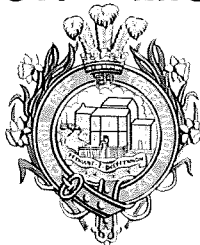


Cyngor Tref Treffynnon Holywell Town Council

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

12th April 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 April 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 March 2024.

4.2. Meetings of Committees and Working Groups

- To consider any recommendations for approval from Committees (where not delegated) and working groups held.

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 March 2024 at 6.00pm.

PRESENT: Councillor L. Carter (Mayor).

Councillors: C. Argent, P. Cooper, L. Corbett, P. Corbett, P. Curtis, I. Hodge, P.A. Johnson, M. Lewis-Jones, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors J. Jones, E.B. Palmer, S. Rush, and B. Scragg.

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

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

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
8.1.	All Councillors	✓		Recipients of IRPW Allowances.

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

133. **PUBLIC SPEAKING**

Residents of Cross Roads, Holywell addressed members to raise their concerns over the traffic and parking situation on the road. Some residents had received leaflets from the Police warning of future enforcement action related to obstructive parking. HGVs used the road as a thoroughfare shortcut on a frequent basis which caused a nuisance to residents and a hazard to pedestrians. Cllr P. Corbett read out an email that confirmed pedestrians had to use the road due to the vehicle parking.

Mr Cliff Fox addressed members about the dog mess in and around the town centre which was a constant problem. Mr Fox also mentioned the timing of the recycling pick-ups and requested a dog bin at the top of the alley that runs between Halkyn Street and Fron Park Road. A surplus bin could be relocated from by the entrance road to Tesco along Rue St. Gregoire.

RESOLVED

- 1) That a site meeting be arranged with residents and Holywell Central ward members, North Wales Police and Flintshire County Council Highways Department, to listen to residents' concerns and consider options to mitigate the current traffic and parking issues at Cross Roads, Holywell.
- 2) That the Clerk contact selected local businesses to request that HGV vehicles under their responsibility refrain from using Cross Roads as a thoroughfare shortcut.
- 3) That the Clerk follows up with the County Council's Streetscene Department on the issues raised by Mr Fox.

134. MAYOR'S REMARKS

The Mayor was delighted to attend the following civic functions this month:

- Mold Town Council Mayors Charity Evening – Saturday 24th February.
- Connah's Quay Town Council Mayors Charity Ball – Saturday 26th March.

The Mayor hosted their Charity Ball on Saturday 2nd March at the Stamford Gate, and it was a lovely evening. £859 was raised for their chosen charity Kim Inspire. The Mayor was delighted to visit Kim Inspire on Tuesday 19th March to present the cheque and meet with staff. The Mayor thanked everyone that attended and all local businesses that donated a raffle or auction prize.

The Mayor attended the Age and Dementia Tea Party in Holywell Leisure Centre on Monday 18th March with Councillors P. Cooper, P. Corbett and I. Hodge and judged the best window for St Davids Day with Menter Iait. Congratulation to the DASU shop for its winning entry. The Mayor thanked all that took part and also the local schools for joining in the celebrations on Thursday 29th February in the town.

The Mayor attended a Planning for the future event that covered planning for future generations and net carbon zero targets, and a Smart town event with Cllr Danny Thomas. Both conferences were highly informative and worthwhile.

The Mayor sent on congratulations to the Holywell Band who were placed first at the Welsh Regional Contest in Swansea. They have now been invited to represent Wales at the National Finals in September. A fantastic achievement and the Council wished them well.

135.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 21st February 2024.
- Development Committee meeting held on Wednesday 28th February 2024.
- Resources Committee meeting held on Tuesday 12th March 2024.

135.2. Meetings of Committees and Working Groups

Two items required Full Council approval from the Resources Committee meeting held on 12th March 2024:

- Enhanced maintenance pilot with Holywell Garden Centre.
- Moving the Community Endeavour Awards to the Annual Meeting, from May 2025.

RESOLVED:

- 1) That the maintenance pilot be implemented for an initial three month trial period, from 1st April to 30th June 2024, for three hours work per week. A further review would then be undertaken.
- 2) That the Community Endeavour awards be moved to the Annual Meeting, with the next review being held Spring 2025.

136. PLANNING

136.1. 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/000117/24	PROPOSAL: INTERNAL AND EXTERNAL ADAPTATIONS/ALTERATIONS TO THE EXISTING RETAIL/RESIDENTIAL FRONTAGE BUILDINGS TO CREATE THREE DWELLINGS AND REPAIRS AND ALTERATIONS TO THE REAR OUTBUILDINGS TO PROVIDE ANCILLARY STORAGE SPACE. LOCATION: 2, High Street, Holywell, CH8 7LH. (Formerly Frank Beech). The Council had no objection to this application provided that vehicle parking provision is addressed, and recycling provision, potentially through an organised bin bay, is considered as part of this application.
LBC/000118/24	PROPOSAL: LISTED BUILDING APPLICATION FOR INTERNAL AND EXTERNAL ADAPTATIONS/ALTERATIONS TO THE EXISTING RETAIL/RESIDENTIAL FRONTAGE BUILDINGS TO CREATE THREE DWELLINGS AND REPAIRS AND ALTERATIONS TO THE REAR OUTBUILDINGS TO PROVIDE ANCILLARY STORAGE SPACE. LOCATION: 2, High Street, Holywell, CH8 7LH. (Formerly Frank Beech). The Council had no objection to this application provided that vehicle parking provision is addressed, and recycling provision, potentially through an organised bin bay, is considered as part of this application.
COU/000102/24	PROPOSAL: CONTINUATION OF PLANNING APPROVAL 063917 REGARDING THE USE OF THE EXISTING RESIDENTIAL GARAGE AS HAIRDRESSING SALON WITH AMENDED HOURS OF OPERATION. LOCATION: Beirnfels, Fron Park Road, Holywell, CH8 7UX. The Council had no objection to this application.

136.2. Planning Appeal – Proposed Alterations, Extension and Refurbishment of Highfield Cottage, the Beeches, Holywell

Members discussed appeal number **CAS-03160-KON9R9**, that related to planning application **FUL/000012/23**. The Council had previously noted this application as received but had the option to withdraw any comments made. The deadline for responses was 9th April 2024.

RESOLVED:

That the Council note the appeal letter as received.

137. ACCOUNTS

137.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – FEBRUARY 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9962	BP	Rhuddlan Charity Account	Tickets for Mayors Concert	20.00	///
9963	BP	Connah's Quay Town Council	Tickets for Mayors Charity Evening	60.00	///
9964	BP	NPower	Electric Events Hub Jan24	64.25	****
9965	BP	Viking	Mineral Water	45.58	****
9966	BP	Holywell Garden Centre	Grab Rails for Office	156.74	****
9967	BP	Cllr L.A. Carter	Reimbursement of Civic Expenses	11.25	///
9968	BP	A Little Magic	PACT Beauty Workshops	60.00	^^
9969	BP	Clwyd Pension Fund	Staff Pension Feb24	2,129.87	***
9970	BP	HMRC	Staff PAYE/NI Feb24	1,918.89	***
9971 - 9973	BP	Council Staff	Staff Salaries - Feb24	5,802.63	***
9974	BP	Wales Air Ambulance	Financial Assistance Donation	200.00	**
9975	BP	Merched Y Wawr	Financial Assistance Donation	150.00	**
9976	BP	Carmel & Holywell Woodcraft Assoc.	Financial Assistance Donation	500.00	**
9977	BP	Carmel Bowling Club	Financial Assistance Donation	200.00	^^^
9978	BP	Scouts Cymru	Financial Assistance Donation	200.00	**
9979	BP	Ysgol Maes y Felin	Wales in Bloom Schools Comp	50.00	^^
9980	BP	Ysgol Maesglas	Wales in Bloom Schools Comp	50.00	^^
9981	BP	Ysgol Gwenffrwd	Wales in Bloom Schools Comp	50.00	^^
9982	BP	UK Vending Ltd	Drinks Pods - Council Chamber	101.64	****
9983	BP	Daydream Designs	Website Tech Support	94.80	****
9984	BP	Delyn Press	Business Cards - Cllr D. Thomas	33.60	****
9985	BP	Audit Wales	External Audit Fees 2022/23	980.00	***
9986	BP	UK Vending Ltd	Drinks Machine Lease 10/2-9/5	132.60	****
9987	BP	Holywell Leisure Centre	Contribution 4/4	2,500.00	^^^

9988	BP	Rosie'z Ltd	PACT Food Sessions	440.00	^^
9989	BP	Amberol Ltd	Basket & Bracket (Top Shop)	106.80	^^
9990	BP	A Little Magic	PACT Beauty Sessions	168.00	^^
9991	BP	C. Pickstock	Travelling to Feb24	31.05	***
9992	DD	Opus Energy	Gas Bank Place Jan24	328.18	****
9993	DD	EDF Energy	Electric 12/13 BP Jan24	191.73	****
9994	DD	EDF Energy	Electric 14 BP Jan24	49.19	****
9995	DC	Ionos Cloud Ltd	Annual Domain Registration	36.24	****
9996	DC	Ionos Cloud Ltd	Office Premium/Mail Pro	100.59	****
9997	DC	Tesco	Refreshments	4.75	****
9998	DC	JRB Enterprises	Dispenser Bags	70.56	****
9999	DC	Tesco	Cleaning Consumables	8.28	****
10000	DC	Tesco Mobile	Mobile Top Up	10.00	****
10001	DC	Tesco	Refreshments	1.20	****
10002	DC	Tesco	Refreshments	1.20	****
10003	DC	Zoom	Zoom Pro Subscription	15.59	****
10004	DC	Eventbrite	Planning Course Cllr L.A. Carter	50.00	***
10005	DC	Tesco	Refreshments	1.20	****
10006	DC	Tesco	Card	2.00	****
10007	DC	Home Bargains	Vases	15.19	****
10008	DC	HSBC Bank	Bank Charges - Jan24	10.03	****
TOTAL				17,153.63	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – FEBRUARY 2024

Date	Category	Name	Payment Details	Amount £
Various	MAYORS CHARITY	Multiple Debtors	Charity Ball Tickets	520.00
29/02/24	INCOME	Power Portal	Car Charge Income	20.45
TOTAL				540.45

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

137.2. Greenfield By-Election

Members considered approval of the invoice from Flintshire County Council, related to the above election. The Resources Committee had raised a query on the charges for poll cards as some were not delivered to local residents, and there was an error on the polling station address printed on the card.

RESOLVED:

Members confirmed their position that the service asked for was not fully delivered and requested the Clerk raise the matter further with the County Council, to ask for a refund on these charges.

138. COMMUNITY ENGAGEMENT

138.1. Monthly Report

Members considered this month's report from the Deputy Clerk. Information was provided on grant funding applications submitted and pending submission.

138.2. Flintshire Against Business Crime (FABC) Radio Equipment

The grant funded scheme for the two radios in the taxi offices was ending on the 31st March 2024. The Business Group had requested one radio is retained and relocated to the Vic Hotel, under the control of the proprietor Mr Ian Lloyd. The Business Group had requested the Council consider funding the continued radio provision. The cost would be circa £250.

RESOLVED:

That the Council fund the one radio for the 2024/25 year at the Vic Hotel. Clerk to make the necessary contractual arrangements.

139. CORRESPONDENCE

139.1. Independent Remuneration Panel for Wales Report and Determinations 2024/25

Members considered the letter and report from the IRPW which outlined the new determinations for the 2024/25 civic year and noted those determinations that were mandated.

RESOLVED:

- 1) **£156 mandated payment for extra costs of working from home.** This payment **WILL** be made to all members unless members write to the Clerk individually to decline the payment.
- 2) **£52 reimbursement for consumables.** This payment **WILL** be made to all members for the cost of office consumables unless members write to the Clerk individually to decline the payment.
- 3) **£500 mandated payment for specific responsibilities.** Members decided against the adoption of this allowance.
- 4) **Travel Costs and Overnight Stay.** Allowances to be adopted by the Council for the coming year.
- 5) **Financial Loss.** Members decided against the adoption of this allowance.
- 6) **Attendance Allowance.** Members decided against the adoption of this allowance.
- 7) **Mayor's Allowance.** To be adopted by the Council and the value set at **£1,100**. Clerk to make the necessary arrangements.
- 8) **Deputy Mayor's Allowance.** To be adopted by the Council and the value set at **£500**. Clerk to make the necessary arrangements.

139.2. Request for Nominations for the King's New Year Honours 2025

Members considered any nominations based on the stated guidance. The deadline for nominations was Friday 22nd March.

RESOLVED:

That the request for nominations be noted as received on this occasion, bearing in mind the short response time required. Clerk to make a diary note for 2025 to enable early consideration of potential nominations.

139.3. Flintshire County Council - Climate Change Toolkit

Members consider the Climate Change Toolkit and the appointment of a working group to work through the detail.

RESOLVED:

That Councillors L.A. Carter, I. Hodge, P.A. Johnson, and P. Corbett. Clerk to arrange the working group.

139.4. 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	Rob Roberts MP – Calls for Resignations	**	20 th Feb 2024
H	Email from resident about planning application FUL/000006/24	**	20 th Feb 2024
I	FLVC Bulletin	**	23 rd Feb 2024
J	Holywell Churches New Beginnings Service	**	26 th Feb 2024
K	Community Conference Information – FCC Meeting Service	**	27 th Feb 2024
L	Wood Lane, Pen Y Maes, Holywell - Planning Appeal	**	28 th Feb 2024
M	Smart Towns Newsletter	**	28 th Feb 2024
N	Additional detail relating to the community conference sent through by the FCC Meeting Service	**	1 st Mar 2024
O	Thomas Pennant Society Update	**	4 th Mar 2024
P	Save The High Street Workshops	**	8 th Mar 2024
Q	Menter Iaith Thank You Letter – St David's Day	**	14 th Mar 2024

140. MEMBERS AGENDA ITEMS

Item from Cllr P. Corbett. Cllr Corbett had requested that the County Council consider options to alleviate vehicle parking and safety concerns, as advised by North Wales Police, at Cross Roads, Holywell. Members had noted the comments and concerns from residents earlier in the meeting.

RESOLVED:

As per minute number 133, a site meeting would be arranged with residents and Holywell Central ward members, North Wales Police and Flintshire County Council Highways Department, to listen to residents' concerns and consider options to mitigate the current traffic and parking issues at Cross Roads, Holywell.

Item from Cllr L.A. Carter. Cllr Carter had requested a dog waste bin be installed in Holywell West Ward, and that the Council approve the funding if this is required.

RESOLVED:

That a dog waste bin be requested in Holywell West Ward, in the vicinity of Llys Emlyn Williams Hostel, Old Chester Road, Holywell. That the Council approve the funding if necessary.

Item from Cllr J. Jones. Holway Road Safe Route to School Scheme. In the absence of Cllr Jones this item would be deferred until the April meeting, in line with the members agenda items policy.

141. REPRESENTATIVE REPORTS

Cllrs L.A. Carter and D. Thomas attended a planning forum meeting which was highly informative and contained examples of real time analysis of Smart Town data.

142. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson stated that several budget issues would be considered later in the year. The pre-election period would commence shortly for the PCC Elections due to be held on Thursday 2nd May 2024.

Cllr I. Hodge attended a meeting to consider carbon neutral policies, but these would be offset by purchasing costs elsewhere so would not be pursued at the present time.

143. CLOSE OF MEETING

The Mayor closed the meeting at 8.05pm.

.....
Mayor

5. PLANNING

5.1. New Applications

To consider the applications received.

Application Number	Proposal Details
ADV/000158/24	PROPOSAL: PROPOSAL TO INSTALL NEW INTERNALLY ILLUMINATED 4M HIGH DOUBLE SIDED GANTRY. LOCATION: TESCO STORE, Rue St Gregoire, Holywell, CH8 7AN.
FUL/000208/24	PROPOSAL: DOUBLE STOREY EXTENSION. LOCATION: TANGNEFEDD, Coleshill Street, Holywell, CH8 7UA.
FUL/000182/24	PROPOSAL: REPLACEMENT OF EXISTING THORN METAL HALIDE FLOODLIGHT UNITS WITH AN LED ALTERNATIVE. LOCATION: Holywell Town Football Club, Halkyn Road, Holywell, CH8 7TZ.
FUL/000230/24	PROPOSAL: SINGLE-STOREY FLAT ROOF EXTENSION AT REAR OF PROPERTY WITH INTERNAL ALTERATIONS TO EXISTING HOUSE AND CONSTRUCTION OF EXTERNAL ACCESS RAMPS. LOCATION: 19, Fulbrooke, Greenfield, CH8 7JN.

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 – MARCH 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10009	BP	Clwyd Pension Fund	Staff Pension - Mar 24	2,129.87	***
10010 - 10012	BP	Council Staff	Staff Salaries - Mar 24	5,802.83	***
10013	BP	HMRC	Staff PAYE/NI - Mar 24	1,918.69	***
10014	BP	Viking	Consumables	19.74	****
10015	BP	ASL Ltd	Copier Charges	191.88	****
10016	BP	Holywell Garden Centre	Attend to Overhanging Branches	60.00	****
10017	BP	Holywell Garden Centre	St Davids Day Event Work	180.00	^^
10018	BP	Palm Signs	Supply and Fit 7 no. Planter Plaques	789.60	^^
10019	BP	Palm Signs	Supply and Fit 2 no. Event Hub Signs	168.00	^^
10020	BP	Stamford Gate Hotel	Mayors Charity Buffet 2/3/24	934.00	///
10021	BP	Flintshire County Council	Loan Repayment (2 of 2 for 2023/24)	7,000.00	^
10022	BP	Wales In Bloom	Entrance Fee 2024	165.00	^^
10023	BP	Cllr L.A. Carter	Reimbursement of Expenses Feb24	7.20	///
10024	BP	Newton Flags & Banners	Flag for D Day at 80	28.80	^^
10025	BP	Rosie'z Ltd	Food for PACT Sessions (PACT)	360.00	^^
10026	BP	Viking	Mineral Water	26.94	****
10027	BP	Milwr Tree Services	Cut back top treeline at Llesty Woodland	600.00	****
10028	BP	Kim Inspire	Mayoral Charity Donation 23/24 Civic Year	859.34	///
10029	BP	Cllr L.A. Carter	Reimbursement of Expenses Mar24	26.80	///
10030	BP	Cllr D. Thomas	Reimbursement of Travelling Expenses Wrexham 15/3/24	18.00	^^**
10031	BP	St Winefrides RC School	Wales in Bloom Schools Comp	50.00	^^
10032	BP	NPower	Electric Events Hub Feb24	59.21	****
10033	BP	Daydream Designs	Website Tech Support Mar24	94.80	****

10034	BP	Daydream Designs	Table Plan Print	48.00	****
10035	DD	British Telecom	Phone & Broadband Feb24	60.11	****
10036	DD	Opus Energy	Gas Bank Place Feb24	331.35	****
10037	DD	EDF Energy	Electric 12/13 Bank Place Feb24	151.57	****
10038	DD	EDF Energy	Electric 14 Bank Place Feb24	33.14	****
10039	DC	Tesco	Daffodils	15.30	^^
10040	DC	Tesco	Refreshments	1.20	****
10041	DC	Tesco	Card	2.50	****
10042	DC	Ionos Cloud Ltd	Office Premium/Mail Pro	17.94	****
10043	DC	Tesco	Mayoral Donations	22.00	///
10044	DC	Home Bargains	Consumables	12.57	****
10045	DC	Ionos Cloud Ltd	Office Premium/Mail Pro	82.65	****
10046	DC	Tesco	Refreshments	9.70	****
10047	DC	JRB Enterprises	Dog Waste Dispenser Bags	130.92	****
10048	DC	Tesco	Event Prizes - Easter Market	10.25	^^
10049	DC	Amazon	80L Storage Dustbin	19.99	****
10050	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10051	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10052	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10053	DC	Amazon	Plastic Storage Box 3x35L	41.95	****
10054	DC	Tesco	Refreshments	1.20	****
10055	DC	Zoom	Zoom Pro Subscription	15.59	****
10056	DC	Tesco	Event Prizes - Easter Market	9.30	^^
10057	DC	Tesco	Easter Event - PACT Grant	45.00	^^
10058	DR	HSBC Bank	Bank Charges - Feb 24	8.00	****
TOTAL				22,686.78	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – MARCH 2024

Date	Category	Name	Payment Details	Amount £
Various	MAYORS CHARITY	Multiple Debtors	Charity Ball Tickets/Raffle/Donations	958.00
TOTAL				958.00

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
 #### 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) Cadwyn Clwyd Key Fund Funding Application

I have submitted 2 full applications covering the following after having my initial preliminary expression of interest grant applications accepted. Decision expected w/c 22/04/24. Fingers Crossed.

- Outdoor Gym Equipment (Fron Park)
- Trim Trail – On grassed area from Tesco walkway down to Valley bridge
- Tower Gardens Gateway Entrance including Mural, Planting and Covid Memorial
- Additional Skatepark Pieces of Equipment (Fron Park)

2) Activities and Events Grant Application

Good news – both my grant applications submitted for the Food and Drink Event in May for £1500 and the Well Inn Festival in September for £8900 have been approved. Both require important monitoring and evaluation information of the event which will require input from those in attendance on the day.

3) Tourism and Events Grant

Good news – my grant application submitted for £10k has also been approved called “Putting Holywell on the Map” see further details of project supported below.

Feasibility Study

- Offer assessment: Evaluate Holywell's Tourism and Heritage Offer, focusing on its potential to attract visitors. This assessment will include an analysis of key assets, visitor infrastructure, and the surrounding context. It will incorporate both site visits and desk research.
- Research review: Analyse existing Visit Wales, Flintshire, and local visitor research to identify potential visitor markets and volumes.
- Stakeholder engagement: Engage in discussions with key tourism operators, stakeholders, and tourism bodies to assess current performance and market needs.

- Interim report: Provide an overview of the current situation and conduct a SWOT analysis of Holywell as a visitor destination.

Pilot Destination Management Plan and Marketing Campaign

- Strategy development: define Holywell's vision, goals, and target markets.
- Collaboration and engagement: involve stakeholders from local attractions, businesses, local community.
- Target visitor markets: Identify specific visitor markets and their respective preferences and expectations. Highlight destination development needs and opportunities.
- Key actions and interventions: Determine specific actions and interventions required to manage Holywell's Tourism and Heritage Offer.
- Final report: Summarise all findings and recommendations from the feasibility assessment and stakeholder engagement outlining a comprehensive plan for improving the management of Holywell's towns tourism and heritage sector.

Pilot Marketing Campaign

A pilot marketing campaign will allow us to explore various marketing methods and tools. This will be extremely valuable to Holywell as a whole. The marketing methods that will be included within this pilot study are:

Creation of three bookable multi-day travel itineraries focussing on Holywell, which will be showcased on the Go North Wales website.

- Promotion of the itineraries will be done via social media platforms (Facebook, Twitter etc.)
- Promotion of Holywell's businesses and attractions through articles
- Production of Press Release Story about Holywell.
- To develop a podcast for Holywell telling the story of all what Holywell has to offer.
- This will be hosted on the North Wales podcast channel, 'Adventures in North Wales and promoted on all our social media channels.

4) Tesco Stronger Start Fund

Please see below received from Groundwork Community Engagement co-ordinator.

Every 3 months, Tesco select 3 projects (2 x children/young people and 1 x other) from the local area for the Tesco Stronger Start fund. Successful applicants go into store, and the public vote for their favourite with the blue tokens. 1st place gets £1,500, 2nd £1000 and 3rd £500. Projects stay in store for 3 months. If a store receives more than 3 applications, projects go through a shortlisting process where Tesco employees vote for their favourite. This is a rolling scheme throughout the year and the cut off for the June/July/August voting round will be on the 16th of May.

Action - Have members any ideas for an application or are members happy for staff to submit a suitable project application??

5) High Street Community Clean Up Day

A successful and well attended clean-up day, on the High Street, took place working in partnership with Groundwork involving members, volunteers, the Police, and young people from the PACT Group. It was suggested that this type of activity should take place more regularly and maybe into other wards along with visits to Llys Bueno and Llwyn Aled Flats to help bring communities together.

6) Detached Youth Work

Good news. I met with Mandy Jackson from Flintshire Youth Service who has been working on the PACT Project with us. As a result, I received the following email from her:

I have today met with Ali and Kate about youth work in the Holywell area (Youth Services). They have both been very supportive and even though busy themselves they have offered to support me with outreach sessions in Holywell. We will run this as a pilot for the time being and will do Wednesday evenings 4-6pm starting Wed 1st May, and thereafter weekly or when we have the capacity.

We will drop into Linda's taxi rank to check if there are any YP in there and see where this takes us!!

Once a group have been established, there is a possibility that we can take them to Rosie's for some food to secure relationships, and possibly run some craft/events sessions over the school holidays.

Moving forward if some of the group show interest in being part of a youth conference group as we discussed, we can direct them into the Flintshire Youth Council, which we also support.

These meetings are held in different council buildings in turn for all Flintshire YP who may be interested, and as suggested when group work is needed, we may be able to use the council buildings in Holywell to allow YP from Holywell easier access.

7.2. Planter Adoption Request

Members to consider approving the adoption of one town centre community planter, by Gareth W. Davies Funeral Directors, 61 High Street, Holywell. Once adopted the business will take over the ongoing maintenance and planting out of the planter. Members are also asked to consider the purchase of a plaque, in line with previous adoption arrangements.

7.3. Town Council Surgeries

Members have been running cyclical ward surgeries at the Council Offices since the beginning of January. The pre-scheduled series of dates finishes at the end of April. Members to review the surgery requirements going forward and consider any other options available.

8. CORRESPONDENCE

8.1. Greenfield Valley Trust Masterplan Consultation

The Clerk has previously circulated information to members to consider completing a survey for this consultation. Members to consider whether the Council also submits a collective response. Please see attached documentation which can also be viewed at the following website links:
<https://greenfieldvalley.com/consultation/>
<https://greenfieldvalley.com/consultation-questionnaire/>

Dyffryn Maes Glan
Greenfield Valley

FFYNIANT — BRO — LEVELLIN — UP —

8.2. One Voice Wales Membership Renewal 2024/25

The Council joined One Voice Wales for an initial twelve month period in April 2023. Members to consider the renewal of the Council's membership. See attached documentation. The cost of membership for the 2024/25 year is £1,772.

24c Stryd y Coleg
Rhydaman
Sir Gaerfyrddin
SA18 3AF

Ffôn: 01269 595400



24c College Street
Ammanford
Carmarthenshire
SA18 3AF

Phone: 01269 595400

Dear Clerk

Please bring this letter to the attention of your Chair and Councillors.

Membership of One Voice Wales 2024/25

I am writing to invite your council to renew its membership to join One Voice Wales from April 2024. Once again, the past year has seen many positive developments to our services and for the community and town council sector in general, many of which are outlined in this letter, which we believe add significantly to the value for money offered by One Voice Wales membership.

We continue to represent the sector in a wide variety of ways – we regularly meet with the Minister for Finance and Local Government Rebecca Evans *MS* and we continue to represent the sector on the *Local Government Partnership Council*. During 2023-24 we have once again made strong representation on the role the sector can play in supporting sustainable local services and supporting the Local Government Reform agenda amongst others. We have maintained and further enhanced our working relationships with the Welsh Government, Welsh Local Government Association (WLGA) and the WCVA strengthening the voice of the sector within the public services family in Wales and improving working relations with the Third Sector.

One Voice Wales continues to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels including the *Climate Change Panel*, *Ystadau Cymru Working Group*, *Ministerial Towns Action Advisory Group*, *Welsh Government Litter Advisory Panel*, *Ministerial Advisory Forum on Ageing*, *Welsh Government Diversity in Democracy Working Group*, *Welsh Government Democratic Health Task and Finish Group*, *Older Persons Commissioner Age Friendly Steering Group*, *Welsh Government Advisory Board on Resourceful Communities as well as Understanding Welsh Places Advisory Board*. One Voice Wales is playing an ever-increasing role in the development of resources for the sector, for example, through our Local Places for Nature Officer in our team who has helped hundreds of councils to date on environmental projects and issues; and following funding off Public Health Wales via Save a Life Cymru we were able to establish the post of Community CPR and Defibrillator Manager in the team who helped hundreds of community and town councils in 2023/24 in developing this critically important agenda. We also played a significant role working with the Welsh Government and SLCC colleagues in the development of a Finance and Governance Toolkit for the sector which will help to drive up standards of working practice. We continue to work collaboratively with a range of other bodies including the *Local Government Democracy and Boundary Commission for Wales*, *Independent Remuneration Panel*, *Public Services Ombudsman and Audit Wales*. So, our ability to influence key stakeholder organisations continues to grow year on year.

In 2023/24 we were successful in our funding bid to the Welsh Government to recruit a Digital Project Manager and a Cost-of-Living crisis support team. Justin Horrell is delivering on a project plan to support councils in relation to digital approaches and will be instrumental in helping us develop a new website that will provide member councils with a wealth of up-to-

Llais Cyngorau Cymuned a Thref yng Nghymru - The Voice of Community and Town Councils in Wales

E-bost/Email: info@onevoicewales.wales

Gwefan/Website: www.unlaiscymru.org.uk / www.onevoicewales.org.uk

date information include practice guidance in an easily accessible format. Our new Cost of Living crisis support team will be delivering on a project plan designed to support councils with a range of issues linked with the ongoing cost of living issues faced by communities in Wales. The funding will continue into the next two financial years.

Our representational role means that we *have a direct interface not only with the Minister for Finance and Local Government but other Ministers* where our sector's remit extends. During 2023-24 we made several representations to the *Minister for Climate Change* on a range of matters - on the need for greater resources for the sector, the need for digital skills and capabilities to be developed, the role community and town councils can play in town regeneration and community planning, how the sector can support the decarbonization agenda, devolution of services and asset transfer agenda and support for the sector to better engage on the green infrastructure agenda. During 2023-24 we have extended our *representational role* - One Voice Wales' many Councillors across Wales are increasingly able to provide their views on a wide range of policy areas to support our lobbying activities and *influence government and stakeholder organisations* in their decision-making. This includes representation on health trust stakeholder forums and several *Public Services Boards*. These developments have improved and further developed our representational and lobbying roles and we will seek to further develop them in 2024-25.

Some of our other accomplishments over the past 12 months include:

- There has been a healthy increase in membership numbers during the year. Over 90% (89% previous year) of all councils in membership of One Voice Wales, or 670 (653 previous year) out of the 732 Councils in Wales and this is the highest level of membership since One Voice Wales was formed. Plans are already in place to drive increases in membership in 2024-25.
- Through our Local Places for Nature Officer post, we have enabled over £1m of funding to be accessed by Community and Town Councils across Wales with a further £500,000 of projects having been worked up for 2023/24.

As current members are aware, we provide the following services outlined below, and we are aware from feedback from our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.
- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area.**
- **Monthly** editions of our new '*E- Newsletter*' and wider forms of communication on social media by our new Communications Officer
- **Representation** of the sector on the Local Government Partnership Council.
- **Creating new opportunities for collaboration** with national organisations across Wales.

The training and development agenda is another area where much progress has been made during 2023-24 with the continued successful delivery of webinar-based training. Under the auspices of the **National Training Advisory Group**, chaired by One Voice Wales, we have continued to refine and develop and extend our training provision to the community and town council sector. Once again, the breadth of our training programmes has been extended and will be available to members throughout the year. To date it is very pleasing to see councils actively engaging in developing their skills and abilities as the sector's role grows in importance.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members and have supported our councils on **community planning exercises, HR and personnel matters** including representation at Industrial Tribunals, assisted in **policy development and health and safety** – and at **costs significantly below market rates**. Please contact the Ammanford Office if you would like further details on how we can support you through these services.

Importantly our role as a representative body has been significantly improved with a significant growth in our membership during 2023-24 – at year end we had 670 local councils in membership or 91.5% of all community and town councils.

I hope that this summary of current and future developments has demonstrated that One Voice Wales continues to do all it can to represent the sector, provide high-class information, and support service for our members.

For your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, please return the attached Membership Form by email or to our office in Ammanford – the address is at the top of this letter.

If you have any further queries relating to membership, please contact the office on 01269 595400 / 07917 846510 or email: tqilmarlin@onevoicewales.wales

I trust that your Council will give this invitation full consideration and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2024-25.

Yours sincerely,



Lyn Cadwallader
Chief Executive

Area: Flint

Council: Holywell

Region North ID: 1254



One Voice Wales
Invoice / Membership Form 2024-2025
Membership runs from 1st April to 31st March

Name & Address of Council – These are the details that we hold on our database please amend if they are incorrect

Mr Jason Baker, Clerk
Holywell Town Council
Bank Place Offices
Holywell
Flintshire
CH8 7TJ

Tel numbers/s: 01352 711757 /
E-mail address: town.clerk@holywell.wales
Website: www.holywell.wales

Please provide details of your Chairperson:

Name:

Email:

Telephone number/s:

Correspondence from us will be sent to you Bilingually unless you specify either English or Welsh

Membership Fee: £1772

Based on 4322 chargeable dwellings @ **£0.41p** per dwelling
(This figure is based on the Valuation List, not the Electoral Register)

Bank details - Account number: 16689360 Sort code: 30-94-85

Cheque to One Voice Wales 24c College Street, Ammanford, Carmarthenshire, SA18 3AF
or e-mail: tgilmartin@onevoicewales.wales Tel: 01269 595400

I confirm that my Council has decided to join One Voice Wales for 2024/2025

Clerk to the Council/RFO

Signed:

Please print name:

Mr / Mrs / Ms / Miss (Delete as applicable)

8.3. Public Consultation on Continuing to Prevent and Respond to Emergencies

The North Wales Fire and Rescue Service have launched a consultation for their Community Risk Management Plan. Members to consider appointing a working group to respond on the Council's behalf. See further information below.

Our five principles for keeping communities safe - have your say.

You are invited to take part in North Wales Fire and Rescue Authority's consultation on our five-year Community Risk Management Plan 2024-2029 and our Implementation Plan for 2024 -2025 to have your say on our five principles for keeping communities safe.

A Community Risk Management Plan (CRMP) aims to identify risks facing the community and describes how the Fire and Rescue Authority will manage those risks and continue to prevent and respond to fires and other emergencies.

This consultation is therefore important to everyone in North Wales and listening to your views is important to us.

The Authority wants to know what YOU think.

We are asking for your opinion on whether we have identified the most appropriate risks and whether our plans and objectives will meet the aims of our five principles.

These are just some of the key questions contained in the consultation.

Your feedback is really important - we want to know what you think about our plans before the Fire and Rescue Authority makes any final decisions.

So please take the time to complete the consultation questionnaire.

The consultation opens on 25 March 2024 and closes at midnight on 16 June 2024.

To take part, please visit www.northwalesfire.gov.wales to complete the questionnaire and to access all the information needed in order to respond to the questions. Direct link [here](#).

You can call or text us on 07787 578 386, or email Ourfiveprinciples@northwalesfire.gov.wales if you would like a paper copy of the questionnaire, which you can return to us free of charge.

You can access an easy read format of the supporting information on our website and there is an also assistive toolbar on the website for read aloud functionality, larger text and to view the information in a range of additional languages.

Thank you for your participation.

Councillor Dylan Rees, Chair of North Wales Fire and Rescue Authority

8.4. Smart Towns South Wales Roadshow

Members to consider nominations to attend the above event on Thursday 16th May 2024. Details as per email extract below.

Good afternoon

We wanted to touch base and let you know we will be holding South Wales' first in-person Smart Towns workshop on **Thursday 16th May.**

The full agenda for the day will be confirmed over the coming weeks but a brief on what you can expect;

- An introduction to Smart Towns, and how we can support those at any stage of their journey.
- An introduction to sensors, what they are and how they can help with some of your towns' challenges.
- Networking, a real opportunity to speak to people from other counties and find out what they're doing to overcome obstacles and any lessons learned.
- There will be lunch, coffee and cake too!

The location is to be confirmed, but please do book a space using the Eventbrite link below and save the date in your diaries.

<https://www.eventbrite.co.uk/e/smart-towns-south-wales-roadshow-sioe-deithiol-trefi-smart-de-cymru-tickets-878114864197>

Due to limited capacity this event is only open to local authorities, town councils, local high street businesses and/or those in a decision maker capacity.

We really hope you can join us, and we will share more information soon.

Many thanks

Smart Towns Project Team

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	R. Warburton – Greenfield & Mostyn Memorials	**	15 Mar 2024
H	Groundwork Holywell Clean Up Day	**	15 Mar 2024
I	Welsh Air Ambulance Letter	**	19 Mar 2024
J	Llais North Wales - statement by the Minister	**	20 Mar 2024
K	The Urdd's Fund for All	**	21 Mar 2024
L	FLVC E-Bulletin	**	21 Mar 2024 & 8 Apr 2024
M	Rob Roberts MP - Urgent appeal for transparency and accountability	**	26 Mar 2024
N	Ombudsman Complaint	**	28 Mar 2024
O	Planning Application FUL/000006/24 Enquiry	**	28 Mar 2024
P	Holywell Area Community Museum – Feedback on Environmental Maintenance Works	**	8 Apr 2024
Q	R. Warburton - Updated War Memorial Book	**	8 Apr 2024
R	Smart Towns Cymru Upcoming Events	**	8 Apr 2024
S	Thomas Pennant Society Update	**	8 Apr 2024
T	Notification of Works North Wales Cyclic Maintenance	**	9 Apr 2024
U	Wood Lane planning appeal decision	**	9 Apr 2024

9. 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
L.A. Carter	Toilet Seat Provision, Public Toilets in Home Bargains Car Park	To request Flintshire County Council install toilet seats in the public toilets. That the Town Council approve the funding of the seats and their installation if this is necessary.
J. Jones	Holway Road Safe Route to School Scheme (Deferred from the March meeting)	Residents have raised concerns about parking and the effect of through traffic following the widening of the pavement. Members to consider any action required.

10. ANNUAL REVIEW OF ASSET REGISTER

Members to approve the asset register as at the 31st March 2024. This is now an annual review activity as advised by the Internal Auditor. The asset register was attached to the agenda email. Clerk to report.

11. 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 12, 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 information presented.

12. REVIEW OF STAFF HOMEWORKING PILOT

Clerk to report to members on the statistics and effectiveness of the pilot. Members to review the pilot and determine the future policy.

13. 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.

14. 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.