

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 June 2025 at 6.00pm.

PRESENT: Councillor M. Sprake (Mayor).

Councillors: C. Argent, C. Blackwell, P. Cooper, L. Corbett, P. Corbett, I. Hodge, L. Hodge, M. Lewis-Jones, S. Rush, D. Smith, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Cllrs P. Curtis, P.A. Johnson, and E.B. Palmer.

IN ATTENDANCE: J. Baker (Clerk).

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

None were declared.

17. **MAYOR’S REMARKS**

The Mayor thanked those members who had reached out to express their support, loyalty and confidence. It was sincerely appreciated.

The Mayor was delighted to introduce and welcome Councillor Lyn Hodge. The Mayor also welcomed Simon Bonfield who had joined the staffing team.

The Mayor had attended the information day, which was helpful for re-establishing some local connections, and there was positive feedback from the vendors themselves. The Mayor thanked all those involved in the event. The event was something to build upon for future years.

The Mayor had continued with the placement of charity buckets around town and was grateful to those businesses who had continued or had newly adopted the scheme.

The Mayor attended the Cuppa with a Copper as well as awarding the Holywell Museum their lottery grant funding. The Mayor congratulated everyone's efforts at the museum who made that possible.

The Mayor gave his best “Clarkson” impression at the Classic Car Show in town, and thanked Carl Bedford for his efforts in organising the event, and

also attended the Holywell History event, but his “David Starkey” impression was far less convincing.

The Mayor had attended local primary schools to judge the Wales in Bloom School Competition entries with the winners to be confirmed shortly.

The Mayor had also attended a recent meeting of the Holywell Age and Dementia group.

Finally, the Mayor reminded members about the code of conduct which included carrying out their duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, show respect and consideration for others, and to not use bullying behaviour or harass any person.

18. MINUTES & MEETINGS

18.1. Minutes of Meetings

RESOLVED:

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

- Annual Meeting of Holywell Town Council held on Wednesday 21st May 2025.

18.2. Meetings of Committees and Working Groups

None to report.

19. PLANNING

19.1. New Planning Applications

Consideration was given to applications forwarded to the Town Council as part of the County Council’s planning consultation.

RESOLVED:

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

Application Number	Proposal Details
ADV/000420/25	PROPOSAL: PROPOSED ADVERT SPONSORSHIP SIGNS. LOCATION: ROUNDABOUT 2, Bagillt Road, Greenfield. <i>The Council confirmed their support for this application and had no objections.</i>
LBC/000454/25	PROPOSAL: PROPOSED REMODEL OF THE WESTERN FACADE AND ASSOCIATED REPAIR WORKS. LOCATION: ST WINIFREDS PRESBYTERY, Well Street, Holywell, CH8 7PL. <i>The Council confirmed their support for this application and had no objections.</i>

20. ACCOUNTS

20.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS PAYABLE – MAY 2025

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
10793 - 10795	BP	Council Staff	Staff Salaries - May25	6,229.50	***
10796	BP	HMRC	Staff NI/PAYE - Jun25	2,274.00	***
10797	BP	Clwyd Pension Fund	Staff Pension - Jun25	501.74	***
10798	BP	UK Vending Ltd	Drinks Pods	43.45	****
10799	BP	Holywell Garden Centre	Caretaker Work HGC110	521.37	^^
10800	BP	Holywell Garden Centre	Pull Test Hanging Basket Brackets	275.00	^^
10801	BP	Automated Systems Group	Copier Charges	42.00	****
10802	BP	Sian Jones Translation	Translate Flyer	5.00	***
10803	BP	Tadmark Ltd	HFTC Banner	33.05	****
10804	BP	M.L. Davies	Fish & Chips - VE Day Event	160.00	^^
10805	BP	Carmel&Holywell Woodcrafters	Handcrafted Pens - CE Awards	20.00	^^
10806	BP	Holywell Area Comm Museum	Refreshments for VE Day Event	89.00	^^
10807	BP	A Little Magic	VE Day Dolls - VE Day Event	300.00	^^
10808	BP	Estuary Voluntary Cars	Transport for Care Home Residents - VE Day Event	100.00	^^
10809	BP	Flintshire County Council	Install Play Boards at Specified Play Areas	903.82	^^^

10810	BP	Flintshire County Council	Match Fund Contribution - Penrhyn Play Area Upgrade	10,000.00	^^^
10811	BP	The Flower Bowl	Bouquets for Annual Meeting / CE Award Plants	100.00	^^
10812	BP	Amberol Ltd	Consumable Items for Hanging Baskets	108.00	****
10813	BP	PHS Group	Sanitary Disposal Contract 2025/26	406.70	****
10814	BP	C. Baglin	Attend VE Day Beacon Lighting	50.00	^^
10815	BP	Daydream Designs	Website Tech Support Apr25	94.80	****
10816	BP	Holywell Leisure Centre	Contribution (1 of 4)	2,500.00	^^^
10817	BP	North East Wales Mind	Sessions	135.00	***
10818	BP	Veolia	Trade Waste Charges Apr25	83.03	****
10819	BP	Holywell Garden Centre	VE Day Event Work / Wales in Bloom SLA Work	730.00	^^
10820	BP	Flintshire County Council	Council Office Business Rates - 2025/26 (1 of 2)	4,473.00	****
10821	DD	Yu Energy	Gas Bank Place Apr25	212.96	****
10822	DD	Corona Energy	Electricity Bank Place Apr25	76.76	****
10823	DD	EDF Energy	Electricity Bank Place Apr25	31.32	****
10824	DD	Welsh Water	Water 12/13 Bank Place Oct-Apr	73.55	****
10825	DD	Welsh Water	Water 14 Bank Place Oct-Apr	89.03	****
10826	DD	Vodafone Business	Office Mobile Apr/May	27.90	****
10827	DD	BNP Paribas	Copier Lease 23/5-22/8	154.80	****
10828	DD	Wirehouse HR	Employment Services	132.00	****
10829	DD	British Telecom	Phone & Broadband May25	70.09	****
10830	VIS	HSBC Bank	Cash for Nexus CE Award Items	50.00	^^
10831	VIS	Tesco	Under 18 CE Award Vouchers	101.20	^^
10832	VIS	Coco Sweets & Chocolates	CE Award Items	30.00	^^
10833	VIS	Beechwood Plant Stall	Bedding Plants - HTC Planter	17.00	^^
10834	VIS	Danny's Family Butcher	CE Award Items	20.00	^^
10835	VIS	Greenfield Valley Trust	CE Award Items	17.50	^^
10836	VIS	Ionos Cloud	Office Premium/Mail Pro	100.59	****
10837	VIS	Tesco	Refreshments - VE Day Event	22.50	^^
10838	VIS	Royal Mail	Postages	3.60	****
10839	VIS	Maggies Kitchen	Fish & Chips - VE Day Event	100.00	^^
10840	VIS	Microsoft	ICT Subscription	27.60	****
10841	VIS	Amazon	Sound System Cable	16.37	****
10842	VIS	Tesco	Refreshments	1.20	^^
10843	VIS	C.M. Scott	Engrave Mayoral Plaque	17.70	^^
10844	VIS	Tesco	Refreshments	17.60	****
10845	VIS	Zoom	Zoom Pro Subscription	15.59	****

10846	VIS	Amazon	16gb Memory Upgrade - Council Laptops	161.94	****
10847	VIS	Tesco	Refreshments	1.20	^^
10848	DR	HSBC Bank	Bank Charges Apr25	10.00	****
TOTAL				31,778.46	

SCHEDULE OF ACCOUNTS RECEIVABLE – MAY 2025

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

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

20.2. Internal Audit Report 2024/25 Financial Year

Members considered the internal audit prepared by JDH Business Services Ltd, that related to the 2024/25 financial year. There were no

further issues arising and a robust set of year end records had been maintained with a comprehensive audit trail.

RESOLVED:

That the Council approve the report.

20.3. Annual Return, Year End Accounts & Governance Statement - 2024/25 Financial Year

Members considered the approval of the Council's accounting statements and annual governance statement certified by the Clerk. The Clerk provided a brief update that outlined the main financial issues. Members noted the reserve balances had been maintained from the previous financial year.

RESOLVED:

That the annual return be approved and signed by the Mayor.

20.4. Asset List 2024/25

Members considered the Council's asset list as of 31st March 2025 that was circulated with the agenda. Members noted the movement related to additions and disposals.

RESOLVED:

That the asset list be approved.

21. CORRESPONDENCE

21.1. Partnership Working Opportunity – Aberystwyth University & Mürzzuschlag in Austria

Members considered the partnership working opportunity and the potential benefits it would bring to the Holywell Community.

RESOLVED:

That the Deputy Clerk follows up with the University and reports back to members.

21.2. Holway Mine

Members considered the email enquiry related to the mine. The mine had reportedly fell into disrepair and the enquirer had requested a clean-up operation.

RESOLVED:

That the Deputy Clerk confirms the landowner and maintenance responsibilities and the relevant permissions for any works to be undertaken.

21.3. Community Review

Members considered the email from Flintshire County Council. The Community Review would commence within the next few months. The Council had already completed a pre-questionnaire, and it was confirmed that no changes were required to the original submission.

RESOLVED:

That the Clerk confirm the no change submission to the County Council.

21.4. Connah's Quay Low Carbon Power Project Consultation

The Council were a statutory consultee and had received a further design update for the project from Uniper UK Ltd.

RESOLVED:

That the Council note the consultation as received.

21.5. Review of Holywell Street Market

Flintshire County Council were intending to review the Holywell Market operations and would be releasing an online survey from July 2025 to gather feedback from local residents. The County Council had stated that the market remained small despite attempts made to grow it over the years, does not generate any significant footfall, and appeared little used by residents.

RESOLVED:

That the Council note the review and consultation as received.

21.6. Holywell Rambling Club

Members considered the request from the Club to plant daffodil bulbs at identified places around the town. The County Council had requested further information and Cllr I. Hodge would forward on details. Members also discussed the adoption of any remaining planters on the High Street.

RESOLVED:

That the Council support the bulb planting. That the Deputy Clerk contacts the Club to offer the adoption of a planter and also contacts other groups/schools that may be interested.

21.7. Holywell 1-2 Year Place Making Action Plan

Members considered the email from the County Council's Regeneration Team, that requested input from the Town Council on its planned projects to support the Holywell Place Making Plan. An action plan template required completion by Friday 4th July 2025.

RESOLVED:

That a working group be formed to complete the action plan template. Councillors M. Sprake, P. Corbett, D. Thomas, L. Corbett and I. Hodge were nominated to attend the working group meeting. Deputy Clerk would facilitate the meeting, that was to be held between 12.00pm and 2.00pm, on Thursday 26th June 2025.

21.8. LGPS Access and Fairness Consultation

Members considered the email from the Clwyd Pension Fund, regarding a consultation on changes to the Local Government Pension Scheme in England and Wales. The proposed changes were intended to improve fairness in and access to the LGPS. Some of the changes related to the gender pensions gap would have an impact on payroll.

RESOLVED:

That the Council note this consultation as received.

21.9. 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	Llais monthly newsletter	20 th May 2025 & 29 th May 2025
H	FLVC Bulletin	20 th May 2025
I	RHS & BBC The One Show's Growing Together Award 2025 competition	29 th May 2025
J	Fit, Fed & Read Timetable	4 th Jun 2025
K	FCC Flintshire Community Chest – Round 1	4 th Jun 2025
L	Transition Group Wall Art Project	9 th Jun 2025
M	Greenfield Valley Volunteers Newsletter	11 th Jun 2025

22. REPRESENTATIVE REPORTS

Cllr I. Hodge reported that the AGM for the North Wales Association of Local Councils would be held in July, and rail services and local government re-organisation continued to be discussed at the meetings.

23. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge reported on the recent changes to the cabinet and other positions at the County Council's AGM. Cllr E.B. Palmer had been appointed to the Cabinet, and Cllr Hodge had been appointed to the North Wales Fire Committee.

24. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute 25, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the financial considerations.

25. APPLICATIONS FOR FINANCIAL ASSISTANCE

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

A statement was circulated with details of donations made to date (£Nil) in the current financial year, budget provision for donations (£7,000), with remaining provision (£7,000) being available for allocation.

RESOLVED:

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

Organisation	£
Transition Holywell & District	500
Kids Cancer Charity	500
Estuary Voluntary Car Scheme	500
Fron Park Bowling Club	300
Thomas Pennant Society	250
Greenfield Football Club	500
Carmel Cricket Club	250
The Holywell Band	500
Total	3,300

- 2) That the following applications be noted as received without a donation on this occasion:
Marie Curie Wales, Llangollen International Eisteddfod, North Wales Classic Car Club, Ysgol Bro Carmel, and the 50+ Action Group.

26. CLOSE OF MEETING

The Mayor closed the meeting at 7.20pm.

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Mayor