

Cyngor Tref Treffynnon Holywell Town Council

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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 September 2025

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 September 2025** 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. PRESENTATION TO HONOUR CADETS

The Mayor to receive the newly appointed honour cadets, from Holywell Air Cadets to support their work during the 2025/26 Civic Year and present the official badges.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

4. NORTH WALES POLICE UPDATE

An officer will attend and provide an operational update to members.

5. MAYOR'S REMARKS

6. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 16th July 2025.
- Development Committee meeting held on Wednesday 23rd July 2025.
- Special Meeting of Holywell Town Council held on Tuesday 29th July 2025.
- Resources Committee meeting held on Tuesday 5th August 2025.

6.2. Meetings of Committees, Working Groups, and Outside Bodies

- *Development Committee meeting held on Wednesday 23rd July 2025.*
Minute Ref. DC2. Cllr D. Smith to be ratified as a member of the Development Committee.
- *Resources Committee meeting held on Tuesday 5th August 2025.*
Minute Ref. R7 iii. Members to review the days, dates and times of future committee meetings.

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 through 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 Ffynnonogroyw 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

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Development Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 23rd July 2025 at 9.30am.

PRESENT: Councillor M. Sprake (Chair – see minute DC1).
Councillors: I. Hodge, S. Rush, D. Smith (see minute DC2), and D. Thomas.

APOLOGIES FOR ABSENCE: none were received. Cllrs C. Blackwell, P. Cooper, E.B. Palmer were absent without apology.

IN ATTENDANCE: J. Baker (Clerk), and M.G. Fearnley (Deputy Clerk).

DC1. ELECTION OF CHAIR – MUNICIPAL YEAR 2025/26

RESOLVED:

That Cllr M. Sprake be appointed Chair for the municipal year 2025/26.

DC2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2025/26

Members proposed for Cllr D. Smith to formally join this committee. This would be subject to the ratification of the full Council at its next meeting in September.

RESOLVED:

That Cllr D. Smith be appointed Vice Chair for the municipal year 2025/26, subject to his committee membership status being confirmed and ratified in September.

DC3. DECLARATIONS OF INTEREST

None were received.

DC4. TOURISM STUDY ACTIONS UPDATE

The Deputy Clerk provided an update on the agreed actions from the tourism study. The Tower Gardens area had been promoted as a useable space on social media. There was minimal interest from businesses in the voucher discount scheme, although further visits would be arranged to businesses to encourage participation in the scheme. A tourism promotional video would cost circa £1,000.

RESOLVED:

- 1) That DJ Darin Pegg be asked to perform on the Saturdays through the Summer holiday period in Tower Gardens, from 10am until 1pm.
- 2) That the voucher discount scheme be launched and promoted across appropriate locations around the Holywell area.
- 3) That the Deputy Clerk approach the Flintshire Tourism Team to enquire about funding streams to commission a video to promote the town.

DC5. SNOOKER HALL / ACADEMY PROJECT

The Deputy Clerk and Cllr D. Smith provided an update to members on the actions from the previous meeting. Some locations had been evaluated, and the County Council, MP/MS had been approached for support. Funding opportunities were available but would require a robust business case. Surveys could be produced using Microsoft Forms at no cost to the Council.

RESOLVED:

That the Deputy Clerk and Cllr D. Smith work up a draft survey, that could be circulated to the local community to evaluate their views on the snooker hall project. The survey would require the approval of the council before publishing.

DC6. BIODIVERSITY REPORT REVIEW

The Clerk provided an update to members and the Council's previous report was circulated with the agenda. The Environment (Wales) Act 2016 placed a duty on local councils to maintain and enhance biodiversity in their local area.

RESOLVED:

That the Clerk be authorised to update the report as required and arrange its publishing. The report would be shared with committee members prior to publishing.

DC7. ITEM FROM CLLR M. SPRAKE

Cllr Sprake updated the committee on some ideas and issues at Greenfield Dock. Members discussed the possibility of re-purposing one of the derelict boats as a feature on the dock to support Wales in Bloom, and the installation of a photographic display coastal snap point. The snap points were in place at other

locations along the Flintshire coastline. Members reported the sluice gate was not working correctly.

RESOLVED:

That the staff progress the following action points with Tom Woodhall, Flintshire County Council:

- 1) Report the problem with the sluice gate.
- 2) Request a coastal snap point for Greenfield Docks.
- 3) Request a derelict boat be repurposed as a Wales in Bloom feature on the dock.

DC8. BUSINESS PLAN / PROJECT REVIEW

The Deputy Clerk provided an update on completed projects so far on the Council's business plan. Several tasks fell under the responsibility of the Development Committee such as the reopening of Greenfield Station and active travel. Other tasks such as tenants and residents' associations and community centre refurbishment had not yet been started.

RESOLVED:

That a further review of the plan be included as an agenda item for the next meeting, for the committee to prioritise any action points to support the Deputy Clerk's forward work plan.

DC9. CLOSE OF MEETING

The Chair closed the meeting at 10.40am.

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Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Special Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 29th July 2025 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

Councillors: L. Corbett, P. Corbett, P. Curtis, I. Hodge, L. Hodge, M. Lewis-Jones, E.B. Palmer, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Cllrs P.A. Johnson and D. Smith. Cllrs C. Argent, C. Blackwell, P. Cooper, and S. Rush were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

38. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
3.	I. Hodge	✓		County Councillor – Matter Relating to Public Toilets
3.	E.B. Palmer	✓		Public Toilets in County Councillor’s Portfolio

39. HOLYWELL PUBLIC TOILETS

The Council had received a letter from Flintshire County Council on Thursday 24th July 2025 informing them of the County Council’s intention to cease the direct operation of the public toilet facilities in Holywell from Monday 8th September 2025. This decision was due to the removal of the revenue budget available to operate the facilities for the financial year 2025/26, as part of Flintshire County Council’s budget setting process in February 2025. Flintshire County Council were also seeking expressions of interest for the transfer of ownership of these facilities.

Members raised concerns at the manner in which the closure of the toilets had been communicated and that consultation should have been undertaken prior to any announcement on closure.

Members stated that the closure was at odds with the Flintshire County Council Plan’s corporate objectives, and could affect vulnerable groups such as the elderly, disabled, and cause public health issues.

County Councillor E.B. Palmer reported that he was advised that no public toilet would close without full and proper consultation, but if town and community councils do not show any interest in taking them over, they may close.

Members stated there was a duty of care to the public and that a risk/impact assessment should be undertaken to evaluate the impact to local residents.

A petition was being circulated and had 500 signatures so far. Cllr D. Thomas was advised to forward the final petition onto the Chief Executive, Flintshire County Council.

Members suggested a public statement should be published on the Council's social media channels to relay the facts and confirm the Council's position.

County Councillors confirmed that a Special Meeting of Flintshire County Council had been called to discuss the matter on Thursday 7th August.

RESOLVED:

- 1) That a public statement be published on the Council's social media channels to state the current facts and the Council's position, regarding Holywell Public Toilets.
- 2) That the Clerk writes a letter to the Chief Executive, Flintshire County Council to confirm the following points:
 - That the Council were disappointed that the public toilets were closing and reiterate their importance to the town, and that they should remain open and operational.
 - That the Council already contribute to the running of Holywell Leisure Centre which impacts on the local taxation precept charged to local residents.
 - That the Town Council cannot make a decision until financial costs were confirmed, broken down to cost centre level.
 - That the decision to close the toilets contradicts the Flintshire County Council Plan's Wellbeing Objectives and Economy Priorities.
 - That a risk assessment be completed to evaluate the impact the closure would have to residents, shoppers, and visitors to Holywell, including vulnerable groups.

40. CLOSE OF MEETING

The Mayor closed the meeting at 6.40pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday 5th August 2025 at 5.30pm.

PRESENT: Councillor P. Corbett (Chair – see minute R1).

Councillors: L. Corbett, I. Hodge, M. Lewis-Jones, E.B. Palmer, and M. Sprake.

APOLOGIES FOR ABSENCE none were received. Cllrs C. Blackwell and P. Cooper were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

R1. ELECTION OF CHAIR – MUNICIPAL YEAR 2025/26

RESOLVED:

That Cllr P. Corbett be appointed Chair for the municipal year 2025/26.

R2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2025/26

RESOLVED:

That Cllr M. Lewis-Jones be appointed Vice Chair for the municipal year 2025/26.

R3. DECLARATIONS OF INTEREST

None were received.

R4. BANK RECONCILIATION QUARTER 1 – 30th JUNE 2025

Members received the bank statement and reconciliation from the Clerk, who explained the current position. An update on the Council's accounts would follow at the next committee meeting.

RESOLVED:

That the Council's banking position be noted.

R5. BAD DEBTS

The Clerk updated members on a bad debt in the accounts related to a charge that affected the 2024/25 financial year. The account remained unpaid and had been carried forward to the current year. The Clerk suggested that this account be written off as uneconomical to pursue based on the debt value and circumstances.

RESOLVED:

That the Clerk be authorised to write off the debt in the accounts.

R6. MEMBER COMMUNICATIONS

The Clerk had received a query about the communication procedure. This was related to the email transmissions to members and whether any priority assignment was required. Members discussed the procedure which was challenging to change due to the potential for variation between members on the importance of a wide range of issues.

RESOLVED:

That the existing procedure for email transmissions continues unchanged. The member WhatsApp group provides informal advice and updates, and all members were encouraged to join.

R7. OFFICE MATTERS

i. Commemorative Floodlights

Members reviewed the quotations received by the Clerk for this work from the contractor. This work was required to light up the office courtyard to commemorate different significant events and dates. Members queried the use of colour filter options which were to be confirmed. The two parcels of work were for cabling and lighting.

RESOLVED:

That the Clerk proceeds with the commissioning of this work.

ii. Civic Regalia

The Clerk confirmed he had contacted the supplier to obtain quotations for Past Mayor's medals. Members reviewed the costs and different options available.

RESOLVED:

That the Clerk proceeds with the ordering of 5 no. silver gilt medals.

iii. Committee Meetings

Members referred to the dates and times of all committee meetings and the need for a review and rationalisation.

RESOLVED:

That a review be undertaken at the next meeting of the Full Council in September.

R8. CLOSE OF MEETING

The Chair closed the meeting at 6.15pm.

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Chair

7. PLANNING

7.1. New Applications

To consider the applications received.

Note: Application number FUL/000551/25 was received by the Council during the summer recess period and should be noted as received.

Application Number	Proposal Details
FUL/000551/25	PROPOSAL: CHANGING EMPTY STORE/BUILDING INTO A CAFE. LOCATION: Saunders Opticians 1, Tower Gardens, Holywell, CH8 7TG.

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.

8. ACCOUNTS

8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS PAYABLE – JULY 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10903	BP	Wall Signs	Update Honours Board Inscription	132.00	****
10904	BP	Amberol Ltd	Supply 6x Barrier Baskets and 3x Brackets	1,117.20	^^
10905	BP	Pure Glass Window Cleaning	Clean Office Windows	50.00	****
10906	BP	Pottles Premier Plants	Supply 102 no. Hanging Baskets	3,060.00	^^
10907	BP	Viking	Stationery	173.28	****
10908	BP	Supertemps	Agency Support w.b. 23/6/25	493.02	****
10909	BP	Supertemps	Agency Support w.b. 16/6/25	536.84	****
10910	BP	Supertemps	Agency Support w.b. 9/6/25	493.02	****
10911	BP	H. Jones	Reimbursement Food & Drink Event Items 21/6/25	20.48	^^
10912	BP	Automated Systems Group	Copier Charges	48.78	****
10913	BP	Veolia	Trade Waste Charges Jun25	83.03	****
10914	BP	Philip Jones Computers	ICT Support Costs Q1 inc. new hardware set up costs	1,523.44	****
10915	BP	A Little Magic	Face Painting & Glitter Tattoos - Food & Drink Event	200.00	^^
10916	BP	JRB Enterprises	Dispenser Dog Glove Bags	160.44	****
10917	BP	Holywell Garden Centre	Wales in Bloom SLA works	490.56	^^
10918	BP	Kids Cancer Charity	Financial Assistance Donation	500.00	**
10919	BP	Estuary Vol. Car Scheme	Financial Assistance Donation	500.00	**
10920	BP	Thomas Pennant Society	Financial Assistance Donation	250.00	**
10921	BP	Greenfield Football Club	Financial Assistance Donation	500.00	^^^
10922	BP	Carmel & District Cricket Club	Financial Assistance Donation	250.00	^^^
10923	BP	The Holywell Band	Financial Assistance Donation	500.00	**
10924	BP	Fron Park Bowling Club	Financial Assistance Donation	300.00	^^^

10925 - 10927	BP	Council Staff	Staff Salaries Jul25	5,464.52	***
10928	BP	HMRC	Staff PAYE/NI Jul25	1,824.83	***
10929	BP	Clwyd Pension Fund	Staff Pension Jul25	437.97	***
10930	BP	Supertemps	Agency Support w.b. 30/6/25	493.02	****
10931	BP	Transition Holywell	Financial Assistance Donation	500.00	**
10932	BP	Darin Pegg	DJ Services - Food & Drink Event	50.00	^^
10933	BP	Tadmark Ltd	3 no. Banners - Party in Park	133.10	^^
10934	BP	Parish Services Ltd	Holywell Business Directory Annual Listing	19.00	****
10935	BP	Deter Tech Ltd	100 no. Smart Water Home Security Packs	1,212.00	**
10936	BP	Flintshire County Council	CCTV Charges Jul-Aug	3,235.38	*****
10937	BP	Basix Wrestling Promotions	Wrestling Show - Party in Park	350.00	^^
10938	BP	Holywell Garden Centre	June Watering of Baskets (part month)	487.50	^^
10939	BP	Holywell Garden Centre	Caretaker Maintenance Works	330.00	^^
10940	BP	Holywell Garden Centre	Operate Parasols - Food & Drink Event	160.00	^^
10941	BP	Cllr M. Sprake	Mayors Allowance - 2025/26 Civic Year	660.00	///
10942	BP	Cllr P. Corbett	Deputy Mayor's Allowance - 2025/26 Civic Year	500.00	///
10943	BP	HMRC	Mayor PAYE Jul25	440.00	///
10944	BP	Cllr M. Sprake	Travelling Costs - Civic Service	29.30	///
10945	BP	Supertemps	Agency Support - w.b. 7/7/25	306.77	****
10946	BP	North East Wales Mind	Sessions	90.00	***
10947	BP	Tribute Acts Management	Booking Fee & Deposit - Fakermaker Oasis Tribute - Well Inn	390.00	^^
10948	BP	TNR Coaching	Climbing Tower, Archery, Axe Throwing - Party in Park	1,500.00	^^
10949	BP	K.E. Bincham	Face Painting & Glitter Tattoos - Party in Park	300.00	^^
10950	BP	Danny's Family Butcher	Supply 200 no. batches for lunch packs - Party in Park	300.00	^^
10951	BP	Flintshire County Council	Traffic Management - Food & Drink Event	115.70	^^
10952	BP	Flintshire County Council	Traffic Management - Classic Car Event	115.70	^^
10953	BP	UK Vending Ltd	Drinks Machine Lease 4/5 - 3/8	248.40	****
10954	BP	Automated Systems Group	Toner Delivery	12.00	****

10955	BP	Audit Wales	Audit Fees 2022/23 External Audit	200.00	***
10956	BP	Full Circle Security Systems	Sim Card Maintenance	623.00	*****
10957	BP	Stamford Gate Hotel	Annual Meeting Buffet/Room Hire	351.70	^^
10958	BP	Daydream Designs	Website Tech Support	94.80	****
10959	BP	Kim Inspire	DJ Services - Party in Park	50.00	^^
10960	DD	Corona Energy	Electric Bank Place Jun25	70.46	****
10961	DD	Yu Energy	Gas Bank Place Jun25	37.19	****
10962	DD	EDF Energy	Electric 14 BP Jun25	23.32	****
10963	DD	Vodafone Business	Mobile Rental July 2025	27.90	****
10964	DD	Wirehouse HR	Employment Services	132.00	****
10965	DD	British Telecom	Phone & Broadband July 2025	71.66	****
10966	VIS	Microsoft	ICT Subscription	78.71	****
10967	VIS	Microsoft	ICT Subscription	11.52	****
10968	VIS	Tesco	Refreshments	1.20	****
10969	VIS	C.M. Scott	Engrave Plaque	15.00	^^
10970	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10971	VIS	Flintshire County Council	Small Society Lottery License Fee	20.00	****
10972	VIS	Tesco	Refreshments	1.20	****
10973	VIS	Amazon	Lunch Pack Bags	51.95	^^
10974	VIS	W. Bevan & Son	Cable Ties	4.99	****
10975	VIS	Tesco	Refreshments	1.20	****
10976	VIS	Marks & Spencer	Refreshments	7.70	****
10977	VIS	Zoom	Zoom Pro Subscription	16.79	****
10978	VIS	Tesco	Lunch Pack Items	106.80	^^
10979	VIS	Tesco	Lunch Pack Items	30.15	^^
10980	VIS	DPD	Next Day Delivery (Invoice Files to Audit Wales)	9.73	****
10981	VIS	Amazon	Cardboard Box (Invoice Files to Audit Wales)	14.98	****
10982	DR	HSBC Bank	Bank Charges Jun25	8.00	****
			TOTAL	33,249.82	

SCHEDULE OF ACCOUNTS RECEIVABLE – JULY 2025

Date	Category	Name	Payment Details	Amount £
02/07/25	Income	Power Portal Ltd	Car Charge Point	12.00
15/07/25	Income	NRG Riverside	VE Day Contribution	200.00
23/07/25	Income	C. Bedford	Road Closure Fee	115.70
			TOTAL	327.70

Categories – Income, Grant, VAT Refund, Refunds, Bank Transfers

SCHEDULE OF ACCOUNTS PAYABLE – AUGUST 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10983 - 10985	BP	Council Staff	Staff Salaries Aug25	6,417.68	***
10986	BP	HMRC	Staff PAYE/NI Aug25	2,366.73	***
10987	BP	Clwyd Pension Fund	Staff Pension Aug25	2,217.90	***
10988	BP	Supertemps	Agency Support w.b. 28/7/25	493.02	****
10989	BP	Supertemps	Agency Support w.b. 21/7/25	558.76	****
10990	BP	Tribute Acts Management	Fakermaker Balance - Well Inn Event	1,400.00	^^
10991	BP	Rialtas Business Services	Year End Support 13/5/25	702.00	****
10992	BP	Automated Systems Group	Copier Charges	42.00	****
10993	BP	Viking	Magazine Files	56.27	****
10994	BP	Holywell Leisure Centre	Contribution (2 of 4)	2,500.00	^^^
10995	BP	Holywell Garden Centre	Watering & Feed of Baskets - July	710.00	^^
10996	BP	Holywell Garden Centre	Caretaker Maintenance Works	465.00	^^
10997	BP	Carmel & H'well Woodcraft Ass	Supply 2 no. Name Blocks for Council Chamber	30.00	****
10998	BP	Flintshire County Council	Annual License Fee - Holywell Town Centre	70.00	****
10999	BP	NW Association of Local Councils	Annual Membership Fees	60.00	****
11000	BP	NW Association of Local Councils	Meal Costs For Quarterly Meeting 18/7/25	23.00	****
11001	BP	Red Dragon Ventures	Bushcraft Activity - Party in the Park Event	235.00	^^
11002	BP	Goch & Co Ltd	Cooking Demo - Food & Drink Event	180.00	^^
11003	BP	Black & White Security	Security Services - Party in the Park Event	160.00	^^
11004	BP	Black & White Security	Security Services - Food & Drink Event	65.00	^^
11005	BP	Wales in Bloom	Attend Award Ceremony 3/10/25 - Mayor & Mayoress	50.00	^^
11006	BP	Supertemps	Agency Support w.b. 18/8/25	493.02	****
11007	BP	Supertemps	Agency Support w.b. 11/8/25	493.02	****
11008	BP	Supertemps	Agency Support w.b. 4/8/25	493.02	****
11009	BP	Flintshire County Council	Election Costs - Greenfield Ward 1/5/25	3,076.14	##
11010	BP	Chubb Fire & Security	Alarm Service Contract 1/9 - 31/8	1,257.98	****

11011	BP	Daydream Designs	Supply 3 Well Inn Banners	264.00	^^
11012	BP	St. John Ambulance	Attend Well Inn Event	101.40	^^
11013	BP	PNW	Mobile Stage For Well Inn	700.00	^^
11014	BP	Daydream Designs	Well Inn Posters & Flyers	320.40	^^
11015	BP	Daniel Street	Hire Of Silent Disco Party Kit - Well Inn	150.00	^^
11016	BP	Kim Inspire	DJ Services - August 2025	250.00	^^
11017	BP	Fusion Extreme Ltd	BMX Demos & Workshops - Party in the Park	600.00	^^
11018	BP	Rad Ex	Skateboard Coaching - Party in the Park	200.00	^^
11019	BP	Delyn Press	Business Cards (L. Hodge & C. Blackwell)	54.00	****
11020	BP	Viking	4 Packs Mineral Water	97.09	****
11021	BP	UK Vending Ltd	Drinks Machine Lease 4/8 - 3/11	297.00	****
11022	BP	UK Vending Ltd	Drinks Machine Pods	126.60	****
11023	BP	Veolia	Trade Waste Charges Jul25	98.12	****
11024	BP	One Voice Wales	Induction Training - Cllr L. Hodge	65.00	***
11025	DD	Corona Energy	Electric Bank Place July25	94.58	****
11026	DD	EDF Energy	Electric 14 BP July25	20.85	****
11027	DD	EDF Energy	Electric Hub Jul25	208.45	****
11028	DD	EDF Energy	Electric Hub Feb-Jun25	718.61	****
11029	DD	Yu Energy	Gas Bank Place Jul25	10.56	****
11030	DD	Vodafone Business	Office Mobile Aug25	27.90	****
11031	DD	Wirehouse HR	Employment Services Aug25	132.00	****
11032	DD	BNP Paribas	Copier Lease 23/8-22/11	154.80	****
11033	DD	BNP Paribas	Copier Charge	48.00	****
11034	VIS	Microsoft	ICT Subscription	66.24	****
11035	VIS	Microsoft	ICT Subscription	11.52	****
11036	VIS	Tesco	Refreshments	1.20	****
11037	VIS	Canva	Annual Subscription	99.99	****
11038	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
11039	VIS	Royal Mail	Postages	8.75	****
11040	VIS	Tesco	Refreshments	1.20	****
11041	VIS	Tesco	Refreshments	1.20	****
11042	VIS	Tesco	Refreshments	5.25	****
11043	VIS	Zoom	Zoom Pro Subscription	16.79	****
11044	VIS	Amazon	Lunch Pack Bags	51.95	^^
11045	VIS	Tesco	Refreshments	1.20	****
11046	VIS	Tesco	Lunch Pack Items	77.00	^^
11047	VIS	Tesco	Lunch Pack Items	23.50	^^
11048	DR	HSBC Bank	Bank Charges Jul25	8.00	****
			TOTAL	29,829.28	

SCHEDULE OF ACCOUNTS RECEIVABLE – AUGUST 2025

Date	Category	Name	Payment Details	Amount £
26/08/25	INCOME	Various Customers	Smart Water Kits	260.00
26/08/25	INCOME	Various Customer	Eco Uniform Hub Proceeds	200.00
27/08/25	REFUND	Amazon	Refund For Lunch Packs	15.00
28/08/25	INCOME	Mayor's Charity Account	A&D Contribution/Charity Buckets	90.00
29/08/25	INCOME	Flintshire County Council	Local Taxation Precept 2 of 3	102,333.33
			TOTAL	102,898.33

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

9. CORRESPONDENCE

9.1 Statue Of Jesus – Letter from L. Peter Jones

Members to consider the attached letter and determine any action required.

Dear Jason Baker, Holywell town clerk,

I have decided to be bold!

I recently visited Holywell, where I was born and raised. I stayed at the delightful St Winefride's Guest House. My Father , John Stuart Jones, was Mayor of Holywell, 1987, and my mother, Mrs Madeleine Jones, was Mayor in her own right a few years later.

I saw on your website a picture of the shrine. Wouldn't it be great to see there a picture of the statue of Jesus, restored to its former glory.

From my guest room window I looked out onto the building which was my primary school – and that of my mother before me. I could also just make out the huge statue of Jesus, but it was difficult to see properly without being up close because it looks so dull and neglected.

I remember very well when the statue stood proud in full colour in front of the school, welcoming visitors and community members alike to the town, up the Well Hill. It was distinct and stood out, announcing silently its message that here was a community that cared, that here Catholicism was present and what's more it was joyful and all embracing.

As I said, it now looks dull and neglected, a symbol of lack of care, lack of joy, lack of enthusiasm, a community in decline. Symbols are important and speak volumes!

There is a Catholic revival going on in Britain. Could not the restoration of the statue to its full painted glory be a symbol of spiritual renewal of Holywell, of the town itself, once a hugely important spiritual and industrial hub, where royalty came on pilgrimage?

I have no idea who 'owns' the statue – the church, the town council, the building's owners? But it needs to be brought back to life, brought back as a witness and embodiment of a renewed pride in our civic and spiritual community.

involve the press, St Winefride's primary school, the church, local business, the Well itself in petitions, fund raising...whatever is needed. I would be willing to personally donate a considerable sum to this endeavour. I live in Brighton, so am more than an arm's length:

Yours most sincerely, L. Peter Jones

9.2. North Wales Corporate Joint Committee and the Strategic Development Plan

Members to consider the attached email and determine any action required. Please note the consultation process has now closed.

Dear Clerk/Town and Community Councillor,

North Wales Corporate Joint Committee and the Strategic Development Plan

The North Wales Corporate Joint Committee (CJC) is a regional government body established to improve economic well-being through enhanced collaboration and strategic planning across North Wales. It brings together six Local Authorities and the Snowdonia National Park Authority to address key regional priorities. The North Wales Corporate Joint Committee has agreed to adopt the brand of Ambition North Wales.

CJCs were established following the implementation of Regulations by Welsh Government in April 2021 and have two statutory duties, to:

- Prepare a Strategic Development Plan
- Prepare a Regional Transport Plan

In addition, CJCs have a non-statutory duty, to enhance and promote the economic well-being of their area. Since 2019 Ambition North Wales has been delivering the North Wales Growth Deal - a £1 billion investment to the region's economy, £240m of which is funded by the Welsh Government and UK Government.

Now, with its added responsibilities as a CJC, Ambition North Wales has produced a Regional Transport Plan covering the period 2025-30, which is in the final stages of approval. The CJC is now beginning work on the third element of its remit, production of a **Strategic Development Plan (SDP) for North Wales**.

The first stage in this process is for the CJC to prepare a **Delivery Agreement** for the SDP. This has two main parts to it: a Statement of Community Involvement which sets how the plan will be produced and who will be involved and how; and a detailed timetable that sets out how long it will take to prepare the plan, following all of the stages set out in Welsh Government regulations and guidance.

Welsh Government has identified types of consultees in the Strategic Development Plan Regulations who the CJC should attempt to engage with, **and you and/or your organisation is one of those consultees**. I am therefore writing to ask that you consider engaging in the forthcoming SDP process starting with the Delivery Agreement, and secondly to ask you to

provide the best point of contact within your organisation, if this email has not already reached that person. The CJC will then maintain a contacts database going forward to give you notice of key stages and next steps in the process.

You can view the draft Delivery Agreement [Ambition North Wales | Strategic Planning](#) as a link to the document on the CJC website, and I would be grateful if you could indicate your interest in the SDP and also find time to review the Delivery Agreement and make any comments and suggestions on it.

Yours faithfully,

Andy Roberts
Regional Strategic Development Planning Officer

9.3. The Big Conversation Flintshire

Members to consider the attached email and determine any action required.

We are beyond excited to share our **findings reports and responses**, and our long awaited **short film** with you. [A BIG Impact | WeMindTheGap](#). If there is opportunity to share and discuss these findings in person, I would be really happy to.

The Big Conversation Flintshire launched in January this year, with an aim to listen to the lived experiences of 18–21-year-olds and local employers, to find out what life is like like for them now, and what could make it better.

Throughout the month, our team alongside Wrexham University's Civic Mission team spoke with 507 young people across the county.

We also met with 57 employers to identify both the strengths and challenges that this age group brings to the workforce, the nature of work experience opportunities available, and being curious about their awareness of Adverse Childhood Experiences (ACEs) and Trauma-Informed Practice.

To everyone who participated - whether you connected us with young people, welcomed us into your venues, or shared your own experiences - thank you. This has been a true community effort.

As you'll see in the report, we've identified key gaps, opportunities for growth, and practical recommendations for the future. But we know meaningful change doesn't happen in isolation.

How can you join us in bridging the gap?

- Co-create a great Youth Employment Toolkit with us, tell us what works for you already, and what is needed to create opportunities for inclusive and local recruitment
- Provide meaningful work placements for young people on our programmes who need real world experience, opportunities and role models.

Our next We Grow, 6 month paid employability programme will begin in August, with placement days generally Tues & Weds (flexibility available):

- Placement 1: WC 15th September - WC 6th October
- Placement 2: WC 13th October - WC 10th November
- Placement 3: WC 17th November - WC 15th December
- Placement 4: WC 5th January - WC 26th January

Share our findings and the voices of young people in Flintshire, we'd be delighted to attend team and community meetings to present and discuss the Big Conversation further. At WeMindTheGap, we firmly believe that it takes a village to raise a child, but a system to mind their gaps. That's why we're now inviting you to help co-create positive, tangible action to support young people and employers in Flintshire to thrive.

[Let us know how you'd like to bridge the gaps with us by completing this form](#)

Thanks, and have a lovely weekend.

Laura

Laura Columbine

Flintshire Community Maker | Gwneuthurwr Cymunedol Sir Y Fflint

9.4. Flintshire Local Development Plan – Consultation on Draft Interim Planning Guidance Note- Houses in Multiple Occupation (HMO)

Members to consider a response to the consultation, sent by Flintshire County Council. See attached email.

I am writing to inform you that, following the adoption of the Local Development Plan (LDP), Flintshire County Council have produced a draft interim planning guidance note relating to Houses in Multiple Occupation (HMO) development.

The guidance note explains the approach the Council will take when dealing with HMO development proposals. The interim planning guidance note does not introduce new policy but does seek to provide further explanation and guidance as to how the relevant policies should be interpreted and applied. When adopted, the interim planning guidance note will be a material planning consideration in determining planning applications and appeals. The interim planning guidance note can therefore be used from the earliest stages of designing new HMO development.

The draft interim planning guidance note will be made available for consultation commencing on Friday 29/08/2025 and ending on Friday 10/10/2025. The document can be viewed on the Flintshire County Council website see link below and copies are also available at Connects offices and Ty Dewi Sant, Ewloe.

- <https://www.flintshire.gov.uk/en/Resident/Planning/Review-of-Supplementary-Planning-Guidance.aspx>

The Local Planning Authority would like to hear from a wide range of statutory and non-statutory organisations, town and community councils, voluntary groups, and the public as well as local planning consultants and agents. This feedback will be carefully considered and will help to enable the final interim planning guidance note to be approved and published by the Council. Responses and any necessary changes to the interim planning guidance note will firstly be considered and endorsed by the Planning Strategy Group before final adoption of the interim planning guidance note by the Cabinet.

Comments should be forwarded to Flintshire County Council by **5.00pm on Friday 10th October 2025** using one of the following methods:

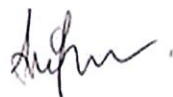
- By filling in the online survey on the Flintshire County Council website, link here www.flintshire.gov.uk/LDP-HIMO
- by e-mail to developmentplans@flintshire.gov.uk
- in writing to Andrew Farrow, Chief Officer (Planning, Environment and Economy), Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NF

Any queries relating to the draft interim planning guidance note or the consultation can be directed to the following:

- developmentplans@flintshire.gov.uk
- 01352 703213

I look forward to receiving your comments on the draft interim planning guidance note.

Yours sincerely



for Chief Officer (Planning, Environment and Economy)

9.5. Remembrance Sunday Arrangements – Sunday 9th November 2025

Flintshire County Council have requested confirmation of this year's arrangements for Remembrance Sunday, mainly for managing and resourcing road closures. Members to confirm their intentions at the meeting.

Last year's arrangements as follows:

Holywell

Between 1030hrs and 1230hrs;

A5026 Ffordd St Gregoire, between its junctions with A5026 Coleshill Street and Whitford Street

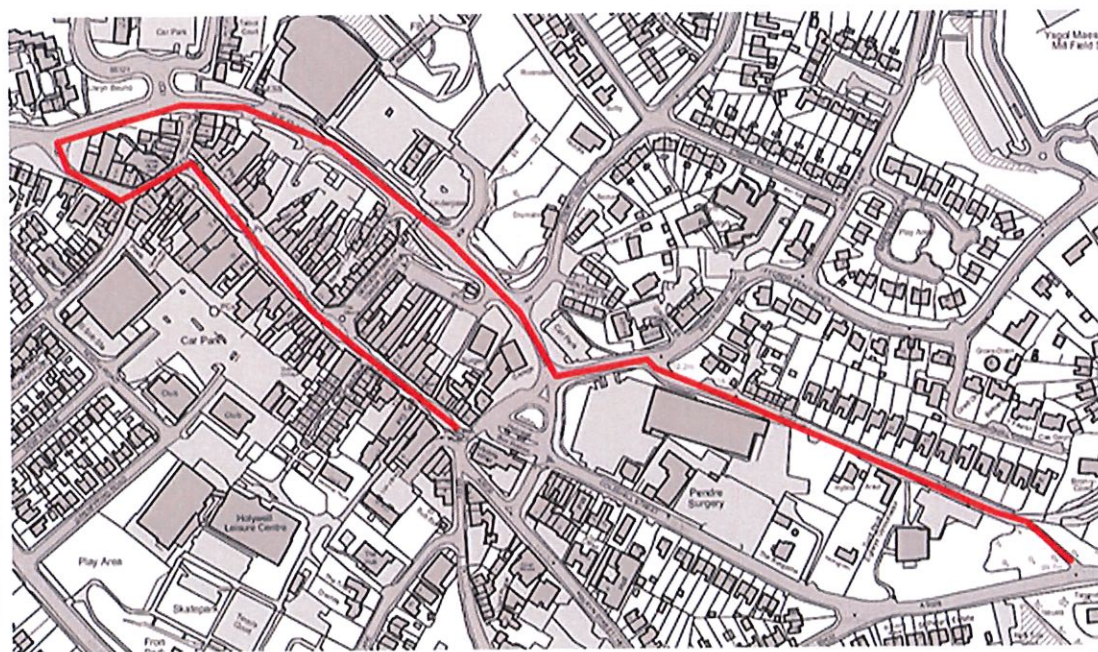
B5121 New Street, between its junctions with A5026 Ffordd St Gregoire and Well Street

High Street, between its junctions with Whitford Street and A5026 Bagillt Street

Pen Y Maes Road, between its junctions with A5036 Ffordd St Gregoire and Strand Park

Rose Hill, between its junctions with Pen Y Maes Road and A5026

Holywell



9.6. Cymdeithas Owain Glyndŵr - Dydd Glyndŵr 2025

Members to consider the Council's future involvement in the Glyndwr Day celebrations, from 2026 onwards. See attached email.

Hello, This year, Glyndwr Day will be celebrated on Tuesday, September 16th, and the Owain Glyndwr Society is keen to promote Glyndwr's name and story on this day, in particular.

Thank you very much if your Council is already involved in commemorating the day and especially if you have planned events in your community.

If you have not done this in the past then please consider doing so this year - most Cadw sites fly his banner on September 16th, for example.

Various events are taking place in the days surrounding Glyndwr Day this year - for more details, please visit our Society's website:

https://owain-glyndwr.wales/forthcoming_events.html

Best wishes,

Gareth Jones, Secretary, Owain Glyndwr Society

9.7. One Voice Wales/SLCC Annual Joint Event

Members to consider the Clerk's remote attendance at the above event, that takes place on Wednesday 12th November 2025. Event details are below. The cost of the event is £65.00 + vat.

Managing a Changing Environment

Join us for an engaging virtual conference on **Wednesday 12 November 2025**, exclusively for clerks, local council employees and councillors in Wales, proudly hosted by the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW).

With the timely theme 'Managing a Changing Environment', this event will explore how you can navigate evolving challenges in local governance.

Attendees will hear insights from Rob Smith, SLCC Chief Executive, and Lyn Cadwallader, OVW Chief Executive, as well as benefiting from practical training insights and expert-led sessions on employment, biodiversity and planning, including updates from Planning Aid Wales.

Don't miss this opportunity to connect, learn, and strengthen your role in shaping resilient and sustainable communities.

9.8. Reports/Correspondence Received

The following items have been received this month and were 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	Enquiry Card – Holywell	14 th July 2025
H	Carmel Cricket Club Letter	21 st July 2025
I	Clerk Dissertation	23 rd July 2025
J	Greenfield Valley Excavation	23 rd July 2025
K	FLVC E-bulletin	24 th July 2025 & 11 th Aug 2025 & 21 st Aug 2025 & 8 th Sept 2025
L	R. Saunders – Toilet Closure	4 th August 2025
M	Ramblers Daffodil Planting	13 th Aug 2025
N	Have Your Say Contact Form - Holywell	18 th Aug 2025
O	Welsh Water email	18 th Aug 2025
P	R. Warburton – Bagillt Memorial Book	20 th Aug 2025
Q	Holywell Flowers	26 th Aug 2025
R	FLVC AGM	11 th Sep 2025

10. LOCAL GOVERNMENT STAFF PAY AWARD 2025/26

Agreement has now been reached between the joint trade unions and employers for this year's local government pay award. The Clerk had previously written to all members of the Council in August 2025 to confirm the details of this agreement. All Councils had been advised to implement this pay award to their staff as swiftly as possible. Members to endorse the payment of backpay and the uplifted salaries due from 1st April 2025.

11. MEMBERS' ITEMS

Councillor	Subject	Motion
I. Hodge	Community Safety for both dogs and the public	Members to consider working alongside the RSPCA to help make improvements in our area, addressing key issues such as dog control, dog waste, and noise complaints.

P. Corbett	Proposal for double yellow lines at Halkyn Street, Holywell	Members to consider sending a letter to the County Council, to request double yellow lines to deter vehicle parking causing traffic flow issues.
M. Sprake	Welsh Water Outage Review	Members to consider sending a letter to request feedback and review outcomes on the recent water outage affecting residents living along the coastal areas.

12. 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.

13. COUNTY COUNCILLOR REPORTS

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

14. 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 items 15 and 16, 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 financial and staffing information presented.

15. APPLICATIONS FOR FINANCIAL ASSISTANCE

The Mayor has given approval for the consideration of the following application for financial assistance outside of the normal cycle:

Holywell Area Community Museum – Refurbishment of the telephone box on the High Street, Holywell. Amount requested = £500.00.

16. STAFFING

Clerk to report on two separate matters.

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.