

Cyngor Tref Treffynnon Holywell Town Council

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

Tel: (01352) 711757



Bank Place Offices,
Holywell,
Flintshire, CH8 7TJ

Tel: (01352) 711757

e-bost/e-mail: town.clerk@hollywell.wales
Gwefan/Website: hollywell.wales

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@hollywell.wales for further guidance.

To: All Members of the Council

14th April 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 19th April 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. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

Members are reminded that they must declare the existence and nature of their declared personal interests.

3. THOMAS PENNANT SOCIETY PRESENTATION

Mr Paul Brighton, Thomas Pennant Society, will attend the meeting and speak to members about why Holywell and the Greenfield Valley could be considered the birthplace of the industrial revolution.

4. MAYOR'S REMARKS

5. PUBLIC SPEAKING

6. MINUTES & MEETINGS

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

- Holywell Town Council held on Wednesday 15th March 2023.

6.2. Meetings of Committees and Working Groups

- To consider any recommendations for approval from Committees (where not delegated) and working groups held.
- Chairs Advisory Group held on Tuesday 21st March 2023. The notes to the meeting and recommendations to consider are attached following the minutes of the March 2023 Full Council meeting.

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, 15th March 2023 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

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

APOLOGIES FOR ABSENCE were received from Councillor R. Dolphin. Councillor D. Thomas was absent without apology.

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

149. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
157.2.	All Councillors	✓		Potential Recipients of Member Allowances

150. KIM INSPIRE PRESENTATION

Representatives from Kim Inspire attended the meeting, and provided an overview of the work they undertake within the community. The team deal with a variety of issues that included mental health and social isolation. Some 1,400 interventions had been completed for people aged 16 and over. Kim Inspire cover the Flintshire, Denbighshire, Conwy, and Wrexham areas, and were funded primarily from the Health Board. They also work alongside other local organisations such as the Holywell Area Community Museum, St Peter’s Church and the Flintshire Foodbank. The Mayor would provide information on Kim Inspire to the Age and Dementia Holywell group at its next meeting.

RESOLVED:

That Kim Inspire be thanked for an informative presentation.

151. MAYOR'S REMARKS

The Mayor was delighted to attend the St David's Day Event and Parade in the town, accompanied by the Chair of Flintshire County Council Mared Eastwood on Thursday 2nd March 2023. The Mayor thanked Menter Iaith and all those who contributed to the event.

The judging for the best St David's Day window was also completed with the winners Hughes Parry Solicitors receiving a certificate and plaque at the event. Tower Crafts placed 2nd, and Holywell Garden Centre placed 3rd. The Mayor thanked all businesses that took part.

Members were aware of the Mayoral Honour Cadet positions, that were rotated to both Holywell Air and Army Cadets. The Mayor proposed an expansion of this scheme to incorporate the Holywell Scouts and St Johns Ambulance Wales Holywell Division to be included on the roster.

The Mayor confirmed that the review of the County Council's draft Gambling Policy had been completed and it was found to be very comprehensive.

The Mayor requested ahead of the Annual Meeting in May that all members email the Clerk with their preferred choice of committees. This would enable some forward planning work to be completed prior to the meeting. The Clerk would circulate a list of current committees and their membership.

RESOLVED:

That the Clerk contact the Holywell Scouts and St. Johns Ambulance Wales Holywell Division to ascertain their interest in joining the Mayoral Honour Cadet roster. Members confirmed their approval.

152. PUBLIC SPEAKING

There were no such requests.

153. MINUTES & MEETINGS

153.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council held on Wednesday 15th February 2023.
- Town Centre & Events Committee held on Thursday 16th February 2023.

- Resources Committee held on Tuesday 21st February 2023.
- Development Committee held on Tuesday 28th February 2023.

153.2. Meetings of Committees and Working Groups

Development Committee 28th February 2023, DC28 – Public Meeting The Committee had determined that the public meeting should include an introduction that highlighted the work/remit of the Town Council, followed by an informal coffee and chat session would be the best way forward. Residents could then speak to members on a one to one basis to discuss their concerns. The Committee resolved that the public meeting be held in St Peter's Church at 6.00pm. The meeting would be promoted and arranged for the end of April / beginning of May.

RESOLVED:

That the arrangements as recommended by the Development Committee be approved and endorsed as stated.

154. PLANNING

154.1. New Planning Applications

There were no new planning applications to consider this month.

155. ACCOUNTS

155.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – FEBRUARY 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9334	BP	Flintshire County Council	Contribution - Fron Park Road Play Area	10,000.00	^^^
9335 - 9337	BP	Council Staff	Staff Salaries - Feb23	5,515.55	***
9338	BP	HMRC	Staff PAYE/NI - Feb23	1,756.32	***
9339	BP	Clwyd Pension Fund	Staff Pension - Feb23	1,880.82	***
9340	BP	AGS Security Systems	Supply and Fit Internal CCTV Camera - Council Offices	540.00	****
9341	BP	Kassidys Tea Rooms	Supply Buffet - Council Meeting 21/12/22	136.00	****

9342	BP	Holywell Garden Centre	Take Down & Removal of Office Christmas Tree	120.00	^^
9343	BP	Daydream Designs	Website Tech Support - Feb23	94.80	****
9344	BP	Veolia	Supply Trade Waste Bags	65.04	****
9345	BP	Viking	Supply Refuse Sacks & Laminating Pouches	34.78	****
9346	DD	Plusnet	Phone & Broadband Feb23	38.30	****
9347	DD	Opus Energy	Gas Bank Place Offices 16/1-12/2/23	436.63	****
9348	DC	Tesco	Refreshments	1.30	****
9349	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9350	DC	1&1 Internet Ltd	Domain Names	36.24	****
9351	DC	Amazon	Rubbish Bags	26.95	****
9352	DC	Tesco	Refreshments	1.30	****
9353	DC	Amazon	White Card	13.57	****
9354	DC	Royal Mail	Postages	20.64	***
9355	DC	Tesco	Refreshments	1.30	****
9356	DC	Tesco	Refreshments	1.30	****
9357	DC	CM Scott Jewellers	Supply and Engrave Plate	47.20	****
9358	DC	W. Bevan & Son Ltd	Adjustable Spanner	5.99	****
9359	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9360	DC	Tesco	Refreshments	1.30	****
9361	DR	HSBC Bank	Bank Charges - Jan23	15.13	****
TOTAL				20,905.44	

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

Date	Category	Name	Payment Details	Amount £
17/02/23	Income	Flintshire County Council	Mayoral Buffet Tickets x2	50.00
20/02/23	Income	St. Asaph City Council	Mayoral Buffet Tickets x2	50.00
23/02/23	Income	Broughton & Bretton CC	Mayoral Buffet Tickets x2	50.00
TOTAL				150.00

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

155.2. Review of Internal Controls/Investment Strategy

Members considered the draft documents included with the agenda. The Clerk summarised the differences from the previous year. The maximum investment limit had increased to £75,000 to allow for a further £10,000 to be transferred to the money market investment scheme. The Clerk stated that a new bank account was required to support this change.

RESOLVED:

That both the internal control and investment strategy be approved. Clerk to arrange the new bank account with the Council's bankers.

155.3. Internal Audit Plan 2022/23

The Clerk reported that the Council had received the audit plan from the Internal Auditor, JDH Business Services, who had also confirmed their annual audit fees of £630.00.

RESOLVED:

That JDH Business Services be confirmed as the Council's Internal Auditor for the 2022/23 year.

155.4. External Audit Report 2021/22

The Clerk had identified several concerns with the External Audit Report for 2021/22 and summarised his findings. The audit opinion was qualified based on two issues, with a further five matters arising being noted. Members were requested to support a response back to Audit Wales that outlined these concerns. Following a further review the Clerk expected that a revised audit opinion and report should be issued. Members also noted other concerns related to this audit that included the length of time taken to complete audits, the procedure involved and the lack of a receipt system when dropping off documents.

RESOLVED:

That the Clerk draft an appropriate response to the audit report, to be signed by both Clerk and Chair of the Council.

156. COMMUNITY ENGAGEMENT

156.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered the Shared Prosperity Fund bids, dog waste bin provision, and the voting for the Your Community, Your Choice 2023 fund. Members were encouraged to vote for the Your Community Your Choice fund and the website link was shared with the agenda. Members noted that the litter bins in and around the town centre were dual purpose, for both general and dog waste, but no signage was currently displayed.

Members expressed concern at the County Council's intentions to apply for social housing grant on the Greenfield Community Garden site. Members recalled an agreement that this site should be left as an open space for the community. A meeting was to be held with County Councillors and the Greenfield Valley Trust to discuss the Shared Prosperity Fund bid and confirm responsibilities.

RESOLVED:

- 1) That the Clerk write a letter to the Chief Officer, Housing and Communities, Flintshire County Council, to request clarification on the position with the Community Garden, and check on the historical agreement.
- 2) That Cllr E.B. Palmer contact the County Council's Streetscene Services to clarify the position with the dog waste bins, and request signage as appropriate.
- 3) That the Deputy Clerk follow up with the County Council for an update on the Shared Prosperity Fund timetable and bid outcomes.

157. CORRESPONDENCE RECEIVED

157.1. Garage Rent Demand Letter 2023/24

Members noted as received the letter from the County Council with next year's garage rent charges. The Council had decided to terminate the garage rental agreement on 31st March 2023, as part of the annual budget setting work completed at the January 2023 meeting.

157.2. Independent Remuneration Panel for Wales Report and Determinations 2023/24

Members considered the letter and report from the IRPW which outlined the new determinations for the 2023/24 civic year and noted those determinations that were mandated. There was a new determination to consider for the reimbursement of consumables for next year.

RESOLVED:

- 1) **£156 mandated payment for extra costs of working from home** – this payment **WILL** be made to all members unless members write to the Clerk individually to decline the payment.
- 2) **£52 reimbursement for consumables** – this payment **WILL** be made to all members for the cost of office consumables unless members write to the Clerk individually to decline the payment.
- 3) **£500 mandated payment for specific responsibilities** – this payment **WILL** be made to the Mayor only unless the Mayor writes to the Clerk to decline the payment. This is in addition to the £156 payment in 1) above.
- 4) **Travel costs, Overnight Stay, and Financial Loss**, allowances to be adopted by the Council for the coming year.
- 5) **Attendance Allowance**. Members decided against the adoption of this allowance.
- 6) **Mayor's Allowance** – to be adopted by the Council and the value set at **£1,000**. Clerk to make the necessary arrangements.
- 7) **Deputy Mayor's Allowance** – to be adopted by the Council and the value set at **£500**. Clerk to make the necessary arrangements.

Cllr E.B. Palmer left the meeting at this point.

157.3. One Voice Wales Training Needs Survey 2023

Members considered taking part in the above survey. Deadline for responses: 28th March 2023.

RESOLVED:

That the Chair and Clerk be delegated to complete the survey on behalf of the Council.

157.4. 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	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletter	**	10 th Feb 2023
G	Scouts Cymru Thank You Letter – Financial Assistance	**	14 th Feb 2023
H	Transition Holywell Film In Denbigh – The Oil Machine	**	15 th Feb 2023
I	Rob Roberts MP Press Release Broadcasting in Wales	**	15 th Feb 2023
J	Rob Roberts MP Press Release Economy/Net Zero	**	16 th Feb 2023
K	Thomas Pennant Society Update	**	20 th Feb 2023
L	Rob Roberts MP – Update on Greenfield Station	**	27 th Feb 2023
M	OPCC Newsletter	**	27 th Feb 2023
N	Rob Roberts MP – Update on Hospital Waiting Times	**	28 th Feb 2023
O	NWCHC Our Lives On Hold Event/Talks	**	9 th Mar 2023

158. DIGNITY AT WORK POLICY

Members considered a new policy for Dignity at Work/Bullying & Harassment, to support the Council's ongoing obligations to the Civility & Respect Campaign. The Resources Committee had reviewed the policy and recommended it for approval.

RESOLVED:

That the policy be approved and published. Clerk to make the arrangements.

159. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
I. Hodge	Clarification Regarding The Taxi Rank Facilities	Members to request Flintshire County Council to confirm in writing the situation regarding taxi parking in Holywell High Street. Provision has been given verbally for taxis to use the bus stop, which is not used in town, but this has not been relayed to the Traffic Warden. Additionally the access to Well

		Street, and the taxi rank there is often obstructed by cars parking.
L.A. Carter	Dog Bin Provision – Holywell West Ward	To request Flintshire County Council to increase the number of dog waste bins in specific locations.

RESOLVED:

- 1) That the Clerk writes to Katie Wilby, Chief Officer Streetscene, Flintshire County Council, to request clarification on the taxi rank facilities.
- 2) That the dog waste bin item provision item be referred to the next meeting of the Council's Development Committee for a detailed review, taking account of all four wards and their requirements. A formal request will then be submitted to Streetscene.

160. NATIONAL DAY OF REFLECTION

Members considered this year's arrangements for the Day of Reflection on 23rd March 2023, to remember those affected by the Covid pandemic.

RESOLVED:

That the banner be placed on the Council Offices frontage with residents invited to tie a ribbon as a tribute on the railings. Support Officer to promote on social media and include the national minutes silence in the post.

161. POLICE CONTACT NOMINATIONS

Members considered nominations for the police contact positions for each ward. Nominations had been requested by DI Wesley Williams, North Wales Police. The appointed councillors would attend meetings and act as first line of contact on policing matters.

RESOLVED:

That the following appointments be confirmed to North Wales Police:

- Holywell Central Ward – Cllr P. Corbett
- Holywell East Ward – Cllr L. Corbett
- Holywell West Ward – Cllr L.A. Carter
- Greenfield Ward – Cllr M. Sprake

162. EVENTS GRANT APPLICATIONS

Members considered events grant applications from the following organisations for the stated events:

- Menter Iaith – St David’s Day Event – 2nd March 2023 (Retrospective Application).
- C. Bedford – Classic Cars Event – 11th June 2023.

RESOLVED:

That both Menter Iaith and C. Bedford be awarded events grants of £500 to support their event activities. This payment would be made in arrears and be triggered upon delivery of the events.

163. REPRESENTATIVE REPORTS

Cllr I. Hodge referred to the ongoing work of the Age and Dementia Group in Holywell.

Cllr M. Lewis-Jones had attended a meeting of the Shop Watch Committee, that were considering more radios for the businesses. It was suggested the Committee apply for a Tesco Bags of Help grant to help with costs.

164. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge provided an update on the 20mph speed limit change to the law, which would be implemented for residential roads on 17th September 2023. The Clerk would circulate the guidance notes to members following the meeting.

Cllr P.A. Johnson provided an update on the statutory public toilet review. Recycling targets need to improve, and the two weekly collections were under review and may be changed to three weeks.

165. CLOSE OF MEETING

The Mayor closed the meeting at 8.20pm.

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Mayor

HOLYWELL TOWN COUNCIL
CHAIRS ADVISORY GROUP NOTES

10am on Tuesday 21st March 2023 in the Council Chamber, Bank Place Offices, Holywell

Present: Councillor I. Hodge (Chair), L.A. Carter, M. Lewis-Jones, and B. Scragg. Staff: J. Baker (Clerk).

- 1) No apologies were received.
- 2) Meeting Protocol. Members expressed concerns that there had been a deterioration in behaviour at meetings and noted some recent examples. The Chairs Advisory Group would meet once a quarter going forward to keep abreast of any emerging issues.

RECOMMENDATION: That all members and staff should speak through the Chair and must raise their hand if they wish to speak. Members should avoid interrupting one another and should concentrate on agenda items only. Staff should be allowed to deliver reports and information to the meeting, where required, without interruption. Members should always give apologies to the Clerk if not attending a meeting, to aid meeting management. Members should attend a Chair skills training course if they are considering aspiring to be a Chair.

- 3) Committee Meeting Attendance. The last two committee meetings had only been quorate due to the Mayor's ex-officio membership. Members had noted a drop off in committee attendance. The Clerk had asked members to confirm their committee preferences for the new civic year.

RECOMMENDATION: That the restriction on the number of committees a member can attend be removed. Membership of at least one committee is encouraged for all members, but members do not have to sit on any committees if they do not wish to do so. Preference will be shown to all members preferred choices before any multiple committee memberships are considered.

- 4) Representative Reports. Some members had expressed concern over the length of time that these reports were taking, and suggested some may need to be submitted in writing.

RECOMMENDATION: That a maximum reporting time of 5 minutes per councillor be set for representative reports. This should be a verbal report at the meeting and any supporting documentation can be circulated by the Clerk following the meeting.

- 5) County Councillor Reports. Some members had expressed concern at the lack of detail provided.

RECOMMENDATION: That a maximum reporting time of 5 minutes per county councillor be set for these reports. This should be a verbal report at the meeting and concentrate on matters affecting Holywell and Greenfield.

- 6) Members Agenda Items. Two issues were discussed. The level of detail of some member items, and the carryover of items should the member be absent from the meeting.

RECOMMENDATION: (1) Detailed and complex items should be referred to a committee first to provide further depth to consideration and research. Its desirable for these items to be heard by committees if appropriate in the first instance, full council should only be used if the item is time limited or the content is suitable. (2) That agenda items, in the case of a councillor being absent from a meeting, are allowed only one occasion of a carry-over in future. The carry over is triggered only in the event of the councillor submitting formal apologies.

- 7) Date of next meeting. Early June 2023 following the Council's Annual Meeting in May.

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000219/23	PROPOSAL: FRONT BALCONY. LOCATION: Highgate House, Milwr Road, Milwr, Holywell, CH8 7SE.
FUL/000232/23	PROPOSAL: DROP KERB FOR ACCESS TO DRIVEWAY FROM LAY-BY. LOCATION: 116 Pen Y Maes Road, Holywell, CH8 7BG.
064463	Amendments to submitted application. Proposal: Conversion of former Bank into 6no. self-contained apartments and 1no.retail/office unit on ground floor. Location: 17 High Street, Holywell, Flintshire, CH8 7UB.
064462	Amendments to submitted application. Proposal: Listed Building Application - Conversion of former Bank into 6no. self-contained apartments and 1no. retail/office unit on ground floor. Location: 17 High Street, Holywell, Flintshire, CH8 7UB.

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.

8. ACCOUNTS

8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – MARCH 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9362	BP	Barry Hamilton Photography	Photo Services at the Annual Meeting/Civic Service	155.00	***
9363	BP	Cheshire West & Chester Council	Supply of two radios/sub to FABC for the taxi offices	600.00	***
9364	BP	One Voice Wales	Equality & Diversity Training - Cllr L.A. Carter	55.00	***
9365	BP	CS Plumbing & Heating	Gas Service to two boilers at Council Offices	105.00	****
9366	BP	Copyrite Systems	Copier Charges 16/11/22 to 16/2/23	149.29	****
9367	BP	Tadmark Ltd	Supply PVC Banner	30.54	^^
9368	BP	Danny's Family Butchers	Community Endeavour Award Voucher Redemption	30.00	**
9369	BP	Newydd Catering	Office Cleaning Contract 2022/23	1,048.02	****
9370	BP	Holywell Garden Centre	Contract Payment - Refurb Works to Former Toilet Block	2,080.75	^^
9371	BP	Viking	Raffle Ticket Books	21.59	****
9372	BP	UK Vending	Refreshment Pod Stocks	92.04	****
9373	BP	UK Vending	Drinks Machine Lease 10/02-09/05	132.60	****
9374	BP	Holywell Leisure Centre	Contribution (4 of 4)	2,500.00	^^^
9375 - 9377	BP	Council Staff	Staff Salaries - Mar23	5,515.75	***
9378	BP	HMRC	Staff PAYE/NI - Mar23	1,756.12	***
9379	BP	Clwyd Pension Fund	Staff Pension - Mar23	1,880.82	***
9380	BP	Sian Jones Translation Services	Translate Documents	27.17	***
9381	BP	Kings Head CIC	Refreshments - St. David's Day Event	32.20	^^
9382	BP	One Voice Wales	LG Finance/Law Training - Cllr D. Thomas	110.00	***
9383	BP	SLCC	Local Council Administration Publication	141.80	****
9384	BP	BKB Solutions Ltd	PAT Testing of electrical items at Council Offices	115.50	****
9385	BP	Daydream Designs	Website Tech Support Mar 2023	94.80	****

9386	BP	Flintshire County Council	Vat on Invoices for Bin Installation & Lighting Units	650.00	****
9387	BP	C. Pickstock	Reimbursement for Bungee Cord Set	5.00	^^
9388	BP	M.G. Fearnley	Travelling Costs - Jan23	8.10	***
9389	BP	Menter Iaith	Events Grant - St David's Day	500.00	^^
9390	BP	Wales in Bloom Foundation	2023 Competition Fee - Town Category	165.00	^^
9391	BP	Holywell Garden Centre	Contract Payment - Events Hub	2,088.09	^^
9392	BP	Holywell Garden Centre	Contract Payment/Moving of Items - Events Hub	800.00	^^
9393	BP	Holywell Garden Centre	Yellow Ribbon	15.98	****
9394	BP	Delyn Press	Coronation Event Cards	24.00	^^
9395	BP	Philip Jones Computers	ICT Support Costs Q4 22/23	24.00	****
9396	BP	Tadmark Ltd	Event Today Banner	145.76	^^
9397	BP	Stockton Property Ltd	6 tables and 20 chairs (Heritage Grant)	821.40	^^
9398	BP	Flintshire County Council	CCTV Supp Charge 22/23	3,156.94	*****
9399	DD	Plusnet	Alarm Line 24/2-23/3	23.62	****
9400	DD	Plusnet	Phone & Broadband 5/3-4/4	38.30	****
9401	DD	EDF Energy	Electric 12/13 BP 6/1-1/3	225.83	****
9402	DD	EDF Energy	Electric 14 BP 6/1-1/3	45.81	****
9403	DD	Plusnet	Alarm Line 24/3-23/4	23.62	****
9404	DD	Opus Energy	Gas 13/2-15/3	461.29	****
9405	DC	SP RBLI	TBC	18.47	^^
9406	DC	Tesco	Stationery	5.25	****
9407	DC	W. Bevan & Son Ltd	Dust Sheets	3.50	****
9408	DC	Tesco	Refreshments	10.75	****
9409	DC	Royal Mail	Postages	1.05	****
9410	DC	Specialised Canvas	TBC	173.53	^^
9411	DC	Hampshire Flag Company	Bunting - Coronation Event	206.57	^^
9412	DC	Tesco	Calculator/Refreshments	7.30	****
9413	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9414	DC	Envelopes Ltd	Supply Envelopes	13.20	****
9415	DC	Tesco	Refreshments	1.30	****
9416	DC	Zoom Video	Monthly Pro Subscription	15.59	****
9417	DC	Tesco	Refreshments	1.30	****
9418	DC	Waterhouse Flowers	Cellophane	2.00	****
9419	DC	Tesco	Consumables	14.80	****
9420	DC	Home Bargains	Consumables	9.07	****
9421	DC	Amazon	Clothes Rack on Wheels	52.02	^^
9422	DC	The Flower Bowl	Consumables	3.00	****
9423	DC	Tesco	Refreshments	1.30	****

9424	DC	W. Bevan & Son Ltd	Cutlery Trays	3.98	****
9425	DC	Home Bargains	Toilet Seat/Cable Ties	14.48	****
9426	DR	HSBC Bank	Bank Charges - Feb23	8.00	****
TOTAL				26,563.78	

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

Date	Category	Name	Payment Details	Amount £
16/03/23	Transfer	HSBC Money Market	New Savings Deposit Account	10,000.00
Various	Income	Multiple Attendees	Mayors Charity Buffet Tickets	1,195.00
TOTAL				11,195.00

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

9. COMMUNITY ENGAGEMENT

9.1. Monthly Report Prepared By Deputy Clerk

1) Shared Prosperity Fund

Still awaiting feedback from FCC re our ideas submitted and copies of final bids.

Action - Members to agree next steps.

2) Your Community Your Choice Funding

As previously mentioned, I submitted a grant funding application for £2,500 to PACT for the "Your Community Your Choice" funding pot for a trial project aimed at tackling ASB in the town. Please see below response:

"Celebrating 10 years of 'Your Community Your Choice' in North Wales

We have received a tremendous response to the public vote with over 17,000 votes being cast. The standard of applications received this year was very high and we are delighted to tell you that your application has been successful."

The cheque and a certificate were received at a presentation event.

Action - A couple of members required to join a working group to help deliver the project.

3) Business Forum/letter and walkabout

Looking to re-establish the local business forum as part of a wider engagement process. A letter will be circulated in partnership with FCC Regeneration and will be handed to local businesses encouraging them to become involved in a forum with FCC Regen taking the initial lead.

4) Market group meeting with FCC

- Holywell Christmas Market to be held Sunday 26th November. FCC kindly agreed to supply snow globe again and a budget of £400 towards the event. It was suggested that a Father Christmas is found for the snow globe. HTC to discuss any possible additions and their involvement at a future Town Centre and Events Committee meeting.
- Christmas themed market stalls to be encouraged to attend weekly Thursday market during December.
- FCC kindly agreed to arrange an Easter Bunny for Thursday 6th April and £100 for some easter eggs.
- Holywell Markets Group, FCC and DWP to arrange a Jobs Fair Event on 27th July.
- It was agreed that the market remains on the High Street.
- Markets group requested if a car boot could be held in conjunction with the weekly market. Various pros and cons were discussed. Peter to speak to current market traders regarding their views as did not want to upset any existing stall holders.

5) Phone Box Project

I was really pleased to be able to source a replica phone box display cabinet. The cabinet and signage have been ordered and will be placed in the museum and the directional signage will be put on the existing phone box. Please see attached designs of cabinet, display board and directional signage.

6) Kings Coronation Event

Please see attached programme.

Action - Members to confirm their availability on the day.

7) Woodland Interpretation Boards

Please see attached proofs. Once finally approved signage will be attached to stones in the woodland area.

8) Active Travel update received from FCC for information only

Regarding proposed schemes, I am currently awaiting confirmation from WG on grant funding allocation. This should happen next week and then I can confirm scheme specific proposals. We are currently awaiting CPAT to complete an archaeology survey in the location of the Strand Link. Will update on completion. I am hoping to deliver late May / June.

9) Station updates from TFW for information only

The current study will be around 75% complete by March. The remaining work is wholly dependent on funding so we're unable to give any dates for this. We're still waiting to hear what funds we'll have for next year and what WG would like us to work on. To date this has come from Welsh Government, but, theoretically, the money could come from any source to complete the work. I'd caveat this though that it'd have to be acceptable to NR, Welsh Gov, TfW etc and the WelTAG standards".

10) Metal Mickie Mobile CCTV

Please see below received from Tiff Davies PCSO. "On another note, we have had an increase in antisocial behaviour at Llwyn Aled flats in recent weeks. I can't remember where we were up to with the metal mickey moves, but is the camera by cheeky chicken able to be moved to the lamppost at the end of Tudor Avenue (by the upper arch of the flats) or somewhere within the inner garden area? This would be a better spot to catch faces of those involved".

Action - Members to endorse.

11) Interpretation Boards

Please see attached from Richard at FCC Tourism.

Action - Members to approve colour as requested below.

"As mentioned, please find attached an example of the proposed paint colour for the totems in Holywell town centre. Lorna suggests the solid blue background is the smartest with the blueish green used for the Welsh lettering and artwork along the bottom".



Gweler ein
**CABINET CELF A
 CHREFFT CYMUNEDOL**
 yn yr Amgueddfa Gymunedol
 Ardal Treffynnon



See our
**COMMUNITY ART
 & CRAFT CABINET**
 in the Holywell Area
 Community Museum





King's Coronation Event

Holywell High Street

Friday 5th May 2023

- 11am - 6pm - *Artisan Market*
- 2pm - *Coronation Service with Father Dominic*
- 2pm - 3pm - *Tea Party & Entertainment for Local Care Home Residents*
- 3pm - 4pm - *Local Schools Performances*
- 4pm - 5pm - *Coronation Show*
- 5pm - 6pm - *Tina Turner Tribute Act featuring Nigi Brown*

*A Range of Activities for Children including:
Fairground Rides, Crown and Flag
Making, Facepainting, a Stilt Walker & Free Cupcakes!*



All Welcome

All timings and programme subject to change



PRYFED

Coed Pen y Maes a Choridor Natur a Bywyd Gwylt Dyffryn Maes Glas

Gwylt yn y dŵl o faint canolog yw un o'r gloyndod byw mwyaf cyffredin yn y glaswelltir. Mae'n hedfan yn yr haf, o fis Mehefin hyd fis Medi, ac mae i'w weld hefyd mewn parciau, gerddi a mynwentydd. Mae hyd yn oed yn hedfan mewn tywydd llwysgallu cymylog pan mae gloyndod byw eraill yn ffrwydd. Gallwch weld niferedd mawr o oedolion gyda'r gylid yn hedfan dros y glaswelltir a'r blodau. Mae'r lindys yn bwydo ar amrywiaeth o laswelltidd megis pryswellt, maeswellt a gwynwellt.

Invertebrate y dolydd llath, rhodfeydd coedwig a phorffeydd y llechweddau yw'r ceiliog rhydd gwydd cyffredin. Mae i'w weld yn gyffredin ar y lloedd tŷ, ond dim ond yma ac yna y mae i'w gael ar y tîr. Mae'n dŵl o faint canolog yw un o'r gloyndod byw mwyaf cyffredin yn y glaswelltir, ac mae'n bwydo ar y lloedd tŷ, ond dim ond yma ac yna y mae i'w gael ar y tîr. Mae'n dŵl o faint canolog yw un o'r gloyndod byw mwyaf cyffredin yn y glaswelltir, ac mae'n bwydo ar y lloedd tŷ, ond dim ond yma ac yna y mae i'w gael ar y tîr.

Gwylt o faint canolog yw'r bwned chwa smotyn sy'n hedfan yn ystod y dydd. Mae i'w weld yn gyffredin mewn glaswelltir, rhodfeydd coedwig a phorffeydd y llechweddau yw'r ceiliog rhydd gwydd cyffredin. Mae i'w weld yn gyffredin ar y lloedd tŷ, ond dim ond yma ac yna y mae i'w gael ar y tîr. Mae'n dŵl o faint canolog yw un o'r gloyndod byw mwyaf cyffredin yn y glaswelltir, ac mae'n bwydo ar y lloedd tŷ, ond dim ond yma ac yna y mae i'w gael ar y tîr.

Efallai na fyddwch yn gallu adnabod sbonciwr y dŵl ar unwaith, ond mae'n debyg eich bod yn gyfarwydd â'r swigod ewynnog gwarchodol sy'n cynnwys y nymffau yn y gwanwyn a'r haf - mae'n gyfarwydd i lawer ohonon fel 'poern y gweu'. Mae'r oedolyn yn neidw o fri ac mae'n gallu neidio 70cm i'r awyr - gorchest well na'r chwannau ac yn debyg i dŵl yn neidio dros floc o fflatau. Mae'r oedolyn yn paru cefn wrth gefn, ac yna mae'n nymffau a gynhyrchant yn mynd drwy nifer o gamau datblygiad. Mae'r oedolyn a'r nymffau'n bwydo ar sudd planhigion gan ddefnyddio darnau arbennigol yn y geg i sugno.

Mae'r chwilen filwrol goch gyffredin yn chwilen gul, o faint canolog, sydd i'w gweld yn gyffredin ar ffordd agored fel llygaid y dydd, gorthyfai ac efre yn ystod yr haf. Gallwch eu gweld ar laswelltiroedd, ar hyd gwychoedd ac mewn coetiroedd, parciau a gerddi. Mae'r oedolyn yn bwydo ar bryd glesion, a hefyd yn bwyta paili a neithid. Mae'r larfau'n bwyta infertebratau sy'n byw ar y tir, fel gwlithod a malwod, ac mae'n nymffau'n byw wrth fon coesynau glaswelltir hir. Mae'r oedolyn yn treulio llawer o'u bywydau hafaidd byr yn paru, a gallwch eu gweld mewn paru yn aml iawn.

Mae'r gacynen gnyffonwen yn gacynen gyffredin iawn sy'n ymddangos yn gynnar yn y gwanwyn a gallwch ei gweld yn bwydo ar ffordd yr holl ffordd tan yr Hydref. Gallwch ei gweld mewn gerddi a gwychoedd, ar ffermdir a rhostir ac yn ymylon coedwigoedd: unrhyw fan lle mae blodau i'w gweld. Mae'n debyg i bryd cymdeithasol eraill, mae'r frenhines yn defnro i'r gaeafgysg yn y gwanwyn ac yn cychwyn y tywydd drwy dddwy ychydig wyau sy'n deor i fod yn weithwyr; gyda benwdd newydd hefyd a dydd yn dod yn frenhinesau mawr o law. Mae'r gwyddw'r hen frenhines yn marw yn yr hydref, ond mae'r frenhinesau newydd yn gaeafgysgu.



INSECTS

Pen Y Maes Woods and Greenfield Valley Nature and Wildlife Corridor

The medium-sized meadow brown is one of the commonest grassland butterflies, on the wing in the summer, from June to September. It also occurs in parks, gardens and cemeteries. It even flies in dull weather when other butterflies are inactive. Adults can be seen in large numbers, flying low over the grass and flowers. Caterpillars feed on a variety of grasses such as fescues, bents and meadow-grasses.

An invertebrate of damp meadows, woodland rides and hillside pastures, the Common green grasshopper is widespread in the uplands, but has a more patchy distribution, and may be declining, in the lowlands. It is the earliest grasshopper to appear in the spring, hatching in April and moulting into adult form in June. Males can be seen displaying to females by rubbing their legs against their wings to create a 'song' - in this case, it is a long, loud, 'churring' noise. After mating, the eggs are laid in the soil ready

The six-spot burnet is a medium-sized, day-flying moth, commonly found in grasslands, woodland rides and sand dunes, where the caterpillars feed on common bird's-foot trefoil. The adults feed on the nectar of knapweed, thistles and other grassland flowers, and females lay their eggs on the caterpillars' foodplants. The caterpillars hatch and feed, hibernating over at least one winter. They emerge the following spring and pupate in a papery cocoon attached to grass stems.

You might not be able to identify a common froghopper outright, but it is likely that you are familiar with the protective, frothy mass of bubbles that houses the nymphs in spring and summer: known to many of us as 'cuckoo-spit'. The adult is a champion jumper and is able to leap 70cm into the air - a greater feat than the flea and similar to a human jumping over a lower block! Adults mate back-to-back, and the subsequent nymphs go through a number of stages. Both adults and nymphs feed on plant sap using specialised, sucking mouthparts.

The common red soldier beetle is a medium-sized, narrow beetle commonly found on open-structured flowers, such as daisies, cow parsley and hogweed, during the summer. It can be spotted on grasslands, along hedgerows, and in woodland, parks and gardens. Adults feed on aphids, and also eat pollen and nectar. Larvae prey on ground-dwelling invertebrates, such as slugs and snails, and live at the base of long grasses. The adults spend much of their short, summer lives mating, and can often be seen in pairs.

The white-tailed bumblebee is a very common bumble bee that emerges early in the spring and can be seen feeding on flowers right through to the autumn. It can be found in gardens, farmland, woodland edges, hedgerows and heathland: anywhere there are flowers to feed on. As with other social insects, the queen emerges from hibernation in spring and starts the colony by laying a few eggs that hatch as workers; spring and starts the colony by laying a few eggs that hatch as workers; with new females who are prospective queens. Both the males and old queen die in the autumn, but the new queens hibernate

Sponsored by



Coetiroedd

Coed Pen y Maes a choridor Natur a Bywyd Gwylt Dyffryn Maes Glas

Roedd hi'n amlwg bod y tir rhwng Dyffryn Maes Glas a choed Pen y Maes yn cynnig y cyfle perffaith i wella natur ar steipen ddrws y gymuned drwy ei droi'n ardal o goetir a dol flodau gwylt, gan greu lle yn llawn bywyd gwylt sy'n uno dau ddarn o goetir.

Bydd y cysylltiad y mae'r ardal newydd hon o goetir yn ei greu'n bwysig er mwyn i rai mathau o blanhigion ac anifeiliaid allu symud rhwng y blociau o goetir.

Mae coetiroedd Cymru'n gartref i fywyd gwylt o bob math, o'r ffyngau brau a phlanhigion sy'n caru'r cysgod, i famaliaid swil, pryfed prin ac adar sy'n nythu. Bydd yr ardal newydd hon o goetir yn darparu lloches, bwyd a manau bridio gwerthfawr iawn i'r planhigion a'r anifeiliaid hyn.

Gall y coetiroedd hefyd helpu i buro ein aer a'n dŵr, gostwng risgiau o lifogydd a thynnu llygredd o'r priddoedd, ac mae'n helpu i reoli newid hinsawdd.

Mae Prydain yn un o'r gwledydd sydd â'r gorchudd coetir leiaf yn Ewrop, ac fel gwlad mae angen i ni wneud rhagor i'w gynyddu er mwyn helpu i ateb anghenion ein bywyd gwylt. Os na fyddwn yn diogelu'r hyn sydd gennym ar ôl a gweithio i greu coetiroedd y dyfodol, gallwch golli mwy na dim ond coed.



Woodlands

Pen y Maes Woods and Greenfield Valley Nature and Wildlife corridor

The land between the Greenfield Valley and Pen y Maes woods presented a perfect opportunity to enhance Nature on the communities' doorstep by making a wildflower meadow and woodland area, creating a wildlife rich area joining two patches of woodland.

The link provided by this new area of woodland will be important for the movement of some plant and animal species between the woodland blocks.

Welsh woodland is home to a wealth of wildlife, from shade-loving plants and delicate fungi, to nesting birds, elusive mammals and rare insects. This new area of woodland will provide much needed shelter, food and breeding sites for these plants and animals. Woodlands can also help to purify our air and water, reduce flood risks and decontaminate soils and are beneficial in managing climate change.

Woodland cover in the UK is one of the lowest in Europe, and as a country we need to do more to increase it to help meet the needs of our wildlife. If we don't protect what we have left and work to create woodlands of the future, we stand to lose more than just trees

Sponsored by



Dolydd

Coed Pen y Maes a choridor Natur a Bywyd Gwyllt Dyffryn Maes Glas

Roedd hi'n amlwg bod y tir rhwng Dyffryn Maes Glas a choed Pen y Maes yn cynnig y cyfle perffaith i wella natur ar stepen ddrws y gymuned drwy ei droi'n ardal o goetir a dol flodau gwyllt, gan greu lle yn llawn bywyd gwyllt sy'n uno dau ddarn o goetir.

Bydd y Ddol a blennir yma'n cynnal amrywiaeth gyfoethog o bryfed. Bydd y rhain yn eu tro yn cynnal anifeiliaid fel adar, ystlumod, a draenogod sy'n bwydo ar y pryfed. Mae adar yn defnyddio dolydd blodau gwyllt hefyd i gael eu bwyd a'u defnydd nythu. Mae rhai adar yn hoffi bwyta hadau tra bo eraill yn hoffi bwyta lindys a phryfed eraill. Mae'r rhain i gyd i'w cael mewn dolydd blodau gwyllt.

Mewn ardaloedd o flodau gwyllt mae planhigion bwyd a chynefinoedd dodwy vyau i'r lindys sy'n troi'n löynnod byw a gwyfynod. Mae llystyfiant tal yn creu mannau gorffwysio i bryfed buddiol fel pryfed cop, buchod coch cwta ac adenydd siderog. Mae'r creaduriaid hyn yn helpu i reoli plâu mewn erddi a chnydau masnachol.

Dolydd blodau gwyllt yw rhai o'r cynefinoedd prinnaf yn y DU, ac rydym wedi colli 97% ohonynt ers yr 1930au



Echium Vulgare / Gerbanys - Viper's Bugloss



Galium Verum / Eiriedydd Felin - Lady's Bedstraw



Ranunculus acris / Eiddyn Ymeryn - Meadow Buttercup



Rhinanthus Minor / Orbell Felin - Yellow Rattle

Meadows

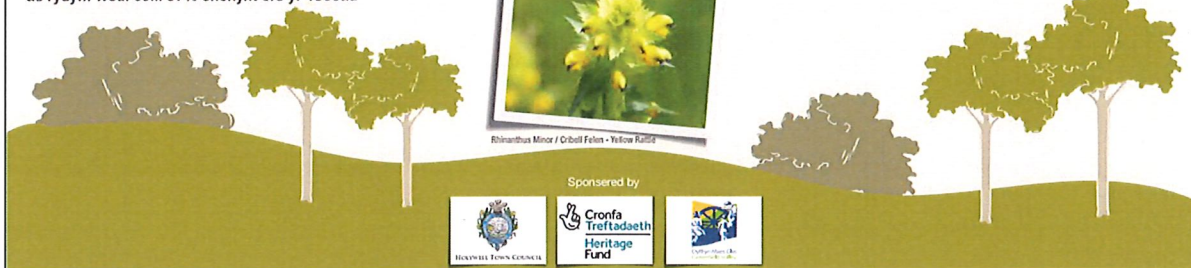
Pen Y Maes Woods and Greenfield Valley Nature and Wildlife Corridor

The land between the Greenfield Valley and Pen y Maes woods presented a perfect opportunity to enhance Nature on the communities' doorstep by making a wildflower meadow and woodland area, creating a wildlife rich area joining two patches of woodland.

The Meadow planted here will support a rich variety of insect life. These in turn support animals like birds, bats and hedgehogs which feed on the insects. Wildflower meadow is also used as a source of food and nesting material for birds. Some birds like to eat seeds whilst some like to eat caterpillars and other insects.

All of these can be found in wildflower meadows.

Wildflower areas include food plants and egg laying habitat for the caterpillars that become butterflies and moths. Tall vegetation creates resting places for beneficial insects such as spiders, ladybirds and lacewings. These creatures help control pests in gardens and commercial crops. Wildflower meadows are one of the rarest habitats in the UK, 97% of our wildflower meadows have been lost since the 1930s



Explore Holywell and Greenfield



- | | | | | | |
|---|--|---|---|---|------------------------------|
|  | P1
Parking |  | Adelad hanesyddol
Historic buildings |  | Llysoer arall
Other paths |
|  | P2
Gartrefol Ymwasgyr
Visitor Centre |  | Greenfield Valley Trail
Greenfield Valley Trail |  | Rheilffordd
Railway |
|  | T
Toiletd
Toilet |  | Cerdodol ar hyd Keylor Trefodfaeth Trffyrllion
Holywell Town Trail | | |
|  | Cyclist & pedestrian way
Cycle & pedestrian way |  | Llysoer Arfordir Cymru
Wales Coast Path | | |



10. CORRESPONDENCE

10.1. Membership of One Voice Wales 2023/24

Members to consider the attached letter from One Voice Wales, and whether to join this organisation. The membership fee is £1,678 although a 50% reduction has been offered for the first year of membership which would reduce the cost down to £839.

Dear Clerk

Please bring this letter to the attention of your Chair and Councillors.

Membership of One Voice Wales 2023-24

I am writing to invite your council to join One Voice Wales from April 2023. Once again, the past year has seen many positive developments to our services and for the community and town council sector in general, many of which are outlined in this letter, which we believe add significantly to the value for money offered by One Voice Wales membership.

One Voice Wales will be offering a 50% discounted membership rate for the first year to any councils who have not been in membership in the last three years. We want all Councils to get the many benefits on offer from our training programmes, consultancy, and communications, Area Committee networking events and our annual conferences and seminars.

We continue to represent the sector in a wide variety of ways – we regularly meet with the Minister for Finance and Local Government Rebecca Evans MS and we continue to represent the sector on the **Local Government Partnership Council**. During 2022-23 we have once again made strong representation on the role the sector can play in supporting sustainable local services and supporting the Local Government Reform agenda amongst others. We have maintained and further enhanced our working relationships with the Welsh Government, Welsh Local Government Association (WLGA) and the WCVA strengthening the voice of the sector within the public services family in Wales and improving working relations with the Third Sector.

One Voice Wales continues to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels including the **Climate Change Panel, Ystadau Cymru Working Group, Ministerial Towns Action Advisory Group, Welsh Government Litter Advisory Panel, Ministerial Advisory Forum on Ageing, Welsh Government Diversity in Democracy Working Group, Older Persons Commissioner Age Friendly Steering Group, Welsh Government Advisory Board on Resourceful Communities as well as Understanding Welsh Places Advisory Board**. One Voice Wales is playing an ever-increasing role in the development of resources for the sector, for example, through our **Local Places for Nature Officer** in our team who has helped hundreds of councils to date on environmental projects and issues; and following funding off Public Health Wales via Save a Life Cymru we were able to establish the post of **Community CPR and Defibrillator Manager** in the team who helped hundreds of community and town councils in 2022-23 in developing this critically important agenda. We also played a significant role working with the Welsh Government and SLCC colleagues in the development of a **Finance and Governance Toolkit** for the sector which will help to drive up standards of working practice. We continue to work collaboratively with a range of other bodies including the **Local Government Democracy and Boundary Commission for Wales**,

Independent Remuneration Panel, Public Services Ombudsman and Wales Audit Office. So, our ability to influence key stakeholder organisations continues to grow year on year.

There are exciting and challenging times ahead for Community and Town Councils in Wales and we will continue to develop our lobbying and representational roles especially in relation to the outcomes of the **Local Government and Elections (Wales) Act 2021**. During 2022-23

we developed a **guidance document on the development of Training Plans, guidance on Bullying and Harassment** as well as supported the Welsh Government in delivering guidance and advice to councils on the requirements of the **Section 6 Environment Act duties**. We will continue to develop practice guides and share best practice case studies in 2023-24.

Our representational role means that ***we have a direct interface not only with the Minister for Finance and Local Government but other Ministers*** where our sector's remit extends. During 2022-23 we made several representations to the **Minister for Climate Change** on a range of matters - on the need for greater resources for the sector, the need for digital skills and capabilities to be developed, the role community and town councils can play in town regeneration and community planning, how the sector can support the decarbonization agenda, devolution of services and asset transfer agenda and support for the sector to better engage on the green infrastructure agenda. During 2022-23 we have extended our **representational role** - One Voice Wales' many Councillors across Wales are increasingly able to provide their views on a wide range of policy areas to support our lobbying activities and **influence government and stakeholder organisations** in their decision-making. This includes representation on health trust stakeholder forums and several **Public Services Boards**. These developments have improved and further developed our representational and lobbying roles and we will seek to further develop them in 2023-24.

Some of our other accomplishments over the past 12 months include:

- There has been a healthy increase in membership numbers during the year. Over 89% (88% previous year) of all councils in membership of One Voice Wales, or 653 (639 previous year) out of the 732 Councils in Wales and this is the highest level of membership since One Voice Wales was formed. Plans are already in place to drive increases in membership in 2023-24.
- Through our Local Places for Nature Officer post, we have enabled over £1m of funding to be accessed by Community and Town Councils across Wales with a further £500,000 of projects being worked up for 2023/24.
- Received confirmation from the Welsh Government of 3 years of additional funding at £150,000 per annum to develop resources to support community and town councils in helping their communities with the cost-of-living crisis.

As current members are aware, we provide the following services outlined below, and we are aware from feedback from our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.

- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area.**
- **Monthly** editions of our new '**E- Newsletter**'
- **Representation** of the sector on the Local Government Partnership Council. Creating **new opportunities for collaboration** with national organisations across Wales.

The training and development agenda is another area where much progress has been made during 2022-23 with the continued successful delivery of webinar-based training. Under the auspices of the **National Training Advisory Group**, chaired by One Voice Wales, we have continued to refine and develop and extend our training provision to the community and town council sector. Once again, the breadth of our training programmes has been extended and will be available to members throughout the year. At the time of writing, we are about to distribute a **Training Needs Survey** to member councils and during 2023-24 intend to further enhance our offering to members. To date we have provided approximately 3,000 units of training to the sector – and it is very pleasing to see councils actively engaging in developing their skills and abilities as the sector's role grows in importance.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members and have supported our councils on **community planning exercises, accountancy services, technical VAT advice, HR and personnel matters including representation at Industrial Tribunals**, assisted in **policy development and health and safety** – and at **costs significantly below market rates**. We are also now able to offer consultancy support in relation to community planning and engagement. Please contact the Ammanford Office if you would like further details on how we can support you through these services.

Importantly our role as a representative body has been significantly improved with a significant growth in our membership during 2022-23 – **at year end we had 653 local councils in membership or 89% of all community and town councils.**

I hope that this summary of current and future developments has demonstrated that One Voice Wales continues to do all it can to represent the sector and provide a high-class information and support service for our members.

For your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, please return the attached Membership Form by email or to our office in Ammanford – the address is at the top of this letter. If you have any further queries relating to membership, please contact the office on 01269 595400 / 07917 846510 or email: tgilmartin@onevoicewales.wales

I trust that your Council will give this invitation full consideration and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2023-24.

Yours sincerely,



Lyn Cadwallader
Chief Executive

10.2. Dee Estuary Coastal Partnership - Coastal Collaboration

Members to consider appointing a working group to complete an online survey on the above matter. Please see attached letter below (Previously circulated to members as correspondence).

Dear all,

As part of the 3Cs Championing Coastal Coordination DECP project we are looking to identify where collaborative structures already exist amongst Dee Estuary stakeholders, and where there is opportunity for development of this. Please take a moment to complete this short survey to help us to understand the current structure and needs of stakeholders.

This information will inform the development of potential objectives for a Dee Estuary Coastal partnership. With the strategic outcome of improved collaboration, and better support and resource allocation for the activities of stakeholders. With a common goal to ensure that the Dee Estuary is managed in the most effective and sustainable way to preserve and protect its natural and cultural heritage.

For further information please feel free to get in touch.

Best wishes,
Hannah Fox

Project manager- Our Dee Estuary
Host - Tidal Dee catchment Partnership

10.3. Play Area Match Fund Scheme – 2023/24 Year

Members to consider the attached letter and site recommendation and determine this year's requirements.

Dear Clerk,

Match Funding Scheme Improvements to Children's Play Areas 2023/24

I am pleased to advise that Flintshire County Council has allocated £105,000 from its 2023/24 budget for the match-funding of improvement works to children's play areas.

Flintshire County Council and Aura wish to continue working in partnership with Town & Community Councils on a match-funding basis (£ for £) and seek expressions of interest for the 2023/24 scheme.

It is important that the County Council targets its future investment towards those sites of greatest need in terms of play deprivation and strategic importance. During 2020/21, Aura commissioned an independent play consultancy to carry out a condition survey of each of the County Council's near 200 outdoor play areas. In addition, a strategic review of fixed play provision and a capital investment plan have been produced. As per last year, the 2023/24 match-funding scheme is, therefore, aligned to the recommendations of the independent play review and based upon the following principles:

- Only sites identified by the play survey as requiring an upgrade and investment will be considered to meet the match-funding criteria.
- Prior to 2021/22, a maximum contribution of £10,000 per scheme had been applied. However, as with last year, expressions of interest in excess of £10,000 will continue to be considered for the 2023/24 match-funding scheme. Please note that such requests will be assessed on a case-by-case basis and must align to the County Council's investment strategy.

The County Council seeks support for and engagement with the match-funding scheme from all Town & Community Councils. Once this support is established, the County Council will recognise the additional play investment needs of towns and villages through the appropriate allocation of capital funding.

To assist your members' match-funding decision, Aura's Play Design service has identified the following play area within your community as being most in need of investment:

- **Strand Walk Play Area**

In order that we have an agreed programme in place, I would be grateful if you can confirm your expression of interest to Richard Roberts, Aura's Play Design Officer, by 31 May 2023. The outcome of your expression of interest will then be reported back to you at the earliest opportunity. I also need to advise that Aura and the County Council cannot guarantee that all expressions of interest will be approved.

The 2023/24 match-funding scheme is being managed and delivered by Aura Leisure & Libraries Ltd in partnership with the County Council. Should you require any further information, please do not hesitate to contact Richard Roberts on 01352 702466 or via richard.roberts@aura.wales.

Thank you for your continued support of children's play.

Yours sincerely,



Paul Jones
Business Improvement & Performance Manager (Aura)

10.4. Reports/Correspondence Received

The following items have been received and are available for perusal from the Clerk. A copy is 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	Planning Aid Wales Training Courses	**	Various Dates
F	OPCC Newsletters	**	Various Dates
G	Thank You Letter Menter Iaith – St David's Day Event	**	10 th Mar 2023
H	Thomas Pennant Society Update	**	15 th Mar 2023
I	Rob Roberts MP – UK Budget Press Release	**	15 th Mar 2023
J	Planning Aid Wales Event	**	17 th Mar 2023
K	PC J. Harries Introduction Email	**	20 th Mar 2023
L	Rob Roberts MP – NHS Fees/Trophy Hunting Press Releases	**	21 st Mar 2023
M	Dee Estuary Coastal Partnership Survey	**	23 rd Mar 2023
N	DI Wes Williams Police Environmental Audit	**	30 th Mar 2023
O	Rob Roberts MP Oscar Mayer Press Release	**	31 st Mar 2023
P	Notification of Works - Dual Carriageway Routine Maintenance & Inspections Programme 2023	**	3 rd Apr 2023

11. MAYORAL HONOUR CADETS

The Clerk has contacted the Holywell Scouts and St. John's Ambulance Division, who have both expressed an interest in joining the cadet roster. There are some procedural matters that require consideration by members to finalise these arrangements. The Clerk will report further at the meeting.

12. 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. Corbett	Communication Between Councillors	More interaction and communication between councillors from each ward so everyone is up to date with ongoing issues etc, with the suggestion of regular meetings.
B. Scragg	Communication with the County Council	The role of Town Councillors to be clarified. Lack of response to councillors and the Town Council to matters of local concern.

P.A. Johnson	Lluesty Woodland Works	Members to consider some remedial works to trim back overgrowth/ encroachment of trees into neighbouring properties.
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13. EVENTS GRANT APPLICATIONS & FOLLOW UP QUERIES

Members to consider events grant awards for the following applications. Clerk will provide further details based on the application forms.

New Requests

- Dawnsywyr Delyn – Cadi Ha Festival – Saturday 29th April 2023.
- DJs Line Dancers – Line Dance Day – Saturday 1st July 2023.

Follow Up Queries

- Transition Holywell & District – International Dance Festival “Dancing World” – Saturday 3rd June 2023. An events grant has already been approved by members. The event organiser has requested the Council further support this event by providing printing resources and the provision of stalls on the High Street. Clerk to report further at meeting.

14. 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.

15. 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.