

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, 16th July 2025 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

Councillors: 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 P. Cooper, P. Curtis, and S. Rush. Councillors C. Argent and C. Blackwell were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

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

None were declared.

28. **PRESENTATION TO DEPUTY MAYOR’S HONOUR CADETS**

The Deputy 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 Tia Stanford-Prescott and Liam Melia from St. John Ambulance Cymru.

29. **PUBLIC SPEAKER**

Mr David Pearson and Mrs Sylvia Pearce attended the meeting and addressed members about the repeated sheep movement that affected Holywell Cemetery. This was causing much distress and upset as, apart from mess left around the cemetery, damage was also being caused to the graves in the cemetery. Mr Pearson explained to members how the damage was personal to him and other bereaved grave owners as this affected their visits to the graves of much loved members of their families.

Members stated that discussions had taken place with the farmer and County Council, to try to address this unfortunate and unacceptable situation. These discussions had included the provision of a cattle gate at the top of Pen y Ball Hill. The sheep movement also affected motorists and pedestrians in the immediate vicinity of Fron Park Road. Members had contacted North Wales Police but were disappointed with the engagement and response received.

Ultimately the farmer as the owner of the sheep should be accountable for restricting their movement.

RESOLVED:

That the Clerk writes to the Chief Officer of Flintshire County Council Streetscene Services to make the following requests/points:

- 1) Could the same laws and regulations that apply to dogs under Public Space Protection Orders (PSPOs) be extended to also include sheep? This would then serve as a deterrent to the farmer and hopefully lead to better sheep management.
- 2) Could grave owners be requested to supply photographic evidence of damage to graves and tributes, that could then be used as evidence to recharge the farmer for the damage incurred?
- 3) Could a new sheep proof gate be installed at the cemetery? This would be the standard type of gate which enables disabled access to playgrounds and was appropriate for Holywell Cemetery. The Council confirmed it would be willing to match fund with FCC and pay 50% of the cost.
- 4) Could sheep warning signs be installed along Fron Park Road to alert passing motorists to a potential road traffic hazard, particularly around the play area? There were already parking issues along this road, and the sheep movement was adding to the concerns.

The Clerk was also asked to follow up with the Commonwealth War Graves Commission to seek their advice and guidance on this matter.

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

28. The Clerk stated that no representative was available from North Wales Police to attend the meeting and would try to confirm their attendance for the next meeting in September.

29. MAYOR'S REMARKS

The Mayor stated it was a genuine honour and privilege to give to the commensurate speech to the Holywell High School, class of 2025 leavers, as it

also marked 25 years since he left the school, and thanked Cllr L. Corbett for the invitation.

The Mayor attended the Food & Drink Festival on Saturday 21st June and thanked everyone that supported this event. The event was a great success with plenty of food stalls as well as various activities on offer.

The Mayor raised the Armed Forces Flag at the Council Offices with fellow Councillors on Thursday 26th June for Armed Forces Day that commemorated the service of people in all branches of the British Armed Forces. The Mayor, having just returned from Washington, visited the various memorials along the Mall and Arlington Cemetery, said it was a stark reminder of the importance of remembering those who paid the ultimate sacrifice so we can enjoy the luxuries and privileges today, which can often be taken for granted.

The Mayor opened the Holywell craft and arts tour event, and thanked Heather and Roberta for their efforts in making that event take place.

The Mayor attended Fr Dominic's final service, and stated the most fitting tribute he could pay Fr Dominic was, speaking as an atheist, and someone with the most sceptical and secular views of all religions, it was still a no brainer to continue to support the Church's work as one of the Mayor Charities for his term due to their outreach services and effectiveness of engaging with some of the most vulnerable and maligned members of society though their engagement. The Mayor was sure there was universal agreement to wish Fr Dominic all the very best in his future endeavours and gave thanks to his enormous service to our community over the past few years.

The Mayor passed on sincere thanks and appreciation to Deputy Mayor Pat Corbett in stepping in for several events during his absence, specifically the unveiling of the miner's memorial on Friday 4th July at Ffynnongroyw in memory of the six men that perished whilst sinking the No. 3 Shaft at Point of Ayr Colliery in 1952. The memorial was a fitting tribute to those that perished.

The Wales in Bloom Judge Peter Barton-Price was visiting Holywell on Tuesday 22nd July 2025. Both the County Council and Holywell Garden Centre were busy this week carrying out preparations. The supporting portfolio had been completed, and the Clerk would pass this round for members to view. The Mayor thanked Simon Bonfield for his work on preparing the portfolio.

The Clerk provided a brief update on the staffing situation at the conclusion of the Mayors Remarks.

30. MINUTES & MEETINGS

30.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on 18th June 2025.
- Town Centre & Events Committee held on 19th June 2025.

30.2. Meetings of Committees and Working Groups

Town Centre & Events Committee held on 19th June 2025 – Minute TC11

Mega Electrical NW Ltd had advised the Council of electrical remedial works required to the existing festive lighting connection units. The quoted works were in the sum of £16,875 plus vat. The committee had recommended a three year phased approach to the works, and the Clerk confirmed at the meeting that the contractors had suggested 50/25/25 ratio of costs over the current year, 2026 and 2027. Members considered approval of the advised works and agreement of the phasing plan. The quotation breakdown of the works was included with the agenda email.

RESOLVED:

That approval be given to the contractors to proceed with the required works, on the three year phasing cycle.

Additional Committee Member – Town Centre & Events Committee

Committee Chair Cllr D. Thomas had requested Cllr L. Hodge be nominated to join the above committee.

RESOLVED:

That approval be given for Cllr L. Hodge to join the committee.

Re-affirmation of the Regeneration Working Group

A recent attempt to call this working group was aborted due to member availability. Members discussed the future plans and status of this group.

RESOLVED:

That the working group be retained and Cllr P. Corbett be added to the group. Deputy Clerk to call a meeting of the group following the recess period.

31. PLANNING

31.1. 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/000531/25	PROPOSAL: PROPOSED CONSTRUCTION OF NEW STORAGE UNIT ON EXISTING BROWNFIELD LAND PREVIOUSLY OCCUPIED BY INDUSTRIAL BUILDING WHICH WAS PREVIOUSLY DEMOLISHED. LOCATION: Grant Works, Greenfield Road, Greenfield, Holywell, CH8 7QB. <i>The Council noted this application as received.</i>
FUL/000445/25	PROPOSAL: APPLICATION FOR REMOVAL OR VARIATION OF CONDITION 1, FOLLOWING PLANNING PERMISSION REF: 060665 & 060666. LOCATION: Rear of 33 High Street, Raven's Court, Holywell, CH8 7TE. <i>The Council noted this application as received.</i>
FUL/000357/25	PROPOSAL: CHANGE OF CURRENT USE FROM A1/A2 TO MIXED RETAIL/BEAUTY. 2 BEDROOM APARTMENT TO BE USED AS HOLIDAY RENTAL. PORTABLE MODULAR OFFICE (8FT WIDE X 20FT LONG) TO BE PERMITTED IN THE 200FT X 17FT REAR YARD. EXTERNAL FIRE SAFETY STAIRCASE AND WALKWAY FROM HOLIDAY RENTAL ON 1ST FLOOR TO THE OUTSIDE YARD. LOCATION: 57, High Street, Holywell, CH8 7TF. <i>The Council supported this application and had no objections.</i>
LBC/000454/25	Proposal: Proposed remodel of the Western facade and associated repair works. Location: ST WINIFREDS PRESBYTERY, Well Street, Holywell, CH8 7PL. <i>The Council supported this application and had no objections.</i>

32. ACCOUNTS

32.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – JUNE 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10849	BP	Cllr L. Corbett	Members Allowance 2025/26	208.00	*
10850	BP	Cllr M. Sprake	Members Allowance 2025/26	208.00	*
10851	BP	Cllr D. Thomas	Members Allowance 2025/26	208.00	*
10852	BP	Cllr D. Smith	Members Allowance 2025/26	208.00	*
10853	BP	Cllr S. Rush	Members Allowance 2025/26	208.00	*
10854	BP	Cllr M. Lewis-Jones	Members Allowance 2025/26	208.00	*
10855	BP	Cllr L. Hodge	Members Allowance 2025/26	208.00	*
10856	BP	Cllr I. Hodge	Members Allowance 2025/26	208.00	*
10857	BP	Cllr P. Curtis	Members Allowance 2025/26	208.00	*
10858	BP	Cllr P. Corbett	Members Allowance 2025/26	208.00	*
10859	BP	Cllr P. Cooper	Members Allowance 2025/26	208.00	*
10860	BP	Cllr C. Argent	Members Allowance 2025/26	208.00	*
10861	BP	Five Tech Ltd	Acer Travelmate Laptop	427.20	*****
10862 - 10864	BP	Council Staff	Staff Salaries - June 2025	6,894.93	***
10865	BP	HMRC	Staff PAYE/NI - June 2025	2,634.31	***
10866	BP	Clwyd Pension Fund	Staff Pension - June 2025	566.20	***
10867	BP	Cllr C. Blackwell	Members Allowance 2025/26	208.00	***
10868	BP	Supertemps	Agency Support w.b. 2/6/25	493.02	***
10869	BP	Automated Systems Group	Copier Charges	42.00	*****
10870	BP	Pen Y Lon Ltd	Consultation and Report	275.00	***
10871	BP	Daydream Designs	Website Tech Support - May 2025	94.80	*****
10872	BP	Gwella	Contribution - Fit, Fed & Read Programme	1,000.00	^^^
10873	BP	NW Association of Councils	Lunch at Quarterly Meeting	22.00	^^**
10874	BP	Plug Tech	PAT Testing - Bank Place Offices	103.20	*****
10875	BP	Veolia	Trade Waste Charges May 2025	105.11	*****
10876	BP	Safe Environment	Removal of Asbestos Sink Pads - Bank Place Offices	408.00	*****
10877	BP	Welsh Water	Water Events Hub Oct-Apr	74.17	*****
10878	BP	Delyn Safety UK Ltd	Risk Assessment Training 5/6/25	360.00	***
10879	BP	NE Wales Mind	Sessions	90.00	***

10880	BP	St John Ambulance	Attend VE Day event	62.40	^^
10881	BP	JDH Business Services	Internal Audit and Report 2024/25	438.00	***
10882	BP	Holywell Garden Centre	Install Hanging Baskets	807.00	^^
10883	BP	Viking	Mineral Water Bottles	52.72	****
10884	DD	Yu Energy	Gas May 2025 Bank Place Offices	53.18	****
10885	DD	Corona Energy	Electric May 2025 Bank Place Offices	73.53	****
10886	DD	EDF Energy	Electric May 2025 Bank Place Offices	26.58	****
10887	DD	Vodafone Business	Office Mobile June 2025	27.90	****
10888	DD	Wirehouse HR	Employment Services	132.00	****
10889	DD	British Telecom	Phone & Broadband June 2025	73.88	****
10890	VIS	OS Keys	Office Keys	14.18	****
10891	VIS	Tesco	Stamps	27.20	***
10892	VIS	Amazon	Collection Box	11.99	****
10893	VIS	Amazon	Laptop Bag/16 Gb RAM Kit	44.97	****
10894	VIS	Microsoft	ICT Subscription - May 2025	11.52	****
10895	VIS	Amazon	Collection Boxes	28.48	****
10896	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10897	VIS	Tesco	Refreshments	1.20	****
10898	VIS	Tesco	Refreshments	1.20	****
10899	VIS	Tesco	Refreshments/Consumables	14.70	****
10900	VIS	Zoom	Zoom Pro Subscription	16.79	****
10901	VIS	Acco Review Ltd	Supply ID Cards	22.32	****
10902	DR	HSBC Bank	Bank Charges - June 2025	8.55	****
TOTAL				18,344.82	

SCHEDULE OF ACCOUNTS RECEIVABLE – JUNE 2025

Date	Category	Name	Payment Details	Amount £
13/06/25	VAT Refund	HMRC	Vat Refund 2024/25	17,916.74
20/06/25	Grant	Kingspan	Donation – Legends on the Bench Project	2,000.00
TOTAL				19,916.74

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

33. CORRESPONDENCE

33.1. FLVC Young Volunteer Awards 2025

Members considered nominations for the above award. The closing date for nominations was Thursday 11th September.

RESOLVED:

That the Under 18 category nominations for this year's Community Endeavour awards be submitted as nominees, subject to parental endorsement.

33.2. 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	Santander Room Enquiry	18 th Jun 2025
H	FLVC Social Prescription Service	4 th Jul 2025

I	Notification of works A55 J32a Pentre Halkyn - J31 Caerwys	4 th Jul 2025
J	North and Mid Wales Association of Local Councils - Minutes from transport meeting 4th July 2025	7 th Jul 2025
K	PACT Group Update	9 th Jul 2025
L	FLVC E-bulletin	10 th Jul 2025

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

34. HOLYWELL TOWN COUNCIL ANNUAL REPORT 2024/25

Members considered the annual report for the period 1st April 2024 to 31st March 2025.

RESOLVED:

That the report be approved and published.

35. REPRESENTATIVE REPORTS

Cllr I. Hodge reported that he had been appointed as Chair of the North Wales Association of Local Councils for the forthcoming year. Further rail surveys were being completed.

36. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge reported that he had been appointed as a representative on the North Wales Fire Authority and was now a member of the Flintshire County Council Audit Committee.

Cllr E.B. Palmer reported that the County Council were reviewing public toilet provision. There was a possibility they would close unless other stakeholders expressed an interest in taking over the management and maintenance of them.

37. CLOSE OF MEETING

The Mayor closed the meeting at 7.10pm.

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Mayor