

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Bank Place, Holywell on Tuesday 19th February 2019 at 6.00pm.

PRESENT: Councillor R. Dolphin (Mayor).

Councillors: M. Brooke, L.A. Carter, A. Coleman, K. Davies, P.A. Johnson, E.B. Palmer, M.D. Phelan, K. Roberts, B. Scragg and S.E. Wallbanks.

Youth Councillors: E. James and S. Wynne.

APOLOGIES FOR ABSENCE were received from Councillors J.M. Johnson, S. Johnson and P.A. York. Councillor P.J. McGarry was absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

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

None reported.

106. **OWL CYMRU PRESENTATION**

Denise Edwards, Director of OWL Cymru, gave a presentation to members which outlined the work undertaken by the association. Members were given handouts which included application forms to join the OWL scheme. The Town Council were already registered on the scheme. The support given to police had proved invaluable since the OWL scheme began in 1987 with over 90,000 now in membership.

The school watch and pub watch schemes continued to be successful across 68 neighbourhood areas. Recent initiatives included attendance at older persons groups and cold calling watch schemes. Tesco support included quarterly fundraisers and bag packing events.

RESOLVED:

That Denise Edwards be thanked for attending the meeting.

107. STREETSCENE PRESENTATION

Steve Jones, Chief Officer - Streetscene & Transportation, Flintshire County Council, provided an update to members with regards to the funding and progression of a permanent scheme to de-pedestrianise Holywell High Street.

Members were informed the temporary traffic order remained in place following the recent re-lining works for the temporary scheme. Early discussions with Welsh Government had shown promise to secure funding. Some level of contribution had been requested from all stakeholders in the project, particularly as the primary grant application was subject to a 50% match funding contribution. The County Council were due to consider a contribution from their capital programme next month. A decision on the grant applications to support the scheme was expected by the end of the financial year.

RESOLVED:

That Steve Jones be thanked for attending the meeting.

108. MAYOR'S REMARKS

The Mayor referred to the sad passing of former councillor Margaret Jabbit, who was the owner of Craft Jays, Holywell for several years. Mrs Jabbit was elected to the council in 2008 and then moved to South Africa before settling in Cornwall.

The Mayor also referred to the sad passing of Eira, the former lollipop lady at Ysgol-y-Fron, a stalwart of the community and known to many people. It had been suggested that the council arrange to mount a plaque in her memory.

The Mayor passed round to members the Chairman's Chain of Office for the Holywell Victuallers Licensing District, which was kindly dropped into the office by a Mr Thompson from Wrexham. This was to be placed in the memorabilia cabinet for safe keeping. The Clerk had written to Mr Thompson to thank him on behalf of members.

It was noted around 800 people attended Holywell Football Club on Monday 18th February 2019 to watch the Wales under 15 girls football team against Manchester United girls. Members were pleased with the recognition this would bring to Holywell and the boost the club would receive from hosting such an event.

RESOLVED:

- 1) That the Clerk sends a letter of condolence to the family of Mrs Jabbit.
- 2) That the Clerk contacts Neil Ayling, Chief Officer Social Services, Flintshire County Council, to request a memorial plaque is dedicated to Eira, and placed in the grounds of the new Plas Yr Ywen extra care facility.

109. MINUTES

109.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor and Chairmen of the Sub-Committee(s) as appropriate:

Holywell Town Council meeting held on Tuesday 15th January 2019;
Finance Committee held on Tuesday 22nd January 2019;
Town Centre Sub-Committee held on Wednesday 30th January 2019;
Audit Sub-Committee held on Wednesday 6th February 2019.

110. PLANNING

110.1. 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 are submitted to the County Planning Authority.

Application Number	Proposal Details
059434	Proposed change of use of former retail unit to ground floor to form residential status and inclusive of first floor accommodation and all other works associated with. Location: 10 New Shop Parade, Greenfield Ro, Greenfield, Holywell, CH8 7QS. NO OBJECTION.
059463	Construction of two detached houses and one detached garage. Location: Land adjacent to Calcot Arms, Milwr Road, Holywell, CH8 7SE. NO OBJECTION BUT CONCERN EXPRESSED ABOUT RETROSPECTIVE APPLICATION.
059466	Conversion of public house to 3no. flats. Location: Calcot Arms, Milwr Road, Holywell, CH8 7SE. NO OBJECTION BUT CONCERN EXPRESSED ABOUT RETROSPECTIVE APPLICATION.

111. ACCOUNTS

111.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved the necessary audit checks having been undertaken in accordance with the requirement of the Audit Sub-Committee.

Voucher Number	Payment Type	Creditor Name	Payment Details	Amount £	Power Key
7260 - 7262	ONLINE	Council Staff	Staff Salaries - Jan 2019	4,359.30	***
7263	ONLINE	HMRC	Staff Paye/Ni costs - Jan 2019	1,359.13	***
7264	ONLINE	Holywell Leisure Centre	Contribution 18/19 (3 of 3)	6,666.66	^^^
7265	ONLINE	Cadwyn Clwyd	Match Funding Contribution Gateway Signs	3,030.30	^^
7266	ONLINE	National Association of Local Councils	Local Councils Explained Book	54.99	****
7267	ONLINE	Currys PC World Business	Supply 2 no. iPads	638.00	****
7268	ONLINE	Holywell Parish Church	Room Hire/Refreshments 18th Dec 2019	90.00	***
7269	ONLINE	Philip Jones Computers	ICT Support Costs - Sep - Dec 2018	152.00	****
7270	ONLINE	DJB Window Cleaning	Windows Office Windows	15.00	****

7271	ONLINE	Viking	Paper/Consumables	47.92	****
7272	ONLINE	Viking	Refreshments	23.39	****
7273	ONLINE	BPH	Water Bowser Repairs/Battery	117.60	^^
7274	CHQ	Kassidy's Tea Rooms	Supply Buffet for Council Meeting	110.00	****
7275	CHQ	Carmel Bowling Club	Financial Assistance Grant/Donation	200.00	^^^
7276	CHQ	Holywell FC Girls	Financial Assistance Grant/Donation	250.00	^^^
7277	CHQ	Greenfield FC Youth	Financial Assistance Grant/Donation	250.00	^^^
7278	CHQ	Thomas Pennant Society	Financial Assistance Grant/Donation	200.00	^^
7279	DD	Nest	Staff Pension Costs - Jan 2019	114.31	***
7280	DD	Opus Energy	Supply Gas - Jan 2019	142.26	****
7281	DD	British Telecom	BT Phone/Broadband 11 Dec - 10 Jan	144.26	****
7282	DC	1&1 Internet Ltd	Office Premium/Mail Pro	50.19	****
7283	DC	Royal Mail	Postages	3.74	***
7284	DC	Tesco	Card	1.50	****
7285	DC	Royal Mail	Postages	2.80	***
7286	DC	Fintie EU	2 x iPad cases	29.67	****
7287	DC	ICO	Data Protection Registration Fee 2019	40.00	****
7288	DC	1&1 Internet Ltd	Mail Pro	12.00	****
			TOTAL	18,105.02	

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 Schedule 13
- ^^ 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

111.2. Income Received (1/01/19 - 31/01/19)

Members received the schedule of income, circulated with the agenda, regarding income received during January 2019.

112. COMMUNITY ENGAGEMENT

112.1. Monthly Report

Members noted the Projects and Development Officer's monthly report.

RESOLVED:

That the Projects and Development Officer's report be received with thanks.

113. CORRESPONDENCE AND OTHER MATTERS

113.1. Summer Play Scheme Programme 2019

Members considered participation in the County Council's play scheme programme for this year. The Clerk provided the request letter and a breakdown sheet which showed the costs involved.

RESOLVED:

That approval is granted for a six-week summer play scheme programme across the existing four schemes – Holway, Greenfield, Pen-y-Maes AM and Pen-y-Maes PM. Clerk to inform the County Council.

113.2. Provision of Public Toilets

Members noted the letter from Barry Wilkinson, Highway Network Manager, Flintshire County Council, concerning the County Council's review of public toilets. Members remained resolute that public toilets should remain open in the town centre and be upgraded to ensure they remain fit for purpose going forward.

RESOLVED:

That members consider completing the online public toilet survey to inform the County Council of their views. Completed surveys will help inform the future strategy.

113.3. 20s Plenty National Speeding Campaign

Item from Councillor P.A. Johnson. Members considered supporting research into the above campaign which allowed for the establishment of a default neighbourhood speed limit for all roads within that area of 20mph.

It was noted 140 areas in England had now joined the campaign. The campaign had support from Public Health Wales and Betsi Cadwaladr. It was also intended to approach other local councils in West Delyn to ask them to consider joining the campaign.

Members did note some concerns around the potential impact of lowered speed limits and higher carbon emissions at low speeds.

RESOLVED:

That members support in principle the consultation process and an assessment of the viability of joining the campaign. The affected area would be determined at a later date following wider consultation.

113.4. St James Church, Holywell

Members considered the following motions:

- i. Item from Councillor A. Coleman. Support available in utilising the church premises to establish a performing arts centre.
- ii. Item from Councillor E.B. Palmer. Future utilisation and retention of the church as a community asset/facility.

Councillor A. Coleman provided the background to the situation. St James Church had become surplus in 2008. A committee had been formed in 2016 to determine future plans for the church. A vision had been agreed to establish a performing arts centre, which would involve significant investment to the electrics, heating system and changes to the layout. It was reported the preferred partner had now withdrawn from the project with the church due to close by March 2020 unless funding could be secured to move the project forward.

RESOLVED:

- 1) That members support in principle any action which would assist in retaining St James Church as a community asset/facility.
- 2) That the Projects & Development Officer be tasked with undertaking research to determine appropriate grant funding to support the project.

113.5. Lluesty Woodland Tree Works

Members considered the position with the works required at the Lluesty Woodland. This would involve light pruning to trees which affected the nearby Beeches development and also farm access near the entrance point. The works would be contained within the Council's base budget provision.

RESOLVED:

That approval is granted for the works to be undertaken. Clerk to make the necessary arrangements.

113.6. 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	Update on Council Visits by Standards Committee	**	11 Jan 2019 & 6 Feb 2019
B	Public Session at Meetings Protocol	**	14 Jan 2019
C	Advice on Community Demonstrations	**	14 Jan 2019
D	Summer Playscheme Report for 2018	**	18 Jan 2019
E	Local Toilets Strategy	**	18 Jan 2019
F	Holywell Autumn Club Annual Report	**	18 Jan 2019

G	Letter from HLC-CLT – Grant Request	**	18 Jan 2019
H	North Wales Police – Burglary Report	**	21 Jan 2019
I	Paradise Park Planning Matter Update	**	25&28 Jan 2019
J	Police & Crime Plan Addendum	**	1 Feb 2019
K	OWL Cymru Bulletin	**	4 Feb 2019
L	Further CCTV Graph/Statistics – (Town Centre Sub-Committee members only)	**	6 Feb 2019
M	Letter – Thomas Pennant Society	**	6 Feb 2019
N	Letter – Carmel Bowling Club	**	11 Feb 2019
O	Letter from Hannah Blythyn AM – Chwarae Teg LeadHerShip Programme	**	11 Feb 2019
P	FCC Planning Department - Houses in Multiple Occupation Consultation	**	12 Feb 2019

114. POLICY REVIEWS

Members considered draft documents for the next phase of policy reviews and updates as follows:

- Complaints Procedure
- Members Code of Conduct

RESOLVED:

That the above policies are approved and published.
Clerk to make the necessary arrangements.

115. REPRESENTATIVES' REPORTS

There were no reports presented.

116. COUNTY COUNCILLOR REPORTS

Councillors P.A. Johnson and R. Dolphin provided an update on the latest budget discussions at County Hall, which included the anticipated increase to council tax.

Councillor P.A. Johnson reported that the planning appeal for the stables/menage at Pen y Ball had been upheld and was to proceed. There was a strong campaign against this application and local residents had appreciated the Town Council's support.

Councillor R. Dolphin provided an update on housing strategy matters, rent arrears continued to be affected by universal credit and direct payments made to claimants.

Councillor E.B. Palmer was pleased to report a 6-month trial would be taking place on Fron Park Road of anti-speeding measures which included the provision of flashing signage.

117. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, 118, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the financial options discussed.

118. HOLYWELL HIGH STREET FUNDING

Members discussed the possibility of making a financial contribution to any permanent scheme of works to open up Holywell High Street to traffic, should the funding applications submitted by the County Council to Welsh Government prove successful. It was noted that the main grant application to support the scheme was conditional upon match funding contributions from stakeholders involved in the project.

Members were mindful of both the future affordability of such a contribution on the Town Council's base budget, as the budget for 2019/20 had already been approved and the local taxation precept issued to the County Council in January 2019; and of the impact on the progression of key tasks and projects identified in the Town Council's business plan.

Members were eager to demonstrate an ongoing commitment and support to both the business group and the County Council and build on the positive partnership work completed to date on this project.

RESOLVED:

- 1) That approval is granted for a financial contribution to be made to the County Council. The value of the contribution is dependent on different scenarios and subject to further discussion with the County Council.
- 2) That the Clerk be authorised to enter into further discussions with the County Council, in order to determine the final value and terms of the contribution.

119. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

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Mayor