

Cyngor Tref Treffynnon Holywell Town Council

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

Tel: (01352) 711757



Bank Place Offices,
Holywell,
Flintshire, CH8 7TJ

Tel: (01352) 711757

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

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

To: All Members of the Council

9th November 2023

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 November 2023 at 6.00pm**, and you are summoned to attend to transact the business specified in the Agenda set out below.

Yours faithfully

J. Baker
Town Clerk and Financial Officer

AGENDA

1. PRESENTATION ON SMART TOWNS AND DIGITAL PLACEMAKING

Adam Greenwood and Kiki Rees-Stavros will attend the meeting and provide an overview to members on the Smart Towns initiative.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

4. MAYOR'S REMARKS

5. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 18th October 2023.
- Special Meeting of Holywell Town Council on Tuesday 31st October 2023.

5.2. Meetings of Committees and Working Groups

Members to consider any items from these meetings that are not delegated.

5.3. Member Request To Join Committees

Members to consider a request from Cllr P. Cooper to join the following committees:

- Development Committee
- Resources Committee

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, 18th October 2023 at 6.00pm.

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

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

APOLOGIES FOR ABSENCE none were received.

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

62. MEETING WITH CHIEF EXECUTIVE, FLINTSHIRE COUNTY COUNCIL

Neal Cockerton, Chief Executive, Flintshire County Council, and Andrew Farrow, Chief Officer Planning, and Sean O'Donnell, Capital Works Manager, attended the meeting and answered members' questions on local matters of concern. The discussion points and outcomes were noted as follows:

1. Greenfield Railway Station Project - Letter of Support (Cllr Barry Scragg). The Chief Executive confirmed his support and would write to the Town Council.
2. Active Travel Incomplete Schemes (Cllr Barry Scragg). Strand link to be finished by March 2024. Lighting to be reviewed.
3. High Street Arch (Cllr Barry Scragg). No funding in place, planning application rejected.
4. Improvements to Abbey Court Flats (Cllr Barry Scragg). The County Council would look at the windows.
5. Community Centre & Garden – School Lane, Greenfield (Cllr Barry Scragg). No active asset transfer currently.
6. Parking in School Lane, Greenfield and Refuse Collection Problems (Cllr Barry Scragg). Assisted collections from houses. Additional parking would be subject to funding.
7. Number 23 Bus Service (Cllr Barry Scragg). Town Council were referred to P&O Lloyd (Service Operator).
8. Streetscene budget and schedule for Holywell & Greenfield (Cllr Lynda Carter). The budget for Streetscene was £35m and the schedule would be forwarded.
9. Communication between the County Council and Town Council (Cllr Lynda Carter). The communication issues around the planters would be followed up.

10. Why did the Greenfield Business Park Levelling Up bid fail and what is the timescale for the next round of bid submissions? (Cllr Matt Sprake). Tranche 3 details not yet known. It would be feasible to submit an improved bid.
11. Lack of communication after initial involvement in the funding grants. (Cllr Ian Hodge). Town Council were referred to Cadwyn Clwyd.
12. Greenfield Valley bid application. (Cllr Ian Hodge). Town Council were referred to Cadwyn Clwyd.
13. Update on the plans for Transforming Towns and Placemaking plans for Holywell. (Cllr Ian Hodge). Consultation to start shortly on the Placemaking plans.

RESOLVED:

That the Chief Executive and his officers be thanked for attending the meeting.

63. **VISIT FROM DISTRICT INSPECTOR WES WILLIAMS, NORTH WALES POLICE**

DI Williams attended the meeting and provided an update on local policing matters, that included the recent anti-social behaviour issues in the town centre. DI Williams provided information on the We Don't Buy Crime SmartWater technology and stated an increase in police presence and visibility would be noticeable in the coming weeks. There had been a 13% reduction in crime and a 13.2% increase in detection rates. Members stated their preference to have a permanent police station in the Holywell Connects building. Any further follow on questions from members should be emailed to the Clerk to direct onto DI Williams.

RESOLVED:

That DI Williams be thanked for attending the meeting.

64. **DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT**

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
70.3.	E.B. Palmer	✓		Chair of Clwyd Pension Fund Committee
71	P.A. Johnson	✓		Member of Aura Leisure Board

Nb. Those members that declared a prejudicial interest left the meeting room and took no part in the debate of the stated item.

65. MAYOR'S REMARKS

The Mayor's passed her condolences onto the family of Margaret Williams MBE following her recent passing. Members were very aware of Margaret's outstanding fundraising work with the North Wales Superkids charity that stretched back over many years.

The Mayor congratulated Charlotte Stanley at Up A Yard Restaurant on winning another award, the Trip Advisor Travellers Choice Award 2023.

The Mayors wished the proprietors of new shop Lula May's Boutique best wishes and welcomed them to the town. The shop had opened on the High Street and specialised in vintage and contemporary women's fashion.

The Mayor was delighted to welcome both Ysgol Maes Glas and Ysgol Maes y Felin to the Eco Uniform Hub on Monday 16th October 2023, where cheques for £100 were presented to both schools.

Preparations were underway for this year's Remembrance Sunday in Holywell and Greenfield, and members had received letters from the Clerk that confirmed the arrangements. The Silent Soldiers and Giant Poppy displays would be installed in the town the week commencing 23rd October.

The staff had recommended that one Christmas Tree be displayed outside the Council Offices in the courtyard this year.

RESOLVED:

That the Clerk arranges for the ordering of one Christmas Tree for the office courtyard, to be displayed over the festive period.

66. MINUTES & MEETINGS

66.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 20th September 2023.
- Resources Committee meeting held on Tuesday 26th September 2023.
- Town Centre & Events Committee meeting held on Wednesday 4th October 2023.

66.2. Meetings of Committees and Working Groups

Resources Committee – New & Revised Policies

The Committee had recommended the implementation of a new policy for Special Leave for Staff, and revised Standing Orders based on new best practice guidelines from NALC/One Voice Wales.

RESOLVED:

That the policies be approved and published.

Town Centre & Events Committee – Tree of Life

The Committee had made a recommendation to the Full Council to consider the Tree of Life project. The associated costs, which would need to be allocated from the Council's reserves, were stated under minute TC27.

RESOLVED:

That the Council do not contribute to the Tree of Life project.
Clerk to inform the Rotary Club.

School Governor Representative – Ysgol Maes Glas

Cllr M. Lewis-Jones was appointed at the September meeting but had stood down from the role. Members considered any other nominations for the role.

RESOLVED:

That Cllr M. Sprake be appointed to the role. Clerk to inform the school.

67. PLANNING

67.1. 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
CONS/000860/23	PROPOSAL: CHANGE OF USE TO FORM ADDITIONAL 2 BEDROOMED FLAT TO 1ST FLOOR INCLUDING 1ST FLOOR EXTENSION TO THE REAR OF THE PROPERTY. PARTIAL DEMOLITION OF EXISTING SMALL ADDITION TO FRONT OF THE BUILDING. INCREASE IN HEIGHT TO EXISTING BUILDING TO PROVIDE SUITABLE HEADROOM. LOCATION: 29, Flat, LONDON HOUSE, High Street, Holywell, CH8 7TE. The Council confirmed their support for this application as long as it meets the necessary planning criteria.
FUL/000873/23	PROPOSAL: DROPPED KERB OUTSIDE PROPERTY TO PROVIDE NEW VEHICLE ACCESS FROM FRON PARK ROAD. LOCATION: PENNANT, Whitford Street, Holywell, CH8 7NL. The Council confirmed their support for this application.
FUL/000863/23	PROPOSAL: CHANGE OF USE TO FORM ADDITIONAL 2 BEDROOMED FLAT TO 1ST FLOOR INCLUDING 1ST FLOOR EXTENSION TO THE REAR OF THE PROPERTY. PARTIAL DEMOLITION OF EXISTING SMALL ADDITION TO FRONT OF THE BUILDING. INCREASE IN HEIGHT TO EXISTING BUILDING TO PROVIDE SUITABLE HEADROOM. LOCATION: 29, Flat, LONDON HOUSE, High Street, Holywell, CH8 7TE. The Council confirmed their support for this application as long as it meets the necessary planning criteria.
FUL/000866/23	PROPOSAL: ALTERATIONS, EXTENSION, AND CHANGE OF USE OF FORMER COMMERCIAL BUILDING TO 1 NO DETACHED DWELLING. LOCATION: HOLYWELL TYRE CENTRE, Rue St Gregoire, Holywell, CH8 7TR. The Council noted this application as received. The County Ward Member had requested a site visit and committee determination.
FUL/000838/23	PROPOSAL: APPLICATION FOR THE ADAPTATION OF THE EXISTING TALACRE ARMS BUILDING INTO FOUR 2 BEDROOM SELF-CONTAINED APARTMENTS [INCLUDING ONE DUPLEX UNIT] AND THE ERECTION OF FIVE NEW 3 BEDROOM DWELLINGS AND ASSOCIATED INFRASTRUCTURE. LOCATION: THE TALACRE ARMS, New Road, Holywell, CH8 7LS. The Council noted this application as received and raised concerns over the proposed access arrangements being on a tight bend in the main road. The County Ward Member had requested a site visit and committee determination.

68. ACCOUNTS

68.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – SEPTEMBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9708	BP	C. Baglin	Attend Mayor's Civic Service 10/9/23	50.00	^^
9709	BP	C. Baglin	Attend Well Inn Festival 2/9/23	150.00	^^
9710	BP	Rosiez Ltd	Assorted Baps - Well Inn 2/9/23	225.00	^^
9711	BP	P. White	Youth Stage - Well Inn 2/9/23	700.00	^^
9712	BP	The Music Mine Studios	Stage Management Well Inn 2/9/23	1,580.00	^^
9713 - 9715	BP	Council Staff	Staff Salaries - Sept 23	5,478.67	***
9716	BP	HMRC	Staff PAYE/NI Charges Sept 23	1,837.21	***
9717	BP	Clwyd Pension Fund	Staff Pension Charges Sept 23	2,022.67	***
9718	BP	Flintshire County Council	Summer Playschemes 2023	12,755.20	^^^
9719	BP	Holywell & G'field Churches	Mayors Civic Service Contribution 10/9/23	200.00	^^
9720	BP	Automated Systems Group	Copier Charges 18/5-17/8	175.02	****
9721	BP	Holywell Garden Centre	Water Baskets - Aug23	598.00	^^
9722	BP	Black & White Security	Attend Well Inn Festival 2/9/23	150.00	^^
9723	BP	Daydream Designs	Website Tech Support Sep23	94.80	****
9724	BP	Daydream Designs	Well Inn Leaflets	387.60	^^
9725	BP	UK Vending Ltd	Drinks Machine Pods	27.66	****
9726	BP	Barry Hamilton	Photo Services at Annual Meeting, Stamford Gate 7/5/23	50.00	***
9727	BP	Handy Labels	HTC Asset Labels	28.07	****
9728	BP	Delyn Press	Civic Service Booklets	25.00	^^
9729	BP	Rosiez Ltd	Mayors Buffet - Civic Service 10/9/23	585.20	^^
9730	BP	BKB Solutions Ltd	Refurb Christmas Lighting (Interim Payment)	2,303.52	^^
9731	BP	Event Sound	Stage Services Well Inn 2/9/23	1,891.20	^^
9732	BP	A Little Magic	Barbie Characters/Video Booth Well 2/9/23	940.00	^^
9733	BP	Holywell Band	Attend Mayor's Civic Service	50.00	^^
9734	DD	Plusnet	Alarm Line Sept23	23.62	****
9735	DD	Plusnet	Phone & Broadband Sept23	46.18	****
9736	DD	EDF Energy	Electric 12/13 Bank Place Aug23	124.62	****
9737	DD	EDF Energy	Electric 14 Bank Place Aug23	16.88	****
9738	DC	Tesco	Well Inn Lunch pack & Sundries	68.95	^^
9739	DC	Tesco	Refreshments	1.20	****
9740	DC	Amazon	Push Pins	15.88	****

9741	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9742	DC	Tesco	Consumables	12.20	****
9743	DC	Tesco	Stationery	3.30	****
9744	DC	Tesco	Mayoral Donations	56.42	**
9745	DC	Tesco	Refreshments	1.20	****
9746	DC	Amazon	Orange Bin Liner Sacks	40.99	****
9747	DC	Zoom	Zoom Pro Subscription	15.59	****
9748	DC	Eventbrite	Planning Training Cllr D. Thomas	38.50	***
9749	DC	Tesco	Refreshments	1.20	****
9750	DC	Eventbrite	Regen Seminar Cllr E.B. Palmer	80.00	***
9751	DC	HSBC Bank	Bank Charges – Aug23	8.00	****
			TOTAL	32,960.14	

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

Date	Category	Name	Payment Details	Amount £
01/09/23	INCOME	Flintshire County Council	Event Grant Top Up Funding	1,055.14
28/09/23	REFUND	Cambrian Credit Union	Donation (Refunded In Error)	500.00
29/09/23	INCOME	Power Portal Ltd	Car Charge Point	17.32
			TOTAL	1,572.46

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- **^^ Local Government Act 1972 S.13
- *^^^ Local Government Act 1972 S.34
- **^^^ Local Government (Misc. Provisions) Act 1953 S.4
- ^^** Local Government Act 1972 S.173, S.174
- ^^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
- < Local Government Act 1972 S.124
- # Local Government Act 1972 S.142
- ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

69. COMMUNITY ENGAGEMENT

69.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There was an action point that covered the promotion of SmartWater Technology Home Packs.

RESOLVED:

That the Support Officer promotes the use of the SmartWater Home Packs on the Council's social media channels.

70. CORRESPONDENCE RECEIVED

70.1. Flintshire Joint Meeting of the Standards Committee and Town & Community Councils

Members considered nominations for the joint meeting of the Standards Committee and Town and Community Councils on Monday 6th November at 6pm. This meeting would be held virtually and include a training topic.

RESOLVED:

That Cllrs L.A. Carter, I. Hodge, and E.B. Palmer attend the joint meeting. Clerk to make the arrangements.

70.2. Email from Karen Martin

Members considered the correspondence that concerned the Holywell Schools Safe Route In Communities proposal that affected Whitford Street and Holway Road. Members noted all the concerns raised but reserved their right to express a view at the appropriate time once a final scheme was formally submitted for consultation.

RESOLVED:

That this correspondence and the points noted be confirmed as received.

70.3. Clwyd Pension Fund - Investment Strategy Statement (ISS) Consultation

Members considered the revised statement and noted the changes made.

RESOLVED:

That the Council note the revised statement as received.

70.4. Flintshire County Council Community Review, and Polling District, Place and Polling Station Review

Members considered both the reviews and the Council's participation in each of them.

RESOLVED:

That a working group be appointed to respond to both of the review consultations. Cllrs I. Hodge, J. Jones, E.B. Palmer, M. Sprake, and B. Scragg were appointed to the working group.

70.5. Support for Climate and Ecology Bill

Members noted the correspondence received from Zero Hour that seeks local council support for the Climate and Ecology Bill, which was due its second reading on 24th November.

RESOLVED:

That a working group be appointed to consider this matter and report back to the Full Council. Cllrs L. Corbett, E.B. Palmer, and B. Scragg were appointed to the working group.

70.6. Winter Maintenance Letter

Members considered the letter concerning winter preparations. Additional supplies were available for town councils and community groups to supplement the snow clearing operations undertaken by the Streetscene Department.

RESOLVED:

That the Clerk be nominated to receive the bulletin on weather forecast and gritting actions, that can then be circulated on social media Monday to Friday. That members ask among their communities and report back to the Clerk for any supplies that are required.

70.7. Reports Received

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

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletters	**	Various Dates
G	Slimming World Group	**	18 th Sept 2023
H	FLVC Bulletin	**	21 st Sept 2023
I	Thomas Pennant Society Update	**	25 th Sept & 9 th Oct 2023
J	Aura Leisure Weekly Sports Development Scheme	**	28 th Sept 2023
K	Representation Not Party Politics	**	2 nd Oct 2023
L	Awel y Mor Newsletter	**	3 rd Oct 2023
M	Restore, Re-use, Regenerate, Rethinking Town Centres Slides	**	10 th Oct 2023

71. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
P.A. Johnson	Fit, Fed & Read Scheme	That the Council consider providing financial support for Holywell and Greenfield children to support this scheme, through the Summer holidays. Cllr Johnson can provide the background.

Councillor P.A. Johnson withdrew this motion. The Clerk had received a letter from Aura Leisure that requested Town and Community Councils consider a £1,000 contribution towards the costs of administering the Fit, Fed and Read Scheme for Summer 2024.

RESOLVED:

That the Council contribute £1,000 to support the Fit, Fed and Read scheme for Summer 2024. Clerk to inform Aura Leisure.

72. REPRESENTATIVE REPORTS

Cllr M. Lewis-Jones reported that the Holywell Area Museum were prepared to put on refreshments for Remembrance Sunday following the services. The Council agreed a contribution in the region of £50.00.

Cllr D. Thomas provided an update from the recent partnership meeting with Greenfield Valley. £600k had been allocated from SPF funding to deliver their 10 year strategy and reduce their carbon footprint. Fishing was being considered at the top pool. GVT had requested to join the Council's Events Working Group and would be invited to the next meeting. Cllr I. Hodge had been nominated to attend the partnership group meeting in future as an additional County Council Representative.

Cllr E.B. Palmer reported on his attendance, along with Cllr D. Thomas, at the Regeneration Seminar in Manchester. Some of the suggestions made were already in place in Holywell. The Town Centre & Events Committee would look further at the detail, that included youth engagement and digital inclusion. The Council could then potentially invite a guest speaker.

73. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge provided an update on the train/passenger survey prepared by the North Wales Association of Local Councils. A press release was being published and the report was circulated to members.

Cllr P.A. Johnson stated the County budget was being reviewed which had a £32m shortfall, of which £18m had been found. £14m was still to be found to balance the budget. This would impact on town and community council budgets and resources.

74. CLOSE OF MEETING

The Mayor closed the meeting at 8.25pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Special Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 31st October 2023 at 6.00pm.

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

Councillors: C. Argent, P. Cooper, L. Corbett, P. Corbett, P. Curtis, I. Hodge, P.A. Johnson, E.B. Palmer, B. Scragg, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE were received from M. Lewis-Jones. Cllr J. Jones and S. Rush were absent without apology.

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

75. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

76. MEETING WITH NORTH WALES POLICE/JOINT PATROLS

District Inspector Wes Williams joined the meeting and provided an update on the latest crime statistics that included anti-social behaviour issues. More officers had been deployed to cover Holywell. CCTV was being checked to identify the groups involved.

DI Williams confirmed his intention to consider dispersal orders when required operationally. Members stated a dispersal order would support intelligence and send a message to the community. Dispersal orders could be implemented as often as necessary on rolling cycles but were a temporary measure. A longer term solution could be a Public Space Protection Order (PSPO).

DI Williams had confirmed his support for Council involvement in patrols. Joint Patrols could be plain clothes or uniform, and could include multiple agencies such as youth engagement workers, anti-social behaviour officers, school staff, etc. Members stated there could be a conflict of interest with a non-uniform approach. Member stated town centre businesses could be visited as part of the patrols. Additional lighting in the town centre was being considered by the County Council and DI Williams was asked to contact the County Council to support this request.

The Clerk confirmed that there was no legal reason why members could not join patrols, provided any members taking part do so in an observational capacity and do not intervene or engage in any direct contact themselves. The Council’s Insurers had confirmed that there would be no implications for the Council’s insurance policy

provided the above approach was followed. A risk assessment would be required to be completed before any Council involvement in the patrols.

RESOLVED:

- 1) That the Council support the District Inspector and the Police in the authorisation of Dispersal Orders for Holywell Town Centre, should this course of action be necessary.
- 2) That the Council support the establishment of multi-agency joint patrols that could include Councillors in Holywell Town Centre, with uniformed officers. DI Williams would coordinate these patrols and advise the Clerk when appropriate to invite members. Members should attend the patrols in an observational capacity only.
- 3) That a risk assessment be completed prior to the commencement of patrols involving Council members, to satisfy the Council's insurers.

77. CLOSE OF MEETING

The Mayor closed the meeting at 7.05pm.

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Mayor

6. PLANNING

6.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000895/23	PROPOSAL: PROPOSED NEW VEHICLE PARKING AND ENTRANCE ONTO HIGHWAY LOCATION: 6, ST PETERS ESTATE, Coleshill Street, Holywell, CH8 7UW.

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.

7. ACCOUNTS

7.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – OCTOBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9752	BP	Philip Jones Computers	ICT Support Costs Q2	135.00	****
9753	BP	Flintshire County Council	CCTV Charges Oct-Dec 2023	3,864.73	*****
9754	BP	Chubb Fire & Security Ltd	Fit Device to Intruder Alarm	420.00	****
9755	BP	Society of Local Council Clerks	Attend SLCC/OVW Joint Conference - Clerk	72.00	****
9756	BP	Media Man Productions	Stage Management Well Inn Festival	500.00	^^
9757	BP	Viking	Mineral Water	44.38	****
9758	BP	Viking	Stationery	28.19	****
9759	BP	Npower	Electric Events Hub Aug23	38.04	****
9760	BP	Flintshire County Council	Loan Repayment (1 of 2 for 2023/24)	7,000.00	^
9761	BP	Handy Labels	Inventory Labels	35.80	****
9762	BP	Tadmark Ltd	Supply Banner	41.10	^^
9763	BP	St Johns Ambulance	First Aid Services at the Well Inn Music Festival	187.20	^^
9764	BP	Viking	First Aid Kit	22.13	****
9765	BP	Flintshire County Council	Business Rates 2023/24 2 of 2	3,630.64	****
9766 - 9768	BP	Council Staff	Staff Salaries - Oct 23	5,478.27	***
9769	BP	HMRC	Staff PAYE/NI - Oct 23	1,837.61	***
9770	BP	Clwyd Pension Fund	Staff Pension Costs - Oct 23	2,022.67	***
9771	BP	Delyn Press	Business Cards - Cllr L. Carter	67.20	****
9772	BP	Viking	First Aid Items	48.86	****
9773	BP	Paul Broadbent	Binding of Two Sets of Minute Books	240.00	^^
9774	BP	Holywell Garden Centre	Operate Parasols	160.00	^^
9775	BP	Holywell Garden Centre	Brackets Events Hub	60.00	^^
9776	BP	Holywell Garden Centre	Watering Baskets - Sept	436.50	^^
9777	BP	J. Baker	Reimbursement - VDU Screen Glasses	44.50	***

9778	BP	NW Association of Local Councils	Lunches for Two Delegates - 20/10/23	44.00	^^**
9779	BP	Holywell Market Group	Financial Assistance Donation	500.00	^^
9780	BP	Cllr L.A. Carter	Civic Expenses Sep 23	63.25	**^
9781	BP	C. Pickstock	Travelling Costs Sep 23	14.85	***
9782	BP	Ysgol Maesglas	Eco Uniform Donation	100.00	^^
9783	BP	Ysgol Maes y Felin	Eco Uniform Donation	100.00	^^
9784	BP	Npower	Electric Events Hub Sep23	42.43	****
9785	BP	Cllr E.B. Palmer	Travelling Costs Manchester Seminar	53.00	^^**
9786	BP	Viking	Cleaning Consumables	61.45	****
9787	BP	Viking	Consumables	41.86	****
9788	BP	Heritage Trust Network	Rethinking High Streets Seminar - Cllr D. Thomas	80.00	****
9789	BP	Daydream Designs	Website Tech Support - Oct23	94.80	****
9790	BP	Cllr E.B. Palmer	Travelling Costs - Association Meeting 20/10/23	24.00	^^**
9791	BP	T.J. Dykes	Update Honours Board - Mayor L.A. Carter	55.00	****
9792	BP	NW Association of Local Councils	Annual Membership Fee 2023/24	100.00	****
9793	BP	BKB Solutions Ltd	Installation 5 Extra Double Sockets - Bank Place Offices	234.00	****
9794	DD	Opus Energy	Gas Bank Place 16/8-14/9	32.77	****
9795	DD	Plusnet	Phone & Broadband Oct23	47.88	****
9796	DD	BNP Paribas	Copier Lease 16/10-15/1	154.80	****
9797	DD	EDF Energy	Electric 12/13 Bank Place Sep23	101.47	****
9798	DD	EDF Energy	Electric 14 Bank Place Sep23	17.82	****
9799	DD	BT	Phone & Broadband Oct23	85.36	****
9800	DD	Opus Energy	Gas Bank Place 15/9-15/10	128.45	****
9801	DC	Poppy Shop	Supply Wreaths	42.49	****
9802	DC	Tesco	Refreshments	1.20	****
9803	DC	Amazon	Pedal Bin	18.95	****
9804	DC	Amazon	2 Pedal Waste Bins	28.00	****
9805	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9806	DC	Tesco	Refreshments	1.20	****
9807	DC	Tesco	Refreshments	1.20	****
9808	DC	Amazon	Double Sided Tape	9.43	****
9809	DC	Amazon	BT Connection Switch/Port	55.99	****
9810	DC	Tesco	Refreshments	9.20	****
9811	DC	Zoom	Zoom Pro Subscription	15.59	****
9812	DC	Amazon	Christmas Stage Lighting	175.00	^^
9813	DC	Amazon	Christmas Stage Lighting (2)	99.87	^^
9814	DC	Tesco	Stamps/Postages	60.00	***
9815	DC	Tesco	Refreshments	1.20	****
9816	DR	HSBC Bank	Bank Charge Sep23	8.00	****
			TOTAL	29,219.92	

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

Date	Category	Name	Payment Details	Amount £
10/10/23	REFUND	Plusnet	Contract Termination	6.10
13/10/23	INCOME	Various	Eco Uniform Donation	200.00
29/09/23	INCOME	Power Portal Ltd	Car Charge Point	14.75
			TOTAL	220.85

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

8. COMMUNITY ENGAGEMENT

8.1. Monthly Report Prepared By Deputy Clerk

1) Quarterly Litter Pick

Successful litter pick held at the Greenfield Dock with Myself, Jason, Cllr Barry Scragg, 3 Pupils and 2 teachers from Ysgol Maesglas and 3 residents in attendance. The children enjoyed it and are looking at doing a project in relation to the litter pick around dog fouling. Also, I was able to recruit 2 of the residents who took part as and would like to volunteer where applicable in the future. Next litter pick to take place in pen y Maes Woods during February 2024.

2) Christmas Programme of Activity

- Christmas Lights Switch-on Event. This year the event will be held on Friday 24th November from approx. 3pm until 7pm.
- We will be running our Annual best Decorated Shop Window Competition with judging taking place on Monday 11th December at 10am.
- There will also be a Christmas Market being held on Sunday 26th November from 10am – 5pm organised by Flintshire County Council, followed by a Movie night from 5pm organised by the Town Council.
- There will also be Carol Singing held in the town centre on Thursday 21st December at 6pm.
- There will also be a Family Christmas Show organised by the Town Council and held in St Peter's Church on Sunday 17th December at 3.30pm. (further details to follow).

Action - Members required to deliver letter and flyer to businesses promoting the Christmas activity etc.

Action - Members required to help man the Town Council Information stall and other potential duties on the day of the Christmas Switch on from 12pm – 7pm

3) Flintshire Tourism Feasibility Fund

I am looking at submitting a grant application in December in line with below: -

Phase 1: Assessment:

- Initial meeting to discuss project objectives etc.
- Assessment of the offer – what might drive visits to Hollywell, its key assets, and visitor infrastructure (places to eat, parking, accommodation etc.) – and the surrounding context. This would be based on site visits and desk research.
- Reviewing available Visit Wales, Flintshire, and any local visitor research (to identify potential visitor markets, and volumes)
- Possibly conversations with key tourism visitor operators, stakeholders, and tourism bodies / authorities – assessing performance, markets, needs and opportunities.

- Interim report that provides an overview of the current situation and a SWOT analysis of where Holywell (as a visitor destination) currently sits.

Phase 2: Strategy and action

- Options meeting to explore aspiration, potential ways forward and available / potentially available resources.
- Moving forward identification of:
 - Visitor markets and the experiences they may seek.
 - Destination development needs / opportunities
 - Marketing and promotional opportunities
 - Key actions and interventions
- Final report

4) Planters

Finally got a response from Chris Rees Jones FCC regarding painting of planters as below. Not the most positive response but this item will be taken to the next meeting of the Town Centre and Events Committee meeting to discuss and respond accordingly.

Hi Martin,

Sorry for not responding back in a timely manner.

We have always considered that the metal planters should be painted in a dark colour to correspond with the rest of the metal street furniture, which has always been the case in Holywell. This approach means that the planters correspond with the elegant period style of the town and compliment the fine Georgian and Victorian architecture.

We consider that the period style of the town would be adversely affected if the colour was changed to a brighter palette and the banks of planters could become too showy and lurid. We are not aware of any other heritage town redecorating their planters in this way. We consider that the planting should be colourful, and the planters retained in the current traditional colour.

5) Activities and Events Grant

Work will be carried out to submit a grant application to enhance the Council's 2024 events programme. Activities will be discussed and agreed at the next Town Centre and Events committee meeting, to apply in the December round.

6) PACT Grant

A 6-week programme of activity is being put together in the run up to Christmas based in and around the leisure centre working with Aura leisure and other partners from aimed at engaging with those involved in ASB within the town.

8.2. Community Endeavour Awards 2023

Members to receive the forms for this year's awards and consider any nominations. Members should consult with fellow ward members before making a nomination. Completed forms should be returned to the office no later than Wednesday 29th November. Presentations will be made to the award recipients at the December meeting of the Council.

9. CORRESPONDENCE

9.1. Independent Remuneration Panel for Wales Draft Report 2024/25

Members to consider a response to the draft report. The letter is set out below and the draft report and consultation questionnaire were included in the agenda email. Members to consider a working group to complete the survey.

Dear Clerk of the Council

I attach in accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011:

- The Independent Remuneration Panel for Wales draft Annual Report February 2024.
- Draft Annual Report - consultation questions

The Panel considers members of Community and Town Councils should not be out of pocket for carrying out their duties. It therefore proposes the following:

Basic payment for extra costs of working from home.

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Set payment for consumables.

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

The Panel would welcome feedback on this Report and have included some additional questions where we would appreciate your views (see attached document). The Panel would also be grateful if you could make your members aware of the contents of the Report and make any comments you may have on the Report.

9.2. Welsh Government Democratic Health Task and Finish Group

Members to consider appointing a working group to respond to the following matter.

The Welsh Government has created a Democratic Health Task and Finish Group to review the health of community and town councils in Wales. The group is exploring ways to:

- improve engagement between communities and their community councils, and
- increase the number and diversity of candidates standing for election to community councils.

We have launched a survey to understand your views and experiences and help the group understand the real issues and propose positive actions. Their aim is to help build stronger and more inclusive communities across Wales.

9.3. Flintshire's Local Area Energy Planning Workshop - Actions and Responsibilities

Members to consider any nominations to attend the following workshop.

Flintshire County Council, supported by Arup, Carbon Trust, Afallen and Ambition North Wales, is currently undertaking Local Area Energy Planning (LAEP). The Local Area Energy Plan will provide a route map for Flintshire to transition to a decarbonised energy system.

You are invited to a workshop on Wednesday 29th November to review the work to date for Flintshire's LAEP, it will build on the propositions discussed on 22nd September that stakeholders contributed to. The workshop will focus on the actions and responsibilities required to deliver the LAEP. We will send more background material in preparation for the workshop closer to the date. Your contributions at this workshop will be crucial to the development of Flintshire's LAEP, as it is an important opportunity to provide direction to the project and shape the LAEP. We appreciate your participation and time commitment to this important programme. We offer simultaneous translation for this workshop where there is sufficient demand.

Workshop details: Wednesday 29th November 14:00 – 16:30.

9.4. Clwyd Pension Fund: Annual Employer Meeting

Members to consider any nominations to attend this meeting. Details as below. Clerk to report.

For many years we have invited our stakeholders to an Annual Joint Consultative Meeting (AJCM) at County Hall. Since Covid these have continued virtually. This year the Fund has taken a different approach. Some of our officers and advisors have recorded videos covering governance, administration and communication, funding and investments and the work of the Employer Liaison Team. All of which you can watch at a time convenient to you. Please find below the link for the videos:

<https://mss.clwydpensionfund.org.uk/home/employer-information/annual-employer-meeting-2023/>

We appreciate this means there is no opportunity to ask questions so we've also arranged an Annual Employer meeting at County Hall. There won't be any formal presentations as this gives you the chance to meet officers and advisors and to ask any questions you might have.

The meeting will be on the 7th December in the Alyn and Deeside room between 10am and 1pm. Teas, coffees and pastries will be available so please can you let me know if you are planning on attending by responding to the invite so I can cater appropriately. The Fund welcomes any feedback that you may have on this approach and I look forward to seeing you on the 7th December.

9.5. Climate & Ecology Motion

The appointed working group has met and recommended to the Council the following motion. Cllrs B. Scragg and L. Corbett will report at the meeting.

Climate & Ecology Bill motion

(Last Updated 9/11/23)

Preamble

Humans have already caused irreversible climate change, the impacts of which are being felt in the UK, and across the world. The average global temperature has already increased by 1.2°C above pre-industrial levels and—alongside this—the natural world has reached crisis point, with 28% of plants and animals threatened with extinction. In addition, the UK is one of the most nature-depleted countries in the world as more than one in seven of our plants and animals face extinction, and more than 40% are in decline.

Climate change remains a major concern for UK voters with 66% of people (according to YouGov) expressing they are 'worried about climate change and its effects'. Alongside this, the popularity of Sir David Attenborough's *Save Our Wild Isles* initiative demonstrates public concern that UK wildlife is being destroyed at a terrifying speed.

Climate & Ecology Bill

The Climate & Ecology Bill, a private member's bill currently before the House of Commons, seeks to address the challenges that this situation poses by creating a whole-of-government approach to deliver a net zero and nature positive future.

Based on the latest science, the CE Bill aims to align current UK environmental policy with the need to halt and reverse nature loss by 2030, which was goal agreed to at COP15, via the *Kunming-Montreal Framework* (22 December 2022); and reduce greenhouse gas emissions in line with the UK's fair share of the remaining global carbon budget to give the strongest chance of limiting global heating to 1.5°C, which was the goal agreed to at COP21, via the *Paris Agreement* (12 December 2015).

By bridging the gap between the UK Government's current delivery, and what has been agreed at international levels, Britain has a chance to be a world leader on climate and the environment; seizing the opportunities of the clean energy transition, including green jobs and skills; reduced energy bills; and boosting the UK's food and energy security.

Holywell Town Council notes that:

The Climate and Ecology Bill has been introduced in the UK Parliament on four occasions since 2020, including most recently in the House of Commons 10 May 2023. The Bill is backed by cross-party MPs and Peers, local authorities, alongside the support of eminent scientists, such as Sir David King; NGOs, such as the Wildlife Trusts, the Doctors' Association, Oxfam, the W.I. and CPRE; businesses, such as The Co-operative Bank, Riverford and The Body Shop; and 42,000 members of the public.

The CE Bill would require the UK Government to develop and achieve a new environmental strategy, which would include:

1. Delivering a joined-up environmental plan, as the crises in climate and nature are deeply intertwined, and require a plan that considers both together;
2. Reducing greenhouse gas emissions in line with 1.5°C to ensure emissions are reduced in line with the best chance of meeting the UK's Paris Agreement obligations;
3. Not only halting, but also reversing the decline in nature, setting nature measurably on the path to recovery by 2030;
4. Taking responsibility for our overseas footprint, both emissions and ecological;
5. Prioritising nature in decision-making, and ending fossil fuel production and imports as rapidly as possible;
6. Providing for re-training for those people currently working in fossil fuel industries; and
7. Giving the British people a say in finding a fair way forward via a temporary, independent and representative *Climate & Nature Assembly*, as part of creating consensus and ensuring that no one and no community is left behind.

Local Impact & Action Taken

Holywell Town Council have for the last fourteen years campaigned for the reopening of the railway station at Greenfield, which would stimulate a public transport system for the local community. This transport system should include all modes of transport i.e., bus, train. There is an urgency about this matter and new build properties should have a policy driven programme of home insulation, solar panels, and heat pumps. Existing homeowners should have access to grant aided schemes to insulate their homes.

The Council have been running a successful eco uniform initiative for several years where unwanted clothing is donated and recycled back into the community. Any donations are collected and given to local schools. The Council were the first Town Council in Flintshire to install an Electric Vehicle Charge Point and have also banned the use of single use plastics in the Council offices. The Council manage a seasonal programme of litter picks at strategic points across the local community.

Holywell Town Council therefore resolves to:

1. Support the Climate and Ecology Bill;
2. Inform local residents and inform local press/media of this decision;
3. Write to **Rob Roberts MP for Delyn** to inform them that this motion has been passed, and urge them to sign up to support the CE Bill—or thank them for already doing so;
4. Write to Zero Hour, the organisers of the cross-party campaign for the CE Bill, expressing **Holywell Town Council's** support (councils@zerohour.uk).

9.6. Email from Kirstie Dolphin – Llesty Woodland

Members to consider a response to the following enquiry. Clerk can provide the background.

I live at Avalon, The Beeches, Milwr, across from the trees the council own. The branches are coming over across the road, towards my house, quite a lot, I think a bad storm or snow will cause some to break. I believe the council did speak about getting some branches cut, could you let me know if this is going to happen soon?

9.7. Email from Paul Islip - Rotary Club of Flint and Holywell

Members to consider a response to the email from Paul Islip, which was circulated to members with the agenda summons email.

9.8. Reports/Correspondence Received

The following items have been received and are available for perusal from the Clerk. or marked ** if already circulated to Members:

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletters	**	Various Dates
G	Information on RAAC in buildings	**	17 th Oct 2023
H	Thomas Pennant Society	**	18 th Oct 2023
I	GVT Information Event Invitation	**	19 th Oct 2023
J	GVT Papers – TOR and SPF Grant Detail	**	19 th Oct 2023
K	Playscheme Report	**	23 rd Oct 2023
L	NW Association of Local Councils - Rail Survey Report	**	23 rd Oct 2023
M	Declaration of Poll - Greenfield By Election	**	27 th Oct 2023
N	Active Travel Route Works in Greenfield Valley	**	27 th Oct 2023
O	Councillor Allowances - Homeworking Arrangements and Consumables	**	27 th Oct 2023
P	Holywell & District Society Dissolution	**	6 th Nov 2023
Q	Political Groups/Affiliations - Remembrance Sunday	**	6 th Nov 2023
R	GVT Partnership Minutes 17th October 2023	**	6 th Nov 2023
S	GVT Dee Boat Owner Drop In - 20th Nov, Greenfield	**	7 th Nov 2023

10. MEMBERS AGENDA ITEMS

Members to consider the following matters. Forms have been submitted by the Councillors to the Clerk and the details are summarised below:

Councillor	Subject	Motion
D. Thomas	One Step CIC Youth Club	Members to consider a contribution to the lease and running costs of this venture, of £18,200 (£10,000 Lease, £8,200 Running Costs). Members to receive a presentation from Board Members Claire Presford and Cllr Danny Thomas * to explain this proposal. * tbc

11. 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.

12. 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 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.