

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, 15th February 2023 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

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

APOLOGIES FOR ABSENCE none were received. Councillor S. Rush was absent without apology.

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

133. **DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT**

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
125	L.A. Carter		✓	Trustee of One Step CIC.
125	D. Thomas		✓	Director of One Step CIC.

134. **LONG SERVICE AWARD PRESENTATION**

The Mayor presented a long service award to Councillor Peter Curtis, who had completed over twenty years’ service with the Council. Councillor Curtis was Mayor of Holywell on three occasions in 1992, 1998, and 2010, and had also served on the County Council for many years. A silver plate and certificate were presented to Councillor Curtis to mark the occasion.

135. **MAYOR’S REMARKS**

The Mayor informed members that the six dog bag dispensers were now installed at various points around the town centre. These had been stocked with bags and were now operational. It was the Town Council’s responsibility to maintain them and restock the bags. Keys were available from the office for members to assist.

The Mayor attended a meeting on Friday 20th January with the Holywell Scouts to explain how the Council works and how decisions were made. The Clerk had received a letter back from Scouts Cymru that confirmed that the Council's recent donation had been allocated to the four Holywell Scouts attending the World Jamboree.

136. PUBLIC SPEAKING

There were no such requests.

137. MINUTES & MEETINGS

137.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council held on Wednesday 18th January 2023.

138. PLANNING

138.1. 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/000063/23	PROPOSAL: ERECTION OF AN AGRICULTURAL WORKERS DWELLING (FULL PLANNING). LOCATION: Moor Farm, The Holway, Holywell, CH8 8SW. The Council supported this application provided it complied with the necessary planning regulations.
FUL/000099/23	PROPOSAL: APPLICATION FOR REMOVAL OR VARIATION OF CONDITION 5 FOLLOWING GRANT OF PLANNING PERMISSION FUL/000136/22 LOCATION: HOLWAY GARAGE, Holway Road, Holway, Holywell, CH8 7LQ. The Council noted this variation was for the opening hours to satisfy the franchisee. The Council supported this application provided it complied with the necessary planning regulations.

138.2. Preliminary Inquiry – Holywell Fire Station, Whitford Street, Holywell

Members received the correspondence from WHP Telecoms that concerned the siting of a new mast at the above address. Members had expressed concern that a mast or other radio signal equipment was being placed close to a school and domestic properties. The Inquirer had responded to note that all sites were ICNIRP compliant (ICNIRP = International Commission on Non-Ionizing Radiation Protection).

RESOLVED:

That members note the response provided.

Councillor L. Corbett left the meeting at this point.

138.3. Pre-application Consultation – Proposed Development at Kingspan Ltd, Greenfield Business Park, Bagillt Road, Greenfield

Members received the pre-application consultation, that involved the change of use of land to provide extension to existing fire test facility, erection of storage building, new vehicular and pedestrian access, provision of trailer and car parking.

RESOLVED:

That the council would support Kingspan in its endeavours, provided all the planning conditions were met.

139. ACCOUNTS

139.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – JANUARY 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9285 - 9287	BP	Council Staff	Staff Salaries - Jan23	5,515.75	***
9288	BP	HMRC	Staff PAYE/NI - Jan23	1,756.12	***
9289	BP	Clwyd Pension Fund	Staff Pension - Jan23	1,880.82	***
9290	BP	Flintshire County	Loan Repayment (1 of 2 22/23)	7,000.00	^

		Council			
9291	BP	BKB Solutions Ltd	Removal of Christmas Lighting	3,000.00	^^
9292	BP	Welsh Water	Water Supply, Tower Gardens Fountain	32.45	^^
9293	BP	Black & White Security	Security Services Christmas Lights Switch On	100.00	^^
9294	BP	NW Association of Town Councils	2 x Lunches for Meeting Fri 20/1/22 (IH & LC)	44.00	^^**
9295	BP	Viking	Plastic Archive Boxes	49.03	****
9296	BP	Viking	Laminating Pouches/Mouse Pad	63.56	****
9297	BP	Philip Jones Computers	ICT Support Costs - Oct-Dec 22	134.00	****
9298	BP	JDH Business Services Ltd	Interim Internal Audit 22/23	366.00	***
9299	BP	Holywell & Greenfield Churches	Hire of St Peters Church 21/12/22	50.00	****
9300	BP	Chubb Fire & Security Ltd	Supply extra Fire Extinguisher to contract	11.96	^^
9301	BP	Stamford Gate Hotel Ltd	Deposit Mayors Charity Dinner 1/4/23	100.00	^^
9302	BP	Holywell Leisure Centre	Contribution (3 of 4)	2,500.00	^^^
9303	BP	Daydream Designs	Website Tech Support Jan23	94.80	****
9304	BP	Viking	Binding Machine	84.13	****
9305	BP	St John Ambulance	First Aid Cover - Christmas Lights Event	120.00	^^
9306	BP	Flintshire County Council	CCTV Charges 01/23-03/23	3,075.49	*****
9307	BP	MIW Water Cooler Experts	Repair of Water Fountain	114.00	^^
9308	BP	Power Portal Ltd	Sim Card Upgrade & 3 Year Maintenance Contract	1,004.64	^^
9309	BP	Wales Air Ambulance	Financial Assistance/Donation	200.00	**
9310	BP	Thomas Pennant Society	Financial Assistance/Donation	300.00	**
9311	BP	Scouts Cymru	Financial Assistance/Donation	400.00	**
9312	BP	Home-Start Flintshire	Financial Assistance/Donation	500.00	**
9313	DD	Opus Energy	Gas Bank Place Offices 17/11-15/12	422.29	****
9314	DD	Plusnet	Alarm Line Jan23	23.62	****
9315	DD	Plusnet	Phone & Broadband Jan23	38.30	****
9316	DD	BNP Paribas	Copier Lease 16/1-15/4	154.80	****
9317	DD	EDF Energy	Electric 12/13 Bank Place to Jan23	224.57	****
9318	DD	EDF Energy	Electric 14 Bank Place to Jan23	49.40	****
9319	DD	Plusnet	Alarm Line Feb23	23.62	****

9320	DD	Opus Energy	Gas Bank Place Offices 16/12-15/1	245.10	****
9321	DC	Tesco	Refreshments	1.30	****
9322	DC	Homebase	Storage Box (Heritage Grant)	19.00	****
9323	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9324	DC	Amazon	Suitcase Belts/Pins (Heritage Grant)	15.79	****
9325	DC	Amazon	Pinboard Tacks	10.89	****
9326	DC	Amazon	Batteries	16.47	****
9327	DC	Sacktrucks Direct	Events Trolley (Enhancement Grant)	159.95	^^
9328	DC	Tesco	Refreshments	5.15	****
9329	DC	ICO	Data Protection Fee	40.00	****
9330	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9331	DC	Eventbrite	Understanding S106 Regulations Training - Cllr JJ	35.00	***
9332	DC	Tesco	Refreshments/Card	2.30	****
9333	DR	HSBC	Bank Charges - Dec22	10.40	****
TOTAL				30,109.68	

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

Date	Category	Name	Payment Details	Amount £
13/1/23	Income	Christmas Lights Vendors	Event Income	335.00
13/1/23	Income	HTC Members	Donation in lieu of Christmas Cards	40.00
TOTAL				375.00

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- ***^ Local Government Act 1972 S.13
- *^^* Local Government Act 1972 S.34
- ***^ Local Government (Misc. Provisions) Act 1953 S.4
- ^^** Local Government Act 1972 S.173, S.174

^^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
 < Local Government Act 1972 S.124
 # Local Government Act 1972 S.142
 ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
 ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
 #### Litter Act 1983 S.5-6
 ***** Local Government & Rating Act 1997 S.31

140. COMMUNITY ENGAGEMENT

140.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered the shared prosperity grant funding, and a business forum letter. Members relayed their concerns over the SPF bid process, in particular the lack of support from the County Council available to the Town Council to formulate their own bid submission. The Council had been advised to send their project priorities through to project sponsors of existing County level bids.

RESOLVED:

- 1) That the Clerk write a letter to the Chief Executive, Flintshire County Council, to outline the Council's concerns over the SPF bid process.
- 2) That the Deputy Clerk be authorised to draft a letter on behalf of the Business Forum, to request businesses attend a meeting.

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

141. CORRESPONDENCE RECEIVED

141.1. Consultation – Statement of Gambling Policy

Members considered taking part in the above consultation. The deadline for responses was 20th February 2023.

RESOLVED:

That a working group be formed to respond to the consultation. Councillors I. Hodge, L.A. Carter, and J. Jones were nominated for the working group.

141.2. Reports Received

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

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletter	**	13 th Jan 2023
G	Letter From Betsi Cadwaladr	**	17 th Jan 2023
H	Ukraine Charity Concert	**	17 th Jan 2023
I	LJLA Air Change Proposal	**	18 th Jan 2023
J	FLVC - Health & Well-Being Network Meeting	**	25 th Jan 2023
K	OPCC Update & Precept Information	**	30 th Jan 2023
L	FCC Place Making Plan Survey & Drop In Dates	**	30 th Jan 2023
M	Thomas Pennant Society Activity Information	**	30 th Jan 2023
N	Card from HM the King	**	1 st Feb 2023
O	NWCHC - Report on North Wales Vascular Services	**	3 rd Feb 2023
P	HLC-CLT Quarter 3 Business Plan Tracker	**	7 th Feb 2023

142. SECTION 6 BIODIVERSITY DUTY

Section 6 of the Environment (Wales) Act 2016 Part 1, stated that public authorities must seek to maintain and enhance biodiversity so far as consistent with the proper exercise of their functions, and in so doing, promote the resilience of ecosystems. Councils were required to report on their compliance with this duty every three years. Members therefore considered a report prepared by the Clerk to evidence the Council's compliance with this duty.

RESOLVED:

That the report be approved and published by the Clerk.

143. MEMBERS AGENDA ITEMS

Cllr P.A. Johnson – Birthplace of the Industrial Revolution

Cllr Johnson sought approval from members to invite Mr Paul Brighton to speak to the Council, to explain why Holywell and Greenfield Valley was the birthplace of the industrial revolution.

RESOLVED:

That Mr Brighton be asked to attend the next available Council meeting. Clerk to make the arrangements.

Cllr B. Scragg – Place Making Plan Strategy Session

Cllr Scragg explained the background to this item, and requested members consider holding an in house meeting to determine the Council's strategy for future regeneration and funding applications.

RESOLVED:

That the matter be referred to the next Resources Committee meeting, to determine a strategy and bid opportunity list.

Cllr D. Thomas – One Step CIC Youth Centre

Cllr Thomas requested that the Council consider providing financial support in the form of start up funding for a One Step CIC Youth Centre. The financial support would be for an initial three year period. The Council considered this project to be in principle a sound venture with potential for benefits to the local community.

RESOLVED:

That the Council note as received this request without financial support being granted on this occasion. That the Deputy Clerk signpost Cllr Thomas to applicable grant funding streams, as required.

144. HOLYWELL LEISURE CENTRE

Members considered a request for financial assistance from the Centre. The Resources Committee recommended that financial assistance be approved this year, and members noted that a provision of £10,000 had been included in the precept for 2023/24.

RESOLVED:

That financial assistance of £10,000 be approved for payment to the Centre for the 2023/24 year only, to be paid in equal instalments on a quarterly basis.

145. EVENTS GRANT APPLICATIONS

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

- Kim Inspire – Outside Artist for Brew & Do Sessions – February 2023.
- Transition Holywell & District – International Dance Festival “Dancing World” event to be held on Saturday 3rd June 2023.

RESOLVED:

That both Kim Inspire and Transition Holywell & District be awarded events grants of £500 to support their event activities. This payment would be made in arrears and be triggered upon delivery of the events.

146. REPRESENTATIVE REPORTS

Cllrs I. Hodge and L.A. Carter updated members on the main discussion points from the North Wales Association of Local Councils meeting held on 20th January 2023. Cllr Carter stated Psalm 23 was read out as a tribute to former Councillor Karin Davies. A book for that signposted users of Health and Social Care was under consideration, and administrative cutbacks were discussed for Welsh Government.

Cllr B. Scragg provided an update to members from the Transport Working Group. Discussion points included the Greenfield Station project and the Council’s preferred location option of Dock Road, outstanding active travel works, and the circular bus route. The outcome on the current stage report for the Station was expected by the end of March 2023, and further funding would be required from Welsh Government to progress work through to the next stage.

Cllr I. Hodge attended a school governor meeting at Ysgol Maes-y-Felin on Thursday 9th February 2023.

Cllr E.B. Palmer attended a West Flintshire Group of Councils meeting on Monday 13th February 2023. The group discussed the proposed UK Government constituency boundary changes and were disappointed with the proposals for Delyn, mainly due to the size of the proposed new ward, which would be a challenge for one MP in terms of casework and travelling around all of the electoral wards.

RESOLVED:

That the Clerk write to the Boundary Commission for Wales to outline the concerns over the proposed boundary changes.

147. COUNTY COUNCILLOR REPORTS

Cllr E.B. Palmer stated that the Flintshire LDP had now been adopted. More stringent recycling targets were now in place with hefty fines imposed if they were not met.

Cllr R. Dolphin reported 64% of food waste was being placed in the black bins, instead of the food waste bins. Travel funding could be subject to budget cuts, the bus companies were set to review this shortly.

148. CLOSE OF MEETING

The Mayor closed the meeting at 7.45pm.

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Mayor