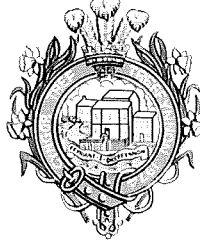


Cyngor Tref Treffynnon Holywell Town Council

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@hollywell.wales
Gwefan/Website: hollywell.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@hollywell.wales for further guidance.

To: All Members of the Council

11th January 2024

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 17th January 2024 at 6.00pm**, and you are summoned to attend to transact the business specified in the Agenda set out below.

Yours faithfully

J. Baker
Town Clerk and Financial Officer

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

3. MAYOR'S REMARKS

4. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 20th December 2023.

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, 20th December 2023 at 6.00pm.

PRESENT: Councillor L. Carter (Mayor).

Councillors: P. Cooper, L. Corbett, P. Corbett, P.A. Johnson, J. Jones, E.B. Palmer, B. Scragg, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors C. Argent, P. Curtis, I. Hodge, and M. Lewis-Jones. Councillor S. Rush was absent without apology.

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

90. PRESENTATION – BEST DRESSED CHRISTMAS WINDOW & COMMUNITY ENDEAVOUR AWARDS 2023

The Mayor was delighted to announce the joint winners Trendy Blinds and Steph's Beauty Lounge of this year's Best Dressed Christmas Shop Window. The Mayor, together with the respective ward Councillors presented a hamper and certificate to this year's winners of the Community Endeavour Awards, for their services to the local community. All the award hampers were produced by the Support Officer using goods sourced from several local businesses.

2023 Award Winners

Greenfield Ward – Wendy Dawson

Holywell Central Ward – The Coffee Bean Crafters

Holywell East Ward – Emma Eden

Holywell West Ward – Robin Poole

Under 18s Award – Joint Recipients Isabella Griffiths, Kai Jones, and Bobby Birch.

91. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
12	D. Thomas		✓	Member of Market Group

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

92. MAYOR'S REMARKS

The Mayor referred to the Christmas Lights Switch on event on Friday 24th November, which was once again a very successful event. Several people had commented that the High Street had never looked so busy. The Mayor thanked all staff and councillors, and the other volunteers that contributed to the event.

On 5th and 6th December, the Mayor met with pupils from Ysgol Treffynnon, Ysgol Maes Glas, and Ysgol Gwenffrwd to decorate the Council's Christmas Tree in front of the council offices. The Council had also received decorations from St Winefrides School.

Another successful Holywell Christmas market was held on 26th November, and the Council's first movie night followed the market in the evening. Both events were very well received in the town.

The Mayor donated a hamper to Llys Gwenffrwd Home for their annual Christmas Bingo evening held on Friday 15th December. The Mayor mentioned the community spirit shown by Unhinged Angels Tattoos & Piercings providing free clothing, hot drinks and food at their shop on the 18th December.

The Mayor reminded members about the forthcoming Carol Service on 21st December, which would now be held in St. Peter's Church, and thanked the Holywell Area Services Community Lounge for their kind donation to the Council of a clock produced by the group.

The Mayor wished all councillors and staff a Merry Christmas and best wishes for 2024.

93. MINUTES & MEETINGS

93.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 15th November 2023.
- Development Committee meeting held on Wednesday 22nd November 2023.
- Town Centre and Events Committee held on Wednesday 29th November 2023.
- Resources Committee meeting held on Tuesday 12th December 2023.

93.2. Meetings of Committees and Working Groups

Town Centre and Events Committee. Item TC33. Members considered the reallocation of £2.5k grant monies from the blue plaque project to the Tower Gardens Steps project.

RESOLVED:

That the funding transfer be completed as stated. Councillors M. Sprake and J. Jones abstained from the vote.

Resources Committee Item R22. Members considered a new policy for DBS Checks, and an amended policy for Grant Awards. The Grant Awarding Policy maximum grant level had been reduced from £1,000 to £500.

RESOLVED:

That both policies be approved. The Grant Awarding Policy would be implemented from April 2024.

Resources Committee Item R24. The Committee had recommended a mandatory committee review for members agenda items should there be associated financial implications.

RESOLVED:

That approval be given to the modifying of this procedure. Clerk to consult with the Mayor when selecting the most appropriate committee to consider an item.

94. PLANNING

94.1. 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/001027/23	PROPOSAL: 2 STOREY REAR EXTENSION TO THE EXISTING RESIDENCE KNOWN AS ABBEY LODGE. LOCATION: Abbey Lodge, Greenfield Road, Greenfield, Holywell, CH8 7QB. The Council confirmed their support for this application.
FUL/001040/23	PROPOSAL: PROPOSED TWO STOREY EXTENSION TO SIDE WITH SINGLE STOREY TO REAR ELEVATION LOCATION: 7 Maes Y Afon, Pen Y Maes, Holywell. The Council confirmed their support for this application.
FUL/000965/23	PROPOSAL: VARY/REMOVE CONDITION 1 PLANNING REF: 061230 LOCATION: Lluesty Hospital, Old Chester Road, Milwr, Holywell, CH8 7SA. The Council were concerned that there was not sufficient clarity over the details of the conditions that were varied in relation to this application, and therefore could not determine a view one way or the other. The Council has requested that the Case Officer supply further details by return to enable further consideration.
LBC/000966/23	PROPOSAL: LISTED BUILDING CONSENT - VARY/REMOVE CONDITION 1 PLANNING REF: 061231 LOCATION: Lluesty Hospital, Old Chester Road, Milwr, Holywell, CH8 7SA. The Council were concerned that there was not sufficient clarity over the details of the conditions that were varied in relation to this application, and therefore could not determine a view one way or the other. The Council has requested that the Case Officer supply further details by return to enable further consideration.

95. ACCOUNTS

95.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – NOVEMBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9817 - 9819	BP	Council Staff	Staff Salaries - Nov23	7,443.28	***
9820	BP	HMRC	Staff PAYE/NI - Nov23	3,117.71	***
9821	BP	Clwyd Pension Fund	Staff Pension - Nov23	2,880.27	***
9822	BP	Holywell Leisure Centre	Contribution (3 of 4)	2,500.00	^^^
9823	BP	Holywell Garden Centre	Winter planters (6)	322.50	^^
9824	BP	Holywell Garden Centre	Repair to Water Fountain	90.00	^^

9825	BP	Holywell Garden Centre	Install Large Poppies & Silent Soldiers	174.99	^^
9826	BP	Daydream Designs	Website Tech Support - Nov23	94.80	****
9827	BP	Sian Jones Translation Serv.	Translate Documents	5.82	****
9828	BP	Delyn Press	Supply Letterheads	57.60	****
9829	BP	Delyn Press	Christmas Lights Flyers/Posters	258.00	^^
9830	BP	Holywell Area Comm. Museum	Refreshments for Remembrance Sunday	86.99	^^
9831	BP	One Voice Wales	Chair Skills Course - Cllr D. Thomas	38.00	***
9832	BP	Welsh Water	Water May-Oct Drinking Fountain	13.64	****
9833	BP	Welsh Water	Water May-Oct Events Hub	61.03	****
9834	BP	Welsh Water	Water May-Oct 14 Bank Place (Refunded)	75.57	****
9835	BP	Welsh Water	Water May-Oct 12/13 Bank Place (Refunded)	61.03	****
9836	BP	Cllr P. Cooper	Annual Allowance 2023/24	208.00	*
9837	BP	LED Event Screens	Cinema Screening of Elf Film Sun 26/11	1,400.00	^^
9838	BP	C. Pickstock	Reimbursement of Expenses - Christmas Lights Switch On	5.00	^^
9839	BP	Holywell Parish Church	DJ Services - Christmas Lights Switch On/Christmas Market	100.00	^^
9840	BP	A Little Magic	Meet and Greet Characters for Christmas Market	680.00	^^
9841	BP	A Little Magic	Entertainment/Characters for Christmas Lights Switch On	1,500.00	^^
9842	BP	Black & White Security	Security Services at Christmas Lights/Christmas Market	225.00	^^
9843	BP	Holywell Garden Centre	Removal of Poppies/Soldiers	160.00	^^
9844	BP	Viking	16 Reams A4 Paper	91.97	****
9845	BP	Automated Systems Group	Copier Charges 16/8-15/11	174.48	****
9846	BP	NPower	Electric Events Hub Oct23	57.20	****
9847	BP	Delyn Press	Business Cards - Cllr L. Carter	33.60	****
9848	BP	UK Vending Ltd	Drinks Pod Restocks	39.13	****
9849	BP	UK Vending Ltd	Copier Lease 10/11-9/2	132.60	****
9850	BP	Wilkinson Saws	Tree Works at Llesty Woodland	650.00	***
9851	BP	BKB Solutions Ltd	Replace Faulty Christmas Lighting Timers	136.80	^^
9852	BP	BKB Solutions Ltd	Christmas Lighting Contract Payment	15,425.46	^^
9853	DD	EDF Energy	Electric 12/13 Bank Place Oct23	143.31	****
9854	DD	EDF Energy	Electric 14 Bank Place Oct23	16.56	****
9855	DD	Welsh Water	Water May-Oct 14 Bank Place	75.57	****

9856	DD	Welsh Water	Water May-Oct 12/13 Bank Place	61.03	****
9857	DD	British Telecom	Phone & Broadband Nov23	173.80	****
9858	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9859	DC	Tesco	Refreshments	1.20	****
9860	DC	Tesco	Refreshments	1.20	****
9861	DC	Facebook	Promo Boost Christmas Lights Switch On	25.00	^^
9862	DC	Amazon	Frames for Certificates	70.97	****
9863	DC	Tesco	Refreshments	2.10	****
9864	DC	Zoom	Zoom Pro Subscription	15.59	****
9865	DC	Tesco	Community Endeavour Gift Card/Xmas Lights	70.00	^^
9866	DC	Home Bargains	CE Award Hampers/ Refreshments/Xmas Lights	50.13	^^
9867	DC	Tesco	Water - Xmas Lights	7.20	^^
9868	DC	Tesco	Refreshments - Xmas Lights	44.10	^^
9869	DC	Flintshire County Council	Copy Licence	10.50	****
9870	DC	Tesco	Refreshments	1.20	****
9871	DR	HSBC Bank	Bank Charges Oct23	12.50	****
TOTAL				39,183.02	

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

Date	Category	Name	Payment Details	Amount £
6/11/23	REFUND	Plusnet	Contract Termination	40.15
15/11/23	INCOME	National Lottery Heritage Fund	Final Draw Down of Heritage Grant	2,200.00
29/11/23	INCOME	Power Portal Ltd	Car Charge Point	23.04
TOTAL				2,263.19

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

96. COMMUNITY ENGAGEMENT

96.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points regarding youth service provision and reimbursement of businesses for electric supply on event days.

RESOLVED:

- 1) That the Deputy Clerk writes a letter to Flintshire County Council and the Welsh Government regarding youth service provision that highlights the lack of resources and limited funding available.
- 2) That businesses be reimbursed the sum of £20.00 should they grant permission for their power supply to be used on event days in the town centre.

97. CORRESPONDENCE RECEIVED

97.1. School Governor – Ysgol Maes Glas, Greenfield

Members considered any nominations, following the resignation of Cllr S. Rush from governor duties.

RESOLVED:

That Cllr P. Cooper be nominated for the role. Clerk to inform the school.

97.2. Welsh Government – Asbestos Management on the Public Estate

Members considered the letter from Welsh Government concerning the above matter.

RESOLVED:

That the letter be noted as received. Clerk to add the item to the next meeting of the Resources Committee.

97.3. Flintshire 2024 Summer Playschemes

Members considered the information on future schemes provided by Darren Morris, Lead Officer for Play Development. The Play Development Team were moving towards a three year cycle, that covered three or six week schemes.

RESOLVED:

That the Clerk asks Mr Morris to visit the Council and attend a Resources Committee meeting, to provide further information and answer any questions from members.

97.4. One Voice Wales National Awards Conference

Members considered the letter from One Voice Wales concerning the conference and the national awards scheme.

RESOLVED:

That the letter be noted as received without a nomination being made on this occasion.

97.5. Flintshire Local Development Plan – Consultation on Draft Supplementary Planning Guidance – SPG

Members considered the correspondence that related to the following policy areas:

- New Housing in Open Countryside
- Extensions and Alterations to Dwellings
- Conversion of Rural Buildings

The consultation ends on Friday 26th January 2024.

RESOLVED:

That a working group be appointed to respond to the consultation. Councillors P. Cooper, L.A. Carter, L. Corbett, P. Corbett, M. Sprake, and B. Scragg were appointed. Clerk to call a meeting in January.

97.6. 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	FLVC Bulletins	**	13 th Nov 2023 & 30 th Nov 2023
H	Fruit trees for local churches project	**	13 th Nov 2023
I	Aura Leisure Strand Walk Play Area Completion	**	16 th Nov 2023
J	Rob Roberts MP - Charity ball for Giddo's Gift feedback	**	20 th Nov 2023
K	Rob Roberts MP – Levelling Up Question Video Link	**	22 nd Nov 2023
L	Thomas Pennant Society – Christmas Lunch/Subs	**	22 nd Nov 2023
M	NW Association of Councils Rail Meeting Minutes	**	20 th Nov 2023
N	Smart Towns Delivery Manual Slides	**	4 th Dec 2023
O	Rob Roberts MP – Climate and Ecology Bill Feedback	**	6 th Dec 2023
P	HASCL Christmas Get Together	**	11 th Dec 2023

98. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
D. Thomas	Councillor Surgery – Town Council Offices	Members to consider approval for Cllr Thomas to hold a monthly surgery at the Town Council Offices.

RESOLVED:

That approval be given for the monthly surgeries. These would rotate across all four wards. Clerk to produce rota and arrange publishing.

Councillor	Subject	Motion
I. Hodge and L. Corbett	Moving Forward with the Smart Town Initiative	Members to vote to proceed with the Smart Towns initiative. Flint, Mold and Rhyl are moving forward to achieve Smart Town status. As the presentation given to us last month confirms, it is Welsh Government funded, with no cost to us. The system uses Mobile technology to retain how people use the town, how long they stay and how they move round the town. For instance, it correlates who visits the valley and then visits towns and vice versa i.e. the example given was the relationship between Zipworld and Blaenau Ffestiniog and how it helped both.

RESOLVED:

That the Deputy Clerk follows up with both Flintshire County Council and Smart Towns, to ascertain the timeline for progression of the Smart Town initiatives in Holywell.

99. OFFICE/STAFF MATTERS

99.1. Office Christmas Closure

The Council Offices would close at 4.00pm on Thursday 21st December and reopen at 9.00am on Wednesday 3rd January. Members had elected to operate a mobile phone contact service during this period in previous years. Members considered nominations and the time period for taking calls for this year.

RESOLVED:

That Councillor J. Jones operates the mobile phone contact service on Wednesday 27th December, Thursday 28th December, and Friday 29th December.

99.2. Staff Training

Members considered approval for the Support Officer to attend the ILCA local council training course run by the SLCC (Society of Local Council Clerks). The cost of the course was £120.00.

RESOLVED:

That approval be granted for the Support Officer to attend the course. Clerk to make arrangements.

100. APPLICATION FOR EVENT GRANT

Members considered an application submitted by Belinda Bradley, on behalf of Holywell Market Group, for a Summer Season Market/Car Boot Launch. The event was to take place on Thursday 30th May 2024.

RESOLVED:

That approval be given for an event grant in the sum of £500.00 to be paid to the Group on completion of the event.

101. REPRESENTATIVE REPORTS

None were reported.

102. COUNTY COUNCILLOR REPORTS

Councillor P.A. Johnson reported on ongoing consultations on the waste strategy and single equality policy. A maintenance programme was underway to address unsafe gravestones in cemeteries. Three redundant business units were being demolished in Greenfield Business Park.

103. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

.....

Mayor

5. PLANNING

5.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/001102/23	PROPOSAL: THE ERECTION OF A DETACHED TWO-STOREY HOUSE WITH TWO BEDROOMS. LOCATION: Adj. To 1 St Edmund's Terrace, Greenfield Road, Holywell.

NOTES:

1. Full details of planning applications may also be viewed on Flintshire County Council's website www.flintshire.gov.uk or by contacting the Clerk.
2. **MEMBERS INTENDING TO DECLARE AN INTEREST IN RESPECT OF A PLANNING APPLICATION ARE PLEASE REQUESTED TO INFORM THE CLERK BEFORE THE MEETING.**
3. Notices of the County Council's planning decisions may be viewed by contacting the Clerk.

6. ACCOUNTS

6.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – DECEMBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9872-9874	BP	Council Staff	Staff Salaries - Dec23	5,716.02	***
9875	BP	HMRC	Staff PAYE/NI - Dec23	2,005.50	***
9876	BP	Clwyd Pension Fund	Staff Pension - Dec23	2,129.87	***
9877	BP	Cllr L.A. Carter	Reimbursement of Expenses - Nov23 (Civic Budget)	39.80	***^
9878	BP	Society of Local Council Clerks	Clerk Membership Fees	348.00	***
9879	BP	Rosiez Ltd	Refreshments (PACT Grant)	360.00	^^
9880	BP	Signs At Home	Name Block - Cllr P. Cooper	23.04	****
9881	BP	JDH Business Services	Interim Internal Audit and Report	396.00	***
9882	BP	St Johns Ambulance	Attend Xmas Lights Switch On	124.80	^^
9883	BP	Holywell Garden Centre	Adjust Flags for Remembrance Sunday	120.00	^^
9884	BP	Barry Hamilton Photography	Photo Album/Prints for Civic Service	100.00	***
9885	BP	Holywell Garden Centre	Supply Christmas Tree / Staging for Christmas Lights Switch On	420.00	^^
9886	BP	Veolia	Supply Trade Waste Bags	195.12	****
9887	BP	Daydream Designs	Website Tech Support - Dec23	94.80	****
9888	DD	Opus Energy	Gas Council Offices 16/10-26/11	396.82	****
9889	DD	EDF Energy	Electric 12/13 Council Offices Oct23	137.16	****
9890	DD	EDF Energy	Electric 15 Council Offices Oct23	22.69	****
9891	DC	Tesco	Refreshments	7.05	****
9892	DC	Facebook	Promo Boost for Events	17.00	^^
9893	DC	Amazon	Long Arm Stapler	12.73	****
9894	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9895	DC	Home Bargains	Refreshments for Tree Decorating	7.39	^^
9896	DC	Tesco	Refreshments	1.20	****
9897	DC	Home Bargains	Bows/Ribbons (CE Awards)	9.05	^^
9898	DC	The Flower Bowl	Cellophane (CE Awards)	7.50	^^
9899	DC	Waterhouse Flowers	Wax Melts (CE Awards)	20.00	^^

9900	DC	Tesco	Cookies/Mulled Wine (CE Awards)	14.30	^^
9901	DC	Stephs Beauty Lounge	Gift Vouchers (CE Awards)	30.00	^^
9902	DC	Coco Sweets	Chocolates (CE Awards)	34.00	^^
9903	DC	Coco Sweets	Chocolates (CE Awards)	32.55	^^
9904	DC	Nails By Danielle	Vouchers (CE Awards)	30.00	^^
9905	DC	Rosiez	Vouchers (CE Awards)	30.00	^^
9906	DC	Marmalade	Vouchers (CE Awards)	30.00	^^
9907	DC	Tesco	Cookies (CE Awards)	6.00	^^
9908	DC	Home Bargains	Choc Spoons (CE Awards)	8.11	^^
9909	DC	Amazon	Diaries	6.61	****
9910	DC	Amazon	Diaries	14.61	****
9911	DC	Tesco	Voucher (U18 CE Awards)	20.00	^^
9912	DC	Tesco	Voucher (U18 CE Awards)	40.00	^^
9913	DC	Tower Crafts	Goods (CE Awards)	27.50	^^
9914	DC	Protocol	DBS Checks - M. Fearnley, D. Thomas, L. Corbett	150.00	****
9915	DC	Home Bargains	Selection Boxes (PACT Grant)	50.10	^^
9916	DC	Tesco	Refreshments	38.89	****
9917	DC	Home Bargains	Consumables	6.91	****
9918	DC	Zoom	Zoom Pro Subscription	15.59	****
9919	DC	C.M. Scott	Engrave Shield	12.70	***
9920	DR	HSBC Bank	Bank Charges - Nov23	8.00	****
TOTAL				13,418.00	

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

Date	Category	Name	Payment Details	Amount £
5/12/23	INCOME	Christmas Lights Traders	Event Contribution	60.00
15/12/23	REFUND	Welsh Water	Water Bill Refund	61.03
15/12/23	REFUND	Welsh Water	Water Bill Refund	75.57
27/12/23	INCOME	Flintshire County Council	Christmas Market Contribution	500.00
28/12/23	INCOME	Flintshire County Council	Precept (3 of 3)	91,666.67
TOTAL				92,363.27

Powers to Make Payments:

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

*^ Local Government Act 1972 S.140
 **^ Local Government Act 1972 S.176
 ***^ Local Government Act 1972 S.13
 ^^ Local Government Act 1972 S.34
 ***^ Local Government (Misc. Provisions) Act 1953 S.4
 ^^** Local Government Act 1972 S.173, S.174
 ^^** Local Government (Miscellaneous Provisions) Act 1976 S.4
 < Local Government Act 1972 S.124
 # Local Government Act 1972 S.142
 ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
 ### War Memorials (Local Authorities' Powers) Act 1923
 #### Litter Act 1983 S.5-6
 ***** Local Government & Rating Act 1997 S.31

7. COMMUNITY ENGAGEMENT

7.1. Monthly Report Prepared By Deputy Clerk

1) Mobile CCTV

Please see below received from PC Joshua Harries

“Good afternoon, hope you are well. I am dealing with multiple complaints about drug taking and Dealing in Llwyn Aled in Holywell. I am aware there is a CCTV camera at the location which I believe is a Town Council camera?

Who would I need to enquire with to get it moved and possibly gaining funding to acquire a second? I have had a meeting with Flintshire housing and the residents as well as having the Council Community Safety do a walk about of the location and believe this would help massively.

Any help with this would be greatly appreciated”.

I will be meeting with him on site to discuss further prior to Full Council meeting and all being well update members at the meeting.

2) Bin Relocation

Please see below email received from St Winefrides.

Hi Martin

“Wondering if you can point me in the right direction of who to speak to regarding having some bins relocated, if possible, please? There are two bins outside St. Winefrides school on the path, right next to the fence. Unfortunately, it has recently been brought to our attention that people are using the bins as a step to climb over our fence at night and enter the outdoor facilities we have for the children. Before there are any injuries or before any damage is incurred due to trespassing, we need to have the bins relocated as soon as possible.

It is a good idea to have them local to the school.... just away from the fence. Not sure if they can possibly be moved further up the road where the fence finishes? A lot of our families do walk up and down that way from the Holway so it could be a good location if there is space".

I have spoken to Streetscene, and they have agreed to look at relocating the bins.

3) PACT/Youth Provision

The twice weekly football and café sessions taking place at the Leisure Centre leading up to Christmas have proved very popular. There has been positive engagement with the young people and other members who have joined our PACT Group.

Moving forward the current sessions alongside a couple of other requested activities will continue until project is due to finish end of March.

I have sent a letter as resolved to FCC Chief of Education and Youth Services and Hannah Blythyn. As a result, I have been asked to set up a meeting between senior members of the Youth Service, Educational and Regeneration Departments to determine and agree a way forward on a co-ordinated approach to youth provision in the area. I will also look to secure some funding through the SPF activities and events grant funding for continued activities.

4) Tower Gardens Mural

I am looking to put a funding application into the FCC SPF Events and Activities funding pot for the entrance to Tower Gardens which will include planting and tidying up of the embankment on the left of the steps, a Covid Memorial, and a mural on the wall alongside the ramped path.

Members views sought on what they would like to see on the mural with the idea of also involving local schools and the community in the process and design.

8. CORRESPONDENCE

8.1. Flintshire County Council Bionet Awards

Members to consider any nominations; details set out below.

Applications are now open for the Bionet awards 2023. In case you are not aware, Bionet is the Local Nature Partnership for Northeast Wales, covering the Counties of Conwy, Denbighshire, Flintshire and Wrexham. The Bionet Awards were put in place to celebrate the work being undertaken by local people, communities, organisations and businesses in Northeast Wales to conserve, protect and enhance biodiversity. The awards are split into eight categories including the Town or Community Council Award.

The application form and guidance documents alongside more information can be found here: <https://www.bionetwales.co.uk/project/bionet-awards-2023-application-forms-and-guidance-documents/>

Individuals can nominate themselves or be nominated by someone on their behalf. We ask if you could share this with all relevant departments/students.

The awards will be given out at our conference which will be held in Venue Cymru on the 28th of February 2024. Applications must be submitted via email or post by the deadline of midday on the **29th of January 2024**.

8.2. Welsh Government Consultations

Members to consider any responses or appointment of working groups for the following consultations:

1. Dormant Assets

Welsh Government is currently consulting on future spending purposes for dormant assets funding in Wales. Responses are invited by **28 February 2024**. The consultation seeks feedback on which areas the Dormant Assets Scheme should fund. These include:

- children and young people
- climate change
- financial inclusion
- community action

They are also interested in receiving suggestions for other social or environmental priorities.

A copy of the consultation document can be found at:

[Future spending purposes for dormant assets funding in Wales | GOV.WALES](#)

One Voice Wales will be preparing a response to this consultation. I would appreciate your response or draft response by 16 February so that a response can be submitted by the closing date of 28 February 2024.

2. Fiscal Intergovernmental Relations

The Welsh Parliament's Finance Committee is undertaking an inquiry into [Fiscal Intergovernmental Relations](#).

To inform its work, the Committee has issued a consultation. Further information on the inquiry, including the terms of reference and how to respond to the [consultation](#) is available on our webpages.

Anyone wishing to contribute can do so by submitting a formal response to the [consultation](#) by **1 March 2024**.

8.3. Community Speed Watch Session

Members to consider any nominations to attend the session. Details set out below.

We would like to invite you to a session to learn more about Community Speed Watch: [GoSafe | Community SpeedWatch](#) and how you could get involved. The session will be held online via Zoom on **Wednesday 8th February 2024 at 7pm**. The presentation will be in English, with a Welsh translator present for anyone wishing to make contributions in Welsh.

Community Speed Watch is a national initiative where, in partnership with the Police, members of communities use detection devices to monitor local vehicle speeds. The volunteers report drivers exceeding the speed limit to the police with the aim of educating drivers to slow down.

Could you please register your interest by responding by the **31st of January 2024** and you will then be sent the instructions to join.

8.4. Flintshire County Council Standards Committee Vacancy

A vacancy has arisen for a Town and Community Council representative to be appointed to the Standards Committee. Members to consider any nominations and the details are set out below. Deadline for nominations is **Friday 2nd February 2024**.

Note: The Town and Community Councils will be asked to vote on who they wish to elect. They therefore need to know a little about the person nominated to help them make a decision. When you are sending me your nominations, please also send me a short pen portrait (250 words) prepared by the nominee on why they should be elected.

Further information about the role:

There isn't a role description for the position, so one's understanding of the role has to be built from a range of documents. There will be an induction meeting for the new appointee to explain the work of the committee, how we operate and to examine their own personal development needs for the role.

The person will be a full member of the Standards Committee helping it to fulfil its duties. They bring their experience and understanding/perspective of town and community council business to the work of the committee.

The committee meets on the first Monday of every other month. In the intervening month we ask committee members to hold the slot in their diary

just in case we have an urgent application for a dispensation – if not needed (and it usually isn't) this slot is released on the Wednesday before.

We start at 6pm with 30 minute training sessions and the meeting starts at 6.30pm. We usually finish about 8.30pm.

The Committee has a forward work programme. It shows previous meetings as well so that you can see the sort of work that has been undertaken over the last 12 months. Mostly it is reviewing policies and procedures to ensure that they encourage ethical behaviour.

There are also visits to view meetings at town and community councils and within the county council. The town and community reps are not required to visit other town and community councils in the same way as independent members on the committee, though the current one has done so. He visited about 5 councils I think, possibly fewer. There will be another round of such visits before 2027. Although there is currently a series of visits to county meetings these will be over by the time the new person is in post.

8.5. 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	Older People's Commissioner for Wales December Newsletter	**	19/12/2023
H	Awel y Môr Newsletter Winter 2023 Edition	**	21/12/2023
I	Thomas Pennant Society Newsletter	**	9/01/2024
J	The Holywell Study Historical Document	**	10/01/2024
K	Menter Iaith - St David's Day Celebration	**	11/01/2024

9. EVENTS GRANT APPLICATIONS

Members to consider the following applications. Clerk will report on the detail.

- Forgotten Riders Motorcycle Show
- Classic Cars, Bikes and Tractor Show

10. 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.

11. COUNTY COUNCILLOR REPORTS

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

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

To consider passing a resolution to exclude the public and press for agenda item 13, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the sensitivity of the staffing and financial information presented.

13. APPLICATIONS FOR FINANCIAL ASSISTANCE

- **Schedule A** Donations granted 1/04/19 – 31/03/23
- **Schedule B** Budget Provision 2023/24 & Donations Paid To Date
- **Schedule C** Financial Assistance Applications – January 2024

SCHEDULE A - Donations to Organisations 01/04/19 – 31/03/23

Ref	Organisation	2019/20 £	2020/21 £	2021/22 £	2022/23 £
1	50+ Action Group Flintshire	100	-	-	-
2	B-Fest	400	-	-	-
3	Carmel Bowling Club	300	300	-	-
4	Carmel Cricket Club	-	250	-	-
5	Citizens Advice Flintshire	1,000	750	1,000	1,000
6	Delyn Gymnastics Club	500	-	500	-
7	Flintshire Foodbank	-	250	-	-
8	Fron Park Bowling Club	250	-	-	-
9	Greenfield FC Youth	300	-	-	-
10	Greenfield Football Club	-	500	-	500
11	Headway Flintshire	500	-	-	-
12	Holywell AC Christmas Activities	300	-	-	-
13	Holywell Autumn Club	300	-	-	-
14	Holywell FC Girls	300	-	-	-
15	Holywell FC Ladies	500	-	-	-
16	Holywell FC Youth	300	-	-	-
17	Holywell Market Group	-	-	200	-
18	Holywell Sewing & Knitting Group	300	-	-	-
19	Home Start Flintshire	-	-	-	500
20	Hope House Hospice	-	200	-	-
21	Kings Head CIC	460	-	500	-
22	Samaritans	-	-	200	-
23	Scouts Cymru	-	-	-	400
24	St. Kentigern Hospice	-	200	-	-
25	Thomas Pennant Society	200	-	-	300
26	Toe to Toe	500	-	-	-
27	Transition Holywell & District	250	-	-	-
28	Urdd Gobaith Cymru	-	-	100	-
29	Wales Air Ambulance	-	-	-	200
	TOTAL	6,760	2,450	2,500	2,900

SCHEDULE B - Donations Budget & Paid To Date 2023/24

Ref	Organisation	£
	Budget	6,000
	Paid To Date	
1	Fron Park Bowling Club	300
2	Greenfield Football Club	500
3	Holywell Football Club	500
4	Holywell Market Group *	500
5	Kids Cancer Charity	500
6	Kings Head CIC	500
7	Music 4 Youth	500
8	Point of Ayr Mining Museum	470
	Total Paid	3,770
	Balance Remaining	2,230

SCHEDULE C - Applications for Financial Support – January 2024

Ref	Organisation	Amount Requested £	Previously Supported (Last 4 Years)
1	Merched Y Wawr	150	No
2	Aura Leisure	1,000	No
3	Wales Air Ambulance	Any	Yes
4	Carmel & Holywell Woodcraft Association	1,000	No
5	Carmel Bowling Club	849	Yes
6	Scouts Cymru	Any	Yes
	TOTAL	2,999	

The Council's grant awarding policy can be found on the website. Copies are also available to members from the Clerk on request. The Council's Financial Assistance Working Group will review all new applications in line with the policy guidelines and make appropriate recommendations to the meeting.

14. ANNUAL BUDGET SETTING 2024/25

Members are requested to review and consider the budget and precept for the 2024/25 financial year, as recommended by the Council's Resources Committee.

- a) Clerk to deliver a presentation to members outlining the key financial issues relevant to this year's budget setting process.
- b) To consider probable expenditure for 2023/24 and estimated expenditure under the budget heads for 2024/25 – **Statement A.**
- c) To consider the Clerk's supporting notes and financial detail for 2024/25 budget growth and savings options - **Statement A - Supporting Notes.**
- d) To consider income and probable expenditure for 2023/24 relative to working balances and reserves - **Statement B.**
- e) To determine the Local Taxation Precept for 2024/25 – **Statement C.**
- f) Included as additional information is a table showing the current 2023/24 precept level, tax base and total income generated for all Flintshire Town and Community Councils.
- g) The council is required to formally approve any earmarked reserves as part of the budget setting process. Clerk to report.

NOTE: The official minutes of the meetings of Holywell Town Council are available for public inspection on the Council's website www.holywell.wales. Copies are also available at the Council's Bank Place Offices (entrance from the Tesco car park - door 13) during normal office opening hours. Contact telephone number (01352) 711757.