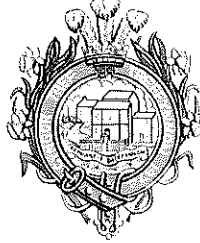


Cyngor Tref Treffynnon Holywell Town Council

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

13th September 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 18th September 2024 at 6.00pm**, and you are summoned to attend to transact the business specified in the Agenda set out below.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Jan Baker'.

J. Baker

Town Clerk and Financial Officer

AGENDA

1. PRESENTATION TO DEPUTY MAYOR'S HONOUR CADETS

The Deputy Mayor to receive the newly appointed honour cadets, from Treffynnon Cyntaf Scout Troop, to support their work during the 2024/25 Civic Year, and present the official badges.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. INTRODUCTION TO BECKY GITTINS MP

Becky Gittins MP for Clwyd East will attend the meeting and address members.

4. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

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 17th July 2024.
- Resources Committee meeting held on Tuesday 23rd July 2024.
- Town Centre & Events Committee meeting held on Wednesday 28th August 2024.

6.2. Meetings of Committees and Working Groups

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

Resources Committee – Minute No. R7. Policy for Pro Rata Member Allowances. Members to consider and endorse the Committee resolution enabling future pro rata calculations for the member allowances.

Resources Committee – Minute No. R8. Staffing Matters. Members to consider and endorse the Committee resolution to modify the working arrangements for the Deputy Clerk monthly report. Report would be widened in scope to include all staff and be an addendum on the monthly agenda email.

6.3. Committee/Other Vacancies

Deferred from the July meeting. Members to consider new appointments as follows:

- Town Centre & Events Committee (currently five members plus ex-officio)
- Financial Assistance Working Group (currently three members plus ex-officio)

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 July 2024 at 6.00pm.

PRESENT: Councillor L. Corbett (Mayor).

Councillors: P. Corbett, 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, P. Curtis, and J. Jones. Councillors P. Cooper and S. Rush were absent without apology.

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

** A minute's silence was held in memory of former rugby player Ian Buckett, following his recent passing, who was born in Holywell and represented Wales at all levels. The thoughts of the Council were with Ian's friends and family at this sad time. **

34. SPEAKER – JESSICA WELLSTEAD, FLINTSHIRE COUNTY COUNCIL

Jessica Wellstead, Flintshire County Council attended the meeting and updated members on the Holywell Safe Route to School active travel schemes. The Pen Y Maes scheme would be similar to the scheme implemented on Holway Road/Whitford Street, with crossing points and paving. Detailed designs were expected mid-September and completion planned by the end of the financial year. Members made the following comments and observations:

- From Park Road double yellow lines.
- Limited Enforcement Officers were deployed currently.
- Safety concerns crossing on Whitford Street. FCC Response - TRO is pending for double yellow lines on Whitford Street by the two schools.
- Continuation of pathway from Wood Lane to bottom of hill. FCC Response - There were land ownership issues that would complicate such a scheme.
- The route to the Strand/High School from the active travel pathway through Greenfield Valley. FCC Response – would follow up with officers but believed to be completed.

RESOLVED:

That Jessica Wellstead be thanked for attending the meeting.

35. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
6.1.	M. Sprake	✓		Planning Application close to home address. FUL/00440/24.
15.	P.A. Johnson		✓	Four weekly bin collections.
15.	E.B. Palmer		✓	Four weekly bin collections.
15.	I. Hodge		✓	Four weekly bin collections.

36. MAYOR’S REMARKS

The Mayor was pleased to attend the following events and functions this month:

- St. Peters Church Bingo Night
- Ysgol Maes Y Felin Summer Fair on 5th July
- Strawberry Fair at Holy Trinity Church on 7th July
- Ysgol Treffynnon Annual Prizegiving Awards on 8th July

The Mayor met with the Wales in Bloom Judge Peter Barton-Price on Monday 8th July to present the Council’s portfolio and joined him on the walking tour around the town. New stops were included on the tour this time at the communal flats garden, museum, and Kim Inspire. The awards this year would be held in Abergavenny on Friday 13th September. The Mayor thanked the Support Officer for preparing the portfolio and this was passed round for members to view.

The Flintshire County Council Markets Team had organised a Family Information Day in the town, which would take place on Thursday 25th July. Over thirty stalls would be set up in the town representing different groups, services and businesses.

37. MINUTES & MEETINGS

37.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 19th June 2024.
- Town Centre & Events Committee meeting held on Wednesday 26th June 2024.

- Special Meeting of the Council held on Wednesday 3rd July 2024.
- Development Committee meeting held on Wednesday 3rd July 2024.

37.2. Meetings of Committees and Working Groups

Town Centre & Events Committee – Minute No. TC7. Tower Gardens Environmental Project. This project had conditional grant funding approved provided that the Council approve a 20% contribution to the work of circa £1.6k. This contribution would be allocated from the Council's reserves.

RESOLVED:

That approval be given for the contribution.

37.3. Committee Review/Other Vacancies

Members considered any vacancies that had arisen from resignations.
Members considered the Development Committee membership.

RESOLVED:

- 1) That the Town Centre & Events Committee and Financial Assistance Working Group vacancies be reviewed at the September meeting.
- 2) That Cllr P.A. Johnson be appointed Holywell West Police Representative; that Cllr P. Corbett be appointed to the monthly invoice/payroll audit check.
- 3) That Cllr E.B. Palmer be appointed to the Holywell Intervention Development Hub Project.
- 4) That Cllrs P.A. Johnson, M. Lewis-Jones and E.B. Palmer stand down from the Development Committee.

38. PLANNING

38.1. 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/000438/24	PROPOSAL: PROPOSED TWO STOREY EXTENSION TO SIDE WITH SINGLE STOREY TO REAR ELEVATION. LOCATION: 7, Maes Yr Afon, Holywell, CH8 7HP. <i>The Council noted this application as received.</i>
FUL/000421/24	PROPOSAL: PROVISION OF 200 SEAT MODULAR SPECTATOR STAND IN EXISTING SPECTATOR AREA OF STADIUM AS PART OF FOOTBALL ASSOCIATION OF WALES 1 TIER LICENSING REGULATIONS. LOCATION: Holywell Town Football Club, Grounds, Halkyn Road, Holywell, CH8 7TZ. <i>The Council supported this application and had no objections.</i>
FUL/000440/24	PROPOSAL: PROPOSED TWO STOREY FRONT PORCH. LOCATION: Ty Newydd, Bagillt Road, Greenfield, Holywell, CH8 7EY. <i>The Council supported this application and had no objections.</i>
FUL/000494/24	PROPOSAL: SINGLE STOREY, PITCHED ROOF EXTENSION TO SIDE OF DWELLING. LOCATION: 68, Moorfields, Holway, Holywell, Flintshire, CH8 7DZ. <i>The Council supported this application and had no objections.</i>
FUL/000478/24	PROPOSAL: GROUNDWORKS AND TWO STOREY SIDE EXTENSION. LOCATION: 2, Rhodfa Wenlo, Greenfield, Holywell, CH8 7XW. <i>The Council noted this application as received.</i>
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. <i>The Council supported this application and had no objections.</i>
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. <u>Amendments to submitted application.</u> Location: 2, High Street, Holywell, CH8 7LH. <i>The Council supported this application and had no objections.</i>

38.2. Planning Delegated Powers Over Recess Period

Members considered approving delegated powers for the Mayor and Clerk to respond to planning applications received over the summer recess period.

RESOLVED:

That delegated powers be granted, further consultation with ward members to be undertaken as required.

39. ACCOUNTS

39.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – JUNE 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10178	BP	Goch & Company	Cooking Demo Food & Drink Event 4/5/24	180.00	^^
10179	BP	Nia Williams	Cooking Demo Food & Drink Event 4/5/24	150.00	^^
10180	BP	Holywell Leisure Centre	Contribution 1 of 4	2,500.00	^^^
10181	BP	Holywell Band	Attend Annual Meeting on 15/5/24	50.00	^^
10182	BP	Full Circle Security Systems	New Sim Card for Mobile CCTV Unit	599.04	*****
10183	BP	Stand Out Entertainment	D-Day Performers 6/6/24	300.00	^^
10184	BP	A Little Magic	Beauty Workshop May PACT Grant	186.00	^^
10185	BP	Daydream Designs	Website Tech Support Jun24	94.80	****
10186	BP	Sian Jones Translation	Translate Documents	28.52	****
10187	BP	Holywell Garden Centre	Outer Areas Planters/Caretaker Pilot	390.00	^^
10188	BP	PHS Group	Sanitary Equipment Contract 20/6/24-19/6/25	370.39	****
10189	BP	Rialtas Business Solutions	Year End Consultancy Work	682.80	***
10190	BP	Automated Systems Group	Copier Charges 13/2-13/5	213.81	****

10191	BP	Hampshire Flag Company Ltd	D-Day Bunting	120.36	^^
10192	BP	Stamford Gate Hotel	Annual Meeting Bar Bill	86.60	^^
10193	BP	North Wales Classic Cars	Event Grant - Classic Car Show	500.00	^^
10194	BP	Trendy Blinds	Supply and fit 4 roller blinds in Council Offices	450.00	****
10195	BP	Cllr L. Corbett	Mayors Allowance - 2024/25 Civic Year	1,100.00	///
10196	BP	Cllr M. Sprake	Deputy Mayors Allowance - 2024/25 Civic Year	400.00	///
10197 - 10199	BP	Council Staff	Staff Salaries - June 24	5,915.96	***
10200	BP	HMRC	Staff NI/PAYE - June 24	1,947.01	***
10201	BP	Clwyd Pension Fund	Staff Pension - June 24	461.06	***
10202	BP	JDH Business Services Ltd	Year End Internal Audit & Report 23/24	435.60	***
10203	BP	C. Baglin	Attend Annual Meeting & Beacon Lighting	100.00	^^
10204	DD	Yu Energy	Gas Bank Place May24	38.18	****
10205	DD	Corona Energy	Electric 12/13 Bank Place May24	84.64	****
10206	DD	EDF Energy	Electric 14 Bank Place May24	24.99	****
10207	DD	EDF Energy	Electric Events Hub Apr/May24	85.09	****
10208	DC	Tesco	Refreshments	1.80	****
10209	DC	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10210	DC	Tesco	Chocolates - D-Day Event	8.00	^^
10211	DC	Tesco	Chocolates - D-Day Event	4.00	^^
10212	DC	Maggie's Kitchen	Fish & Chips - D-Day Event	162.40	^^
10213	DC	Tesco	Refreshments	7.75	****
10214	DC	Amazon	Supply 4 A-Boards	131.96	****
10215	DC	C.M. Scott	Supply and Engrave Plate	41.19	***
10216	DC	Tesco	Refreshments	1.20	****
10217	DC	Amazon	Stage Lighting	148.49	^^
10218	DC	Amazon	Speakers	260.93	^^
10219	DC	Amazon	Dishcloths	6.98	****
10220	DC	Amazon	Stage Cabling/Pens	33.90	^^
10221	DC	Amazon	2 Condenser Microphones	101.99	^^
10222	DC	Amazon	Cleaning Spray	13.49	****
10223	DC	Amazon	2 Microphone Stands	47.98	^^
10224	DC	Tesco	Refreshments	1.20	****
10225	DC	Zoom	Zoom Pro Subscription	15.59	****
10226	DC	Tesco	Refreshments	1.20	****
10227	DR	HSBC Bank	Bank Charges - May24	11.00	****
TOTAL				18,596.49	

SCHEDULE OF ACCOUNTS RECEIVABLE – JUNE 2024

Date	Category	Name	Payment Details	Amount £
07/06/24	REFUND	Holywell Market Group	Refund of Event Grant - Special Market Day	500.00
14/06/24	REFUND	Amazon	Refund of Stationery Items	2.65
17/06/24	VAT	HMRC	VAT Refund 23/24 Year	10,036.08
28/06/24	INCOME	Power Portal Ltd	Car Charge Point Usage	14.17
			TOTAL	10,552.90

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

40. COMMUNITY ENGAGEMENT

40.1. Monthly Report

Members considered this month's report from the Deputy Clerk. Information was provided this month on the status of grant applications and associated projects. Cllr E.B. Palmer requested a review be undertaken of the report.

RESOLVED:

That the report be reviewed at the next meeting of the Resources Committee.

41. CORRESPONDENCE

41.1. One Voice Wales – Welsh Government Consultation: Draft priorities for Culture 2024-2030

Welsh Government was currently consulting on draft priorities for Culture 2024-2030 and One Voice Wales were preparing a draft response and had asked for input from local Councils.

RESOLVED:

That this consultation be noted as received.

41.2. Playground Communication Boards

Members considered the further correspondence from Betsi Cadwaladr Health Board, regarding the provision of communication boards. Members had selected Fron Park Play Area to install a board, and a further two boards had also been made available. Collection was from a site in Rhuddlan.

RESOLVED:

That the Clerk confirms two further boards (three in total) can be installed at Holywell/Greenfield play areas. Once the boards had been collected the Development Committee would confirm locations and the installation method.

41.3. Safety of Lithium Ion Batteries and E-bikes and Scooters

Members considered the associated correspondence and whether to support this campaign.

RESOLVED:

That this correspondence be noted as received.

41.4. 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	Have Your Say Email – Various Holywell Related Issues	**	14 Jun 2024
H	Holywell Cemetery Complaint	**	14 Jun 2024
I	Tacking Change Project	**	19 Jun 2024
J	Fit, Fed & Read Timetable	**	19 Jun 2024
K	Flintshire Fund Workshop	**	20 Jun 2024
L	Thomas Pennant Society Update	**	25 Jun 2024 & 1/7 Jul 2024
M	FLVC Bulletin	**	1 Jul 2024 & 11 Jul 2024
N	Bendi-Ted-ig / Teddy-Tastic Sessions	**	1 Jul 2024
O	Save The High Street Sessions	**	2 Jul 2024 & 11 Jul 2024
P	Pennant Parklife Event	**	10 Jul 2024

42. COMMUNITY CARETAKER PILOT SCHEME

Members discussed the three month pilot for the above scheme, which had proved successful, and the Council had received positive feedback. Members considered whether to extend the scheme, and the number of hours required per week. The scheme would require funding from the Council's reserves.

RESOLVED:

That the Community Caretaker scheme be extended for a further three months at six hours per week. Clerk to make

arrangements with the contractor. Members to send the Clerk their maintenance requirements.

43. ECO UNIFORM HUB FACILITY

Members reviewed the uniform hub operations. The facility continued to be successful and was highly valued by the local community. All members were welcome to volunteer to help manage and run the hub.

RESOLVED:

That the uniform hub operates in Tower Gardens weekly through the summer holidays from 10.00am to 1.00pm on Thursdays. Further sessions would be managed by those involved and promoted as required. Support Officer to create a tally sheet for monitoring uniform movement. Donation tally to be promoted at the hub sessions.

44. COUNCILLOR SURGERIES

Members discussed the future plans for the surgeries, which had been running since January 2024.

RESOLVED:

That the surgeries run from the eco uniform hub as a joint operation, in Tower Gardens. All members welcome to attend.

45. REPRESENTATIVE REPORTS

Cllr I. Hodge reported his attendance at the Railway Committee administered by the North Wales Association of Councils. Transport for Wales had increased their efficiency, and 3 or 4 carriage trains would be used on the North Wales line. A meeting was scheduled with the Head of TfW.

46. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson provided an update on the cattle grid, required for Pen Y Ball Hill to deter sheep from coming down the hill onto Fron Park Road. The grid would cost £25,000. Cllr E.B. Palmer stated the grazier group had disbanded and the cattle grid may not completely deal with the issue.

Cllr P.A. Johnson referred to the new road markings and double yellow lines on Holway Road, from the Fire Station to the 20mph speed sign.

47. MEMBERS AGENDA ITEMS (ADDITIONAL ITEM)

The Mayor had agreed to a request from Cllr P. Corbett for an extra item to be added to the agenda – Proposed Change to Bin Collections. Cllr Corbett explained that the proposed change to four weekly bin collections by the County Council had raised several concerns in the local community, not least the impact on recycling centres and the risk of increased fly tipping.

RESOLVED:

That the Clerk write a letter to Katie Wilby, Flintshire County Council, to register the Council's concerns over the proposed changes, and request that the Council and other stakeholders are involved in a formal consultation process ahead of any changes being implemented.

48. CLOSE OF MEETING

Cllr P.A. Johnson requested that the Council invite newly elected MP for Clwyd East Becky Gittins to a future meeting. Clerk would follow up and make the arrangements.

The Mayor closed the meeting at 7.55pm.

.....
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 23rd July 2024 at 5.30pm.

PRESENT: Councillor P. Corbett (Chair).
Councillors: L. Corbett, M. Lewis-Jones, B. Scragg, and M. Sprake.

APOLOGIES FOR ABSENCE none were received. Cllrs P. Cooper, J. Jones, and E.B. Palmer were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

R1. ELECTION OF CHAIR – MUNICIPAL YEAR 2024/25

RESOLVED:

That Cllr P. Corbett be appointed Chair for the municipal year 2024/25.

R2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2024/25

RESOLVED:

That Cllr M. Lewis-Jones be appointed Vice Chair for the municipal year 2024/25.

R3. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

None were declared.

R4. BANK RECONCILIATION QUARTER 1 – 30th June 2024

Members received the bank statement and reconciliation from the Clerk, who explained the current position at this point of the year.

RESOLVED:

That the Council's banking position be noted.

R5. FINANCIAL REVIEW OF RESERVE BALANCES

The Clerk explained that the statement template required updating for the new financial year.

RESOLVED:

That the Clerk reviews the position balances and sends on the update statement to all committee members.

R6. REVIEW OF INTERNAL CONTROLS AND INVESTMENT POLICY

Members reviewed both documents that had been updated by the Clerk and were included with the agenda papers.

RESOLVED:

That the Internal Controls and Investment Policy be approved.

R7. POLICY FOR PRO RATA MEMBERS ALLOWANCES

Members considered an appropriate policy for pro rata allowances. The IRPW required Councils to set a pro rata allowance policy, with the policy detail at the discretion of Councils to determine. Members agreed that the annual allowance should continue to be paid in full at the start of each civic year, to each serving Councillor that does not elect to decline the payment.

RESOLVED:

That the policy be determined as follows, subject to the agreement of the full Council (The pro rata calculations to be based on a Civic Year i.e. May to April):

- 1) Starting Councillors to receive a pro rate annual allowance based on their start date rounded up to the nearest month.
- 2) Leaving Councillors would be asked to pay back their annual allowance on a pro rata basis based on their finishing date rounded up to the nearest month. Leaving Councillors would be asked to pay within thirty days of the invoice date. This policy would be clearly identified in the Councillor's welcome letter.

R8. STAFFING MATTERS

The Clerk requested a mobile phone for business use by the Support Officer, to better manage the Council's social media operations. This was a growth area in terms of workload and development, and the phone would enable live updates at events and other functions.

Cllr E.B. Palmer had requested a review of the Deputy Clerk's monthly report to Full Council. The Clerk summarised the main discussion points, which were the report being a duplication of committee minutes, and other officers not being required to submit reports. Members confirmed that the reports were useful as information updates and would welcome contributions from other staff members. Other methods of communication were also used such as emails.

RESOLVED:

- 1) That the Clerk arrange for a business mobile smart phone to support the Council's social media operations.
- 2) That the monthly report to full Council continues, but in a revised format that allows all members of staff to contribute updates. The report would be for information only and be included with the Clerk's monthly agenda summons email, but not included on the main agenda. This resolution was subject to the agreement of the full Council.

R9. OTHER MATTERS & DATE OF NEXT MEETING

The Clerk updated members on the response rates from emails that required action from members. All members should engage in this process to ensure council resolutions were being completed in a timely manner. Clerk would send a reminder to all members.

The Clerk referred to the outstanding invoice due for the Greenfield by-election. The County Elections office had agreed to reduce the fees for the poll cards by 50%. Members confirmed that with this reduction applied payment could now be made. Clerk was to arrange payment.

The Chair closed the meeting at 6.25pm. Clerk to advise members on the next meeting date at the proper time.

.....
Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday 28th August 2024 at 10.00am.

PRESENT: Councillor E.B. Palmer.

Councillors: L. Corbett, I. Hodge, and D. Thomas.

APOLOGIES FOR ABSENCE: were received from Cllr P. Corbett. Cllr S. Rush was absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

TC10. DECLARATION OF INTEREST

None were received.

TC11. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute TC12, 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 contractual considerations.

TC12. CHRISTMAS LIGHTS INSTALLATION CONTRACT

Members considered the contract for the festive lighting installations for the period starting November 2024. The Clerk had recently completed a tendering exercise using the Sell2Wales Welsh Government procurement website.

One tender had been received from Mega Electrical NW Ltd and the total contract sum was £15,995.00. Members considered the following contractual matters:

- 1) The contractor would need to complete an Electrical Installation Condition Report (EICR) if one was not available.
- 2) The catenary cables and power runs had been left in place. Do these need removal?

- 3) The contractor had confirmed that all works would be undertaken at evenings and weekends.
- 4) A price per item would apply for inspection and certification.
- 5) The lights would need to be collected from the former contractor as soon as practical.

RESOLVED:

That the Christmas Lights installation contract be awarded to Mega Electrical NW Ltd for an initial three year period, with an option for a further two years following a review, on the following basis:

- 1) Local contractor and available for call outs.
- 2) Reputation. The contractor operates festive lighting contracts for several local councils.
- 3) Value for Money. The quotation submitted was comparable to the former contract tenders and value.
- 4) Time Factor. A contractor required appointing promptly, to enable planning on this year's installations.
- 5) The Council considered this contract and sought quotations through a nationally recognised formal tendering procedure.

Members agreed for the catenary cables and power runs to remain in place for the time being, subject to further review as required.

TC13. CLOSE OF MEETING

The Chair closed the meeting at 10.45am.

.....

Chair

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
	Nil Return.

7.2. Applications received over recess period

To note the following planning responses submitted by the Council to applications received over the summer recess period.

Application Number	Proposal Details
FUL/000543/24	PROPOSAL: PROPOSED ERECTION OF A DETACHED DWELLING AND ASSOCIATED WORKS. LOCATION: Land at James Place, Holway Road, Holywell, CH8 7NP. The Council support this application and had no objections.
FUL/000085/24	PROPOSAL: ERECTION OF A HOLIDAY CABIN. LOCATION: Coed Llwybr-Y-Bi, Old Bagillt Road, Holywell, Flintshire, CH6 6ER. The Council noted this application as received.
FUL/000590/24	PROPOSAL: TWO STOREY SIDE EXTENSION. LOCATION: Bryn Ffynnon, Bagillt Road, Greenfield, Holywell, CH8 7EY. The Council support this application and had no objections.
FUL/000613/24	PROPOSAL: PROPOSED DOMESTIC GARAGE. LOCATION: 2, The Ridgeway, Milwr, Holywell, CH8 7SN. The Council support this application and had no objections.
FUL/000619/24	PROPOSAL: PROPOSED ERECTION OF A DETACHED DWELLING AND ASSOCIATED WORKS. LOCATION: Highfield Cottage, The Beeches, Milwr, Holywell, CH8 7SW. The Council support this application and had no objections.
COU/000598/24	PROPOSAL: THE CHANGE OF USE FROM AGRICULTURAL LAND TO DOG WALKING FIELD WITH SMALL TOILET BLOCK. LOCATION: Land at Pen-Y-Ball Hill, Holywell, Flintshire, CH8 8SZ. The Council noted this application as received.

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. ACCOUNTS8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – JULY 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10228	BP	Holywell Garden Centre	Stage & Parasols D-Day Event	340.00	^^
10229	BP	Holywell Garden Centre	Install Hanging Baskets in Town Centre	275.00	^^
10230	BP	Holywell Garden Centre	Supply 1 Tin Red Paint for Storage	32.99	****
10231	BP	Holywell Garden Centre	Install 17 Hanging Baskets Outlying Areas	340.00	^^
10232	BP	Holywell Garden Centre	Supply Weedkiller	46.99	^^
10233	BP	Holywell Garden Centre	Caretaker Works by Events Hub/Bus Stop	90.00	^^
10234	BP	TNR Outdoors Ltd	Climbing Wall/Archery/Axe Throw Party in the Park	1,490.00	^^
10235	BP	Fusion Extreme Ltd	BMX Show/Workshops Deposit Party in the Park	336.00	^^
10236	BP	Viking	Paper/Stationery	132.22	****
10237	BP	Rosiez	PACT Grant Sessions (Refreshments)	320.00	^^
10238	BP	Flintshire County Council	CCTV Charges Jul-Sep 24	3,621.84	*****
10239	BP	Flintshire County Council	Reposition planters in High Street	432.00	^^
10240	BP	Veolia	Trade Waste Charges	165.58	****
10241	BP	St. John Ambulance	Attend Food & Drink Festival	124.80	^^

10242	BP	Holywell Area Community Museum	Refreshments for D-Day Event	31.50	^^
10243	BP	Parish UK Network	Listing in Holywell Business Directory	19.00	****
10244	BP	Palm Signs	Supply and fit office sign and 2x planter plaques	282.00	****
10245	BP	Cllr I. Hodge	Reimbursement for items used on HTC planter	37.95	^^
10246	BP	Holywell & Greenfield Churc.	Donation - DJ Services D-Day Event	50.00	^^
10247	BP	Towyn & Kinmel Bay Town Council	Murder Mystery Tickets Mayor & Consort	90.00	///
10248	BP	Carmel & Holywell Woodcraft Assoc.	Financial Assistance/Donation	500.00	**
10249	BP	Holywell Swimming Club	Financial Assistance/Donation	500.00	^^^
10250	BP	Fron Park Bowling Club	Financial Assistance/Donation	300.00	^^^
10251	BP	Holywell Town Football Club	Financial Assistance/Donation	300.00	^^^
10252	BP	Thomas Pennant Society	Financial Assistance/Donation	250.00	**
10253	BP	Carmel Bowling Club	Financial Assistance/Donation	250.00	^^
10254	BP	Veolia	Duty of Care - Trade Waste	4.00	****
10255	BP	P&O Lloyd	Coach Hire D-Day Event	250.00	^^
10256	BP	Holywell Area Comm. Museum	Financial Assistance/Donation	500.00	**
10257 - 10259	BP	Council Staff	Staff Salaries - July 24	5,916.16	***
10260	BP	HMRC	Staff PAYE/NI - July 24	1,846.81	***
10261	BP	Clwyd Pension Fund	Staff Pension - July 24	461.06	***
10262	BP	Pottles Premier Plants	Hanging Basket Refills	3,020.40	^^
10263	BP	Old Time Sailors	Perform at Well Inn Event (Deposit)	1,000.00	^^
10264	BP	C. Pickstock	Staff Travelling Costs to Jul24	46.80	***
10265	BP	C. Pickstock	Reimburse Launderette Fees	4.00	****
10266	BP	Viking	Laminating Machine	166.80	****
10267	BP	Viking	Stationery	29.92	****
10268	BP	Viking	Trimming Machine	50.92	****
10269	BP	UK Vending Ltd	Drinks Machine Pods	96.78	****
10270	BP	Wall Signs	Honours Board Inscription	132.00	****
10271	BP	Holywell Garden Centre	Hanging Basket Fixings	64.27	^^
10272	BP	Holywell Garden Centre	Watering of Hanging Baskets - June	600.00	^^

10273	BP	Flintshire County Council	Greenfield By Election Costs	3,569.62	##
10274	BP	Milwr Tree Services	Attend to front treeline Lluest Woodland	500.00	****
10275	BP	Stamford Gate Hotel	Mayors Ball Deposit - 1/3/25	100.00	///
10276	BP	Tadmark Ltd	Supply 4 Party in Park Banners	139.39	^^
10277	BP	Abergavenny Town Council	Attend Wales in Bloom Awards (Deputy Mayor & Consort)	45.00	^^
10278	BP	Forgotten Riders	Event Grant for Bike Show	500.00	^^
10279	BP	Flintshire County Council	Annual Licensing Fee - Town Centre Events	70.00	^^
10280	BP	Daydream Designs	Website Tech Support	94.80	****
10281	BP	Flintshire County Council	Events Hub Business Rates 24/25	730.60	****
10282	BP	Fusion Extreme Ltd	BMX Show/Workshops Party in the Park	1,344.00	^^
10283	BP	Radex	Skatepark Activity Party in the Park	200.00	^^
10284	BP	K.E. Bincham	Facepainting Party in the Park	240.00	^^
10285	BP	Red Dragon Adventures	Bushcraft Party in the Park	235.00	^^
10286	BP	Black & White Security	Security at Party in the Park	150.00	^^
10287	BP	Dannys Deli	Supply 150 Batches for Party in the Park	225.00	^^
10288	BP	Holywell & Greenfield Churc.	Donation for DJ Services Party in the Park	50.00	^^
10289	DD	Yu Energy	Gas Bank Place Jun24	158.57	****
10290	DD	Corona Energy	Electric 12/13 Bank Place Jun24	79.60	****
10291	DD	EDF Energy	Electric 14 Bank Place Jun24	23.14	****
10292	DD	EDF Energy	Electric Event Hub Jun24	40.91	****
10293	DD	British Telecom	Phone & Broadband Jul24	65.00	****
10294	DC	Amazon	Barrier Tape	30.29	^^
10295	DC	Tesco	Refreshments	1.20	****
10296	DC	eBay	Laptop - Town Clerk	344.95	****
10297	DC	Tesco	Batteries	11.50	****
10298	DC	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10299	DC	Amazon	Office Recycling Waste Bin	29.99	****
10300	DC	Amazon	Mixed Recycling Label	11.19	****
10301	DC	Tesco	Refreshments	1.20	****
10302	DC	Flintshire County Council	Small Society Lottery Annual Fee	20.00	****
10303	DC	Amazon	Charity Collection Box (2)	22.97	****
10304	DC	Tesco	Refreshments	5.25	****
10305	DC	C.M. Scott	Engrave Wales in Bloom Shield	15.90	^^
10306	DC	Home Bargains	Biscuits for Lunch Packs Party in the Park	20.85	^^

10307	DC	Home Bargains	Office Consumables	15.12	****
10308	DC	Royal Mail	Fee to Pay - Excess Postage	5.00	****
10309	DC	Ascona	Consumables	1.35	****
10310	DC	Zoom	Zoom Pro Subscription	15.59	****
10311	DC	Tesco	Event Consumables	12.00	^^
10312	DC	Tesco	Refreshments	1.20	****
10313	DC	Tesco	Event Consumables	22.50	^^
10314	DC	Tesco	Office Consumables	2.00	****
10315	DC	Tesco	Office Consumables	2.00	****
10316	DC	Amazon	Large Bins x2 for Events	34.96	****
10317	DR	HSBC Bank	Bank Charges - June 24	17.00	****
TOTAL				33,853.02	

INCOME/GRANT/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – JULY 2024

Date	Category	Name	Payment Details	Amount £
8/7/24	INCOME	Multiple Debtors	Mayor's Charities	195.00
23/7/24	GRANT	Flintshire County Council	Food & Drink Festival	1,084.80
29/7/24	INCOME	Ice Cream Van	Event Contribution	100.00
TOTAL				1,379.80

SCHEDULE OF ACCOUNTS – AUGUST 2024

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10318 - 10320	BP	Council Staff	Staff Salaries - Aug24	5,915.96	***
10321	BP	HMRC	Staff PAYE/NI - Aug24	1,847.01	***
10322	BP	Clwyd Pension Fund	Staff Pension - Aug24	1,888.86	***
10323	BP	Holywell Garden Centre	Watering of Hanging Baskets - July	660.00	^^
10324	BP	Holywell Garden Centre	Caretaker - End of Pilot 1	555.00	^^
10325	BP	Holywell Garden Centre	Start of Caretaker Period 2	180.00	^^
10326	BP	Imperative Training Ltd	Battery Unit for Greenfield Defib	286.20	^^
10327	BP	Viking	Mineral Water x4	46.78	****
10328	BP	Viking	Stationery	8.33	****
10329	BP	Daydream Designs	Website Tech Support	94.80	****
10330	BP	UK Vending Ltd	Drinks Machine Lease Hire 10/8-9/11	132.60	****
10331	BP	Holywell Leisure	Contribution 2 of 4	2,500.00	^^^
10332	BP	Thorncliffe Building Supplies	Skip for Party in the Park	152.40	^^
10333	BP	Veolia	Trade Waste Charges	101.98	****

10334	BP	Pure Glass	Clean Office Windows External	50.00	****
10335	BP	Aura Leisure & Libraries	Inflatable Assault Course Party in the Park	396.00	^^
10336	BP	Automated Systems Group	Copier Charges 13/5-14/8	237.22	****
10337	BP	NW Association of Local Councils	Membership Fees 24/25	110.00	****
10338	BP	NW Association of Local Councils	2 x lunches on Fri 19/7/24	44.00	***
10339	BP	Alive Network Ltd	Deposit for Uptown Funk Well Inn	496.00	^^
10340	BP	Alive Network Ltd	Deposit for Fun Carnival Games Well Inn	144.00	^^
10341	BP	Alive Network Ltd	Deposit for Ace Carnival Stalls Well Inn	160.00	^^
10342	BP	Chubb Fire & Security	Alarm Maintenance Contract Sep24-Aug25	1,209.60	****
10343	DD	Yu Energy	Gas Bank Place Jul24	30.67	****
10344	DD	Corona Energy	Electric 12/13 Bank Place Jul24	80.72	****
10345	DD	British Telecom	Phone & Broadband Aug24	66.46	****
10346	DC	Royal Mail	Postages	2.10	****
10347	DC	Tesco	Refreshments	4.00	****
10348	DC	Canva	Annual Subscription	99.99	****
10349	DC	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10350	DC	Tesco	Refreshments	1.20	****
10351	DC	Home Bargains	Drain Unblocker	2.13	****
10352	DC	Zoom	Zoom Pro Subscription	15.59	****
10353	DC	Tesco	Refreshments	1.20	****
10354	DC	Tesco	Refreshments	1.20	****
10355	DR	HSBC Bank	Bank Charges July 24	15.43	****
TOTAL				17,638.02	

INCOME/GRANT/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – AUGUST 2024

Date	Category	Name	Payment Details	Amount £
1/8/24	REFUND	HSBC Bank	Postage Refund	5.00
19/8/24	INCOME	Multiple Debtors	Mayors Charity Buckets	60.00
22/8/24	INCOME	Flintshire County Council	Local Taxation Precept 2/3	97,000.00
TOTAL				97,065.00

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

9. COMMUNITY ENGAGEMENT

9.1. Monthly Report Prepared By Deputy Clerk

Work is ongoing and includes the following -

Fron Park Grant funded equipment project i.e. Outdoor Gym, Trim trail and 3 pieces of small scale skatepark equipment. Preferred supplier chosen with site meeting held with the company and representatives from FCC. Installation to commence w/c 14th October with completion the following week.

Tower Garden Steps Project now completed with lots of positive feedback received.

Tower Gardens Gateway Project i.e. Graffiti mural, 2 landscaped areas. Preferred suppliers chosen and meetings held. Dates have been agreed for completion of works. Currently looking at recruiting volunteers required for the project.

Event planning, sourcing of activity and entertainment providers for Well Inn Event.

PACT Group – Stakeholder meeting held to agree way forward with the following agreed.

- Continue and develop ongoing youth engagement activities on different days of the week where possible targeting year 9/10 upwards to 16 yrs, but not ignoring the 16- 18 yr age group.
- Promote the good work being carried out with young people in the area and celebrate it.
- Develop a what's on for young people.
- Create a mechanism to quantify success of ongoing youth engagement activity.
- Develop shared partnership approach re ongoing youth engagement.
- Hold a Youth Conference.
- Identify relevant activity and source funding opportunities and submit relevant applications TO Grow Fund and PACT Fund.

Tourism Grant

Several Draft Downloads similar to attached are being produced for use on NWT Website. A strategic plan and Podcast are also in the process of being done. NWT are seen as a key partner in helping promote the area etc.

Holywell to the North Wales Pilgrims Way

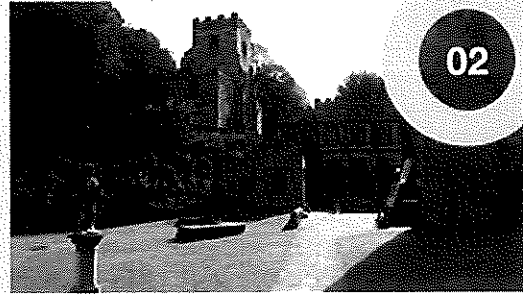
Holywell is ideal to explore the surrounding countryside with its unspoiled villages and charming country inns.



01

Basingwerk Abbey (Sat Nav CH8 7GH)

Part of a network of Cistercian settlements that once dotted Wales. Basingwerk Abbey was founded in 1131 and extensively remodelled in the 13thC. Although in ruin, it still gives us an insight into the lives of the monks who called the place home.



02

St Windefride's Chapel and Holy Well (Sat Nav CH8 7PN)

The holy well at St Windefride's has been a place of pilgrimage since at least 1115. It is said to spring from the spot where 7thC Welsh abbot St Beuno brought his niece Windefride back to life, though it's likely that this story may actually have much older pagan origins. If you wish to bathe please check times the pool is open. Strict religious observance is required as the shrine is a holy area.



03

The Chapel

The Chapel itself dates from the late 15thC. Set into the hillside it's a striking and unusual building, richly decorated and exceptionally well-built. On the bottom floor, the spring water bubbles up into a star-shaped basin beneath an elaborately vaulted ceiling before flowing out into a more recent outdoor pool, where pilgrims still visit to bathe in its waters with their claimed healing properties.



04

Greenfield Valley Heritage Park (Sat Nav CH8 7GH)

70 acres of woodland and 2000 years of history with lakes, streams, ancient monuments and historic factories around every corner. Visit the Museum and Visitor Centre to learn more about our amazing history and years of heritage to discover. Find out about agriculture, social and industrial history. With a giant adventure playground, educational activities and a changing programme of events there is something for all ages.

go^o
north wales
www.gonorthwales.co.uk

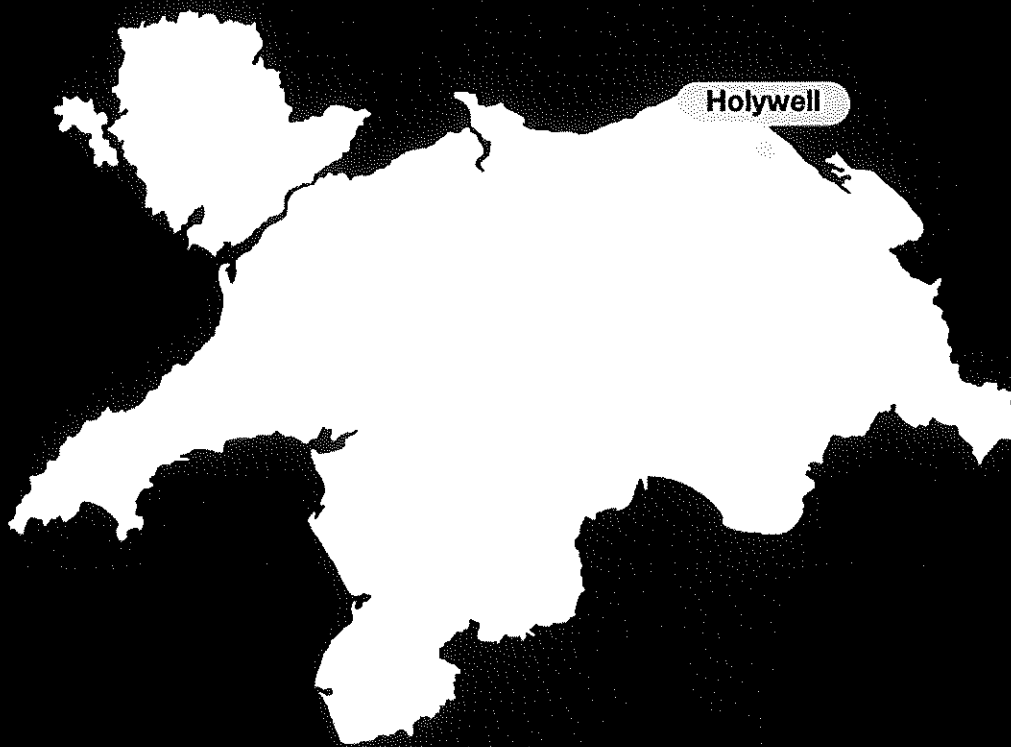


Plan your visit
gonorthwales.co.uk

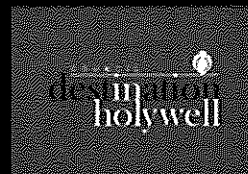
Further information available here

Holywell *first steps* to the North Wales Pilgrims Way

Holywell is ideal to explore the surrounding countryside with its unspoiled villages and charming country inns.



northwalestourism
twristiaethgogleddcymru



Greenfield Community Garden

Meeting held with representatives from the Clocktower and Cllr Barry Scragg re the potential development of the Old School Lane site in Greenfield. Cllr Barry Scragg to update.

Meeting with rep from Aberystwyth University

Zoom meeting held at between Matthew Price from the University and Aryan a representative from Merzzuschlag in Austria who is keen to develop ideas and collaborate with Holywell Town Council, as he sees many similarities between the 2 places. Further zoom meeting with them both and a rep from their local government scheduled for October.

10. CORRESPONDENCE

10.1. Bionet Awards 2024

Members to consider the Council's participation in the Bionet Awards. Information sent on by Flintshire County Council.

Bionet is the Local Nature Partnership for North East Wales, covering the Counties of Conwy, Denbighshire, Flintshire and Wrexham. The Bionet Awards were put in place to celebrate the work being undertaken by local people, communities, organisations and businesses in North East Wales to conserve, protect and enhance biodiversity. The awards are split into eight categories including the town and community council award, community group award, and business award. For more information:

<https://www.bionetwales.co.uk/project/bionet-awards-2024-application-forms-and-guidance-documents/>.

Individuals can nominate themselves or be nominated by someone on their behalf, as long as you have their permission to share their contact details. We ask that you please promote these awards using your links to the community and submit an application for any actions you've taken that have achieved a positive biodiversity impact. To apply, please follow this link to our online application form:

<https://arcg.is/1WDaX5>

If you would like to read about last year's winners, you can find out more here:

<https://www.bionetwales.co.uk/project/bionet-award-winners-2023/>

The award ceremony will take place on the 1st of February 2025 at Venue Cymru, Llandudno where each winner will be presented and have the

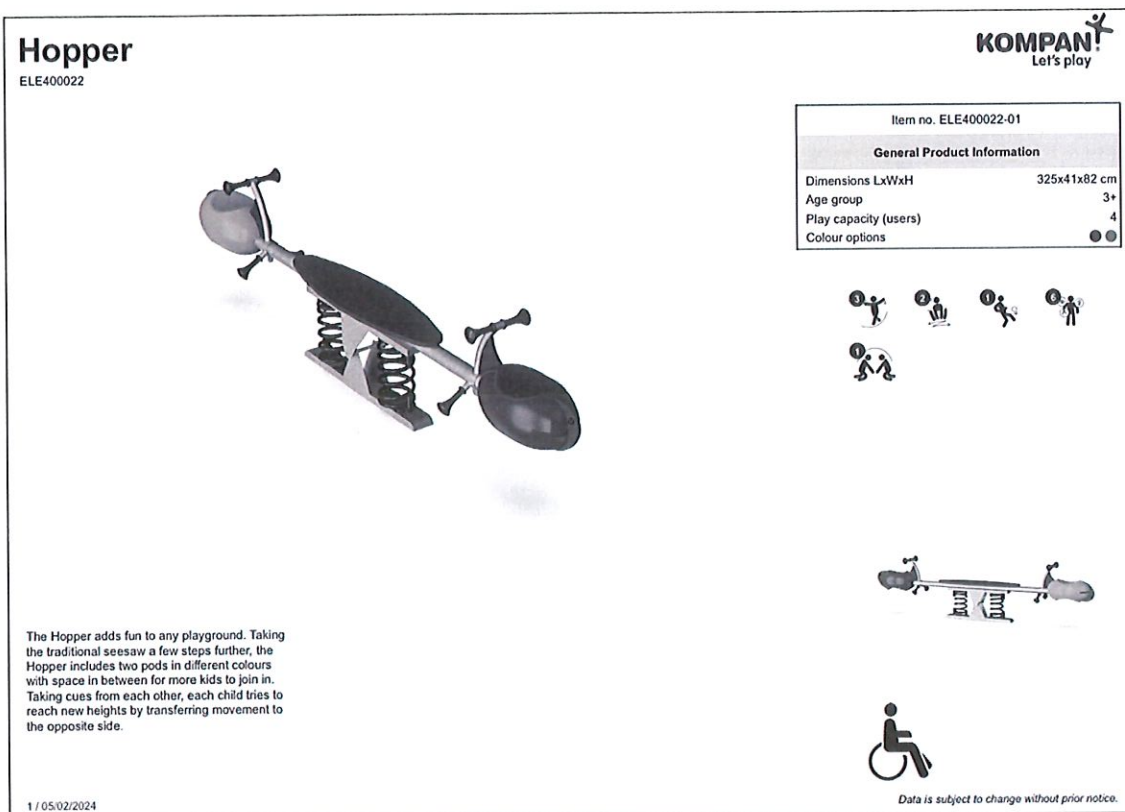
opportunity to showcase their work. Applications must be submitted by the deadline of midday on the 1st of December.

10.2. Penrhyn Play Area Upgrade

Members to consider approval of the play area upgrade proposals. See email below from Richard Roberts, Aura Wales.

Following my meeting with Councillors Ian Hodge and Linda Corbett at Penrhyn play area to outline the Match funding proposals for this year, the main improvement is a new multiplay with slides and new safer surface. The new multi-play replaces an older play structure which has come to the end of its economic life due to normal wear and tear. Along with improvements to the safety surfacing below the swings, there will be two new seats with backrests provided and a new Seesaw will also be installed. This can be achieved for £20,000 with 50/50 Match funding of £10,000 each. If this meets with your approval, we will place orders and aim to be on site to implement the improvements in October/November 2024.





10.3. Flintshire County Council Plan 2023-2028

Members to consider a corporate response to the County Council's Plan. If a response is submitted, it is suggested that a small working party can complete this work.

The Council Plan (2023-28) is a list of things the Council has committed to do to support local people and communities. When setting out what we plan to do, we have considered how we can help people today and how we can protect the well-being of people in the future - our children and our children's children. These are called our 'Well-being objectives'.

Not everything the Council does is mentioned in the Council Plan (2023-28), yet every day all the work carried out by the Council, in its own way, helps deliver what we have set out to do. [Our Council Plan \(2023-28\), which includes details of our Well-being Objectives, are on our website.](#)

We would like to ask you some questions about what is important to you. The answers you give us will help us understand if the things we list in the Council Plan (2023-28) are right or if they need changing. Anyone who has an interest in Flintshire can answer the questions, for example people who live here, go to school or college here, own a business or work here or who visit, shop or come on holiday here.

Residents who are unable to complete the survey online can visit any of the Council's Connects Centres where support will be available. Centres are open 9am to 4.30pm on the following days:

- **Buckley:** Tuesday, Wednesday, Thursday
- **Connah's Quay, Flint and Holywell:** Monday to Friday
- **Mold:** Monday, Wednesday, Friday

10.4. One Voice Wales Correspondence

Wrexham Flint Area Committee Meeting – Members to consider nominations for a meeting representative. These are face to face quarterly meetings and can be held anywhere in the stated area.

National Conference – Members to consider attendance at the conference.

Please join us on 16 October at the Royal Welsh Showground for our National Conference. This year will be a celebration of both 50 years of Community and Town Councils and One Voice Wales' 20-year anniversary.

We promise a party atmosphere with interesting speakers and a diverse range of stands highlighting some of the amazing projects from the Community and Town Council sector together with the projects that we have been involved with.

There will also be a number of exhibitors who will be promoting products which will be beneficial to Councils.

The draft agenda is attached – this may be subject to change as we're currently waiting on confirmation from speakers.

Please fill out the booking form attached you will then be issued with an invoice. We will be offering a 10% discount for every 3rd booking or more.

The conference will be split between two buildings as in previous years, registration, lunch and exhibitors will be in the Clwyd Glamorgan Hall and the Conference itself will be in the Montgomery Pavilion a short distance away.

One Voice Wales National Conference
Wednesday 16 October 2024

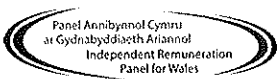
The Montgomery Pavilion - Royal Welsh Showground, Llanellwedd, Builth Wells, LD2 3SY



AGENDA

1	09:30 – 10:15am	Registration, Tea / Coffee and Exhibition Time
2	10:15 – 10:30am	Chairs Welcome / Housekeeping: Cllr Mike Theodoulou
3	10:30 – 11:00am	Jayne Bryant MS Cabinet Secretary for Housing Local Government and Planning
4	11:00 – 11:30am	Adrian Crompton, Auditor General for Wales
5	11:30 – 12:00pm	Tea / Coffee Break and Councils Case Study time
6	12:00 – 12:30pm	Derek Walker, Future Generations Commissioner for Wales Democratic Health Task and Finish Group
7	12:30 – 1:00pm	Lyn Cadwallader, Chief Executive One Voice Wales
8	01:00 – 2:15pm	Lunch / Exhibition Time
9	02:15 – 2:45pm	Michelle Morris, Public Services Ombudsman for Wales
10	02:45 – 3:15pm	Cllr Lis Burnett Presiding Member, WLGA and Cllr Mike Theodoulou Chair One Voice Wales
11	03:15 – 3:20pm	Signing of Memorandum of Understanding OVW and WLGA
12	03:20 – 3:30pm	One Voice Wales Chair's closing remarks

SPONSORED BY



Panel Annibynnol Cymru
ar Gynabwyddiaeth Ariannol
Independent Remuneration
Panel for Wales



ACHUB BYWYD CYMRU
SAVE A LIFE CYMRU



GIG
CYMRU
NHS

JOINT ONE VOICE WALES/SLCC EVENT

Wednesday 20 NOVEMBER 2023 – BOOK YOUR PLACE

Members to consider the Clerk's attendance at this event.

One Voice Wales and the Society of Local Council Clerks (SLCC) are arranging a **remote** joint event to be held on 20 November 2023 and your clerk will already have received the invitation details circulated by the SLCC.

This event is an especially important one for councils given that it focuses on key topic areas such as democratic health, future priorities for the local council sector, review of the outcome of the external audit process, joint work with the Welsh Local Government Association, the cost of living crisis and the finance and governance self-assessment toolkit. You should note that we will be welcoming Jayne Bryant MS who is the Cabinet Secretary for Housing, Local Government and Planning in the Senedd. The importance of these matters cannot be over-stated and the event presents a vital opportunity for councils to be at the forefront of current issues and opportunities now available to our sector.

Along with the Chief Executive and the Chair of One Voice Wales as well as our counterparts from the SLCC, we have some excellent speakers lined up including Deryck Evans from Audit Wales, Kevin Griffiths from the Welsh Government, a member of the Welsh Government's Task and Finish Group on democratic health and Emma Goode (Cost of Living Project Manager in One Voice Wales. Helen Quick from the SLCC and Paul Egan from OVW will be providing an update on training matters.

The cost of the event is very reasonable which should enable all councils to consider booking a place and I am really hopeful that the event is fully supported by councils in all parts of Wales. **It is open to councillors as well as clerks.**

In conclusion, I would strongly encourage your council to take up this opportunity and subscribe to the event which I feel certain will enlighten all in attendance on the latest developments affecting the sector.

10.5. Standards Committee - Joint Meeting with Town and Community Councils
Monday 4th November

Email received from the County Monitoring Officer. Members to consider any nominations to attend this joint meeting, and also consider the four questions below.

There will be a joint meeting of the Standards Committee and Town and Community Councils on Monday 4th November at 6pm. This meeting will be held virtually via Zoom.

There will be a 30 minute training session beforehand which will commence at 6pm. The meeting will follow immediately afterwards and will last approximately 2 hours, ending around 8.30pm. The topic for the training will be "When is a prejudicial interest not a prejudicial interest?". It will focus on the important exemptions within the code that prevent a personal interest becoming a personal and prejudicial interest.

We will have agenda items on –

- Items raised by Town and Community Councils
- Indemnity Policy for Members
- Training for Town and Community councillors

In preparation for the item on training it would be helpful to know:

- 1) What ethical training (i.e. training on the code and behaviour) needs you have identified within your training plan under s. Local Government and Elections (Wales) Act 2021
- 2) Whether/how you have fulfilled those training needs – for example do you provide training yourself, buy training from external providers such as OVW or rely only on the training provided by the monitoring officer
- 3) Whether further training or development is needed on the code/acceptable behaviour. For example, is specific training needed on particular parts of the code such as interests
- 4) Your council's appetite to commission any further training/development jointly with other town & community councils as a means of sharing the costs

Please let me know your answers to the questions above **by no later than Friday 18th October**. Likewise, if there are any other topics relating to the ethical regime or code of conduct that you would like to discuss, please let me know by the same date.

Lastly please also let me know the name and e mail addresses of any attendees no later than the **18th October** so that we can send them an invitation to the meeting.

10.6. 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	Rural Digital Connectivity – Cadwyn Clwyd	**	16/07/24
H	Boundary Commission Guide to the 2026 Review	**	22/07/24
I	FLVC Bulletin	**	25/07/24, 19/08/24, 22/08/24 & 05/09/24
J	Thomas Pennant Society Update	**	01/08/24 & 04/09/24
K	Greenfield Valley SPF Projects Public Consultation	**	01/08/24
L	Trunk Agency - North Wales Autumn Cyclic Maintenance Notification of Works	**	19/08/24
M	Health Survey – Hannah Blythyn MS	**	19/08/24
N	How can we support you - Tenovus Cancer Care	**	20/08/24
O	Fit, Fed & Read Infographic - Aura Summer Provision	**	29/08/24
P	50+ Action Group - International Day of Older People	**	09/09/24
Q	DASU - Concerns 71 High Street, Holywell	**	11/09/24

11. HOLYWELL TOWN COUNCIL ANNUAL REPORT

Members to endorse the Council's Annual Report, for the 2023/24 civic year. A copy of this report was included with the agenda email.

12. 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
P.Johnson	Halkyn Mountain Common Joint Consultative Board	Members to consider a request to re-establish the Halkyn Board, to support local issues that overlap into the Holywell Town Council ward boundaries.
J. Jones	Parking at Lidl Supermarket	Parking Eye fining people who shop there but overstay the 90 minute allowance. Members to consider any appropriate action.
B. Scragg	Greenfield Community Garden	Members to receive an update on this project, and consider any action required.

13. APPLICATION FOR EVENT GRANT

Members to consider an event grant donation for the following event related project. Clerk will provide further detail.

Love Holway – Equipment and training for activities for the over 60s including yoga and cookery at Holway Community Centre.

14. 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.

15. 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.