

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 April 2024 at 6.00pm.

PRESENT: Councillor L. Carter (Mayor).

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

APOLOGIES FOR ABSENCE were received from Councillors P. Cooper, P. Curtis, and S. Rush. Councillor C. Argent was absent without apology.

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

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

None were declared.

145. **MAYOR’S REMARKS**

The Mayor was delighted to attend the Mayor of Rhuddlan’s Charity Concert on Saturday 13th April, and would be attending the Mayor of Mold’s Charity Concert on Saturday 27th April.

The Mayor thanked all the entrants of the Easter Window and Easter Bonnet competitions. The winner of the Easter Window was Lula May’s, and all the windows were impressive. The winning entries for the Easter Bonnet were presented with a certificate and some Creme Eggs.

The Mayor thanked Deputy Mayor Linda Corbett for attending Ysgol Treffynnon's 'Eggstravaganza' on 25th March, organised by Community Focused Schools and Ysgol Treffynnon.

The Mayor hosted a Tea Party that afternoon in the Council Offices. All of the invitees were community representatives who had made a significant contribution to the local community. The Tea Party was held as a tribute to these people, and also to celebrate 50 years of Holywell Town Council. The Mayor thanked the Support Officer for managing the arrangements.

The Council had taken delivery of the portrait of His Majesty the King, which would be hung in the Council Chamber.

Finally, the Mayor stated it would aid future meeting management and support best practice guidelines if members could always indicate whether they are for, against, or abstaining from a particular item of business on the agenda.

146. MINUTES & MEETINGS

146.1. 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 March 2024.

Councillor E.B. Palmer wished for it to be noted that he was disappointed with the decision taken by the Council not to support financial loss payments, as part of this year's review of the IRPW determinations.

147. PLANNING

147.1. 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
ADV/000158/24	PROPOSAL: PROPOSAL TO INSTALL NEW INTERNALLY ILLUMINATED 4M HIGH DOUBLE SIDED GANTRY. LOCATION: TESCO STORE, Rue St Gregoire, Holywell, CH8 7AN. The Council had no objection to this application.
FUL/000208/24	PROPOSAL: DOUBLE STOREY EXTENSION. LOCATION: TANGNEFEDD, Coleshill Street, Holywell, CH8 7UA. The Council had no objection to this application.
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. The Council had no objection to this application.

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. The Council had no objection to this application.
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148. ACCOUNTS

148.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – 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	

SCHEDULE OF ACCOUNTS RECEIVABLE – 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 - maintain war memorials
 #### Litter Act 1983 S.5-6
 ***** Local Government & Rating Act 1997 S.31

149. COMMUNITY ENGAGEMENT

149.1. Monthly Report

Members considered this month's report from the Deputy Clerk. Information was provided on pending and successful grant funding applications. Tesco had relaunched their grant fund for smaller projects. The Deputy Clerk was thanked for his work on the grant applications. There was also a potential fund available from the UK National Commission to apply for the covid memorial.

RESOLVED:

That the Deputy Clerk submits a grant application for the covid memorial project, to the Tesco fund.

149.2. Planter Adoption Request

The Council had received an application from new business Gareth W. Davies Funeral Director to adopt the planter close to their premises.

RESOLVED:

That approval be given for the planter adoption. Clerk to arrange for a suitable plaque. Council agreed for any further planter adoption requests to be delegated to the Clerk.

149.3. Town Council Surgeries

Members reviewed the surgeries that had taken place during the first quarter of the year. The Council surgeries could potentially be combined with the County Council's continued rollout this year of digital surgeries, to enable residents to get online.

RESOLVED:

That the surgeries continue for the time being and a further rota be produced and circulated. That the surgery also operates from the Council Information Stall as and when required. That the Resources Committee consider the future of the surgeries in finer detail at its next meeting.

150. CORRESPONDENCE

150.1. Greenfield Valley Masterplan Consultation

Members considered the above consultation and whether to submit a collective response.

RESOLVED:

That the following comments be sent to GVT:

- Very impressive presentation and pleased it encompasses the whole valley.
- Particularly looking forward to the top hub area to connect the valley to the town centre by Tesco bridge.
- Consideration also should be given to the entrance point by Tesco Car Park to the top of the valley path.
- Could more charitable income be obtained through donations?
- Pleased that the lighting will be revisited as part of the plans.
- Important that there remains ongoing consultation with all stakeholders throughout the project period.

150.2. One Voice Wales Membership Renewal 2024/25

Members considered renewing the Council's membership to One Voice Wales for a further year and discussed the relative benefits of retaining membership, and the financial implications.

RESOLVED:

That the Council renews its membership to One Voice Wales for a further year.

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

Members considered the above consultation, which covered the North Wales Fire and Rescue Service Community Risk Management Plan. The deadline for responses was 16th June 2024.

RESOLVED:

That Cllrs I. Hodge, E.B. Palmer, C. Argent, and J. Jones form a working group to respond to the consultation. Clerk to arrange the session.

150.4. Smart Towns South Wales Roadshow

The Council noted as received the correspondence received from the Smart Towns Project Team, which confirmed a workshop being held on Thursday 16th May.

150.5. 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	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

151. MEMBERS AGENDA ITEMS

Item from Cllr L.A. Carter. Cllr Carter requested that the County Council install toilet seats in the public toilets adjacent to Home Bargains Car Park. Cllr E.B. Palmer reported that the Ladies toilets were due a refurbishment shortly.

RESOLVED:

That the Clerk contacts Darell Jones, Streetscene, to request the seats be installed.

Item from Cllr J. Jones. Holway Road Safe Route to School Scheme. Cllr Jones reported residents' concerns about parking on pavement areas along Fron Park Road. Cllr P.A. Johnson stated that double yellow lines would be installed shortly after a change notice was issued. The parking would be decriminalised and enforced by the County Council through letters to residents. Members also expressed concern about the traffic situation along the road caused by blockages on the A55 expressway.

RESOLVED:

That the Clerk contacts Jess Welstead, Flintshire County Council, to attend a future Council meeting and explain further about the safe route to school schemes being developed in the area.

152. ANNUAL REVIEW OF ASSET REGISTER

Members considered the annual update of the Council's asset register, as updated by the Clerk. Each review takes account of additions and disposals in the Council's inventory. The Council's involvement in this process had been raised on a recent internal audit report.

RESOLVED:

That the asset register be approved and held as a true reflection of the council's assets as of 31st March 2024.

153. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute 154, 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 staffing considerations.

154. REVIEW OF STAFF HOMEWORKING PILOT

The Clerk provided a summary of the statistics from the pilot, which had been well received by the staff. The pilot had enabled a better work life balance for the staff and was proven to have had no detrimental impact on service delivery.

RESOLVED:

That the staff be allowed to continue with the current home working arrangements, which was to be subject to annual reviews undertaken by the Resources Committee.

155. REPRESENTATIVE REPORTS

Cllrs E.B. Palmer, D. Thomas, and P. Corbett held a site meeting with residents of Cross Roads, North Wales Police, and the County Council, to hear residents' concerns about the parking and traffic situation. Signage would be considered at both ends of the street to restrict it from use by HGVs. The County Council would also consider the parking limitations and evaluate options to address them. Mr Cliff Fox continued to visit the office with a number of operational concerns, which fell within the County Council's Streetscene responsibilities.

RESOLVED:

That the Clerk write to Mr Fox, to clarify the responsibilities of the two Councils, and request any further concerns that related to Town Council matters be put to the Council in writing.

156. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported that County Councillors now have to declare any gifts over the value of £10.00.

157. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

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Mayor