

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, 18th February 2026 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

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

APOLOGIES FOR ABSENCE were received from Councillors C. Argent, L. Corbett, P.A. Johnson, and D. Thomas. Councillors C. Blackwell, P. Cooper, and S. Rush were absent without apology.

IN ATTENDANCE: M.G. Fearnley (Deputy Clerk).

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

None were declared.

119. **MAYOR’S REMARKS**

The Deputy Clerk was attending this evening in a note taking capacity, any questions or queries that arise from the meeting would be referred onto the Clerk or Monitoring Officer. The Clerk was now back at the office and building up his hours there in the coming weeks.

120. **MINUTES & MEETINGS**

120.1. **Minutes of Meetings**

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 21st January 2026.
- Town Centre & Events Committee meeting held on Wednesday 28th January 2026.

121. PLANNING

121.1. New Planning Applications

Consideration was given to applications forwarded to the Town Council as part of the County Council's planning consultation. The Planning Working Group provided their report to the meeting.

RESOLVED:

That the following responses be submitted to the County Planning Authority.

Application Number	Proposal Details
FUL/001018/25	PROPOSAL: CONSTRUCTION OF TWO HIGH QUALITY SELF-CONTAINED GLAMPING PODS AND ASSOCIATED INFRASTRUCTURE AT GREENHILL FARM. LOCATION: Greenhill Farm, Holywell, CH8 7QF. <i>The Council noted this application as received.</i>
FUL/000063/26	PROPOSAL: CONVERSION OF A FORMER BANK INTO 4 NO. APARTMENTS WITH COMMON ACCESS AND 1 NO. COMMERCIAL SPACE ON THE GROUND FLOOR WITH BASEMENT STORAGE. LOCATION: 17, High Street, Holywell, CH8 7UB. <i>The Council supported this application and raised no objections.</i>
LBC/000064/26	PROPOSAL: LISTED BUILDING CONSENT FOR CONVERSION OF A FORMER BANK INTO 4 NO. APARTMENTS WITH COMMON ACCESS AND 1 NO. COMMERCIAL SPACE ON THE GROUND FLOOR WITH BASEMENT STORAGE. LOCATION: 17, High Street, Holywell, CH8 7UB. <i>The Council supported this application and raised no objections.</i>
FUL/000086/26	PROPOSAL: CHANGE OF USE FROM DENTAL SURGERY (NOW VACANT) TO TWO RESIDENTIAL APARTMENTS. LOCATION: 19, Brynford Street, Holywell, CH8 7RD. <i>The Council noted this application as received.</i>
FUL/000082/26	PROPOSAL: PROPOSED DEVELOPMENT OF 44 NO. DWELLINGS (AFFORDABLE HOMES). LOCATION: Land at Halkyn Road, Holywell, Flintshire, CH8 7SJ. <i>The Council noted this application as received.</i>

122. ACCOUNTS

122.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – JANUARY 2026

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
11297 - 11299	BP	Council Staff	Staff Salaries - Jan26	5,842.56	***
11300	BP	HMRC	Staff PAYE/NI - Jan26	2,007.24	***
11301	BP	Clwyd Pension Fund	Staff Pension - Jan26	2,105.89	***
11302	BP	Power Portal Ltd	EV Charge Software Plan	192.00	****
11303	BP	SLCC	Clerk Member Fee 2026	379.00	***
11304	BP	Philip Jones Computers	ICT Support Costs Q3	612.92	****
11305	BP	Supertemps	Agency Support Costs w.b. 16/12/25	619.38	****
11306	BP	Gwella	Hire of Inflatables Party in Park	550.00	^^
11307	BP	Automated Systems Group Ltd	Copier Charges	41.99	****
11308	BP	Milwr Tree Service	Tree maintenance Llesty Woodland	300.00	****
11309	BP	Media Man Productions	Christmas Music Performances	150.00	^^
11310	BP	Yates Playgrounds Ltd	Inspection of Play Equipment Fron Park	408.00	^^
11311	BP	Flintshire County Council	CCTV Charges Jan-Mar	3,235.38	*****
11312	BP	Mega Electrical	Contract Variation Works - Christmas Lighting Repairs	3,258.00	^^
11313	BP	Mega Electrical	Contract Sum Payment - Christmas Lights	12,114.00	^^
11314	DD	Yu Energy	Gas Bank Place Dec25	284.75	****
11315	DD	Corona Energy	Electric 12-13BP Dec25	106.22	****
11316	DD	EDF Energy	Electric 14BP Dec25	27.87	****
11317	DD	EDF Energy	Electric Events Hub Dec25	40.74	****
11318	DD	Vodafone Business	Office Mobile Dec25	27.90	****
11319	DD	Wirehouse HR	Employment Services Jan26	132.00	****
11320	DD	British Telecom	Phone & Broadband Jan26	70.32	****
11321	VIS	Microsoft	ICT Subscription	66.24	****
11322	VIS	Microsoft	ICT Subscription	11.52	****
11323	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
11324	VIS	Tesco	Refreshments	6.95	****
11325	VIS	Tesco	Refreshments	1.20	****

11326	VIS	Zoom	Zoom Pro Subscription	16.79	****
11327	VIS	Tesco	Refreshments	1.20	****
11328	VIS	ICO	Data Protection Fee	52.00	****
11329	DR	HSBC Bank	Bank Charges Dec25	3.83	****
TOTAL				32,766.48	

SCHEDULE OF ACCOUNTS RECEIVABLE – JANUARY 2026

Date	Category	Name	Payment Details	Amount £
06/01/26	Income	Multiple Debtors	Mayoral Donation	20.00
08/01/26	Income	Local Resident	SmartWater Kit	10.00
29/01/26	Income	Power Portal Ltd	Car Charge Point	40.18
TOTAL				70.18

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

Powers to Make Payments:

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

123. CORRESPONDENCE

123.1. Joint meeting with FCC Standards Committee

The FCC Standards Committee were keen to understand what might be done to encourage representatives from more Town & Community Councils to attend its meetings. They noted feedback that the dispensation requests, especially as the meeting goes into closed session, might be better left until the end of the meeting and they were happy to accommodate that suggestion.

Cllr I. Hodge stated that there would be no part 2 at next year's standards committee meetings.

RESOLVED:

That the Council note this correspondence as received.

123.2. Letter from Transition Holywell & District Group – Plessington House

Members discussed the letter from Roberta Owen on behalf of the Transition Group, concerning a grant application to paint the above property.

RESOLVED:

That the Council note this correspondence as received.
That the Clerk responds to advise the Group to contact the Diocese direct to pursue its enquiries.

123.3. Email from Department for Work and Pensions

The DWP had requested an extension to the current arrangements to hold outreach sessions for young people at the Council Offices on Wednesday afternoons. The pilot was due to finish at the end of February, and an extension had been requested until the end of May.

RESOLVED:

That the Clerk contacts the DWP to confirm the extension and also request some statistics from the initial sessions held.

123.4. Consultation on Draft Planning Enforcement Policy

Flintshire County Council had sent through this consultation and requested comments and feedback, by 9th March.

RESOLVED:

That the council note the consultation as received.
Members to respond individually if they wish.

123.5. Reports Received

The following items had been received and already circulated to members.

Ref	Item	Date Circulated
A	Flintshire County Council Updates	Various Dates
B	Welsh Government Updates	Various Dates
C	North Wales Police Alerts	Various Dates
D	One Voice Wales Updates & Training Courses	Various Dates
E	Planning Aid Wales Training Courses	Various Dates
F	OPCC Newsletters	Various Dates
G	Welsh Water Overview of Learnings	16/01/2026
H	Post Office Ltd – Holywell Branch Consultation	21/01/2026
I	FLVC e-Bulletin	22/01/2026 & 05/02/2026
J	North and Mid Wales Association of Local Councils - draft minutes of meeting 23 January 2026	26/01/2026
K	Local Resident - Consultation: Holywell Post Office	26/01/2026
L	Friends of The Rotary Club of Flint and Holywell	02/02/2026
M	Updated Rotary Programme 2026	02/02/2026
N	Rotary Litter Pick Information	02/02/2026
O	North and Mid Wales Association of Local Councils Private Members Page	02/02/2026
P	Dementia Friendly Communities (DFCs) in Flintshire	04/02/2026
Q	Thomas Pennant Society	09/02/2026

124. MEMBERS' ITEMS

Councillor	Subject	Motion
Ian Hodge	Traffic Management Holywell High Street	Following the comments made on social media and the press an outline of the actual suggestion made at last month's meeting, a confidential overview to just members. <u>RESOLVED:</u> This item was deferred to the next meeting.
Danny Thomas	Lone working in the Council Offices	Members to consider a working group to ensure the Council's duties as an employer are addressed, in terms of a policy and risk assessment. <u>RESOLVED:</u> This item was deferred to the next meeting.

David Smith	Local Road Condition	An enquiry has been received on the state of the roads (pot holes) top of Old Chester Road, Asda express petrol station and the pistyll area. Cllr Smith will report. Cllr Smith provided the background to this item and explained the poor condition of the roads. Members understood that County Councillor Paul Johnson had contacted the building contractor managing the development of the Llesty housing complex to ensure they made good the affected area along Old Chester Road. <u>RESOLVED:</u> That the Clerk contacts Nigel Seaburg, Streetscene Area Coordinator to highlight the issue and request an update.
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125. **REPRESENTATIVE REPORTS**

Councillors I. Hodge and P. Corbett stated that all school governors from Ysgol Maes y Felin would be subject to a DBS check.

Councillor P. Curtis attended the RBL AGM at the Springfield Hotel which was well attended and supported. Councillor Curtis highlighted the stressful situation regarding redundancies currently being managed at St. Winefride's RC School.

Councillor E.B. Palmer left the meeting at 6.30pm.

126. **COUNTY COUNCILLOR REPORTS**

Councillor D. Smith raised the matter of the post office consultation on its relocation and queried whether its building on the High Street could be utilised as a banking hub.

RESOLVED:

That the Clerk contacts Becky Gittins MP who was leading the banking hub campaign locally.

Councillor I. Hodge raised the matter of the Holywell Football Club banner located at the back of the Victoria Hotel. The previous sponsor had left and there was also a link with the Holywell Age & Dementia Group.

RESOLVED:

That the item be referred to the next meeting of the
Town Centre & Events Committee.

127. CLOSE OF MEETING

The Mayor closed the meeting at 6.40pm.

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Mayor