

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 18th October 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: L.A. Carter, L. Corbett, P. Corbett, P. Curtis, R. Dolphin, P.A. Johnson, J. Jones, M. Lewis-Jones, E.B. Palmer, B. Scragg, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillor M. Sprake. Councillors C. Argent and S. Rush were absent without apology.

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

69. **PRESENTATION – FR DOMINIC CAWDELL, VICAR OF HOLYWELL**

Fr Dominic attended the meeting and spoke to members about the Church plans to create a car park facility at Holy Trinity Church, Greenfield. The Deputy Clerk would send on any applicable grant funding information. The plan was for parking provision of 22 spaces, to manage high volume funerals and keep vehicles off the adjacent residential roads outside homes. The project would cost circa £15,000, with £3,000 being raised to date. The council offered their support in principle and could do a letter of support once the project required it.

RESOLVED:

That Fr Dominic be thanked for his presentation.

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

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
77.1.	All Councillors	✓		IRPW draft proposals on remuneration.
73.2.	P. Corbett		✓	Family relative in band proposed to perform at Christmas Lights Switch On.
73.2.	I. Hodge		✓	Close affiliate of performer at Christmas Lights Switch On.

71. MAYOR'S REMARKS

The Mayor welcomed everyone to this month's meeting, and introduced the Council's new Support Officer Caroline Pickstock, who was to join the Council on Monday 7th November 2022.

The Mayor was privileged to attend at the Domestic Abuse Charity Shop on the High Street on Friday 7th October and met Doreen Lee to relaunch the shop, with an early Christmas theme. The Mayor proposed a Christmas Tree be purchased and installed on the front courtyard in December at the Council Offices and was planning to ask local schools to assist with the decoration.

The Mayor signed the final paperwork with the Clerk to execute the asset transfer of the former toilet block and the Council would take possession to undertake the refurbishment work as soon as possible. The Halkyn Mountain News publication would now cost the Council £40.00 per year rather than the £20.00 originally quoted. The Mayor requested that members confirm if they still wish to proceed.

The Mayor was pleased to be appointed as a Dementia Ambassador by the Alzheimer's Society and would be undergoing training to support this role shortly. The mayor advised he would be donating £50 toward the cost of the gaming entertainment, at the police event on Friday 11th November, at Holway Community Centre.

The Mayor confirmed this year's Remembrance Sunday arrangements. The Clerk would shortly be sending out the invite letters to the service, which would broadly follow last year's arrangements. All members would be invited on Sunday 13th November to the parade, service at St. James Church, the salute at the Connects Building, and the service at Panton Place Memorial Gates. On Friday 11th November at 11.00am there would be a wreath laying ceremony with Fr Dominic at Greenfield War Memorial. Arrangements were in hand for the silent soldiers and giant poppies to be installed along the parade route.

Cllr E.B. Palmer requested his concerns be noted about the lack of a service on the Sunday at Greenfield.

RESOLVED:

- 1) That the Clerk arranges for two Christmas Trees to be purchased for the offices.
- 2) That the Clerk advise Halkyn Mountain News of the Council's intention to proceed with the publishing of news articles as per the revised cost of £40.00 per year.

72. PUBLIC SPEAKING

There were no such requests.

73. MINUTES & MEETINGS

73.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council held on Tuesday 27th September 2022.
- Resources Committee held on Tuesday 4th October 2022.
- Town Centre & Events Committee held on Wednesday 5th October 2022.
- Resources Committee held on Wednesday 12th October 2022.

73.2. Meetings of Committees and Working Groups

Town Centre and Events Committee Minute TC19. The Clerk provided an update on the deployment of the remaining funding from the Town Centre Enhancement Grant.

RESOLVED:

That the following items be purchased from the remaining funds:

- Rechargeable Pressure Washer
- 2 no. extra dog waste bag dispensers
- 2 no. ultrasound pigeon deterrent (Deputy Clerk to send on further information and check suitability).

Events Working Group Meeting held on Thursday 13th October 2022.

The Clerk read out the proposed programme and budget implications. The costs for the event could be contained within the existing base budget. A flyer would be circulated shortly with the full details and times, on social media and the website.

Cllr D. Thomas proposed his son as recent winner of the National Amplifon Awards for Brave Britons to switch on the lights, as the local community representative.

RESOLVED:

That the programme and line-up be approved. The community representative nomination would be confirmed at the next meeting.

74. PLANNING

74.1. 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
OUT/000042/22	Proposal: Demolition of existing dwelling and erection of a block of up to six residential apartments, one of which is to be affordable together with associated works. (Amendments to be submitted). Location: Lornell, Halkyn Street, Holywell, Flintshire, CH8 7TX. The Council reiterated their objection to this application.

Cllrs P.A. Johnson and E.B. Palmer abstained from debate and voting on this application, as members of the Flintshire County Council Planning Committee.

Cllr P.A. Johnson stated that the planning appeal for a detached dwelling and means of access on land at Pen Y Ball Hill had been dismissed by the Planning Inspectors.

75. ACCOUNTS

75.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – SEPTEMBER 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9075	BP	Bulldog Hire Ltd	Hire of Rodeo Bull/Connect 4/Beat The Bicep - Well Inn	630.00	^^
9076	BP	Rosiez Café Ltd	Supply of Assorted Baps - Well Inn	225.00	^^

9077	BP	Event Sound Ltd	Hire of Stage (inc. Sound & Lighting) - Well Inn	1,740.00	^^
9078	BP	Fun Faces	Facepainting Services - Well Inn	175.00	^^
9079	BP	Katy Bincham	Facepainting Services - Well Inn	200.00	^^
9080	BP	J.R. Johnson	Daytime Photobooth - Well Inn	350.00	^^
9081	BP	The Music Mine Studios	PA Hire, Sound and Band Procurement - Well Inn	1,970.00	^^
9082	BP	Chris Baglin	Town Crier/Punch & Judy/Street Magic/Busking - Well Inn	250.00	^^
9083	BP	One Voice Wales	Chairing Skills Training - Cllr D. Thomas	55.00	***
9084	BP	Holywell Garden Centre	Watering of Baskets - Aug 2022	706.00	^^
9085	BP	BKB Solutions Ltd	Replace Socket in Council Offices/Install Power Lead	130.80	****
9086	BP	Flintshire County Council	Business Rates 22/23 Bank Place Offices (2 of 2)	3,343.75	****
9087	BP	Copyrite Systems	Copier charges 20/5/22-19/8/22	82.56	****
9088	BP	One Voice Wales	Chairing Skills Training - Cllr L.A. Carter	55.00	***
9089	BP	Daydream Designs	Website Tech Support Sep22	94.80	****
9090	BP	Daydream Designs	Well Inn Advertising & Promotion	621.60	^^
9091	BP	Daydream Designs	Well Inn Additional Advertising - Old Wine Vaults	126.00	^^
9092	BP	Daydream Designs	Operation London Bridge - Web Overlay	252.00	****
9093	BP	JRB Enterprises	Supply 4 Dog Bag Dispensers	427.44	^^
9094	BP	Cllr B. Scragg	Travelling & Subsistence - Wales in Bloom Awards	132.05	^^**
9095	BP	J. Baker	Travelling Costs - Sept 22	15.75	***
9096	BP	Heather Jones	Reimburse Items - Well Inn	17.68	^^
9097	BP	Clwyd Pension Fund	Staff Pension Costs - Sept 22	1,410.89	***
9098	BP	HMRC	Staff PAYE/NI - Sept 22	1,574.61	***
9099 - 9100	BP	Council Staff	Staff Salaries - Sept 22	3,972.16	***
9101	BP	Reach Publishing Services Ltd	Support Officer Job Advert	756.00	****
9102	DD	Plusnet	Phone Alarm Line Aug/Sep	23.62	****
9103	DD	EDF Energy	Electric 12/13 Bank Place Offices Jul/Aug	11.93	****
9104	DD	EDF Energy	Electric 14 Bank Place Offices Jul/Aug	1.58	****
9105	DD	Plusnet	Phone & Broadband Sep 22	38.30	****
9106	DD	Opus Energy	Gas Bank Place Aug/Sep 22	20.06	****
9107	DC	The Castle Hotel	Accommodation - Cllr B. Scragg	135.00	^^
9108	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9109	DC	Go Fund Me	Mayoral Donation	50.00	**

9110	DC	Royal Mail	Postages	1.50	***
9111	DC	Tesco	Refreshments/Flowers	7.15	****
9112	DC	Royal Mail	Postages - Memorial Service	47.50	***
9113	DC	Tesco	Refreshments	1.15	****
9114	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9115	DC	Ann Seymour Photography	Supply 2 no. 10x8 Prints - WIB Awards	14.85	^^
9116	DC	W. Bevan & Son	Supply 2 no. Padlocks	9.98	****
9117	DC	Tesco	Refreshments	2.14	****
9118	DR	HSBC	Bank Charges - July 22	8.00	****
TOTAL				19,801.83	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – SEPTEMBER 2022

Date	Category	Name	Payment Details	Amount £
	Nil Return			
TOTAL				0

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

76. COMMUNITY ENGAGEMENT

76.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered regeneration grant funding, and Keep Wales Tidy packages.

RESOLVED:

- 1) That Cllrs E.B. Palmer and B. Scragg join the working group to look at grant funding packages from the Shared Prosperity Fund and Transforming Towns Fund. Absent Councillors would also be invited to join the group. (Cllrs C. Argent, S. Rush and M. Sprake).
- 2) That the Deputy Clerk arranges for circulation of the Keep Wales Tidy package information to the following recipients:
 - Greenhill Farm
 - Station House – Diane Roberts
 - Holywell Churches
 - Erw Groes Family Unit (Paper Copy)
 - Llys Emlyn Williams Hostel (Paper Copy)

77. CORRESPONDENCE RECEIVED

77.1. The Independent Remuneration Panel For Wales Draft Report

Members considered the draft report, and the Clerk summarised the main changes. The consultation period ends on Thursday 1st December 2022.

RESOLVED:

That a working group be formed to respond to the consultation. Cllrs L.A. Carter, P.A. Johnson, J. Jones and E.B. Palmer to attend.

77.2. Joint Meeting of the Standards Committee and Town and Community Councils

The next meeting would take place on Monday 7th November 2022. Members considered any matters to be raised and a nomination to attend.

RESOLVED:

That Cllr L.A. Carter be nominated to attend the meeting.

77.3. Bionet Awards 2022

Members considered an entry in the awards. The awards provided recognition to people and communities in Northeast Wales, that conserve, protect and enhance biodiversity.

RESOLVED:

That the Clerk submit an entry on behalf of the council, that highlights the Wales in Bloom related work on biodiversity.

77.4. Civility and Respect Project Update

Members noted as received the newsletter/update and considered the draft sample pledge sheet, drawn up by the SLCC/One Voice Wales/NALC.

RESOLVED:

That the Council adopt the civility and respect pledge based on the standard model pledge provided. Clerk to draft and publish the pledge.

77.5. Reports Received

Members were informed that the following items had been received and were available for perusal from the Clerk. A copy was enclosed 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	Thomas Pennant Update	**	21 st Sep 2022
F	Fron Park Play Area Proposals	**	21 st Sep 2022
G	Defib Funding Opportunity	**	27 th Sep 2022
H	Welsh Ambulance Trust Board Papers	**	28 th Sep 2022
I	OPCC North Wales Newsletter	**	3 rd Oct 2022
J	Sale of Items from Estate of Hazel Formby	**	5 th Oct 2022
K	Underground Refuse Systems	**	7 th Oct 2022
L	HLC Business Plan Tracker	**	12 th Oct 2022
M	High Street Premises Update	**	13 th Oct 2022

78. HEALTH AND SAFETY POLICY

Members considered the draft Health and Safety policy, that had been reviewed and recommended by the Resources Committee. A section that covered wellbeing had been added to the policy.

RESOLVED:

That the policy be approved and published by the Clerk.

79. COUNCIL TRAINING PLAN

Members considered the draft training plan, required to comply with the Local Government and Elections (Wales) Act 2021. The plan was to cover the five year council term and contained a self-assessment training needs analysis form for members and staff to complete. The plan needed to be published by November 2022 to comply with the legislation.

RESOLVED:

That the training plan be approved and published by the Clerk. Training Needs Analysis forms would be handed out at the next meeting.

80. MEMBERS AGENDA ITEMS

Cllr L.A. Carter – Traffic Calming Measures, Old Chester Road, Holywell

Cllr Carter explained the background to this matter. There were serious concerns at the traffic flow at the Old Chester Road junction with Halkyn Road, and the road condition with several potholes here and on Brynford Hill. Members also expressed their concerns at diverted traffic travelling through Halkyn Road and on to Fron Park Road when the A55 expressway was closed. There were also an excessive number of cars parked on Brynford Road causing obstruction to passing motorists. Speed survey markers had now been installed to monitor vehicle speeds. There were also no pathways for pedestrians in the area that only increased the safety concerns.

RESOLVED:

That the Clerk contact Katie Wilby, Chief Officer Streetscene, Flintshire County Council, to request a site meeting with members to discuss the situation.

81. REPRESENTATIVE REPORTS

Cllr B. Scragg updated members on the recent briefing session held with Hannah Blythyn MS about Greenfield Railway Station. The Council's preferred location was the former Holywell Junction site and a site meeting would be arranged with ministers in due course. The station project had now progressed to WelTag Stage 2 where the business case for the two remaining location options would be considered.

Cllr I. Hodge updated members on the recent North Wales Liaison Committee meeting. There had been meaningful discussions with Avanti Trains about improved services on the North Wales line to London Euston. It is hoped that an increase in trains will be implemented from 1 service to 8 services (4 both ways) to better support local commuters, plus extra freight trains to support Holyhead Dock and North Wales businesses.

Cllr P.A. Johnson updated members on the recent Friends of the Holway meeting and the progress made on the community fridge.

82. COUNTY COUNCILLOR REPORTS

Cllr E.B. Palmer stated that Lee Shone and Anthony Stanford had been allocated as Holywell contact officers for active travel projects. Clerk to make contact and arrange a meeting.

Cllr I. Hodge raised the potential for future meeting clashes on a Tuesday with the scheduled meetings of the County Council and Town Council.

83. CLOSE OF MEETING

The Mayor closed the meeting at 7.50pm.

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Mayor