

HOLYWELL TOWN COUNCIL

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Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday, 18th October 2023 at 6.00pm.

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

Councillors: C. Argent, L. Corbett, P. Corbett, P. Curtis, I. Hodge, P.A. Johnson, J. Jones, M. Lewis-Jones, E.B. Palmer, S. Rush, B. Scragg, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE none were received.

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

62. **MEETING WITH CHIEF EXECUTIVE, FLINTSHIRE COUNTY COUNCIL**

Neal Cockerton, Chief Executive, Flintshire County Council, and Andrew Farrow, Chief Officer Planning, and Sean O'Donnell, Capital Works Manager, attended the meeting and answered members' questions on local matters of concern. The discussion points and outcomes were noted as follows:

1. Greenfield Railway Station Project - Letter of Support (Cllr Barry Scragg). The Chief Executive confirmed his support and would write to the Town Council.
2. Active Travel Incomplete Schemes (Cllr Barry Scragg). Strand link to be finished by March 2024. Lighting to be reviewed.
3. High Street Arch (Cllr Barry Scragg). No funding in place, planning application rejected.
4. Improvements to Abbey Court Flats (Cllr Barry Scragg). The County Council would look at the windows.
5. Community Centre & Garden – School Lane, Greenfield (Cllr Barry Scragg). No active asset transfer currently.
6. Parking in School Lane, Greenfield and Refuse Collection Problems (Cllr Barry Scragg). Assisted collections from houses. Additional parking would be subject to funding.
7. Number 23 Bus Service (Cllr Barry Scragg). Town Council were referred to P&O Lloyd (Service Operator).
8. Streetscene budget and schedule for Holywell & Greenfield (Cllr Lynda Carter). The budget for Streetscene was £35m and the schedule would be forwarded.

9. Communication between the County Council and Town Council (Cllr Lynda Carter). The communication issues around the planters would be followed up.
10. Why did the Greenfield Business Park Levelling Up bid fail and what is the timescale for the next round of bid submissions? (Cllr Matt Sprake). Tranche 3 details not yet known. It would be feasible to submit an improved bid.
11. Lack of communication after initial involvement in the funding grants. (Cllr Ian Hodge). Town Council were referred to Cadwyn Clwyd.
12. Greenfield Valley bid application. (Cllr Ian Hodge). Town Council were referred to Cadwyn Clwyd.
13. Update on the plans for Transforming Towns and Placemaking plans for Holywell. (Cllr Ian Hodge). Consultation to start shortly on the Placemaking plans.

RESOLVED:

That the Chief Executive and his officers be thanked for attending the meeting.

63. VISIT FROM DISTRICT INSPECTOR WES WILLIAMS, NORTH WALES POLICE

DI Williams attended the meeting and provided an update on local policing matters, that included the recent anti-social behaviour issues in the town centre. DI Williams provided information on the We Don't Buy Crime SmartWater technology and stated an increase in police presence and visibility would be noticeable in the coming weeks. There had been a 13% reduction in crime and a 13.2% increase in detection rates. Members stated their preference to have a permanent police station in the Holywell Connects building. Any further follow on questions from members should be emailed to the Clerk to direct onto DI Williams.

RESOLVED:

That DI Williams be thanked for attending the meeting.

64. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
70.3.	E.B. Palmer	✓		Chair of Clwyd Pension Fund Committee
71	P.A. Johnson	✓		Member of Aura Leisure Board

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

65. MAYOR'S REMARKS

The Mayor's passed her condolences onto the family of Margaret Williams MBE following her recent passing. Members were very aware of Margaret's outstanding fundraising work with the North Wales Superkids charity that stretched back over many years.

The Mayor congratulated Charlotte Stanley at Up A Yard Restaurant on winning another award, the Trip Advisor Travellers Choice Award 2023.

The Mayors wished the proprietors of new shop Lula May's Boutique best wishes and welcomed them to the town. The shop had opened on the High Street and specialised in vintage and contemporary women's fashion.

The Mayor was delighted to welcome both Ysgol Maes Glas and Ysgol Maes y Felin to the Eco Uniform Hub on Monday 16th October 2023, where cheques for £100 were presented to both schools.

Preparations were underway for this year's Remembrance Sunday in Holywell and Greenfield, and members had received letters from the Clerk that confirmed the arrangements. The Silent Soldiers and Giant Poppy displays would be installed in the town the week commencing 23rd October.

The staff had recommended that one Christmas Tree be displayed outside the Council Offices in the courtyard this year.

RESOLVED:

That the Clerk arranges for the ordering of one Christmas Tree for the office courtyard, to be displayed over the festive period.

66. MINUTES & MEETINGS

66.1. Minutes of Meetings

RESOLVED:

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

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

66.2. Meetings of Committees and Working Groups

Resources Committee – New & Revised Policies

The Committee had 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.

RESOLVED:

That the policies be approved and published.

Town Centre & Events Committee – Tree of Life

The Committee had made a recommendation to the Full Council to consider the Tree of Life project. The associated costs, which would need to be allocated from the Council's reserves, were stated under minute TC27.

RESOLVED:

That the Council do not contribute to the Tree of Life project. Clerk to inform the Rotary Club.

School Governor Representative – Ysgol Maes Glas

Cllr M. Lewis-Jones was appointed at the September meeting but had stood down from the role. Members considered any other nominations for the role.

RESOLVED:

That Cllr M. Sprake be appointed to the role. Clerk to inform the school.

67. PLANNING

67.1. 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
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. The Council confirmed their support for this application as long as it meets the necessary planning criteria.
FUL/000873/23	PROPOSAL: DROPPED KERB OUTSIDE PROPERTY TO PROVIDE NEW VEHICLE ACCESS FROM FRON PARK ROAD. LOCATION: PENNANT, Whitford Street, Holywell, CH8 7NL. The Council confirmed their support for this application.
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. The Council confirmed their support for this application as long as it meets the necessary planning criteria.
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. The Council noted this application as received. The County Ward Member had requested a site visit and committee determination.
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. The Council noted this application as received and raised concerns over the proposed access arrangements being on a tight bend in the main road. The County Ward Member had requested a site visit and committee determination.

68. ACCOUNTS

68.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

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	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	Regen 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 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

69. COMMUNITY ENGAGEMENT

69.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There was an action point that covered the promotion of SmartWater Technology Home Packs.

RESOLVED:

That the Support Officer promotes the use of the SmartWater Home Packs on the Council's social media channels.

70. CORRESPONDENCE RECEIVED

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

Members considered nominations for the joint meeting of the Standards Committee and Town and Community Councils on Monday 6th November at 6pm. This meeting would be held virtually and include a training topic.

RESOLVED:

That Cllrs L.A. Carter, I. Hodge, and E.B. Palmer attend the joint meeting. Clerk to make the arrangements.

70.2. Email from Karen Martin

Members considered the correspondence that concerned the Holywell Schools Safe Route In Communities proposal that affected Whitford Street and Holway Road. Members noted all the concerns raised but reserved their right to express a view at the appropriate time once a final scheme was formally submitted for consultation.

RESOLVED:

That this correspondence and the points noted be confirmed as received.

70.3. Clwyd Pension Fund - Investment Strategy Statement (ISS) Consultation

Members considered the revised statement and noted the changes made.

RESOLVED:

That the Council note the revised statement as received.

70.4. Flintshire County Council Community Review, and Polling District, Place and Polling Station Review

Members considered both the reviews and the Council's participation in each of them.

RESOLVED:

That a working group be appointed to respond to both of the review consultations. Cllrs I. Hodge, J. Jones, E.B. Palmer, M. Sprake, and B. Scragg were appointed to the working group.

70.5. Support for Climate and Ecology Bill

Members noted the correspondence received from Zero Hour that seeks local council support for the Climate and Ecology Bill, which was due its second reading on 24th November.

RESOLVED:

That a working group be appointed to consider this matter and report back to the Full Council. Cllrs L. Corbett, E.B. Palmer, and B. Scragg were appointed to the working group.

70.6. Winter Maintenance Letter

Members considered the letter concerning winter preparations. Additional supplies were available for town councils and community groups to supplement the snow clearing operations undertaken by the Streetscene Department.

RESOLVED:

That the Clerk be nominated to receive the bulletin on weather forecast and gritting actions, that can then be circulated on social media Monday to Friday. That members ask among their communities and report back to the Clerk for any supplies that are required.

70.7. 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	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

71. MEMBERS AGENDA ITEMS

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. Cllr Johnson can provide the background.

Councillor P.A. Johnson withdrew this motion. The Clerk had received a letter from Aura Leisure that requested Town and Community Councils consider a £1,000 contribution towards the costs of administering the Fit, Fed and Read Scheme for Summer 2024.

RESOLVED:

That the Council contribute £1,000 to support the Fit, Fed and Read scheme for Summer 2024. Clerk to inform Aura Leisure.

72. REPRESENTATIVE REPORTS

Cllr M. Lewis-Jones reported that the Holywell Area Museum were prepared to put on refreshments for Remembrance Sunday following the services. The Council agreed a contribution in the region of £50.00.

Cllr D. Thomas provided an update from the recent partnership meeting with Greenfield Valley. £600k had been allocated from SPF funding to deliver their 10 year strategy and reduce their carbon footprint. Fishing was being considered at the top pool. GVT had requested to join the Council's Events Working Group and would be invited to the next meeting. Cllr I. Hodge had been nominated to attend the partnership group meeting in future as an additional County Council Representative.

Cllr E.B. Palmer reported on his attendance, along with Cllr D. Thomas, at the Regeneration Seminar in Manchester. Some of the suggestions made were already in place in Holywell. The Town Centre & Events Committee would look further at the detail, that included youth engagement and digital inclusion. The Council could then potentially invite a guest speaker.

73. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge provided an update on the train/passenger survey prepared by the North Wales Association of Local Councils. A press release was being published and the report was circulated to members.

Cllr P.A. Johnson stated the County budget was being reviewed which had a £32m shortfall, of which £18m had been found. £14m was still to be found to balance the budget. This would impact on town and community council budgets and resources.

74. CLOSE OF MEETING

The Mayor closed the meeting at 8.25pm.

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Mayor