

Cyngor Tref Treffynnon Holywell Town Council

Swyddfeydd Bank Place,
Treffynnon,
Sir y Fflint, CH8 7TJ

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Holywell,
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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 October 2023

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 October 2023 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 a). MEETING WITH CHIEF EXECUTIVE, FLINTSHIRE COUNTY COUNCIL

Neal Cockerton, Chief Executive, Flintshire County Council will attend the meeting and discuss matters of local concern.

1 b). VISIT FROM DISTRICT INSPECTOR WESLEY WILLIAMS, NORTH WALES POLICE

DI Williams will attend and provide an update to members on local policing matters and answer any questions on areas of concern.

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. MAYOR'S REMARKS

5. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 20th September 2023.
- Resources Committee meeting held on Tuesday 26th September 2023.
- Town Centre & Events Committee meeting held on Wednesday 4th October 2023.

5.2. Meetings of Committees and Working Groups

Members to consider any items from these meetings that are not delegated.

Resources Committee – New & Revised Policies

The Committee has recommended the implementation of a new policy for Special Leave for Staff, and revised Standing Orders based on new best practice guidelines from NALC/One Voice Wales. Members are requested to approve two policies for immediate adoption by the Council. Both policies were circulated with the agenda.

Town Centre & Events Committee – Tree of Life

The Committee has made a recommendation to the Full Council to proceed with the Tree of Life project. The associated costs, which would need to be found from the Council's reserves, are stated under minute TC27. Members to make a final determination on this matter.

5.3. School Governor Representative – Ysgol Maes Glas

Cllr M. Lewis-Jones was appointed at the September meeting but has stood down from the role. Members to consider any other nominations for this role.

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday, 20th September 2023 at 6.00pm.

PRESENT: Councillor L.A. Carter (Mayor).

Councillors: 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 S. Rush. Councillor J. Jones was absent without apology.

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

50. PRESENTATION – TREE OF LIFE PROJECT

Barry Harrison and Paul Islip, from the Rotary Club of Flint and Holywell attended the meeting and spoke to members about their Tree of Life project. This would involve the placement of electric lights on a tree by Tower Gardens, that could be used to supplement the town's festive lighting, and for other notable occasions. The Rotary Club had requested financial support to complete the project, which had been installed in other towns.

Members were mindful that other costs should be considered such as installation costs for the power supply and the installation of the lights themselves. The project also included stars organised through the Holywell and Greenfield schools that could be placed on the nearby railings. Any financial commitment from the Council would need to be funded from the Council's reserves.

RESOLVED:

That the Clerk researches the different cost components and obtains up to date quotations. These would be reported to the next meeting of the Town Centre & Events Committee.

51. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
50	I. Hodge	✓		Member of the Rotary Club
57.7	E.B. Palmer	✓		Chair of Clwyd Pension Fund Committee
58	L.A. Carter		✓	Trustee of One Step CIC
58	D. Thomas		✓	Director of One Step CIC

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

52. MAYOR’S REMARKS

The Mayor was delighted to attend the following civic engagements over the summer and early autumn period:

- Fron Park Bowling Club Waterhouse Cup Sunday 30th July
- Music 4 Youth Event Saturday 19th August
- Plas Yr Ywen Extra Care Home Official Opening Friday 15th September
- Middlewich Town Council Mayors Civic Service Sunday 17th September
- Wales in Bloom Awards, Denbigh Friday 8th September (attended by Deputy Mayor and Consort)

At Plas Yr Ywen Care Home the Mayor spoke with the Manager Deborah Davies and was seeking the Council’s approval to commence partnership working, to assist with the Wales in Bloom entry, through the knitting of displays for the town centre.

The Mayor attended the Well Inn Music Festival in the town centre on Saturday 2nd September and would like to thank all that took part and volunteered to make it another successful event. The Mayor also passed congratulations onto the new owners of the Feathers public house, following its reopening.

The Mayor thanked all those that attended the Civic Service at St Peters Church on Sunday 10th September, and Father Dominic for his support with planning and conducting the service itself. The Mayor thanked the Holywell Band, Town Crier and staff for their contributions to the day.

Finally, regarding the councillor vacancy in Greenfield ward, the Clerk had received confirmation that if the Greenfield Election is contested the poll will take place on Thursday 26th October. The Clerk would publish the Notice of Election on Thursday 21st September, so the community was aware.

RESOLVED:

- 1) That the Mayor continue the arrangements with Plas Yr Ywen Care Home to support the Wales in Bloom entry next year, through knitted tribute displays.
- 2) That poll cards be ordered at a cost of circa £800 to support the arrangements for the Greenfield By-Election on 26th October. Clerk to check on which elections Voter ID is applicable.

53. MINUTES & MEETINGS

53.1. 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 July 2023.
- Town Centre & Events Committee meeting held on Wednesday 16th August 2023.
- Development Committee meeting held on Wednesday 13th September 2023.

53.2. Meetings of Committees and Working Groups

Town Centre & Events Committee – DBS Checks

The Clerk provided an update on the options available. Members discussed whether to mandate a check for every Councillor, or just when relevant for specific projects.

RESOLVED:

That the Council undertake a blanket check for Cllrs L. Corbett, D. Thomas, and the Deputy Clerk based on their work with the PACT grant in the community. Further checks may be necessary dependent on future areas of work.

53.3. Committee, Working Group and Outside Body Vacancies

RESOLVED:

That the following appointments be confirmed:
Development Committee – Cllr E.B. Palmer.
Financial Assistance Working Group – Cllr L.A. Carter.
Holywell & Greenfield Railway Station Forum – Cllr M. Sprake.
School Governor Ysgol Maes Glas – Cllr. M. Lewis-Jones.
North Wales Association of Local Councils - Cllr E.B. Palmer.

53.4. Chairs Advisory Group

Members noted the discussion points from the meeting held on Wednesday 19th July 2023, and considered recommendations for the reading of agendas, planning application retrieval at Council meetings, apologies to the Clerk/meeting organiser and personal membership of chat groups.

RESOLVED:

That all recommendations be approved.

54. PLANNING

54.1. 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/000742/23	PROPOSAL: PROPOSED NEW VEHICLE PARKING AND ENTRANCE ONTO HIGHWAY. LOCATION: 5 St Peters Estate, Coleshill Street, Holywell, CH8 7UW. The Council supported this application and had no objections provided it meets all the required Highways consents.
FUL/000712/23	PROPOSAL: PROPOSED EXTENSION AND ALTERATIONS TO DWELLING. LOCATION: MARLEY COTTAGE, Access Leading To Woodview Off B5121, Greenfield Road, Holywell, CH8 7QF. The Council supported this application and had no objections.
FUL/000747/23	PROPOSAL: PROPOSED SINGLE STOREY EXTENSION TO PROVIDE ADDITIONAL CONSULTING ROOMS, RECEPTION AND DISABLED ACCESS. LOCATION: PENDRE SURGERY, Coleshill Street, Holywell, CH8 7RS. The Council supported this application and had no objections.

55. ACCOUNTS

55.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – JULY 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9600 - 9602	BP	Council Staff	Staff Salaries Jul23	5,478.27	***
9603	BP	HMRC	Staff PAYE/NI Jul23	1,837.61	***
9604	BP	Clwyd Pension Fund	Staff Pension Jul23	447.06	***
9605	BP	Cllr L.A. Carter	Reimbursement of Expenses	46.50	*
9606	BP	DJs Line dancers	Event Grant - Line Dance Festival	500.00	^^
9607	BP	Transition Holywell & Dist.	Event Grant - Dancing World Festival	500.00	^^
9608	BP	Ysgol Treffynnon	Mayoral Donation - Annual Prize Giving Awards	60.00	^^
9609	BP	Fron Park Bowling Club	Financial Assistance Donation	300.00	^^^
9610	BP	Music 4 Youth	Financial Assistance Donation	500.00	^^
9611	BP	Point of Ayr Mining Museum	Financial Assistance Donation	470.00	^^
9612	BP	Kings Head CIC	Financial Assistance Donation	500.00	^^
9613	BP	Kids Cancer Charity	Financial Assistance Donation	500.00	^^
9614	BP	Greenfield FC Youth	Financial Assistance Donation	500.00	^^
9615	BP	Holywell Market Group	Financial Assistance Donation	500.00	^^
9616	BP	Denbigh in Bloom	Wales in Bloom Awards 2023 (Deputy Mayor)	34.00	^^
9617	BP	Veolia	Trade Waste Bags	130.08	****
9618	BP	Flintshire County Council	CCTV Charges Jul-Sep 2023	3,864.73	*****
9619	BP	Chubb Fire & Security Ltd	Alarm Maintenance Contract Sep23-Aug24	1,146.54	****
9620	BP	PHS Group	Sanitary Service Contract Jul23-Jun24	322.60	****
9621	BP	Npower	Events Hub Electric Feb23	26.06	****
9622	BP	Npower	Events Hub Electric Mar23	54.03	****
9623	BP	Npower	Events Hub Electric Apr23	69.68	****

9624	BP	Npower	Events Hub Electric May23	65.62	****
9625	BP	UK Vending Ltd	Drinks Pods - Council Chamber	63.92	****
9625a	BP	Holywell Town FC	Financial Assistance Donation	500.00	^^
9626	BP	Holywell Garden Centre	Bowser Charger Repair	60.00	^^
9627	BP	Holywell Garden Centre	Water Baskets Jun23	550.00	^^
9628	BP	NHBS Ltd	Sweep Nets (Heritage Grant)	546.48	****
9629	BP	JRB Enterprises	Supply 4 Dog Waste Bag Dispensers (Heritage Grant)	524.10	****
9630	BP	Thorncloffes	Rakes/Brushes/Wheelbarrows (Heritage Grant)	1,067.04	****
9631	BP	C. Baglin	Attend Diversity Event	150.00	^^
9632	BP	Drumming In Wales	Workshop at Diversity Event	625.00	^^
9633	BP	Rosiez Ltd	Assorted Baps - Diversity Event	225.00	^^
9634	BP	Holywell & Greenfield Churches	Donation in lieu of World DJ Services - Diversity Event	50.00	^^
9635	BP	Naturescape	Wildflower Meadow Mix (Heritage Grant)	545.99	^^
9636	BP	Heather Jones	Reimbursement of Sundry Items - Diversity Event	47.03	^^
9637	DD	Plusnet	Alarm Line Jul23	23.62	****
9638	DD	Plusnet	Phone & Broadband Jul23	46.18	****
9639	DD	BNP Paribas	Copier Lease 16/7-15/10	154.80	****
9640	DD	EDF Energy	Electric Bank Place Jun23	59.98	****
9641	DD	Plusnet	Alarm Line Aug23	23.62	****
9642	DD	Opus Energy	Gas Bank Place 15/6-15/7	28.46	****
9643	DC	Home Bargains	Washing Up Liquid	1.98	****
9644	DC	Amazon	2 Hedgehog Shelters (Heritage Grant)	69.98	****
9645	DC	Amazon	5 Hand Forks (Heritage Grant)	19.90	****
9646	DC	Amazon	4 Watering Cans (Heritage Grant)	51.35	****
9647	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9648	DC	Amazon	6 Spade Sets (Heritage Grant)	23.99	****
9649	DC	Amazon	8 Watering Cans (Heritage Grant)	57.12	****
9650	DC	Amazon	6 Bat Houses (Heritage Grant)	84.98	****
9651	DC	Currys	HP Laptop (Events Area)	499.00	****
9652	DC	Tesco	Refreshments	1.20	****
9653	DC	Amazon	12 Channel Mixer Deck	148.75	****
9654	DC	Amazon	Microphone Cables	40.98	****
9655	DC	C.M. Scott	Engrave Shield	14.40	^^
9656	DC	Tesco	Refreshments	1.20	****
9657	DC	Zoom	Zoom Pro Subscription	15.59	****
9658	DC	Amazon	Laptop Case	19.64	****
9659	DC	Tesco	Refreshments	4.69	****
9660	DC	Tesco	Refreshments - Diversity Event	25.20	****
9661	DR	HSBC Bank	Bank Charges Jun23	11.00	****

			TOTAL	24,335.54	
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INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – JULY 2023

Date	Category	Name	Payment Details	Amount £
		Nil Return		0.00
			TOTAL	0.00

SCHEDULE OF ACCOUNTS – AUGUST 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9662 - 9664	BP	Council Staff	Staff Salaries Aug23	5,478.47	***
9665	BP	HMRC	Staff PAYE/NI Aug23	1,837.41	***
9665a	BP	Clwyd Pension Fund	Staff Pension Aug23	1,725.11	***
9666	BP	Greenfield FC	Financial Assistance Donation	500.00	^^^
9667	BP	Black & White Security	Attend Diversity Event	75.00	^^
9668	BP	Holywell Garden Centre	Watering Baskets - July	578.00	^^
9669	BP	Holywell Garden Centre	Paint NBs/Parasols/Other Adhoc Works	827.99	^^
9670	BP	A Little Magic	Facepainting, Glitter Tattoos, Hair Braiding Diversity Event	440.00	^^
9671	BP	One Voice Wales	Membership Fees 2023/24	839.00	^^^^
9672	BP	Flintshire County Council	Annual Licence Fee - Holywell Town Centre	70.00	****
9673	BP	Npower	Electric Events Hub Jun23	37.74	****
9674	BP	C. Pickstock	Travelling Costs Jun-Aug 2023	15.75	***
9675	BP	Rosiez Ltd	Assorted Baps - PACT Grant	30.00	^^
9676	BP	Cllr L.A. Carter	Civic Expenses Aug 2023	72.95	***^
9677	BP	Music 4 Youth	Stage Management Well Inn	500.00	^^
9678	BP	Music 4 Youth	Event Grant - Concert of Young Musicians	500.00	^^
9679	BP	Holywell Garden Centre	Fit Bike Repair Station/Bollard/Phone Box	750.00	****
9680	BP	Delyn Press	Civic Service Booklets	82.00	****
9681	BP	BKB Solutions Ltd	Refurb Christmas Lighting (Interim Payment)	3,455.28	^^
9682	BP	Chubb Fire & Security Ltd	Alarm Materials - Routine Visit	70.12	****
9683	BP	Npower	Electric Events Hub Jul23	40.77	****
9684	BP	Holywell Leisure Centre	Contribution (2 of 4)	2,500.00	^^^
9685	BP	UK Vending Ltd	Drinks Machine Lease 10/8 - 9/11	132.60	****
9686	BP	Viking	Laminating Pouches	39.52	****

9687	BP	Daydream Designs	Website Tech Support Aug23	94.80	****
9688	DD	EDF Energy	Electric 12/13 Bank Place Jun-Jul	217.38	****
9689	DD	EDF Energy	Electric 14 Bank Place Jul	17.01	****
9690	DD	Plusnet	Phobe & Broadband Aug23	46.18	****
9691	DD	Opus Energy	Gas Bank Place 17/7-15/8	30.14	****
9692	DC	Home Bargains	Hamper Items (Mayoral Donation)	25.40	^^
9693	DC	Home Bargains	Cleaning Equipment	18.80	****
9694	DC	Tesco	Refreshments	0.90	****
9695	DC	Canva	Subscription	99.99	****
9696	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9697	DC	Tesco	Refreshments	7.80	****
9698	DC	Amazon	Washing Up Bowls	13.98	****
9699	DC	Amazon	Self-Sealing Bags	13.69	****
9700	DC	Amazon	3 x 100 Lunch pack Bags	48.57	****
9701	DC	Vevor	Badge Making Machine	94.99	****
9702	DC	Tesco	Refreshments	1.20	****
9703	DC	Royal Mail	Postages	28.94	***
9704	DC	Zoom	Zoom Pro Subscription	15.59	****
9705	DC	Tesco	Refreshments	1.20	****
9706	DC	Tesco	Refreshments	3.30	****
9707	DR	HSBC Bank	Bank Charges Jul 23	8.00	****
TOTAL				21,486.16	

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

Date	Category	Name	Payment Details	Amount £
30/08/23	REFUND	Flintshire County Council	VAT Charge Refund	100.00
31/08/23	INCOME	Flintshire County Council	Local Taxation Precept (2/3)	91,666.67
31/08/23	INCOME	Power Portal Ltd	Car Charge Point	35.90
TOTAL				91,802.57

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

56. COMMUNITY ENGAGEMENT

56.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered community litter picks, grant funding, Smartwater Technology, a Regeneration Seminar, the Book Repository, and Treffynnon Scout Group.

RESOLVED:

- 1) That the next litter pick take place at Greenfield Dock, on Tuesday 24th October at 10am. Future litter picks would take place at Pen y Maes Woods and Holway Community Centre respectively.
- 2) That the Deputy Clerk apply for grant funding to the Flintshire Tourism Feasibility Fund. Matchfunding of 30% applied to this fund.
- 3) That the Deputy Clerk apply for grant funding to the Community Key Fund.
- 4) That the Deputy Clerk follow up on the Smartwater Technology "We Don't Buy Crime" initiative.
- 5) That Cllr E.B. Palmer attend the Regeneration Seminar in Manchester on Thursday 5th October.
- 6) That the Book Repository be installed in Strand Park at a cost of £345.88. Clerk to make the arrangements.
- 7) That the request for community involvement from Treffynnon Scout Group be referred to the Town Centre & Events Committee. Cllr Hodge would raise the matter at the next Age & Dementia Group meeting.

57. CORRESPONDENCE RECEIVED

57.1. Flintshire Local Area Plan Stakeholder Workshop

Members considered any nominations to attend the above workshop on Friday 22nd September 2023.

RESOLVED:

That Cllr M. Sprake attend the workshop.

57.2. SLCC & OVW Joint Event

Members considered the Clerk's attendance at the above event on Wednesday 8th November 2023.

RESOLVED:

That approval be given for the Clerk to attend.

57.3. One Voice Wales Conference

Members noted as received the conference details, due to take place on Saturday 30th September 2023.

57.4. Use of Town Council Office Ground Floor Facilities – Holywell Area Services Community Lounge

Members considered a request from the above organisation to use the Council Offices for their weekly meetings every Wednesday.

RESOLVED:

That approval be given for use of the Council Offices. Clerk to arrange and confirm the details.

57.5. Request from County Councillor Rosetta Dolphin – Petition for Mural

Members considered a request from Cllr Dolphin, to allow placement of a physical petition on the Council's Information Stall, as and when this is run on the High Street. The mural was to pay tribute to famous and prominent people who were born or raised in Holywell.

RESOLVED:

That approval be given for the placement of the petition. Clerk to make the arrangements.

57.6. Product Design Project – Ysgol Treffynnon

Members considered the request from Matthew Hobbs, Ysgol Treffynnon, for members to visit the school and speak about the town's history, and the Council's vision for the future.

RESOLVED:

That Cllr B. Scragg and the Deputy Clerk visit the school. Deputy Clerk to make the arrangements.

57.7. Vacancy for an Employer Representative – Clwyd Pension Fund

Members considered any nominations for this position.

RESOLVED:

That Cllr L.A. Carter be nominated for the position. Clerk to complete the application documents.

57.8. Boundary Commission for Wales – Boundary Review Feedback Questionnaire

Members considered the appointment of a small working party to complete the questionnaire, the deadline for responses was 30th September 2023.

RESOLVED:

That Cllrs I. Hodge, B. Scragg, and M. Sprake be nominated to work with the Clerk and complete the questionnaire. Clerk to make the arrangements.

57.9. Email from One Voice Wales – The Welsh Ombudsman's Public Consultation: Our Equality Plan 2023-2026

Members noted as received the consultation details.

57.10. Welsh Government Email – RAAC Reinforced Autoclaved Aerated Concrete Survey Information

The Welsh Government had requested RAAC information for Council Assets. An indicative Nil Return had been submitted to comply with the fixed response deadline. Cllr B. Scragg reported that neither the Council Offices or Events Hub were likely to be affected due to the age and structure of the buildings.

RESOLVED:

That the Council note the position as reported.

57.11. 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	S. Williams - Town Observations	**	25 th Jul 2023
H	Support to capture older people's experiences of digital exclusion	**	25 th Jul 2023
I	Age Friendly Wales Newsletter - July 2023	**	25 th Jul 2023
J	Awel y Môr Newsletter	**	25 th Jul 2023
K	Aura Leisure & Libraries - Invitation to Fit, Fed & Read events	**	7 th Aug 2023
L	Music4Youth - August Newsletter	**	7 th Aug 2023
M	Dual Carriageway Autumnal Routine Maintenance Programme	**	7 th Aug 2023
N	Holywell Autumn Club Closure Letter	**	14 th Aug 2023
O	Rob Roberts MP Invitation to attend a Gala Dinner in honour of Giddo's Gift	**	16 th Aug 2023
P	Thomas Pennant Society Updates	**	16 th Aug & 4 th Sept 2023
Q	Planning Committee Case OUT/000042/22	**	17 th Aug 2023
R	Planning Hearing Case 063033	**	23 rd Aug 2023
S	Small Town & Town Centre Summit	**	29 th Aug 2023
T	Greenfield Valley SPF Programme Update	**	29 th Aug 2023
U	Update from Shereen Devine	**	4 th Sept 2023
V	Rob Roberts MP Press Release - Delyn MP calls for political unity to safeguard our school children	**	5 th Sept 2023
W	Planning Aid Wales Training Courses	**	14 th Sept 2023

58. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
D. Thomas	One Step CIC Youth Club	Request for the Deputy Clerk to research and apply for grant funding to support the One Step operations.
P. Curtis	Police Presence/Contact at Meetings	Request the return of formal invites to the District Inspector to attend regularly at Full Council meetings.
I. Hodge	Pen-y-Maes Play Scheme	Request the County Council to confirm its maintenance schedule for the playing field, as the long grass had affected attendance figures.

RESOLVED:

- 1) That the Deputy Clerk assists the One Step CIC with its grant funding applications, subject to current workload requirements and confirmation from the County Monitoring Officer.
- 2) That the Clerk contact DI Wesley Williams to request regular attendance at the monthly Council meetings.
- 3) That the Clerk request a meeting with the County Council, on receipt of the 2024 play scheme letter.

59. REPRESENTATIVE REPORTS

None were reported.

60. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge had sent in a written update. Cllr I. Hodge had been appointed as Chair of the School Parking Task & Finish Group and reminded members to view the SCRIS Safe Access to Schools information on the County Council's website.

61. CLOSE OF MEETING

The Mayor closed the meeting at 8.30pm.

.....
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 26th September 2023 at 5.30pm.

PRESENT: Councillor M. Lewis-Jones (Chair).

Councillors: P. Corbett, B. Scragg, and M. Sprake.

APOLOGIES FOR ABSENCE were received from Councillor L.A. Carter. Councillors J. Jones and E.B. Palmer were absent without apology.

IN ATTENDANCE: J. Baker (Clerk). Councillors L. Corbett, I. Hodge, and D. Thomas.

R9. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None declared.

R10. BANK RECONCILIATION QUARTER 1 – 30th JUNE 2023

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.

R11. MANAGEMENT ACCOUNTS QUARTER 1 – 30th JUNE 2023

Members received the management accounts from the Clerk. Projections would be added at the half year point. Some early budget variances had emerged, and these were reported by the Clerk.

RESOLVED:

That the Council’s accounting position be noted.

R12. FINANCIAL REVIEW

The Clerk explained the Council’s current unbudgeted commitments and the impact these, and other longer term unbudgeted commitments, may have on the Council’s financial reserves. It was considered best practice to retain a minimum working

balance of 3/12 of the Council's turnover at all times. Members discussed the current reserve balances and determined a regular review of this nature would be useful.

RESOLVED:

That the current position with the Council's reserve balances be noted. Clerk to prepare quarterly updates on the Council's reserve balances going forward.

R13. INVESTMENT ACCOUNT REVIEW

The Clerk provided an update to members. The £85k threshold for cover was per banking institution not per bank account. The current account regularly exceeded this value when precept instalments were deposited. The Council held its investments in separate accounts with the same bank. The Council could mitigate any potential perceived risk by spreading its banking arrangements over one or more institutions. The council would need to balance this against further administrative work arising from such a change, for example multiple bank reconciliations and mandates, and additional bank charges.

RESOLVED:

- 1) That the Clerk investigates the interest rates currently available on investments from a range of suppliers and reports back to the next Committee meeting.
- 2) That the investment account review be added to the Council's annual risk management assessment.

R14. COUNCIL POLICY REVIEWS

Members considered the following new policies:

- Updated model Standing Orders based on current local council sector best practice guidelines.
- Special Leave policy for Council staff

Members also reviewed the Events Grant policy, as requested by the Town Centre & Events Committee.

RESOLVED:

- 1) That the draft policies for Standing Orders and Special Leave as presented by the Clerk be recommended for approval at the next meeting of the Full Council.

- 2) That the Events Grant policy remain in its current form, until such time as the associated funding is fully utilised. Unless further grant funding was identified this policy would then be retired.

R15. KNITTED TRIBUTES

In the Mayor's absence the Clerk summarised this request. The Mayor had contacted a representative from Plas yr Ywen Care Home and early discussions had taken place about placing knitted tributes at key points in the town centre, to support next year's Wales in Bloom arrangements. The knitting group based at the Holywell Museum could also assist with this activity.

RESOLVED:

That the knitted tribute initiative be supported. Clerk to discuss further with the Mayor.

R16. DATE OF NEXT MEETING

The Chair closed the meeting at 6.50pm. The next meeting would be arranged towards the end of November 2023.

.....

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 4th October 2023 at 2.30pm.

PRESENT: Councillor E.B. Palmer (Chair).

Councillors: L.A. Carter, I. Hodge, D. Thomas, L. Corbett, and S. Rush.

APOLOGIES FOR ABSENCE were received from Councillor P. Corbett.

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

TC21. DECLARATION OF INTEREST

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
TC27.	I. Hodge	✓		Member of Rotary Club.

TC22. JOINT EVENT – MIDDLEWICH TOWN COUNCIL

Members received the Deputy Mayor and Town Clerk of Middlewich Town Council, who were twinned with Holywell. The Chair explained the history and there was a willingness on both sides to re-establish the links between the two towns and hold a join event sometime in 2024. Some ideas were discussed by members and further discussions were required to agree the detail. The Chair thanked the guests from Middlewich TC for their visit to Holywell and for their attendance at the meeting.

RESOLVED:

That a working group be formed between the two councils to explore a joint event further. Clerk to make arrangements.

TC23. HIGH STREET REGENERATION EVENT, MANCHESTER

The Chair requested that the Vice Chair Cllr D. Thomas accompany him to the above event, due to take place on Thursday 5th October 2023. The cost of the course was £80.00.

RESOLVED:

That the Vice Chair attend the course. Members requested feedback at the next Council meeting.

Cllr I. Hodge voted against this motion.

Cllr L. Corbett abstained from voting on this motion.

TC24. CHRISTMAS EVENTS

Members discussed the Christmas events programme and related activities and considered the budget provision available. Events discussed as follows:

- Christmas Lights Switch On – Friday 24th November.
- Christmas Market – Sunday 26th November.
- Christmas Movie Night – Sunday 26th November.
- Christmas Carol Service – Thursday 21st December.

RESOLVED:

- 1) Approved Activities Christmas Lights Switch On – Funfair, Artisan Market, Childrens Characters/Entertainment, Schools Performances, Live Music, Soup Station, Badge Making. Mayor, School Representatives, Mayor/Deputy Mayor Cadets to switch on lights, staff to research replacement switch on device. Stage, sound and lighting to be managed by the Town Council from its own resources. Switch on to follow entertainment programme.
- 2) That the Christmas Movie Night be approved to support the Christmas Market. Staff to secure licence for selected film and manage the equipment requirements.
- 3) That the stage and parasols (if required) be approved for use with the Carol Service. Printed carol sheets would also be prepared.

TC25. WELL INN MUSIC FESTIVAL REVIEW

Members reviewed this year's event and discussed early plans for the 2024 event. The three stages worked well but the children's entertainment required a reassessment. The Chair congratulated all who assisted with the event which was arranged at short notice. A funfair/stalls could be included

next year, and support events at the football clubs could be considered. The event date could also be reviewed.

RESOLVED

That the Deputy Clerk arranges a working group meeting to confirm the outline for the 2024 event. Any recommendations would be considered at the next committee meeting.

Cllr S. Rush left the meeting at this point.

TC26. TOWN CENTRE MATTERS

Members discussed the adoption of further planters by selected businesses, and also the painting of the planters in the town's branding colours or other imagery. A community painting day could be arranged subject to conservation permissions. The Deputy Clerk was waiting on a reply from the Conservation Team to confirm approval.

The Council had received a suggestion from a local business that visible markers be added to the Tower Gardens cycle path, to delineate the cycle path, and mitigate any issues arising on event days.

Cllr D. Thomas reported his safety concerns for residents using the Tesco Steps route to and from the town centre. Cllr D. Thomas also proposed that flag displays could be erected on the shop fronts along the High Street to enhance the town's appearance.

RESOLVED:

- 1) That the planter adoptions be approved. Clerk to arrange for the purchase of plaques. The Chair would contact FCC Streetscene on the relocation of planters and contact FCC Conservation concerning the painting schemes.
- 2) That the Chair contact FCC Streetscene to request visible markers for the cycle path.
- 3) That the Chair contact North Wales Police to request a CCTV camera be installed in the area of Tesco Steps.
- 4) That the Chair contact FCC Conservation to check on permissions for the flag displays and raise the matter at the next meeting of the Business Group. Chair to also invite Chris Rees-Jones to the next committee meeting.

Cllr L. Corbett left the meeting at this point.

TC27. TREE OF LIFE PROJECT

Members received updates from the staff on the different cost components for this scheme, which would enhance the Tower Gardens lighting scheme and support the Rotary Club with their endeavours. Any agreed scheme would need to be funded from the Council's reserves and require the approval of the Full Council to proceed.

RESOLVED:

That the following scheme costs be recommended to the next full council meeting for approval:

Lights Purchase £576.50

Street Light Power Connection £285.00

Installation (Permanent) £1,300.00

Total Project Cost = £2,161.50

TC28. TREFFYNNON SCOUT GROUP

Members considered a request from the Scout Group concerning their involvement in the local community and have asked for Council representatives to visit the Troop on Friday 17th November. Members suggested the Scouts could assist with the Christmas Lights Switch On event activities on Friday 24th November, if available to attend.

RESOLVED:

That Councillors E.B. Palmer and D. Thomas attend the Troop. Deputy Clerk to make the arrangements.

TC29. CLOSE OF MEETING

The Chair closed the meeting at 4.45pm.

.....

Chair

6. PLANNING

6.1. New Applications

To consider the applications received.

Application Number	Proposal Details
CONS/000860/23	PROPOSAL: CHANGE OF USE TO FORM ADDITIONAL 2 BEDROOMED FLAT TO 1ST FLOOR INCLUDING 1ST FLOOR EXTENSION TO THE REAR OF THE PROPERTY. PARTIAL DEMOLITION OF EXISTING SMALL ADDITION TO FRONT OF THE BUILDING. INCREASE IN HEIGHT TO EXISTING BUILDING TO PROVIDE SUITABLE HEADROOM. LOCATION: 29, Flat, LONDON HOUSE, High Street, Holywell, CH8 7TE.
FUL/000873/23	PROPOSAL: DROPPED KERB OUTSIDE PROPERTY TO PROVIDE NEW VEHICLE ACCESS FROM FRON PARK ROAD. LOCATION: PENNANT, Whitford Street, Holywell, CH8 7NL.
FUL/000863/23	PROPOSAL: CHANGE OF USE TO FORM ADDITIONAL 2 BEDROOMED FLAT TO 1ST FLOOR INCLUDING 1ST FLOOR EXTENSION TO THE REAR OF THE PROPERTY. PARTIAL DEMOLITION OF EXISTING SMALL ADDITION TO FRONT OF THE BUILDING. INCREASE IN HEIGHT TO EXISTING BUILDING TO PROVIDE SUITABLE HEADROOM. LOCATION: 29, Flat, LONDON HOUSE, High Street, Holywell, CH8 7TE.
FUL/000866/23	PROPOSAL: ALTERATIONS, EXTENSION, AND CHANGE OF USE OF FORMER COMMERCIAL BUILDING TO 1 NO DETACHED DWELLING. LOCATION: HOLYWELL TYRE CENTRE, Rue St Gregoire, Holywell, CH8 7TR.
FUL/000838/23	PROPOSAL: APPLICATION FOR THE ADAPTATION OF THE EXISTING TALACRE ARMS BUILDING INTO FOUR 2 BEDROOM SELF-CONTAINED APARTMENTS [INCLUDING ONE DUPLEX UNIT] AND THE ERECTION OF FIVE NEW 3 BEDROOM DWELLINGS AND ASSOCIATED INFRASTRUCTURE. LOCATION: THE TALACRE ARMS, New Road, Holywell, CH8 7LS.

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.

7. ACCOUNTS

7.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – SEPTEMBER 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9708	BP	C. Baglin	Attend Mayor's Civic Service 10/9/23	50.00	^^
9709	BP	C. Baglin	Attend Well Inn Festival 2/9/23	150.00	^^
9710	BP	Rosiez Ltd	Assorted Baps - Well Inn 2/9/23	225.00	^^
9711	BP	P. White	Youth Stage - Well Inn 2/9/23	700.00	^^
9712	BP	The Music Mine Studios	Stage Management Well Inn 2/9/23	1,580.00	^^
9713 - 9715	BP	Council Staff	Staff Salaries - Sept 23	5,478.67	***
9716	BP	HMRC	Staff PAYE/Ni Charges Sept 23	1,837.21	***
9717	BP	Clwyd Pension Fund	Staff Pension Charges Sept 23	2,022.67	***
9718	BP	Flintshire County Council	Summer Playschemes 2023	12,755.20	^^^
9719	BP	Holywell & G'field Churches	Mayors Civic Service Contribution 10/9/23	200.00	^^
9720	BP	Automated Systems Group	Copier Charges 18/5-17/8	175.02	****
9721	BP	Holywell Garden Centre	Water Baskets - Aug23	598.00	^^
9722	BP	Black & White Security	Attend Well Inn Festival 2/9/23	150.00	^^
9723	BP	Daydream Designs	Website Tech Support Sep23	94.80	****
9724	BP	Daydream Designs	Well Inn Leaflets	387.60	^^
9725	BP	UK Vending Ltd	Drinks Machine Pods	27.66	****
9726	BP	Barry Hamilton	Photo Services at Annual Meeting, Stamford Gate 7/5/23	50.00	***
9727	BP	Handy Labels	HTC Asset Labels	28.07	****
9728	BP	Delyn Press	Civic Service Booklets	25.00	^^
9729	BP	Rosiez Ltd	Mayors Buffet - Civic Service 10/9/23	585.20	^^
9730	BP	BKB Solutions Ltd	Refurb Christmas Lighting (Interim Payment)	2,303.52	^^
9731	BP	Event Sound	Stage Services Well Inn 2/9/23	1,891.20	^^
9732	BP	A Little Magic	Barbie Characters/Video Booth Well 2/9/23	940.00	^^

9733	BP	Holywell Band	Attend Mayor's Civic Service 10/9/23	50.00	^^
9734	DD	Plusnet	Alarm Line Sept23	23.62	****
9735	DD	Plusnet	Phone & Broadband Sept23	46.18	****
9736	DD	EDF Energy	Electric 12/13 Bank Place Aug23	124.62	****
9737	DD	EDF Energy	Electric 14 Bank Place Aug23	16.88	****
9738	DC	Tesco	Well Inn Lunch pack & Sundries	68.95	^^
9739	DC	Tesco	Refreshments	1.20	****
9740	DC	Amazon	Push Pins	15.88	****
9741	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9742	DC	Tesco	Consumables	12.20	****
9743	DC	Tesco	Stationery	3.30	****
9744	DC	Tesco	Mayoral Donations	56.42	**
9745	DC	Tesco	Refreshments	1.20	****
9746	DC	Amazon	Orange Bin Liner Sacks	40.99	****
9747	DC	Zoom	Zoom Pro Subscription	15.59	****
9748	DC	Eventbrite	Planning Training Cllr D. Thomas	38.50	***
9749	DC	Tesco	Refreshments	1.20	****
9750	DC	Eventbrite	Regeneration Seminar Cllr E.B. Palmer	80.00	***
9751	DC	HSBC Bank	Bank Charges – Aug23	8.00	****
TOTAL				32,960.14	

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

Date	Category	Name	Payment Details	Amount £
01/09/23	INCOME	Flintshire County Council	Event Grant Top Up Funding	1,055.14
28/09/23	REFUND	Cambrian Credit Union	Donation (Refunded In Error)	500.00
29/09/23	INCOME	Power Portal Ltd	Car Charge Point	17.32
TOTAL				1,572.46

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

8. COMMUNITY ENGAGEMENT

8.1. Monthly Report Prepared By Deputy Clerk

1) Quarterly Litter Pick

As circulated to members the next litter pick will take place on Tuesday 24th October at 10am until 11am at Greenfield Dock. All members welcome.

2) Business Forum

Next meeting to be held on Thursday 28th October at 5pm in the Vic Hotel. At the last meeting Cllr Ted Palmer was elected as Chair, Cllr Danny Thomas as Vice Chair and Cllr Linda Corbett as Secretary.

3) Flintshire Tourism Feasibility Fund (70/30 Match Funding)

I submitted a grant application of interest to Cadwyn Clwyd (one of only 4 projects maximum to be granted) for funding for a feasibility study to look at how the current tourism and heritage opportunities could be developed through a SWOT style analysis to improve and develop additional tourism opportunities and really highlight what Holywell has to offer. I have now received confirmation that the Council can proceed with a full application.

4) FCC SPF Community Key Fund (100% of funding)

Due to a very limited timescale given to apply, we missed the application deadline date. The first tranche of applications was oversubscribed but it is hoped there will be further opportunities in the future to apply.

5) We Don't Buy Crime

At members request during the last Full Council meeting I was asked to follow up on this scheme. Please find below information for members to discuss and agree next steps.

We Don't Buy Crime is a brand-new initiative where we are working with neighbourhoods across North Wales to protect you with forensic property marking technology, and help you keep your property safe and secure.

SmartWater Home packs can be purchased from www.detertech.com these are mainly for marking up valuables so they are traceable back to the owner should they be stolen. The packs retail at £59.50, however with the North Wales Police unique

discount code it will bring to total cost down to £25. If we could get 80 properties out of 100 to sign up/want SmartWater in a specific street/location, then we could then discount this further to £10 per home pack.

Action – Members to consider promotion of this scheme which is for domestic properties, on the Council’s social media and website.

9. CORRESPONDENCE

9.1. Flintshire Joint Meeting of the Standards Committee and Town & Community Councils

There will be a joint meeting of the Standards Committee and Town and Community Councils on Monday 6th November at 6pm. This meeting will be held virtually via Zoom. The training will commence at 6pm and the meeting will last approximately 2 hours, ending around 8.30pm. The topic for the training will be confirmed nearer the time.

We will have agenda items on:

- Items raised by Town and Community Councils
- Rolling review of the Members Code of Conduct
- Review of the Flintshire Standard
- Feedback from the Ethical Liaison Meeting with Group Leaders
- Summary of Feedback from Independent Member Visits to Town and Community Councils

Members to consider any agenda items and nominations to attend the meeting/training.

9.2. Email from Karen Martin

Members to consider the attached emails and determine an appropriate response.

Email to the Town Council:

I came to see you last week and I was very angry and disappointed about the above proposal and the underhanded manner that this is being pushed forward. Unfortunately, because of my health I have only spoken to one of my neighbours and a friend who lives on this street so I haven’t really been able to engage with many people at all. I will tell you that people are blissfully unaware of this and as far as I am concerned it does pose a massive health and safety issue for the town and residents of this area.

I know you and Councillor Ian Hodge told me at the time that the town council were unhappy with this proposal so I would appreciate it if that could be put that in writing to me so I know that I am not a lone voice.

Thank you for taking the time to listen to me and I look forward to hearing back from you soon.

Email to Flintshire County Council:

Good Afternoon

Firstly thank you for taking the time to listen to me on Tuesday 19th September at the consultation meeting regarding the proposed major works on Whitford Street and Holway Road. As you know I was extremely unhappy with the proposals for the following reasons:-

1. Inadequate notification regarding the consultation meeting. This should've been a mail drop to every property on these roads so that people could give an opinion and not put in an obscure publication like Deeside.com. I know you pointed out that it had gone into the evening leader that week well as it was on the Tuesday I came in to see you the evening leader must've been the Monday evenings version. I might point out that a lot of people do not look at these papers and they are still in the dark now. I have spoken to a couple of people to date and they were complete unaware of this and like myself a little shocked at the underhanded way this is being pushed forward.
2. No real consideration has been given to the volume and size of the vehicles that use this road. I.e. articulated lorries and other vehicles of this size especially when the A55 expressway is closed either due to maintenance or an accident. Your proposal to narrow the road would not afford vehicles of this size adequate manoeuvrability as they already struggle to go round the bend by the school and if there were another similar size vehicle coming in the opposite direction it would be incredibly difficult but with a narrow road it would prove unsafe and incredibly difficult. I might also point out the Health and Safety issues that this proposal will bring about as the Fire station is at the top of the road and should a fire occur during the pick up and drop of times of the school they could be stuck in the fire station because with a narrower road they definitely would not be able to get past. So this proposal is putting lives at stake. This is a main trunk road and not in the middle of an estate so these proposals have not taken any of this into account.
3. The proposal to create parking bays surrounded by a planting. I am at a loss really because so many adults and children have medical conditions and allergies nowadays in general so you will be creating an environment that is even more hostile for all of these people to walk in. The weeds that are already at the side of the roads are not being addressed so all this planting scheme is going to do is create more weeds and visibility issues with the probably poorly chosen trees / shrubs you intended to plant at the entrance to peoples drives including mine (which I pointed out I was totally against and unacceptable and therefore isn't happening outside my property) because you are not putting my safety at risk because of this vanity

project. Again all of your proposals are health and safety issues especially once you narrow the road.

4. The insistence that this is about pedestrians and the walking experience and nothing to do with residents and people who drive cars is very blinkered. As it stands at school start and finishing times the roads are terribly with parents double parking and have little or no regard for the residents on this road and it isn't being policed now so I cannot see that changing due to the lack of enforcement officers. Then there is the Electric scooters and bikes that use this pathway with no consideration for pedestrians who wear headphones so they are not aware of their environment. Most of these are teens (by that I mean drug mules) who after a pick up are getting their product into the town as quickly as possible and obviously you can not set a clock by a drug drop so this can happen any time during the day and night. This may sound jaded but it's the truth so the seating area you are going to provide on the corner near my property surrounded by a planting scheme is an ideal location for a new drop because of the screening so thank you in advance for lowering the tone of this street and the extra rubbish and vermin this will attract.
5. After all these works are done the double yellow lines will be put back with the hope and I use that term lightly that the parents will be parking in a carpark nearer the town and walking to pick up and drop off their children. Unfortunately for you, I live in the real world and I can assure you that the parking option has been on the table for years and never been taken up so the carnage in the morning and the afternoon will continue on a narrower road causing more safety issues. One of the best education tools you could use would be to teach children how to cross roads using the Green Cross Code and that would make things safer.
6. Your aim was to slow traffic for this enhanced walking experience, well the Welsh Assembly has already sorted that issue for you by imposing the 20mph speed limit. As I've already mentioned electric scooters and bikes whizz up and down on the pavements faster than the cars on the roads. So please tell me how that is enhancing the walking experience or for that matter how re-educating the parents will change their attitudes (especially when raining). As for the teens on scooters and bikes they don't even wear helmets and are riding with headphones in.

I cannot express how concerned I am at your blinkered approach to all this and instead of making it a better place you will be creating a much bigger problem. I know this is down the line but it could even devalue properties on this street. I know you mentioned Ysgol Bryn Coch as one of your schemes but that is in the middle of a housing estate so you are not comparing like for like.

I will expect you and your associates to make contact with the residents of the 2 streets so that you can have a proper consultation on this because your half hearted attempt is not giving people the chance to speak but will give you the result you want. I will be contacting the newspapers and possibly

the Health and Safety Executive over your proposals. Unfortunately you cannot just consider pedestrians in this matter you must take account of Residents and traffic as this is one of the main arteries feeding the town. A lot of people do not do online surveys so you are discounting a high proportion of people on this street because if they don't know they can't do anything about it.

There is only one positive that no matter what happens should happen and that is that you should put in a proper crossing by the school. That should've been done years ago without all this upset.

Just one last thing I am assuming that the 80% agreement will be gained from the people who will be affected by this but who know nothing about it. Apologies for going on but I am still extremely upset by this and the clandestine manner in which it is being taken forward.

9.3. Clwyd Pension Fund - Investment Strategy Statement (ISS) consultation

Members to consider the revised policy and submit any comments as part of the consultation. The full policy has been circulated with the agenda email.

From April 2017, the Fund has been required to produce an Investment Strategy Statement (ISS) and regularly review and update at least every three years. Employers were consulted on the current ISS during December 2021 and January 2022 after which it was approved by the Pension Fund Committee in February 2022.

During 2023, the Pension Fund Committee have received several detailed briefing sessions in relation to the Fund's exposure to fossil fuel companies and subsequently have agreed a revised Responsible Investment (RI) Policy for inclusion within the ISS.

This is a material change and therefore LGPS regulations require us to consult to seek any comments on this change.

The final ISS including the RI Policy will be taken to the November 2023 Pension Committee for approval at which all responses from Employers will be shared with the Committee.

We look forward to hearing your views but if you have any further questions, please contact myself, Morgan.Nancarrow@Flintshire.gov.uk. **Please can we request that any responses to the consultation are submitted by noon on Tuesday 31 October 2023.**

Attached is the latest version of the Fund's RI Policy. The key changes are summarised below.

- New Exclusions Policy for Fossil Fuel Companies
- Changed target allocation for listed equities to be sustainable by 2030
- Successful application to the UK Stewardship Code 2020

Further details and the relevant extract from the attached RI Policy are detailed below:

Background

Following extensive analysis and discussions, the Committee has agreed to introduce a formal “Exclusions” policy in relation to companies with exposure to fossil fuel activities, which is documented in the ISS and is noted below.

In addition to the exclusions policy, the Fund also notes that: “where companies in carbon-intensive sectors do not demonstrate a credible strategy to attain net zero over time and are not considered to be on the right trajectory to make progress in this area, the Committee’s policy view is that selective divestment is potentially a valid outcome. Given the pooled fund nature of the investments, the Committee recognises that its actual ability to divest is dependent on the processes and policy of the Wales Pension Partnership. The Committee will actively engage with the Wales Pension Partnership on this area.”

Exclusions Policy

The Fund has developed an exclusions policy assessment framework and will be looking to develop a plan to implement the following exclusions:

<i>The policy is to exclude companies which breach the following thresholds:</i>	<i>Minimum Objective</i>	<i>Fund’s Ambition</i>
<i>The % of or more of revenues from exploration, mining, extraction, distribution and / or refining of hard coal and lignite</i>	1%	Same
<i>The % of or more of revenues from Oil: companies involved in exploration, extraction, refining and / or distribution of oil fuels.</i>	10%	1%
<i>The % of or more of revenues from Gas: companies involved in exploration, extraction, manufacturing or distribution of hydrocarbons, hydrogen and carbon monoxide mixtures present in gaseous state.</i>	50%	1%

The above policy applies to the physical listed equity assets initially. This is because this part of the portfolio has the most comprehensive and accurate data on which the policy can be analysed and monitored in a robust and cost efficient way. The ambition of the Fund is to consider the application of the exclusions policy to all parts of the portfolio over time, based on the availability of robust data and implementation practicalities.

The Fund is seeking to implement the above “Fund’s Ambition” exclusion policy. It is recognised that, at present, there are limited implementation options for this policy. As a result, the Fund has established a “Minimum Objective” exclusion policy which is aligned with the Paris Aligned Benchmark and as such believes is practically more implementable.

The Fund recognises that in order to implement the exclusions policy it will need to work with the Wales Pension Partnership. Given the pooled fund nature of the investments, the Fund will take a best efforts approach and acknowledges that this could result in companies being held which are not consistent with the above exclusion policy. This will be monitored on an annual basis with an explanation sought if companies are held in breach of the exclusions criteria.

9.4. Flintshire County Council Community Review

Members to consider completing a questionnaire for the County Council’s Community Review. A small working party could be formed should members wish to participate.

BACKGROUND

The Council has a duty under s22 of the Local Government (Democracy) (Wales) Act 2013 (“the Act”) to report every ten years on a community review having regard to the Local and Democracy and Boundary Commission for Wales (LDBCW) timetable for conducting the reviews of principal areas’ electoral arrangements required by section 29 (1) of the Act.

The last Community review was carried out in 2013. The next round of electoral reviews carried out by LDBCW will commence in 2024 with any consequential changes being introduced for the Local Government Elections in May 2027. It is sensible to conduct a Community review now with this in mind.

WHAT IS A COMMUNITY REVIEW?

There are two different types of community review that may be carried out

- Section 25 – a review of community boundaries; and

- Section 31– a review of the electoral arrangements of a community

A review of community boundaries under section 25 should ensure that communities continue to reflect local identities and facilitate effective and convenient local government. For example, over time communities may expand with new housing developments. This can lead to boundaries becoming anomalous, for example if new housing is built across boundaries resulting in confusion over which community a housing estate falls into. A community review offers an opportunity to the principal council to put in place strong, clearly defined boundaries tied to ground features, and to remove any anomalous boundaries that exist.

A review of electoral arrangements carried out under Section 31 is a process whereby Flintshire County Council can consider the following:

- the number of members of the council for the community,
- its division into wards (if appropriate) for the purposes of the election of councillors,
- the number and boundaries of any wards,
- the name of any ward.

The Community Review must reflect the identities and interests of communities and should take into account the impact of community governance arrangements on cohesion and the size, population and boundaries of a local community.

NEXT STEPS

To identify which type of review should be carried out. Please complete the attached questionnaire and return by 1 November. This initial research work will help with drafting the terms of reference and timeline.

9.5. Support for Climate and Ecology Bill

Members to consider the Council's support for the above Bill. Details as below.

I'm writing on behalf of Zero Hour and seeking Holywell Town Council support for the Climate and Ecology Bill, which is due for its second reading on 24 November.

We recognise that parish and town councils are influential organisations, with links to the local community, regional charities and civic bodies. Holywell Town Council is on the front line when it comes to protecting the places and communities we love and cherish.

We are writing to ask your council to join the 168 parish & town

councils across the UK to support the Climate and Ecology Bill and add your voice to those organisations calling for joined-up action that provides an adequate, commensurate response to the emergency of our natural world, our parks, villages and towns, our landscapes and wildlife.

We have a draft motion, which you may find useful. If Holywell Town Council is supportive, we are asking that after the motion is passed, Holywell Town Council issues a press release that it has done so and writes and requests your MP(s) to also publicly support the CE Bill (*if they are one of the 130 that have already done so, please write and thank them for being supporters*).

The Climate and Ecology Bill, if made law, would ensure that:

- The threat facing nature is tackled shoulder to shoulder with the climate crisis in a joined-up approach.
- The Paris Agreement is enshrined into law to ensure that the UK does its real fair share to limit global temperature rise to the most stringent end of the Paris agreement - 1.5°C.
- The UK takes full responsibility for our entire greenhouse gas footprint by accounting for all of the emissions that take place overseas to manufacture, transport and dispose of the goods and services we import and consume)-
- The government deliver a climate and nature assembly that is representative of the UK population, working directly with the Government and Parliament to ensure that all voices are heard and that no one is left behind.

A member of Zero Hour, the campaign for the CE Bill would be happy to (virtually) attend a pre-Council meeting and answer questions about the proposed legislation if that would be helpful. More information about the CE Bill and supporting organisations can be found at <https://www.zerohour.uk/>; this 2-minute video or a 15-minute presentation may also prove useful. If you have any questions or require further information about the CE Bill, please do get in touch.

9.6. Flintshire County Council Polling District, Place and Polling Station Review 2023/2024

Members to consider completing a questionnaire for the County Council's Polling District Review. A small working party could be formed should members wish to participate.

We have published information regarding our review of polling districts and polling places for the County of Flintshire. The last review took place in 2019. This review will look at our polling district boundaries and the polling places/stations within those boundaries. Most people still vote in person at a polling station so the aim is to make sure that they have reasonable facilities to do this, taking into consideration the needs of everyone. All representations need to be received by 17 November 2023.

9.7. Winter Maintenance Letter

Members to consider any provisions required as set out in the attached letter.

Katie Wilby
Chief Officer (Streetscene & Transportation)
Prif Swyddog (Gwasanaethau Stryd a Thrafnidiaeth)



FAO: Town & Community Councils Clerks

Your Ref/Eich Cyl
Our Ref/Ein Cyl
Date/Dyddiad
Ask for/Go fyddwch am
Direct Dial/Rhif Union
Email/E-bost

KW/DB/IB
October 2023
Ian Bushell
English/Saesneg
01352 704780
Cymraeg/Welsh
01267 224923
ian.bushell@flintshire.gov.uk

Dear Sir / Madam,

PREPARATIONS FOR THE FORTHCOMING WINTER

In an attempt to improve the countywide resilience and readiness for the forthcoming Winter the Council will be offering the following services to the Town and Community Councils:

1. Information on local weather forecast and gritting actions

Following the positive feedback from previous Winters, Flintshire County Council is again offering the opportunity for Town and Community Council's to nominate a member of the community to receive daily details of the proposed gritting actions together with an accurate weather forecast for their area, at approximately 1pm each afternoon. This will allow the nominee to pass this important information on to other interested parties within the community. If you are interested in being part of this scheme, please provide the details of your nominated representative on the attached form.

2. Salt bins

As in previous winters, the Council owned bins are soon to be filled and the operation will be repeated (if required) during January 2024. Prior to filling, however, each location will be assessed to ensure it meets the Council's criteria for the provision of salt bins and any found not meeting the criteria will be removed. I would appreciate it if you could remind your residents through newsletters etc. that the material in the bins is for use on the highway only and is not intended for private use.

County Hall, Mold, CH7 6NF
Tel 01352 704700
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug, CH7 6NF
Ffôn 01352 704700
www.sir-y-fflint.gov.uk



We welcome correspondence in Welsh. We will respond to correspondence received in Welsh to the best of our ability.
Byddwn yn croeso i gyswlltu'n Gymraeg. Ynmarhbw, yn ddi oed i chyswlltu a ddarbynnir drwy gyfeirw y Gymraeg.

If the Community Council requires additional bins within their community, to be funded at their own cost, they can be supplied by the Council and subject to the future availability of rock salt, would be filled at the same frequency as the Council owned bins. The bins will be supplied in a different colour (in order to distinguish them from Council bins) and the cost will be £150.00 to purchase and each refill will be charged at £60.00.

3. Bagged Rock Salt

Bagged rock salt is also available at approximately £9 per bag delivered to a location of your choice, for use around Town and Community Council owned property.

4. Community Involvement in Snow Clearing

To assist the local community to help themselves during any periods of heavy snow, the Council will be offering basic equipment in order that the community can take on some localised footway snow clearing work. It is stressed that the intention is for these operations to supplement the Council's own snow clearing operations and not to replace them. The Council will continue to provide the winter maintenance service at the current level of previous years.

If the Town and Community Council, or any other groups nominated by them, request equipment, they will receive the following:

- 8 bags of rock salt
- Snow shovels
- Instructions and indemnity notices for those people carrying out the work

We will require the groups to store the equipment safely until it is required.

If your organisation requires any of the above services, please complete the attached and return it to: **Admin Section, Flintshire County Council, Alltami Depot, Mold Road, Alltami, Flintshire, CH7 6LG** or by e-mail at StreetsceneAdmin@flintshire.gov.uk by 30th October 2023.

Yours sincerely,



Katie Wilby
Chief Officer - Streetscene & Transportation

9.8. 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	Slimming World Group	**	18 th Sept 2023
H	FLVC Bulletin	**	21 st Sept 2023
I	Thomas Pennant Society Update	**	25 th Sept & 9 th Oct 2023
J	Aura Leisure Weekly Sports Development Scheme	**	28 th Sept 2023
K	Representation Not Party Politics	**	2 nd Oct 2023
L	Awel y Mor Newsletter	**	3 rd Oct 2023
M	Restore, Re-use, Regenerate, Rethinking Town Centres Slides	**	10 th Oct 2023

10. 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.A. Johnson	Fit, Fed & Read Scheme	That the Council consider providing financial support for Holywell and Greenfield children to support this scheme, through the Summer holidays.

11. 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.

12. 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.