra Care Home to be advised of the Council's action.
M. Sprake	Welsh Water Outage Review	<i>Members to consider sending a letter to request feedback</i> and review outcomes on the recent water outage affecting residents living along the coastal areas. Cllr I. Hodge reported that he was attending a disaster review meeting on Friday 19 th September to review the water outage. RESOLVED: That the Clerk request the minutes of the disaster review meeting.

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

50. REPRESENTATIVE REPORTS

None were reported.

51. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge reiterated that there was a disaster review meeting this coming Friday, 19th September to consider the recent water outage that had affected coastal communities.

52. EXCLUSION OF PUBLIC & PRESS

RESOLVED:

That the public and press be excluded for the following minute 53 and 54, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the financial and staffing considerations.

53. APPLICATIONS FOR FINANCIAL ASSISTANCE

Members considered the following application for financial assistance. The Clerk confirmed that all the required documentation had been received and checked.

Holywell Area Community Museum – Refurbishment of the telephone box on the High Street, Holywell.

RESOLVED:

That approval be given for a £500 grant to the Museum to progress the project.

Cllr P.A. Johnson left the meeting at this point.

54. STAFFING

The Clerk provided an update on recent correspondence received.

RESOLVED:

That the Mayor and Clerk be given approval to proceed with the actions required.

55. ADDITIONAL ITEM TO AGENDA

Flintshire Housing Strategy. Members considered a response to the consultation and strategy document, sent on by Flintshire County Council.

RESOLVED:

That a working group be appointed to respond.
Cllrs L. Corbett, P. Corbett, and D. Thomas were nominated to attend. Clerk to arrange meeting.

56. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

.....
Mayor

5. PLANNING

5.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000795/25	PROPOSAL: INSTALLATION OF AIR SOURCE HEAT PUMP TO SIDE OF PROPERTY WITH ADDITIONAL LANDSCAPING TO SUPPORT BIODIVERSITY NET GAIN. LOCATION: Hillcrest, Brynford Road, Milwr, Holywell, CH8 7RP.

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.

6. ACCOUNTS

6.1. Accounts for Payment

To approve the schedules of accounts for payment of expenditure (see attached).

SCHEDULE OF ACCOUNTS PAYABLE – SEPTEMBER 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
11049	BP	HMRC	Staff PAYE/NI - Sept 25	1,949.80	***
11050	BP	Clwyd Pension Fund	Staff Pension - Sept 25	2,057.01	***
11051 - 11053	BP	Council Staff	Staff Salaries - Sept25	5,692.25	***
11054	BP	Cllr M. Sprake	Travel Costs - Rhyl Civic Service 7/9/25	16.00	***^
11055	BP	Event Sound	Stage Services - Well Inn Music Festival	2,160.00	^^
11056	BP	Sean Seery	Perform at Well Inn Music Festival	200.00	^^
11057	BP	Flint Guitar School	Perform at Well Inn Music Festival	200.00	^^
11058	BP	Graeme Martin	Perform at Well Inn Music Festival	200.00	^^
11059	BP	P.A. Duncan	Perform at Well Inn Music Festival	75.00	^^
11059a	BP	Dawn C. Powell	Perform at Well Inn Music Festival	25.00	^^
11060	BP	G. L. Roberts	Perform at Well Inn Music Festival	50.00	^^
11061	BP	Francesca Hughes	Perform at Well Inn Music Festival	50.00	^^
11062	BP	Holywell Area Comm. Museum	Children's Lunch Pack Items - Well Inn	225.00	^^
11063	BP	Holywell Area Comm. Museum	Contribution to Electric Supply - Well Inn	20.00	^^
11064	BP	Automated Systems Group	Copier Charges	56.01	****
11065	BP	Supertemps	Agency Support Costs w.b.26/8/25	493.02	****
11066	BP	United Artisans UK	Cooking Demo - Food & Drink Event	100.00	^^
11067	BP	Holywell Garden Centre	Watering & Feed of Baskets - August	710.00	^^
11068	BP	Holywell Garden Centre	Caretaker Maintenance Works HGC121	270.00	^^

11069	BP	Corbett Cars	Contribution to Electric Supply Well Inn	20.00	^^
11070	BP	Cllr M. Sprake	Travel Costs - Llangollen Civic Service 14/9/25	28.00	***^
11071	BP	One Voice Wales	Training Chair Skills Cllr D. Smith	65.00	****
11072	BP	A Little Magic	Children's Stage - Well Inn Music Festival	400.00	^^
11073	BP	Geoffrey Evans	Stage Management Fees - Well Inn Music Festival	250.00	^^
11074	BP	Daniel Hollinrake	Perform at Well Inn Music Festival	50.00	^^
11075	BP	Donna Lewis	Perform at Well Inn Music Festival	50.00	^^
11076	BP	The Cheesecutters	Perform at Well Inn Music Festival	200.00	^^
11077	BP	Rhythm & Groove	Perform at Well Inn Music Festival	200.00	^^
11078	BP	Holywell Rambling	Contribution to Daffodil Planting	33.33	^^
11079	BP	Cheshire West & Chester	Subscription to FABC/Radio (PACT Grant)	360.00	****
11080	BP	Delyn Press	Amended Postcards - Tourism Discount Scheme	96.00	^^
11081	BP	Supertemps	Agency Support Costs w.b. 9/9/25	745.74	****
11082	BP	Supertemps	Agency Support Costs w.b. 2/9/25	493.02	****
11083	BP	North East Wales Mind	Sessions	200.00	***
11084	BP	Daydream Designs	Website Tech Support - July	94.80	****
11085	BP	Daydream Designs	Website Tech Support - Aug	94.80	****
11086	BP	Veolia	Trade Waste Charges Aug25	83.21	****
11087	BP	Flintshire County Council	Business Rates - Bank Place Offices (2 of 2)	4,473.00	****
11088	BP	Ysgol Treffynnon	Contribution for Trophies Awards Ceremony	24.00	**
11089	BP	Ysgol Maes-y-Felin	Eco Uniform Donation	100.00	**
11090	DD	British Telecom	Phone & Broadband Aug25	70.09	****
11091	DD	Yu Energy	Gas Bank Place Aug25	14.37	****
11092	DD	Corona Energy	Electric 12/13 BP Aug25	71.22	****
11093	DD	EDF Energy	Electric 14 BP Aug25	25.53	****
11094	DD	EDF Energy	Electric Hub Aug25	20.44	****
11095	DD	Vodafone Business	Office Mobile Sep25	27.90	****
11096	DD	Wirehouse HR	Employment Services Sep25	132.00	****
11097	DD	British Telecom	Phone & Broadband Sep25	70.09	****

11098	VIS	Microsoft	ICT Subscription	66.24	****
11099	VIS	Microsoft	ICT Subscription	11.52	****
11100	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
11101	VIS	MNS Late Shop	Refreshments - Well Inn	34.00	^^
11102	VIS	Tesco	Refreshments	10.80	****
11103	VIS	RBLI	Remembrance Flag	19.98	^^
11104	VIS	Tesco	Refreshments	1.20	****
11105	VIS	Tesco	Card	2.25	****
11106	VIS	Tesco	Soap	4.00	****
11107	VIS	Zoom	Zoom Pro Subscription	16.79	****
11108	VIS	WH Smith	A5 Book	6.99	****
11109	VIS	Newton Flags	2 x Welsh Flags Sewn	325.80	^^
11110	VIS	Tesco	Refreshments	6.45	****
11111	VIS	Hampshire Flags	Union Jack Flag Sewn	95.29	^^
11112	VIS	Tesco	Refreshments	1.20	****
11113	DR	HSBC Bank	Bank Charges Aug25	11.25	****
			TOTAL	23,755.98	

SCHEDULE OF ACCOUNTS RECEIVABLE – SEPTEMBER 2025

Date	Category	Name	Payment Details	Amount £
18/09/25	Income	Various	Smart Water Kits (16)	160.00
			TOTAL	160.00

Categories – Income, Grant, VAT Refund, Refunds, Bank Transfers

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

7. CORRESPONDENCE

7.1. Red Lion Public House, High Street, Holywell

Members to consider the attached email and determine any response required.

Good morning,

Let me introduce myself I'm the new owner of the Freehold of the Red Lion in Holywell. Bringing this listed property into private hands for the first time in many decades. I own various commercial and domestic properties throughout Flintshire. Today I'm reaching out to enquire as to what the Town council's thoughts are on the property and what it may like to see for its longer term use may be. At this early stage no long term direction has been decided hence the email. I look forward to hearing from you in due course.

Regards
Julian Lloyd-Roberts

7.2. Submission of the Draft Annual Remuneration Report 2026/27

Members to consider a response to the draft Annual Remuneration Report. See attached email below from the Boundary Commission for Wales. The full report was included with the agenda email.

Note: *this item is to comment on the initial proposals in the report, the Council will vote next year on local policy once the report is finalised.*

Draft Annual Remuneration Report 2026–27

I am pleased to enclose the Draft Annual Remuneration Report for 2026–27. This report outlines the Commission's proposed determinations on the remuneration, expenses, and benefits for elected and co-opted members across Wales' principal councils, community and town councils, fire and rescue authorities, and national park authorities.

This is the first draft report since the Commission assumed responsibility for this remit from the Independent Remuneration Panel for Wales. It reflects a continuation of the robust framework inherited, while also initiating a forward-looking review of key areas including:

- Resettlement payments for councillors who are unsuccessful when seeking re-election;
- The remuneration framework for senior roles in principal councils and corporate joint committees;

- The methodology for annual uprating, including considering whether the Annual Survey of Hours and Earnings remains the most appropriate measure;
- Ongoing engagement with stakeholders such as the Welsh Local Government Association and One Voice Wales.

The Commission has proposed that the basic salary for elected members increases to £21,044, in line with the rise in average earnings. The increase in the basic annual salary is 6.4%, and we propose to maintain the existing banding structure for senior roles. Further details, including specific salary levels and allowances, are set out in the enclosed report.

The draft is now open for consultation until **18 November 2025**, and the Commission welcomes feedback from all stakeholders to inform the final determinations, which we intend to publish by the end of the year

7.3. Flintshire Summer Playscheme 2026

Members to consider the following email sent on by Darren Morris, Lead Officer for Play Development and Play Sufficiency, regarding next year's summer playschemes, and determine the Council's support.

After yet another successful summer of fun in 2025, we are delighted to share all the relevant information and costings for the **2026 Summer Playscheme Programme**. The continued success of the playschemes is a direct reflection of the strong partnership between Flintshire County Council and our Town and Community Councils. Your support enables thousands of children across Flintshire to access safe, inclusive, and inspiring opportunities to play every summer.

What's Included in the 2026 Package

1. Weekly Sessions

- Each site will receive five sessions per week, lasting two hours per session, providing children with safe, stimulating, and high-quality play opportunities throughout the summer holidays.

2. Staffing and Ratios

- Each playscheme is staffed by two trained playworkers, maintaining a 1:13 staff-to-child ratio. Larger sites that require extra supervision can add additional staff at £183.66 per week, per person.

3. Recruitment and Checks

Flintshire County Council manages all aspects of recruitment, vetting, and compliance for playscheme staff, including:

- Advertising, shortlisting, and interviewing.
- Conducting enhanced DBS checks and verifying right-to-work documentation.
- Collecting references and confirming relevant qualifications.
- Ensuring all staff meet Flintshire County Council's safeguarding, conduct, and quality standards.
- This rigorous recruitment process ensures that every staff member is suitable, trained, and ready to deliver a safe and high-quality service.

4. Training and Safeguarding

All staff undertake a comprehensive pre-summer training programme to ensure consistency and excellence in delivery. Training includes:

- Safeguarding and child protection (including an additional mandatory safeguarding training day).
- First aid and health & safety.
- Equality, diversity, and inclusion awareness.
- Play work practice and risk-benefit assessment (L2APP).

This ensures all playworkers are confident, capable, and committed to creating safe, engaging, and inclusive play environments for children.

5. Comprehensive End-of-Summer Reporting

After the programme concludes, Flintshire Play Development produces a comprehensive report containing both quantitative and qualitative data, including:

- Attendance numbers and demographic analysis.
- Feedback from children, parents, and staff.
- Community engagement and partnership outcomes.
- Evaluation of delivery, outcomes, and recommendations for future development.

These reports provide Town and Community Councils with clear evidence of the value and impact of their investment in play.

6. Marketing and Promotion

Each Town and Community Council will receive individualised marketing materials to promote their local playscheme. This includes:

- Digital graphics for social media and websites.
- Customised promotional flyers and posters.
- Centralised county-wide marketing through Flintshire Play Development's Facebook page and website, which receive thousands of views during the summer period.

These materials help raise awareness, encourage attendance, and celebrate your community's involvement in supporting children's play.

Introducing the New “My Account” Portal for 2026

We are excited to announce the rollout of the new “**My Account**” portal for Flintshire Play Development, launching in 2026.

This new online system will make it much easier for parents and carers to register their children for the Summer Playscheme and other play opportunities through their Flintshire County Council ‘**My Account**’.

Key Benefits for Families:

- Parents and carers will only need to register their child once, and that registration will remain valid for all future years — no need to re-register annually.
- Families will be able to select multiple playscheme sites through a single account, removing the need to register individually for each location.
- The system will provide faster confirmation, easier updates, and better communication between the Play Development Team and families.
- This improvement comes directly in response to feedback from parents, who asked for a simpler and more user-friendly registration process.

A large promotional campaign will begin in April 2026 to encourage families to create their accounts early and register their children in plenty of time before playscheme sites go live.

What is Open Access Play work?

Open Access Play work in Wales refers to supervised play opportunities where children can come and go freely — without registration or cost. This model promotes inclusivity, accessibility, and a strong sense of community.

Key Features:

- **Free Access:** No fees or registration required.
- **Voluntary Participation:** Children choose when and how to play.
- **Qualified Playworkers:** Trained staff support play without directing it.
- **Community Benefits:** Builds friendships, strengthens community ties, and supports children’s wellbeing.

What is Supervised Unstructured Play work?

Supervised unstructured play allows children the **freedom** to **explore** and **create** in their own way, **supported** by adults who supervise for safety but do **not** control play.

Benefits include:

- **Physical Development:** Through climbing, balancing, and exploring.
- **Cognitive Development:** Encouraging creativity, imagination, and problem-solving.

- **Social and Emotional Growth:** Fostering cooperation, communication, and confidence.

This approach provides valuable opportunities for children to manage risk, learn resilience, and build independence in a supportive environment.

The Play work Principles in Wales

The Play work Principles underpin all our work and ensure that play remains **child-led, freely chosen, and intrinsically motivated**.

They emphasise that:

- Play is a biological, psychological, and social necessity.
- The role of the playworker is to support and facilitate play, not direct it.
- Playworkers act as advocates for play, keeping children's rights at the heart of practice.

These principles reflect Wales' unique commitment to play as enshrined in the United Nations Convention on the Rights of the Child (UNCRC) and national play legislation.

What is Loose Parts Play?

Loose parts play uses open-ended materials — such as tyres, ropes, sticks, fabric, planks, and household or natural items — that children can move, combine, and transform.

Benefits include:

- Inspiring creativity and imaginative thinking.
- Encouraging teamwork and collaboration.
- Supporting physical coordination and risk-taking.
- Promoting resilience and problem-solving skills.
- Loose parts play remains a cornerstone of our summer provision, enabling children to express themselves freely and explore endless possibilities through play.

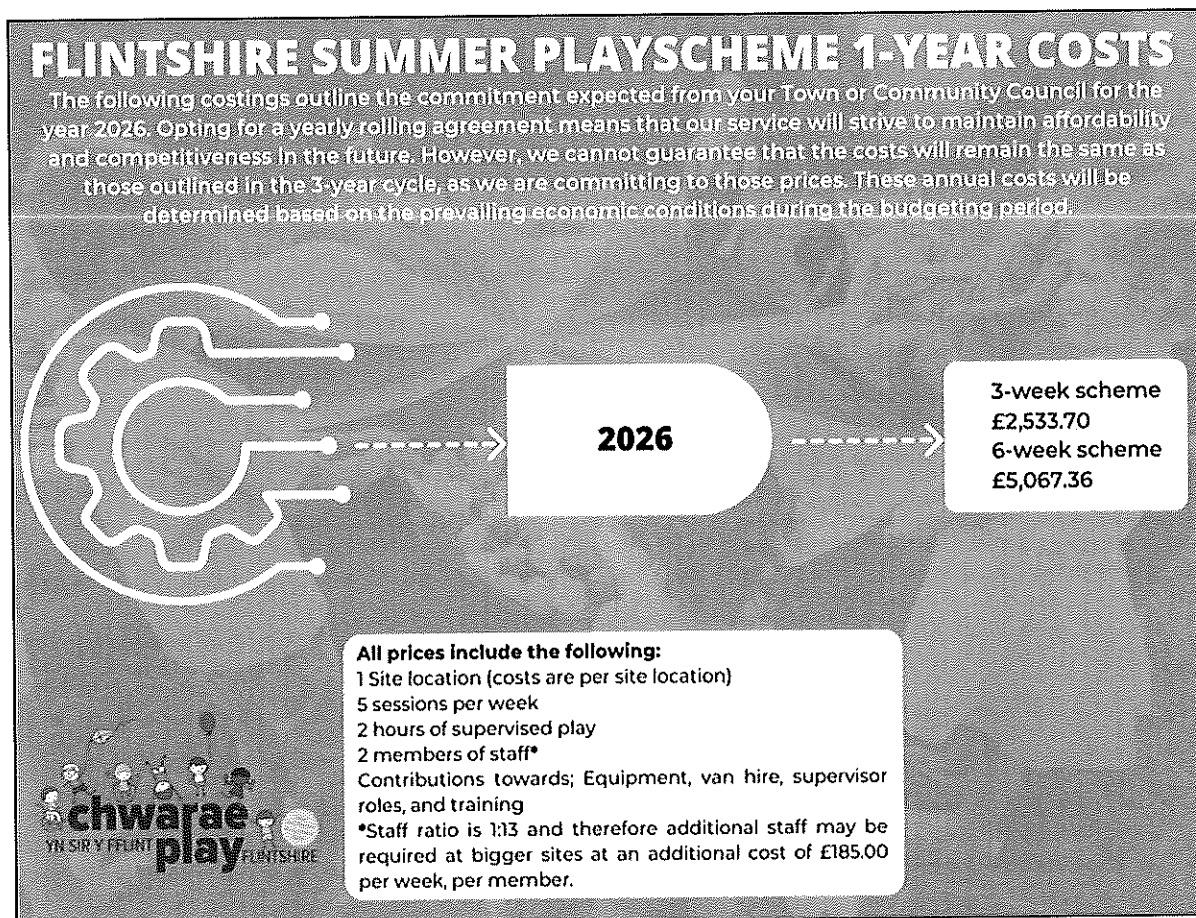
Next Steps

For Town and Community Councils not currently part of the 3-year funding plan, we kindly request:

- Agreement in principle by **Friday, 28 November 2025** (Form Attached)
- Final agreement and commitment by **Friday, 19 December 2025**

This allows sufficient time for recruitment, staff training, and site preparation to ensure another successful summer of play across Flintshire.

Thank you once again for your continued partnership and commitment to supporting play in your communities. Together, we continue to champion children's rights, strengthen local connections, and create joyful, inclusive spaces where every child can thrive.



7.4. Context for Welsh Government Consultation – A494 River Dee Bridge Replacement Scheme

Members to consider the attached email sent on by Mott McDonald, the Consultants engaged on the scheme, and determine any response required.

You may have recently received an email from the Welsh Government regarding the **A494 River Dee Bridge Replacement Scheme – draft Orders Public Consultation**. I wanted to provide some additional context to help clarify why your councils have been contacted.

As part of the Welsh Government's statutory process for major infrastructure projects, they are required to consult with stakeholders who may be affected by or have an interest in the proposed scheme.

In connection with the environmental mitigation measures for the scheme, small-scale improvement works are proposed on the foreshore to the north

east of Greenfield Household Recycling Centre and to the north-west of Bagillt Estuary. These works involve the removal of construction debris and waste piles that have been left on the foreshore, enabling the natural recolonisation of saltmarsh habitat.

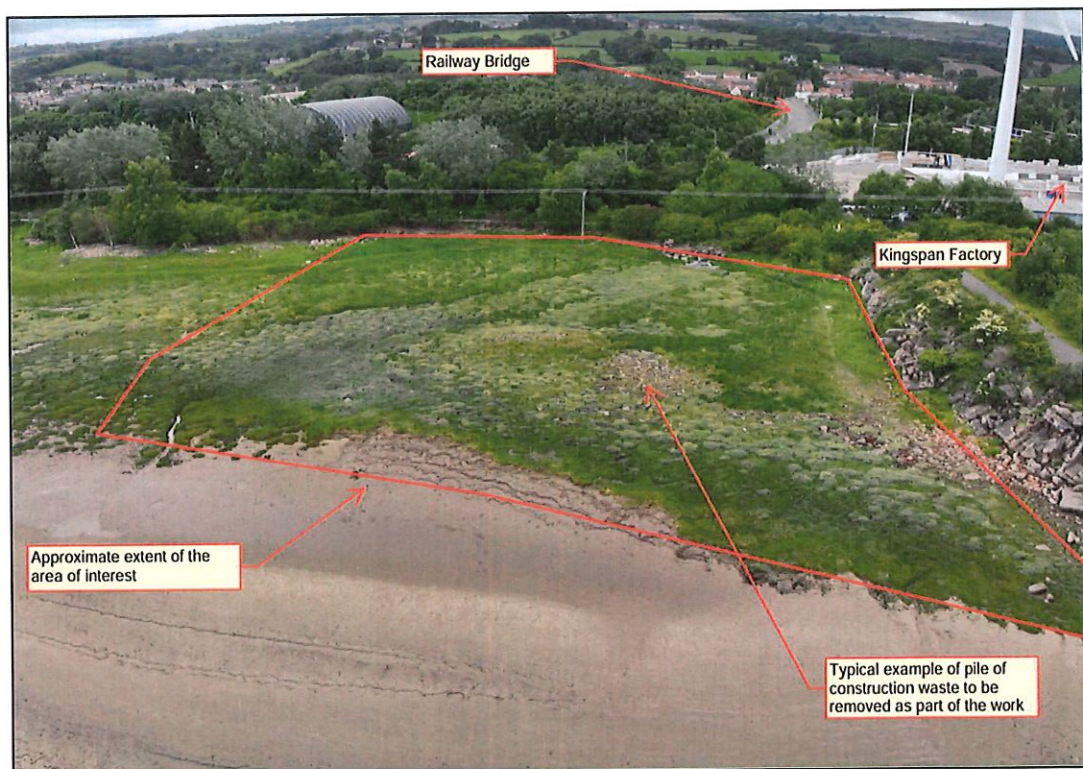
The proposed works are expected to enhance the local environment, and any disruption during the removal process will be minimal.

As the land in question lies on the boundary between Holywell Town Council and Bagillt Community Council, we are writing to inform you of these intentions. As part of the environmental mitigation works for the scheme, some small-scale environmental improvement works are proposed on the foreshore north east of Greenfield Household Recycling Centre and to the north west of Bagillt Estuary.

The consultation provides an opportunity for individuals and organisations to tell us what they think—whether they support the proposals, have concerns, or would like to suggest alternatives. These documents outline the legal and technical framework for the proposed works, and your input is valuable in shaping the final outcome.

You can access the draft Orders and supporting materials via the project website: <https://gov.wales/a494-river-dee-bridge>

If you wish to submit a response, please do so in writing to the Orders Branch at the Welsh Government, or via email to transportordersbranch@gov.wales, quoting reference numbers **qA2280938** and **qA2282120**. The deadline for submissions is **Tuesday 11 November 2025**.



7.5. Connah's Quay Low Carbon Power Examination

Members to consider a response to the attached email, from Uniper. The covering letter, notice and site plan were included in the zip file on the agenda email.

As you may be aware, Uniper is exploring the potential development of a new gas-fired power station with carbon capture technology at its Connah's Quay site in Flintshire, the Connah's Quay Low Carbon Power (CQLCP) project. If consented and developed the new power station would be capable of providing up to a likely maximum of 1.38 GW of low carbon power, to help meet the growing need for electricity, whenever it is required.

Our application for a Development Consent Order (DCO) was made on 5 August 2025 and was accepted for examination by the Planning Inspectorate on 28 August 2025.

Please find attached the Covering Letter, Section 56 notice and Site Location Plan which will further explain the examination process and outline the plans for the project. If you have any questions, or need any support or assistance, then please contact the Connah's Quay Low Carbon Power community relations team by calling 0800 0129156 or emailing info@connahsquaylcp.co.uk.

7.6. Reports/Correspondence Received

The following items have been received this month and were circulated to members.

Ref	Item	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	Thomas Pennant Society Update	12/09/25 & 24/09/25
H	FLVC e-bulletin	18/09/25 & 6/10/25
I	NW Association of Councils – A55 Issues from Welsh Government	23/09/25
J	Wales 20mph 2nd Anniversary	23/09/25
K	Holway Mines Update	25/09/25
L	Audit Wales Report - 2024/25 Council Accounts	26/09/25
M	Glan Clwyd Kilimanjaro Trek and ICU Garden	29/09/25
N	Greenfield Valley Cafe Refurbishment	09/10/25

8. MEMBERS' ITEMS

Councillor	Subject	Motion
M. Sprake	Welsh Water Outage Review <i>(c/f from September Meeting)</i>	Members to consider sending a letter to request feedback and review outcomes on the recent water outage affecting residents living along the coastal areas.
L. Corbett	School Crossing Lollipop Lady	Members to consider requesting a transfer of the Lollipop Lady from Ysgol Maes y Felin to facilitate safe crossing at Ysgol Gwenffrwd and St. Winefride's RC schools.
D. Thomas	Decisions Record / Action Plan	Members to consider a procedure to monitor council decisions.
C. Blackwell	Traffic Calming Measures – Greenfield Road	Members to consider approaching Flintshire County Council and Welsh Government to request funding for the installation of average speed cameras.
C. Blackwell	Greenfield Resident's Group	Members to approve the Deputy Clerk's attendance at the next group meeting to advise on funding streams and charity status.

9. REPRESENTATIVE REPORTS

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

10. COUNTY COUNCILLOR REPORTS

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

11. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF PUBLIC AND PRESS

To consider passing a resolution to exclude the public and press for agenda item 12, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the sensitivity of the staffing information presented.

12. STAFFING

Mayor to report.

NOTE:

The official minutes of the 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.