

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, 17th January 2024 at 6.00pm.

PRESENT: Councillor L. Carter (Mayor).

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

APOLOGIES FOR ABSENCE were received from Councillors C. Argent and J. Jones. Councillor S. Rush was absent without apology.

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

104. **TRIBUTE TO FORMER COUNCILLOR SHEENA WALLBANKS**

The Mayor and Council held a minute's silence in memory of former Councillor Sheena Wallbanks, who had sadly passed away recently. Sheena was a real community champion for Greenfield and will be sadly missed and fondly remembered.

105. **DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT**

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
13	P.A. Johnson		✓	Board Member of Aura Leisure

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

106. **PUBLIC SPEAKING**

A local resident attended the meeting and spoke to the Council about anti-social behaviour that was affecting the residents at Llwyn Aled Housing Complex, Holywell. North Wales Police had been informed. Further CCTV may help mitigate the incidents in the future. Gates into the complex were often left open that exacerbated the problem.

County Councillor E.B. Palmer stated that the gates were going to be locked and residents issued with a fob and had requested a further CCTV camera from the County Council.

RESOLVED:

That the Council write a letter of support to the County Council's Housing Department to endorse the actions planned and taken.

107. MAYOR'S REMARKS

The Mayor was delighted to present Christmas hampers to the two competition winners Julie Blythin and Tatiane Kitamura Davies on Saturday 23rd December 2023.

The Mayor welcomed the new computer business Daztech based in Tower Gardens to the town and wished them well.

Members were reminded about office housekeeping following the council meetings.

The Mayor reiterated to members that there is no place in the chamber for any intimidation or threats. All members should speak freely and express their views on any of the matters debated.

108. MINUTES & MEETINGS

108.1. Minutes of Meetings

RESOLVED:

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

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

109. PLANNING

109.1. 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/001102/23	PROPOSAL: THE ERECTION OF A DETACHED TWO-STOREY HOUSE WITH TWO BEDROOMS. LOCATION: Adj. To 1 St Edmund's Terrace, Greenfield Road, Holywell. The Council confirmed its support for this application.

110. ACCOUNTS

110.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – DECEMBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9872-9874	BP	Council Staff	Staff Salaries - Dec23	5,716.02	***
9875	BP	HMRC	Staff PAYE/NI - Dec23	2,005.50	***
9876	BP	Clwyd Pension Fund	Staff Pension - Dec23	2,129.87	***
9877	BP	Cllr L.A. Carter	Reimbursement of Expenses - Nov23 (Civic Budget)	39.80	**^
9878	BP	Society of Local Council Clerks	Clerk Membership Fees	348.00	***
9879	BP	Rosiez Ltd	Refreshments (PACT Grant)	360.00	^^
9880	BP	Signs At Home	Name Block - Cllr P. Cooper	23.04	****
9881	BP	JDH Business Services	Interim Internal Audit and Report	396.00	***
9882	BP	St Johns Ambulance	Attend Xmas Lights Switch On	124.80	^^
9883	BP	Holywell Garden Centre	Adjust Flags for Remembrance Sunday	120.00	^^
9884	BP	Barry Hamilton	Photo Album/Prints for Civic	100.00	***

		Photography	Service		
9885	BP	Holywell Garden Centre	Supply Christmas Tree / Staging for Christmas Lights Switch On	420.00	^^
9886	BP	Veolia	Supply Trade Waste Bags	195.12	****
9887	BP	Daydream Designs	Website Tech Support - Dec23	94.80	****
9888	DD	Opus Energy	Gas Council Offices 16/10-26/11	396.82	****
9889	DD	EDF Energy	Electric 12/13 Council Offices Oct23	137.16	****
9890	DD	EDF Energy	Electric 15 Council Offices Oct23	22.69	****
9891	DC	Tesco	Refreshments	7.05	****
9892	DC	Facebook	Promo Boost for Events	17.00	^^
9893	DC	Amazon	Long Arm Stapler	12.73	****
9894	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9895	DC	Home Bargains	Refreshments for Tree Decorating	7.39	^^
9896	DC	Tesco	Refreshments	1.20	****
9897	DC	Home Bargains	Bows/Ribbons (CE Awards)	9.05	^^
9898	DC	The Flower Bowl	Cellophane (CE Awards)	7.50	^^
9899	DC	Waterhouse Flowers	Wax Melts (CE Awards)	20.00	^^
9900	DC	Tesco	Cookies/Mulled Wine (CE Awards)	14.30	^^
9901	DC	Stephs Beauty Lounge	Gift Vouchers (CE Awards)	30.00	^^
9902	DC	Coco Sweets	Chocolates (CE Awards)	34.00	^^
9903	DC	Coco Sweets	Chocolates (CE Awards)	32.55	^^
9904	DC	Nails By Danielle	Vouchers (CE Awards)	30.00	^^
9905	DC	Rosiez	Vouchers (CE Awards)	30.00	^^
9906	DC	Marmalade	Vouchers (CE Awards)	30.00	^^
9907	DC	Tesco	Cookies (CE Awards)	6.00	^^
9908	DC	Home Bargains	Choc Spoons (CE Awards)	8.11	^^
9909	DC	Amazon	Diaries	6.61	****
9910	DC	Amazon	Diaries	14.61	****
9911	DC	Tesco	Voucher (U18 CE Awards)	20.00	^^
9912	DC	Tesco	Voucher (U18 CE Awards)	40.00	^^
9913	DC	Tower Crafts	Goods (CE Awards)	27.50	^^
9914	DC	Protocol	DBS Checks - M. Fearnley, D. Thomas, L. Corbett	150.00	****
9915	DC	Home Bargains	Selection Boxes (PACT Grant)	50.10	^^
9916	DC	Tesco	Refreshments	38.89	****
9917	DC	Home Bargains	Consumables	6.91	****
9918	DC	Zoom	Zoom Pro Subscription	15.59	****
9919	DC	C.M. Scott	Engrave Shield	12.70	***
9920	DR	HSBC Bank	Bank Charges - Nov23	8.00	****
			TOTAL	13,418.00	

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

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

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- ***^ Local Government Act 1972 S.13
- ****^ Local Government Act 1972 S.34
- ***** Local Government (Misc. Provisions) Act 1953 S.4
- ^^** Local Government Act 1972 S.173, S.174
- ^^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
- < Local Government Act 1972 S.124
- # Local Government Act 1972 S.142
- ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

111. COMMUNITY ENGAGEMENT

111.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points regarding CCTV cameras for Llwyn Aled, Holywell, and the type of Mural required for the Tower Gardens Entrance Project.

RESOLVED:

- 1) That the Deputy Clerk contacts North Wales Police for an assessment of current HTC CCTV camera deployment. Following the assessment process and consultation with the Police the appropriate camera can be relocated to Llwyn Aled.
- 2) That all local schools, the business group, the Transition Holywell group and local community be consulted about the mural project for the entrance to Tower Gardens. The Working Group can then consider all views for the final design.

112. CORRESPONDENCE

112.1. Flintshire County Council Bionet Awards

Members considered any nominations for the above awards.

RESOLVED:

That this correspondence be noted as received.

112.2. Welsh Government Consultations

Members considered a response to the Welsh Government's consultations on Dormant Assets and Fiscal Intergovernmental Relations.

RESOLVED:

That the consultations be noted as received.

112.3. Community Speed Watch Session

Members considered any nominations to attend the session.

RESOLVED:

That this correspondence be noted as received.

112.4. Flintshire County Council Standards Committee Vacancy

Members considered any nominations to put forward for the above vacancy.

RESOLVED:

That the Council note the vacancy without a nomination put forward on this occasion.

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

113. EVENT GRANT APPLICATIONS

Members considered the following applications for an Event Grant:

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

The Clerk advised members that the Event Grant Fund would be fully allocated, should these applications be given approval.

RESOLVED:

That approval be given for event grants in the sum of £500 for each of the above events.

114. REPRESENTATIVE REPORTS

None were reported.

115. COUNTY COUNCILLOR REPORTS

Councillor P.A. Johnson reported that the Safe Gravestones Policy for Cemeteries had now been adopted by the County Council. There was a County Council Facebook page that had been recently launched.

116. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute 117, 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 financial considerations.

117. APPLICATION FOR FINANCIAL ASSISTANCE

Members considered requests received for financial assistance from various organisations together with a schedule of the organisations and events supported by the Council for the last four years. Councillor I. Hodge read out the recommendations from the working group meeting.

A statement was circulated with details of donations made to date (£3,770) in the current financial year, budget provision for donations (£6,000), with remaining provision (£2,230) being available for allocation.

RESOLVED:

- 1) That, having considered each application on its merits and in accordance with the council's grant awarding policy, the following donations from the budget be made:

Organisation	£
Merched Y Wawr	150
Wales Air Ambulance	200
Carmel & Holywell Woodcraft Association	500
Carmel Bowling Club	200
Scouts Cymru	200
Total	1,250

- 2) That the remaining budget provision of £980 be ringfenced to cover future refreshment costs associated with the running of PACT related children's activities. Clerk to keep a running total.

118. ANNUAL BUDGET SETTING 2024/25

The Clerk delivered a presentation to members that considered the budgetary issues and determinations for 2024/25.

The key points noted for this year's budget setting process were:

- The budget protects and maintains current financial commitments.
- The reserves had been set above 3/12 of gross expenditure, in line with Council policy and best practice guidelines.
- Budget growth items of £11.4k were identified and considered.
- Savings options of £3.2k were identified and considered.
- Staff costs were increased due to salary progression, the national pay awards and increased national insurance and pension contributions.
- The local taxation precept was considered in the context of the tax base. It was noted inflation using the Consumer Price Index was 4.2% in November 2023.
- A base budget review exercise had been undertaken by the Clerk in drafting this budget ensuring that all current commitments were accounted for at the appropriate budget value. It had been necessary to adjust some budgets up or down based on current operational requirements and spending patterns.
- A table showing the current precept level for all Flintshire Town and Community Councils, for the current financial year had been circulated by the Clerk.

Members considered the probable expenditure for 2023/24, the bank balance including reserves and the determination of an appropriate local taxation precept for 2024/25.

RESOLVED:

- (1) That the Annual Estimates of Income and Expenditure for 2024/25, as presented by the Clerk, be approved.
- (2) That a precept of **£291,000** be issued on Flintshire County Council for the financial year 2024/25, representing an increase of **5.07%**. This would equate to **£84.91** per Band D household, representing a **£0.08** increase per household per week.
- (3) That earmarked reserves of **£10,000** be set aside to cover future election costs. This adjustment to the accounts to be made at the financial year end.

- (4) That the Resources Committee meet to review the budget allocations and any associated requirements for Holywell Leisure Centre and the Summer Playschemes, and determine any appropriate action required.

119. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

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Mayor