

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 October 2025 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

Councillors: C. Blackwell, L. Corbett, P. Corbett, I. Hodge, P.A. Johnson, M. Lewis-Jones, D. Smith, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Cllrs C. Argent, P. Cooper, P. Curtis, L. Hodge, E.B. Palmer, and S. Rush.

IN ATTENDANCE: J. Baker (Clerk).

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

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
7.2.	All Town Councillors	✓		Draft Annual Remuneration Report 2026/27 – Members Allowances

58. **MAYOR’S REMARKS**

The Mayor thanked everyone that attended his civic service at Holy Trinity Church, Greenfield on Sunday 28th September. Special thanks were given to Simon Bonfield and those others that contributed and helped with the arrangements for the service.

The Mayor attended this year’s Wales in Bloom Awards in Wrexham on Friday 3rd October, and was pleased to announce that the Council were awarded a silver gilt. The Development Committee could review the Judge’s report in due course, but the informal feedback the Mayor had received pointed to small margins to progress to a gold score.

The Mayor attended the Holywell Age and Dementia BBQ event and thanked the organisers for the invite and arranging the event.

The Clerk had confirmed that the ground level floodlights with colour filters were now installed at the council offices and had suggested testing with pictorial images for Remembrance Sunday and the Christmas period.

The Clerk had advised that the December full council meeting had been traditionally held at an offsite venue, and a buffet was normally arranged.

RESOLVED:

That the Clerk proceed with the floodlighting testing as advised. That the December meeting be held at the Council Offices with a buffet provided.

59. **MINUTES & MEETINGS**

59.1. **Minutes of Meetings**

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 17th September 2025.
- Town Centre & Events Committee meeting held on Wednesday 8th October 2025. *Clerk would amend minutes before publishing: minute number TC15 Well Inn Festival Review – narrative on the children’s lunch packs.*

60. **PLANNING**

60.1. **New Planning Applications**

Consideration was given to applications forwarded to the Town Council as part of the County Council’s planning consultation. The Planning Working Group provided their report to the meeting.

RESOLVED:

That the following responses be submitted to the County Planning Authority.

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. <i>The Council had no objections to this application.</i>

61. ACCOUNTS

61.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

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	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 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

62. CORRESPONDENCE

62.1. Red Lion Public House, High Street, Holywell

Members considered the email received from the new owner Mr Lloyd-Roberts. At this early stage no long term direction had been determined for the pub.

RESOLVED:

That Mr Lloyd-Roberts be invited to the next meeting of the Town Centre & Events Committee. Clerk to make the arrangements.

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

Members considered a response to the email and draft report. The full report was included in the agenda email.

RESOLVED:

That the Council note this item as received.

62.3. Flintshire Summer Playschemes 2026

Members considered the correspondence from the Play Development Team that outlined next year's playscheme arrangements and costs.

RESOLVED:

That the Clerk contact the local schools and churches to confirm their plans for play activities over the 2026 summer holiday period. The matter would then be reconsidered at the next Council meeting.

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

Members considered a response to the above consultation, sent on by Mott MacDonald, the consultants engaged on the scheme. As part of the environmental mitigation works for the scheme, some small scale environmental improvement works were proposed on the foreshore north east of Greenfield Recycling Centre, and to the north west of Bagillt Estuary. Members supported the proposed works but requested further information and context.

RESOLVED:

That the Clerk confirm the Council's support for the proposed works and requests the appointed consultants to attend a meeting with the Development Committee.

62.5. Connah's Quay Low Carbon Power Examination

Members considered a response to the attached email, from Uniper. Uniper were 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.

RESOLVED:

That the Council note this item as received.

62.6. 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	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

63. 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. Members requested a water station for the Holywell and Greenfield area should this situation arise again in the future. RESOLVED: That Welsh Water be invited to a future meeting of the Council, in order for members to acknowledge and understand the process that they are reviewing.
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. There was already a pelican crossing in place along Pen y Maes Road adjacent to Ysgol Maes y Felin. RESOLVED: That the Clerk writes to Katie Wilby, Chief Officer Streetscene & Transportation, Flintshire County Council, to request the Lollipop Lady be transferred to provide a safe crossing facility on Whitford Street, adjacent to Ysgol Gwenffrwd and St. Winefride's RC School.
D. Thomas	Decisions Record / Action Plan	Members to consider a procedure to monitor council decisions. The Clerk confirmed that a spreadsheet had been used in the past and had been re-established from the start of the civic year, to monitor and track council decisions and resolutions. RESOLVED: That the Clerk provides a copy of the current spreadsheet with the monthly agendas.
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. Cllr C. Blackwell confirmed at the meeting that this matter was now being taken

		forward by Cllr E.B. Palmer at County level.
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. <u>RESOLVED:</u> That the Deputy Clerk attends the next group meeting to provide advice as required.

64. REPRESENTATIVE REPORTS

None were reported.

65. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge referred to the forthcoming meeting of the Flintshire Standards Committee, that was a joint meeting with Town and Community Councils. Members were encouraged to attend and/or provide agenda items.

Cllr P.A. Johnson referred to a recent report on Theatr Clwyd and its continued development, which was very positive for the County.

66. EXCLUSION OF PUBLIC & PRESS

RESOLVED:

That the public and press be excluded for the following minute 67, 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 staffing considerations.

67. STAFFING

The Mayor provided an update on recent correspondence received.

RESOLVED:

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

68. CLOSE OF MEETING

The Mayor closed the meeting at 7.40pm.

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Mayor