

Cyngor Tref Treffynnon Holywell Town Council

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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@holywell.wales for further guidance.

To: All Members of the Council

15th September 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 20th September 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. PRESENTATION – TREE OF LIFE PROJECT

Barry Harrison, Rotary Club of Flint & Holywell, will speak to members about the Club's Tree of Life project and how this would benefit the town.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

4. MAYOR'S REMARKS

5. MINUTES & MEETINGS

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

- Holywell Town Council meeting held on Wednesday 19th July 2023.
- Town Centre & Events Committee meeting held on Wednesday 16th August 2023.
- Development Committee meeting held on Wednesday 13th September 2023. (To follow).

5.2. Meetings of Committees and Working Groups

Members to consider any items from these meetings that are not delegated.

Town Centre & Events Committee – DBS Checks

The Clerk, as requested by the Committee and following further research, will provide an update on the options available and the financial implications. Members to then determine a preferred option.

Committee, Working Group and Outside Body Vacancies

Following the resignation of Cllr Rosetta Dolphin members to consider any nominations to fill the following vacant positions.

Development Committee
Financial Assistance Working Group
Holywell & Greenfield Area Railway Station Forum
Governor – Ysgol Maes Glas (requested by the school)

Following the resignation of Cllr Lynda Carter from her position as Council representative on the North & Mid Wales Association of Local Councils members to consider any nominations.

Chairs Advisory Group

Members to note the minutes from the Chairs Advisory Group, held on Wednesday 19th July 2023, and consider any recommendations.

HOLYWELL TOWN COUNCIL
CHAIRS ADVISORY GROUP NOTES

**2.30pm on Wednesday 19th July 2023 in the Council Chamber, Bank Place Offices,
Holywell**

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

- 1) **Apologies** were received from Cllr E.B. Palmer for item 2.
- 2) **Council Issues (Cllr E.B. Palmer)**. In Cllr Palmer's absence the Clerk advised that these issues were believed to be covered under item 3 on the agenda.
- 3) **County Councillor Remit & County Council Contact**. A discussion was held that considered all the points of view. The staff currently act under instruction from the Town Council's resolutions for contact with the County Council, whether that be letters, face to face contact, emails or phone calls. It was thought the best way forward was for the Town Council and County Councillors to work together and support one another, for the good of the community. In order for the current way of working to be changed this would require a resolution from the Full Council. The Town Council as a statutory body was entitled to make its own resolutions, subject to these being within its powers and duties. The Mayor had received some guidance on this matter from the County Monitoring Officer, which would be read out under Mayor's Remarks at the July Full Council meeting.

ACTION – Clerk to circulate the guidance to all Councillors.

- 4) **Reading of Agendas**. The Mayor stated this was essential preparation work for any Council meeting, to ensure all members are best prepared and have a clear understanding of the issues to be debated and decided.

RECOMMENDATION: That all members set time aside to read the agenda and take account of the discussion items and key issues.

- 5) **Response to Planning Applications**. The Clerk summarised the current position. A number of recent planning applications had been noted as received. Members had the option of logging onto the FCC Planning Portal, or speaking to the Clerk, to research further any applications, particularly if in their own ward. This would enable a more effective debate in the Full Council meetings. Training for planning was also available from Planning Aid Wales and this was regularly circulated by the Clerk.

RECOMMENDATION: That time should be set aside at the Council meetings, if required, for the Clerk to retrieve application details on the screen, to enable members to fully consider this detail at the meetings.

- 6) **Sending Apologies.** Members always receive a notification email for the Full Council meetings, and for any other meetings called, provided they are a member of a particular committee or working group.

RECOMMENDATION: To enable better meeting management and planning apologies for absence should always be given to the Clerk for meetings of committees and the Full Council. Apologies for absence should be given to the meeting organiser for any working groups.

- 7) **WhatsApp Group.** Members held a discussion and exchange of views about the merits of the WhatsApp group recently set up for the Council. The group could be used to send reminders about upcoming events and meetings, and also to update/resolve operational queries. Some members had not yet joined the group, others had decided to leave the group. The Clerk reported that all members of staff had decided to leave the group.

RECOMMENDATION: Members should decide for themselves whether they wish to participate in the group, which was a personal decision.

- 8) **Date of next meeting.** To be confirmed in the Autumn period following the Summer recess, as determined by any new emerging issues.

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, 19th July 2023 at 6.00pm.

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

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

APOLOGIES FOR ABSENCE were received from Councillors P. Curtis, and E.B. Palmer.

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

35. PRESENTATION – ONE VOICE WALES

Lyn Cadwallader, Chief Executive of One Voice Wales, attended by remote link and gave a presentation to members that outlined the benefits of membership of One Voice Wales. 654 Councils were members, that represented 90% of Welsh Councils. Key issues being considered included the cost of living crisis, audit challenges and uncontested elections. One Voice Wales also developed specialist committees and provided a network for connected organisations, attended ministerial meetings, and attended advisory boards. Its core aims were to foster a better understanding of the local council sector, develop training for the sector, and promote sustainable delivery.

Members queried its position on business rates and funding allocations from Welsh Government. It had lobbied on both of these issues.

RESOLVED:

That the Council join One Voice Wales for an initial one year period, at the reduced rate of subscription. A review would then be undertaken to determine the Council's position on continued membership.

36. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
39.1.	S. Rush		✓	Application FUL/000585/23. Family Home
39.1.	M. Sprake	✓		Application FUL/000585/23. Live Close to Property

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

37. MAYOR’S REMARKS

The Mayor attended the following civic engagements this month:

- Flint Town Council Civic Service on the 2nd July
- St. Asaph Town Council Freedom of the City on the 8th July
- Connah’s Quay Town Council Civic Service on the 9th July (Deputy Mayor)
- Bay of Colwyn Town Council Civic Service on the 16th July
- Ysgol Treffynnon Annual Prizegiving Awards on the 18th July

The Mayor attended the opening meeting with Wales in Bloom Judge John Woods on 10th July to present this year’s portfolio and explained some of the new initiatives put forward this year. The results would be announced at this year’s awards ceremony in Denbigh on the 8th September.

The Mayor passed congratulations onto Charlotte Stanley the owner and chef of Up A Yard Jamaican Restaurant for their success in winning the Best World Cuisine category at the Wales Food Awards, for the first time. The business started when Charlotte started feeding the elderly from a local community centre and had grown from there.

Finally, the Mayor was asked recently about the free sim cards and data available from Flintshire Connects Offices. This was originally communicated through a County Council email bulletin back in January of this year. The staff were to copy information and circulate for members to share, the Support Officer would post a link on the Town Council’s social media following the meeting.

The Mayor noted that advice from the County Monitoring Officer that covered the County Councillor role at Town Council meetings was to be circulated by the Clerk.

RESOLVED:

That the Clerk write a letter of congratulations to Charlotte Stanley, owner and chef of Up A Yard Jamaican Restaurant.

38. MINUTES & MEETINGS

38.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council meeting held on Wednesday 21st June 2023.
- Town Centre & Events Committee meeting held on Wednesday 5th July 2023.
- Development Committee meeting held on Wednesday 12th July 2023.

38.2. Meetings of Committees and Working Groups

Town Centre & Events Committee – Review of Christmas Lighting

The Clerk provided an update on the options that were available to the Council and the financial implications. Members considered the purchase or leasing of new lighting, and the refurbishment of the existing lighting units. The refurbishment would result in approximately five further years of usage with the existing lights.

RESOLVED:

That approval be given for the refurbishment of the existing lights, for the sum of £4,799 + vat. The preferred colour scheme was confirmed as red, green, and white. Clerk to inform the contractor.

39. PLANNING

39.1. New Planning Applications

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

RESOLVED:

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

Application Number	Proposal Details
ADV/000548/23	PROPOSAL: NEW EXTERNAL SIGNAGE. LOCATION: 3, THE OLD WINE VAULTS, Cross Street, Holywell, CH8 7LP. The Council supported this application and had no objections.
LBC/000571/23	PROPOSAL: LISTED BUILDING APPLICATION - CHANGE OF USE FROM COUNSELLING CENTRE (CLASS D1) TO A SINGLE DWELLING (CLASS C3A) WITH ASSOCIATED INTERNAL WORKS TO RECONFIGURE THE PROPERTY FOR RESIDENTIAL USE AND EXTERNAL WORKS OF REPAIRS/REPAINTING. LOCATION: 8 Well Street, Holywell, CH8 7PL. The Council objected to this application on grounds that the property should remain in the commercial usage category.
COU/000574/23	PROPOSAL: CHANGE OF USE FROM COUNSELLING CENTRE (CLASS D1) TO A SINGLE DWELLING (CLASS C3A) WITH ASSOCIATED INTERNAL WORKS TO RECONFIGURE THE PROPERTY FOR RESIDENTIAL USE AND EXTERNAL WORKS OF REPAIRS/REPAINTING. LOCATION: 8 Well Street, Holywell, CH8 7PL. The Council objected to this application on grounds that the property should remain in the commercial usage category.
FUL/000585/23	PROPOSAL: PROPOSED EXTENSION TO THE EXISTING GARAGE TO CREATE A HOME OFFICE FOR AND EXPANDING BUSINESS TOGETHER WITH A NEW SINGLE GARAGE. LOCATION: TY NEWYDD, Bagillt Road, Greenfield, Holywell, CH8 7EY. The Council supported this application and had no objections.
FUL/000558/23	PROPOSAL: ERECTION OF AN OUTBUILDING FOR INCIDENTAL USE. LOCATION: Gwylfa, Holway Road, Holywell, CH8 7NN. The Council supported this application and had no objections.
COU/000521/23	PROPOSAL: CHANGE OF USE OF LAND TO PROVIDE EXTENSION TO EXISTING FIRE TEST FACILITY, NEW VEHICULAR AND PEDESTRIAN ACCESS, ERECTION OF STORAGE BUILDING, PROVISION OF TRAILER AND CAR PARKING. LOCATION: Kingspan, GREENFIELD BUSINESS PARK 2, Bagillt Road, Greenfield, Holywell, CH8 7GJ. The Council supported this application and had no objections.

Councillors C. Argent and P.A. Johnson left the meeting at this point.

40. ACCOUNTS

40.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – JUNE 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9550 - 9552	BP	Council Staff	Staff Salaries Jun23	5,478.47	***
9553	BP	HMRC	Staff PAYE/NI Jun23	1,837.41	***
9554	BP	Clwyd Pension Fund	Staff Pension Jun23	447.06	***
9555	BP	Cllr L.A. Carter	Mayoral Allowance 2023/24 (50% Claimed Only)	500.00	*^^*
9556	BP	NW Classic Ford	Event Grant - Classic Car Day	500.00	^^
9557	BP	Full Circle Security Systems	CCTV Maintenance Works	480.00	*****
9558	BP	Douglas Don	Reimbursement of Screwfix Items (Heritage Grant)	40.45	^^
9559	BP	Viking	Laminating Pouches & Lever Arch Files	82.16	****
9560	BP	Copyrite Digital Systems	Copier Charges 16/2-18/5	191.48	****
9561	BP	JDH Business Services	Internal Audit & Report 2022/23	390.00	***
9562	BP	Daydream Designs	Website Tech Support Jun23	94.80	****
9563	BP	Rialtas Business Solutions Ltd	Year End Consultancy Support 2022/23	594.00	***
9564	BP	Ysgol Maes y Felin	Contribution to Wales in Bloom Schools Comp 2023	50.00	^^
9565	BP	Panel Systems Ltd	3 no. Stage Panels, Step and Risers (Heritage Grant)	2,002.78	^^
9566	BP	Daydream Designs	Website Tech Support Jul23	94.80	****
9567	BP	Philip Jones Computers	ICT Support Costs Q1	30.00	****
9568	BP	Pottles Premier Plants Ltd	Supply 102 Hanging Basket Refills & 8 Trough Refills	2,829.60	^^
9569	BP	Holywell Garden Centre	WIB Baskets & Adhoc Work, Jet Wash Office Courtyard	1,103.00	^^
9570	BP	Holywell Garden Centre	Jet Wash Batteries/Charger, Bowser Materials	220.86	****
9571	BP	The Helping Hand Company	Litter Pickers/Hoops/Gloves (Heritage Grant)	573.84	****
9572	BP	Imperative Training Ltd	Supply Defib Pads (GFCC)	172.80	****
9573	BP	DS Embroidery	8 HTC Cadet Badges	64.00	****
9574	BP	B. Bradley	Reimbursement of CE Award Vouchers	50.00	**
9575	BP	Ysgol Gwenffrwd	Eco Uniform Donation	100.00	**
9576	BP	Npower	Event Hub Electric Jan23	28.89	****
9577	BP	Npower	Event Hub Electric Nov22	16.61	****

9578	BP	Npower	Event Hub Electric Dec22	30.14	****
9579	BP	Cllr L. Corbett	Deputy Mayors Allowance 2023/24 Year	500.00	*
9580	DD	Plusnet	Alarm Line 24/5-23/6	23.62	****
9581	DD	Plusnet	Phone & Broadband 5/6-4/7	42.77	****
9582	DD	Opus Energy	Gas Bank Place 16/5-14/6	43.84	****
9583	DD	EDF Energy	Electric 12/13 Bank Place 31/3- 6/6	236.64	****
9584	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9585	DC	Tesco	Refreshments	1.25	****
9586	DC	Tesco	Refreshments (PACT Grant)	18.85	****
9587	DC	Flintshire County Council	Small Lottery Licence Fee 23/24	20.00	****
9588	DC	Home Bargains	Consumables	13.22	****
9589	DC	Tesco	Refreshments	1.80	****
9590	DC	Amazon	Storage Boxes	44.95	****
9591	DC	Amazon	Dustbin Storage Bins	33.98	****
9592	DC	Amazon	Shelving Unit	21.90	****
9593	DC	Amazon	Photo Frames	32.29	****
9594	DC	Zoom	Zoom Pro Subscription	15.59	****
9595	DC	Tesco	Refreshments	5.25	****
9596	DC	Eventbrite	Planning Training Cllr D. Thomas	44.00	***
9597	DC	JRB Enterprises	2 x Boxes Dog Waste Bags (Dispensers)	77.88	****
9598	DC	Tesco	Refreshments	1.25	****
9599	DR	HSBC Bank	Bank Charges May23	8.00	****
TOTAL				19,290.82	

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

Date	Category	Name	Payment Details	Amount £
07/06/23	Income	Multiple Debtors	Eco Uniform Proceeds	100.00
30/06/23	Income	Wise EV Charge	Car Charge Point	10.41
TOTAL				110.41

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

41. COMMUNITY ENGAGEMENT

41.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered the business forum meeting, interpretation panels, dog waste bag dispensers, the upcoming Diversity event, and the SPF funding available from the County Council.

RESOLVED:

- 1) That the Deputy Clerk facilitates and attends the next 2/3 meetings of the Business Forum, before arranging a handover to the appointed Secretary.
- 2) That no political photographs should be displayed on the interpretation boards, and that generic event information should be listed. Deputy Clerk to inform the County Council.
- 3) That the following locations be confirmed for the four new dog waste bag dispensers, and one to be relocated from the town centre by the sculpture. Deputy Clerk to arrange installation.
 - a. Greenfield (2) – Coast Road and Valley Car Park entrance.
 - b. Holway Community Centre.
 - c. Pen y Maes Shops.
 - d. Strand Top Shop.
- 4) That Councillors D. Thomas, J. Jones, L. Corbett, and L.A. Carter be nominated for the working group, to review potential SPF projects. Deputy Clerk to arrange the first meeting.

42. CORRESPONDENCE RECEIVED

42.1. Tree of Life

Members considered a request from Barry Harrison, Rotary Club of Flint & Holywell for a 'Tree of Life' project during the Christmas period. Contact had also been made with FCC Streetscene. Financial assistance was requested with the cost likely to be in the region of £5,000 to £7,000.

RESOLVED:

That the Clerk contacts Mr Harrison and requests he attends the next Council meeting in September to provide further detail on this proposal.

42.2. Middlewich Town Council

Middlewich Town Council had contacted past Mayor Cllr I. Hodge to suggest a number of ideas and initiatives to strengthen the twinning arrangements between the two towns. In brief the ideas included:

- Vintage Auto Rally
- Inter-Town Golf Day
- Cricket Match

Members were supportive of developing an event but felt this would be more suited to the 2024 events programme to allow planning and the budget implications to be considered.

RESOLVED:

That a representative from Middlewich Town Council be invited to a future Town Centre & Events Committee meeting, to explore the matter further.

42.3. 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	Holywell Area Community Museum Chapel Opening	**	19 th Jun 2023
H	Holywell Area Community Museum Armed Forces Day Ceremony	**	22 nd Jun 2023
I	Rob Roberts MP – Boots Store Closure	**	28 th Jun 2023
J	Music 4 Youth Newsletter	**	29 th Jun 2023
K	Rob Roberts MP – Copy Letter from Lee Waters MS regarding Greenfield Station	**	7 th Jul 2023
L	Social Morning at Holywell Library	**	10 th Jul 2023
M	20s Plenty Briefing Session	**	10 th Jul 2023
N	Community Litter Pick	**	12 th Jul 2023
O	FLVC Bulletin	**	13 th Jul 2023

Councillor S. Rush left the meeting at this point.

43. ANNUAL REPORT 2022/23

Members considered the Council's Annual Report for 2022/23 prepared by the Clerk, and previously circulated with the agenda.

RESOLVED:

That the Annual Report be approved and published by the Clerk.

44. MEMBERS AGENDA ITEMS

Councillor	Subject	Motion
D. Thomas	Council Information Stall	Proposal to run the information stall more than once a week. Cllr Thomas was willing to run the stall as often as he can.

RESOLVED:

That approval be given for Cllr Thomas to run the Council's Information Stall once per week.

45. EXCLUSION OF PUBLIC & PRESS

RESOLVED:

That the public and press be excluded for the following minute, 46, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the financial considerations.

46. APPLICATIONS FOR FINANCIAL ASSISTANCE

Councillor B. Scragg read out supporting background and financial information provided by each organisation, together with the recommendations from the working group meeting. Reference was made to the donations already paid this year and the remaining budget provision available. Applications were considered from Greenfield Football Club and the 50+ Action Group.

RESOLVED:

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

Organisation	£
Greenfield Football Club	500
Total	500

The application received from the 50+ Action Group was received without a donation being approved on this occasion.

Councillor L. Corbett left the meeting at this point.

47. REPRESENTATIVE REPORTS

Cllr R. Dolphin announced her resignation from the Council with immediate effect, and also that the Chair of Governors, Ysgol Maesglas had sadly recently passed away.

Councillors B. Scragg and M. Sprake had met with Brenda Harvey, Greenfield Valley Trust, to discuss the recent SPF grant submissions, which were under review. Brenda had offered to meet with the Council if required.

48. COUNTY COUNCILLOR REPORTS

Cllr I. Hodge reported that he was in receipt of the Greenfield Valley Trust Management Agreement, in capacity as a County ward member.

49. CLOSE OF MEETING

The Mayor closed the meeting at 8.30pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday 16th August 2023 at 10.00am.

PRESENT: Councillor E.B. Palmer (Chair).

Councillors: I. Hodge, D. Thomas, L. Corbett, P. Corbett, and S. Rush.

APOLOGIES FOR ABSENCE were received from Councillor L.A. Carter.

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

TC13. ELECTION OF CHAIR - MUNICIPAL YEAR 2023/24

RESOLVED:

That Cllr E.B. Palmer be appointed Chair for the remainder of the municipal year.

TC14. DECLARATION OF INTEREST

None were declared.

TC15. WELL INN UPDATE

The Deputy Clerk provided members with an update on plans and preparations to date and highlighted the operational matters for the day. Three stages would operate from Tower Gardens, and the top and bottom of the High Street. An Artisans Market had also been arranged along with other entertainment.

RESOLVED:

- 1) Cllr E.B. Palmer to speak to the County Council regarding traffic enforcement prior to and on the day of the event.
- 2) That the Support Officer produce a leaflet for car windscreens and to be handed out by members to local food and drink businesses on the Friday before the event to reinforce the enforcement message.

TC16. CHRISTMAS MARKET & OTHER ACTIVITIES

The Deputy Clerk provided members with an update on the market to be held in Holywell on Sunday 26th November. A flyer would be distributed shortly.

RESOLVED:

- 1) That Cllr I. Hodge would be Santa for the Snow Globe.
- 2) Deputy Clerk to speak to “A Little Magic” Company to book Christmas Characters and source Christmas music.
- 3) Cllr S. Rush would arrange a Santa Dash.

TC17. CAROL SERVICE

Cllr I. Hodge provided members with further information regarding this event. It would be an outdoor service in Tower Gardens that involved a number of organisations and the community. Several dates were considered by members. The stage and parasols would be required along with hymn sheets.

RESOLVED:

That the Carol Service be held on Thursday 21st December 2023 at 6.00pm. Further actions and planning for this event to be discussed at the next committee meeting.

TC18. MOVIE NIGHT

Cllr D. Thomas provided members with further information for this proposed event. This would be held in Tower Gardens on a large cinema screen during the late Autumn/early Winter pre-Christmas period. Confirmation of the costs involved was required before the committee could consider this proposal further.

RESOLVED

That the Deputy Clerk obtain screen and equipment costs and reports back to members at the next committee meeting. That the Support Officer research any licensing requirements.

TC19. EVENT INSURANCE/ DBS CHECKS

The Clerk provided an update to members in relation to events and additional funded activities. The extent of the council's cover for events and other activities required confirmation. Councillors D. Thomas and L. Corbett, along with the Deputy Clerk, were already authorised to apply for a DBS check through the Council, and members considered whether all members and staff should hold a DBS check.

RESOLVED:

- 1) That the Support Officer investigate costs, renewal length, etc for DBS checks and reports back to members at the next Full Council meeting.
- 2) That the Clerk circulates a briefing paper on insurance cover once clarification has been received from the Council's Insurers.
- 3) That all external activity/event providers be asked to supply evidence of up to date public liability insurance, and a DBS check where applicable, with effect from January 2024.

TC20. CLOSE OF MEETING

The Chair closed the meeting at 11.00am.

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Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Development Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 13th September 2023 at 10.00am.

PRESENT: Councillors B. Scragg (Chair).
Councillors I. Hodge, S. Rush, M. Sprake and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, and M. Lewis-Jones. Cllr P.A. Johnson was absent without apology.

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

DC10. DECLARATIONS OF INTEREST

None received.

DC11. GREENFIELD RAILWAY STATION PROJECT

Members received an update from the Chair in relation to correspondence received and replies sent regarding the North Wales Transport Commission Interim Report. There was no mention of Greenfield Station in the interim report. The Commission had confirmed their intention to concentrate on other transport infrastructure priorities. They had committed to a meeting with the Council to be held remotely.

RESOLVED:

- 1) That the Deputy Clerk follows up on a response from the Transport Commission to the points made in the Council's original letter.
- 2) That Cllrs B. Scragg, I. Hodge, M. Sprake and the Deputy Clerk attend the Teams meeting with the Transport Commission on Tuesday 26th September at 10.00am. Members to report to the Council Chamber to use the remote link up.

DC12. ACTIVE TRAVEL

Members received an update from the Chair following recent correspondence with Lee Waters, Deputy Minister for Climate Change, Welsh Government. The Deputy Minister had passed the Council's concerns onto Transport for Wales, who were

liaising with the County Council on the active travel programme and were the active travel administering body.

RESOLVED:

That a letter be sent to Transport for Wales inviting them to attend a meeting with members, to hear the Committee's concerns.

DC13. LLUESTY WOODLAND

Members received a report from the Clerk that confirmed the Council's legal position regarding the woodland. The covenants were still enforceable, and the land was to be used as a natural woodland with an emphasis on plant life and wildlife. The council had a small maintenance budget for adhoc pruning works only. Members considered the revenue implications that would follow any capital works being undertaken.

RESOLVED:

- 1) That the Deputy Clerk obtain costs from Groundwork for the management of the site.
- 2) That other options and organisations be explored by the working group in relation to managing the site e.g., Keep Wales Tidy, RSPB.
- 3) That Cllr M. Sprake be added to the working group with immediate effect.

DC14. WALES IN BLOOM

The Chair reported Holywell had received a Silver Gilt at the recent Wales in Bloom awards held in Denbigh. The Committee could consider the result further once the final report had been received.

Cllr D. Thomas requested a hanging basket and litter bin for the Top Shop, Strand. Cllr Thomas also requested tree pruning works be carried out in the area of Tesco bridges, as a measure against anti-social behaviour.

Cllr S. Rush left the meeting at this point.

RESOLVED:

- 1) That a hanging basket and bracket be purchased for the Top Shop in readiness for the 2024 season. The Top Shop was to arrange watering of the basket.

- 2) That the County Council's Streetscene Department and the County Ward Member, be approached about the litter bin provision, and tree pruning works.
- 3) That the Deputy Clerk research the Design Out Crime initiative and follows up with Greenfield Valley Trust to confirm any pending works.

DC15. CLOSE OF MEETING

The Chair closed the meeting at 11.40am.

.....
Chair

6. PLANNING

6.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000742/23	PROPOSAL: PROPOSED NEW VEHICLE PARKING AND ENTRANCE ONTO HIGHWAY. LOCATION: 5 St Peters Estate, Coleshill Street, Holywell, CH8 7UW.
FUL/000712/23	PROPOSAL: PROPOSED EXTENSION AND ALTERATIONS TO DWELLING. LOCATION: MARLEY COTTAGE, Access Leading To Woodview Off B5121, Greenfield Road, Holywell, CH8 7QF.
FUL/000747/23	PROPOSAL: PROPOSED SINGLE STOREY EXTENSION TO PROVIDE ADDITIONAL CONSULTING ROOMS, RECEPTION AND DISABLED ACCESS. LOCATION: PENDRE SURGERY, Coleshill Street, Holywell, CH8 7RS.

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.

7. ACCOUNTS

7.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – JULY 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9600 - 9602	BP	Council Staff	Staff Salaries Jul23	5,478.27	***
9603	BP	HMRC	Staff PAYE/NI Jul23	1,837.61	***
9604	BP	Clwyd Pension Fund	Staff Pension Jul23	447.06	***
9605	BP	Cllr L.A. Carter	Reimbursement of Expenses	46.50	*
9606	BP	DJs Line dancers	Event Grant - Line Dance Festival	500.00	^^
9607	BP	Transition Holywell & Dist.	Event Grant - Dancing World Festival	500.00	^^
9608	BP	Ysgol Treffynnon	Mayoral Donation - Annual Prize Giving Awards	60.00	^^
9609	BP	Fron Park Bowling Club	Financial Assistance Donation	300.00	^^^
9610	BP	Music 4 Youth	Financial Assistance Donation	500.00	^^
9611	BP	Point of Ayr Mining Museum	Financial Assistance Donation	470.00	^^
9612	BP	Kings Head CIC	Financial Assistance Donation	500.00	^^
9613	BP	Kids Cancer Charity	Financial Assistance Donation	500.00	^^
9614	BP	Greenfield FC Youth	Financial Assistance Donation	500.00	^^
9615	BP	Holywell Market Group	Financial Assistance Donation	500.00	^^
9616	BP	Denbigh in Bloom	Wales in Bloom Awards 2023 (Deputy Mayor)	34.00	^^
9617	BP	Veolia	Trade Waste Bags	130.08	****
9618	BP	Flintshire County Council	CCTV Charges Jul-Sep 2023	3,864.73	*****
9619	BP	Chubb Fire & Security Ltd	Alarm Maintenance Contract Sep23-Aug24	1,146.54	****
9620	BP	PHS Group	Sanitary Service Contract Jul23-Jun24	322.60	****
9621	BP	Npower	Events Hub Electric Feb23	26.06	****
9622	BP	Npower	Events Hub Electric Mar23	54.03	****
9623	BP	Npower	Events Hub Electric Apr23	69.68	****
9624	BP	Npower	Events Hub Electric May23	65.62	****
9625	BP	UK Vending Ltd	Drinks Pods - Council Chamber	63.92	****
9625a	BP	Holywell Town FC	Financial Assistance Donation	500.00	^^

9626	BP	Holywell Garden Centre	Bowser Charger Repair	60.00	^^
9627	BP	Holywell Garden Centre	Water Baskets Jun23	550.00	^^
9628	BP	NHBS Ltd	Sweep Nets (Heritage Grant)	546.48	****
9629	BP	JRB Enterprises	Supply 4 Dog Waste Bag Dispensers (Heritage Grant)	524.10	****
9630	BP	Thorncloffes	Rakes/Brushes/Wheelbarrows (Heritage Grant)	1,067.04	****
9631	BP	C. Baglin	Attend Diversity Event	150.00	^^
9632	BP	Drumming In Wales	Workshop at Diversity Event	625.00	^^
9633	BP	Rosiez Ltd	Assorted Baps - Diversity Event	225.00	^^
9634	BP	Holywell & Greenfield Churches	Donation in lieu of World DJ Services - Diversity Event	50.00	^^
9635	BP	Naturescape	Wildflower Meadow Mix (Heritage Grant)	545.99	^^
9636	BP	Heather Jones	Reimbursement of Sundry Items - Diversity Event	47.03	^^
9637	DD	Plusnet	Alarm Line Jul23	23.62	****
9638	DD	Plusnet	Phone & Broadband Jul23	46.18	****
9639	DD	BNP Paribas	Copier Lease 16/7-15/10	154.80	****
9640	DD	EDF Energy	Electric Bank Place Jun23	59.98	****
9641	DD	Plusnet	Alarm Line Aug23	23.62	****
9642	DD	Opus Energy	Gas Bank Place 15/6-15/7	28.46	****
9643	DC	Home Bargains	Washing Up Liquid	1.98	****
9644	DC	Amazon	2 Hedgehog Shelters (Heritage Grant)	69.98	****
9645	DC	Amazon	5 Hand Forks (Heritage Grant)	19.90	****
9646	DC	Amazon	4 Watering Cans (Heritage Grant)	51.35	****
9647	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9648	DC	Amazon	6 Spade Sets (Heritage Grant)	23.99	****
9649	DC	Amazon	8 Watering Cans (Heritage Grant)	57.12	****
9650	DC	Amazon	6 Bat Houses (Heritage Grant)	84.98	****
9651	DC	Currys	HP Laptop (Events Area)	499.00	****
9652	DC	Tesco	Refreshments	1.20	****
9653	DC	Amazon	12 Channel Mixer Deck	148.75	****
9654	DC	Amazon	Microphone Cables	40.98	****
9655	DC	C.M. Scott	Engrave Shield	14.40	^^
9656	DC	Tesco	Refreshments	1.20	****
9657	DC	Zoom	Zoom Pro Subscription	15.59	****
9658	DC	Amazon	Laptop Case	19.64	****
9659	DC	Tesco	Refreshments	4.69	****
9660	DC	Tesco	Refreshments - Diversity Event	25.20	****
9661	DR	HSBC Bank	Bank Charges Jun23	11.00	****
TOTAL				24,335.54	

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

Date	Category	Name	Payment Details	Amount £
		Nil Return		
			TOTAL	0

SCHEDULE OF ACCOUNTS – AUGUST 2023

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9662 - 9664	BP	Council Staff	Staff Salaries Aug23	5,478.47	***
9665	BP	HMRC	Staff PAYE/NI Aug23	1,837.41	***
9665a	BP	Clwyd Pension Fund	Staff Pension Aug23	1,725.11	***
9666	BP	Greenfield FC	Financial Assistance Donation	500.00	^^^
9667	BP	Black & White Security	Attend Diversity Event	75.00	^^
9668	BP	Holywell Garden Centre	Watering Baskets - July	578.00	^^
9669	BP	Holywell Garden Centre	Paint NBs/Parasols/Other Adhoc Works	827.99	^^
9670	BP	A Little Magic	Facepainting, Glitter Tattoos, Hair Braiding Diversity Event	440.00	^^
9671	BP	One Voice Wales	Membership Fees 2023/24	839.00	^^^^
9672	BP	Flintshire County Council	Annual Licence Fee - Holywell Town Centre	70.00	****
9673	BP	Npower	Electric Events Hub Jun23	37.74	****
9674	BP	C. Pickstock	Travelling Costs Jun-Aug 2023	15.75	***
9675	BP	Rosiez Ltd	Assorted Baps - PACT Grant	30.00	^^
9676	BP	Cllr L.A. Carter	Civic Expenses Aug 2023	72.95	***^
9677	BP	Music 4 Youth	Stage Management Well Inn	500.00	^^
9678	BP	Music 4 Youth	Event Grant - Concert of Young Musicians	500.00	^^
9679	BP	Holywell Garden Centre	Fit Bike Repair Station/Bollard/Phone Box Glass	750.00	****
9680	BP	Delyn Press	Civic Service Booklets	82.00	****
9681	BP	BKB Solutions Ltd	Refurb Christmas Lighting (Interim Payment)	3,455.28	^^
9682	BP	Chubb Fire & Security Ltd	Alarm Materials - Routine Visit	70.12	****
9683	BP	Npower	Electric Events Hub Jul23	40.77	****
9684	BP	Holywell Leisure Centre	Contribution (2 of 4)	2,500.00	^^^
9685	BP	UK Vending Ltd	Drinks Machine Lease 10/8 - 9/11	132.60	****
9686	BP	Viking	Laminating Pouches	39.52	****

9687	BP	Daydream Designs	Website Tech Support Aug23	94.80	****
9688	DD	EDF Energy	Electric 12/13 Bank Place Jun-Jul	217.38	****
9689	DD	EDF Energy	Electric 14 Bank Place Jul	17.01	****
9690	DD	Plusnet	Phobe & Broadband Aug23	46.18	****
9691	DD	Opus Energy	Gas Bank Place 17/7-15/8	30.14	****
9692	DC	Home Bargains	Hamper Items (Mayoral Donation)	25.40	^^
9693	DC	Home Bargains	Cleaning Equipment	18.80	****
9694	DC	Tesco	Refreshments	0.90	****
9695	DC	Canva	Subscription	99.99	****
9696	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9697	DC	Tesco	Refreshments	7.80	****
9698	DC	Amazon	Washing Up Bowls	13.98	****
9699	DC	Amazon	Self-Sealing Bags	13.69	****
9700	DC	Amazon	3 x 100 Lunch pack Bags	48.57	****
9701	DC	Vevor	Badge Making Machine	94.99	****
9702	DC	Tesco	Refreshments	1.20	****
9703	DC	Royal Mail	Postages	28.94	***
9704	DC	Zoom	Zoom Pro Subscription	15.59	****
9705	DC	Tesco	Refreshments	1.20	****
9706	DC	Tesco	Refreshments	3.30	****
9707	DR	HSBC Bank	Bank Charges Jul 23	8.00	****
TOTAL				21,486.16	

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

Date	Category	Name	Payment Details	Amount £
30/08/23	REFUND	Flintshire County Council	VAT Charge Refund	100.00
31/08/23	INCOME	Flintshire County Council	Local Taxation Precept (2/3)	91,666.67
31/08/23	INCOME	Power Portal Ltd	Car Charge Point	35.90
TOTAL				91,802.57

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

8. COMMUNITY ENGAGEMENT

8.1. Monthly Report Prepared By Deputy Clerk

1) Quarterly Litter Pick

Suggested date is Tuesday 24th October at 10am. **Action - Members to determine location from the following previously agreed and agree follow up locations.**

- Greenfield Dock
- Pen y Maes Woods
- Holway Community Centre

2) PACT Funding and Youth Meeting

A working group meeting to be arranged for end of Sept/Early October to discuss a winter programme of activity.

3) Business Forum

Next meeting to be held on Thursday 21st September. Meeting will be in 2 parts as agreed at last meeting.

- 1) Chair, Vice Chair and Secretary to be appointed with terms of reference for the group to be agreed.
- 2) Cllr Ted Palmer to invite Inspector Wesley Williams to attend to listen to concerns and issues raised by the businesses.

4) Flintshire Tourism Feasibility Fund. (70/30 Match Funding)

A UK Shared Prosperity Fund project providing support for Flintshire organisations and groups to undertake feasibility studies required to deliver projects targeting the development of tourism infrastructure and the visitor economy is now available through Cadwyn Clwyd. This is an SPF project which Cadwyn Clwyd only recently had approved. It will enable feasibility studies (incl. business cases, design proposals, technical reports) related to the visitor economy to be funded.

<http://cadwynclwyd.co.uk/funding-areas/flintshire-networks/>

The following maybe worth considering unless members have any other ideas.

A feasibility study to look at how the current tourism and heritage opportunities could be developed through a SWOT style analysis to improve and develop additional tourism opportunities and really highlight what Holywell has to offer.

5) FCC Community Key Fund (100% of funding)

Provides support for community led and / or community owned venues / facilities / spaces / groups to develop, strengthen and enhance community infrastructure and community-based projects.

THE AIM:

- Spread opportunities and improve public services, especially in those places where they are weakest.
- Restore a sense of community, local pride and belonging, especially in those places where they have been lost.
- Empower local leaders and communities, especially in those places lacking local agency.

THE OBJECTIVES:

- Strengthen our social fabric and foster a sense of local pride and belonging, through investment in activities that enhance physical, cultural, and social ties and access to amenities, such as community infrastructure and local green space, and community led projects.
- Building resilient, healthy, and safe neighbourhoods, through investment in quality places that people want to live, work, play and learn in, through targeted improvements to the built and natural environment innovative approaches to crime prevention.

WHAT IS AVAILABLE:

Pre-Project Development Funding Support: to £10,000 per group to support communities to take the first step to realise and implement projects and will fund.

- Feasibility studies (e.g., for a new community venture such as assets transfer, community buildings (extensions or new build),

- Specialist consultancy (e.g., architect and surveyor costs).

Community Key Fund:

Up to £50k revenue and capital can be applied for depending on the nature and impact of the project:

- a small grant application form of £2,000 to £10,000
- a large grant application form of £10,000 £50,000 (larger amounts can be considered whereby projects can demonstrate they can deliver multiple benefits).

To support community projects which:

- Provide community spaces, such as village halls, green spaces or community centres for local civil society and community groups to use;
- Enable locally owned renewable energy generation and waste management to improve the transition to low carbon living;
- Create and improve community local green spaces, community gardens, watercourses, and embankments, along with incorporating natural features and biodiversity improvements into wider community space;
- Deliver and support community led local arts, cultural, heritage and creative activities;
- Deliver access to services via local sports facilities;
- Provide digital infrastructure within community owned assets and

All projects must be completed by 30th September 2024.

The following ideas including those from our current business plan may be worth considering unless members have any other ideas? We don't want to let this opportunity slip by.

- Look at bus networks trial circular bus route.
- Trim Trail, Outdoor gym, Skatepark additions.

- Blue Plaque Scheme
- Develop top of Valley area this side of bridge
- Community Centre Improvement

6) SPF Working Group

Points raised included the following:

- A suggested informal brainstorming session of ideas for the town and surrounding areas.
- More focus should be placed on tourism and regeneration in line with other towns i.e., Mold.
- A community and business clean-up day of the high street promoting and developing business and community partnership.

7) We Don't Buy Crime

"We Don't Buy Crime" is a brand-new initiative where we are working with neighbourhoods across North Wales to protect you with forensic property marking technology, and help you keep your property safe and secure.

As well as this, we also aim to:

- we'll visit communities across North Wales to encourage you to become Safer Neighbourhoods.
- we'll advise you on the best way to keep your property safe and secure.
- we'll encourage you to mark your property with SmartWaterTech invisible forensic technology, (working with community councils).
- we'll display signs throughout Safer Neighbourhood areas, stating that property is securely protected with forensic technology.

SmartWaterTech is invisible to the naked eye however glows under ultraviolet light. If you have expensive Cameras, Phones, iPads, TVs, Laptops, Bikes, Farming equipment or any other belongings of value then protecting them with SmartWaterTech is an easy and cost-effective way to protect belongings.

Action - Would members like me to follow up?

8) 'Restore, Re-use, Regenerate! Rethinking High Streets' event

We have all seen the vacant buildings popping up in our town centres, but we will hear from dedicated people and organisations who are reimagining how their High Streets and Town Centres can be 'Restored, Reused and Regenerated.' With case studies, research, experience and a walking tour, you

will have a jam packed day with us to learn and develop in your area of the country.

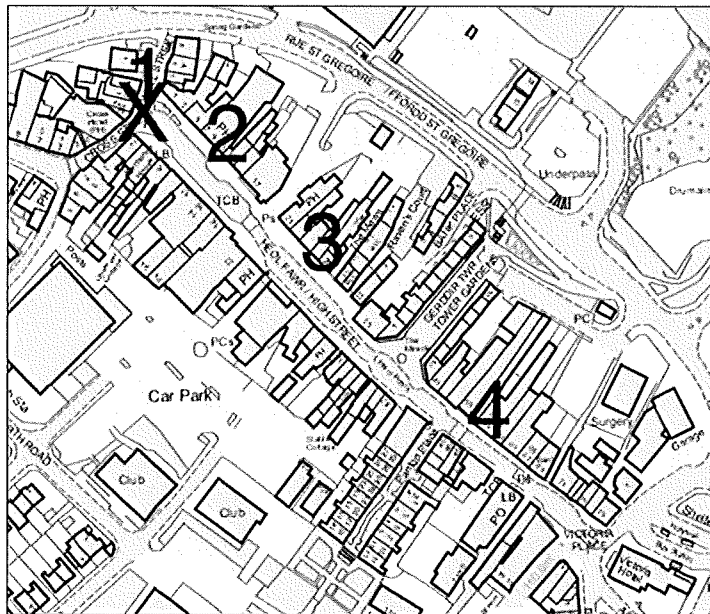
These events are aimed at people working in national and local government on economic and community regeneration, property, planning and the public realm; business improvement districts and similar partnerships; professionals (architects, planners, economists, project managers) working in the field; charities, social enterprises and community organisations rescuing, restoring and managing historic buildings in town centres.

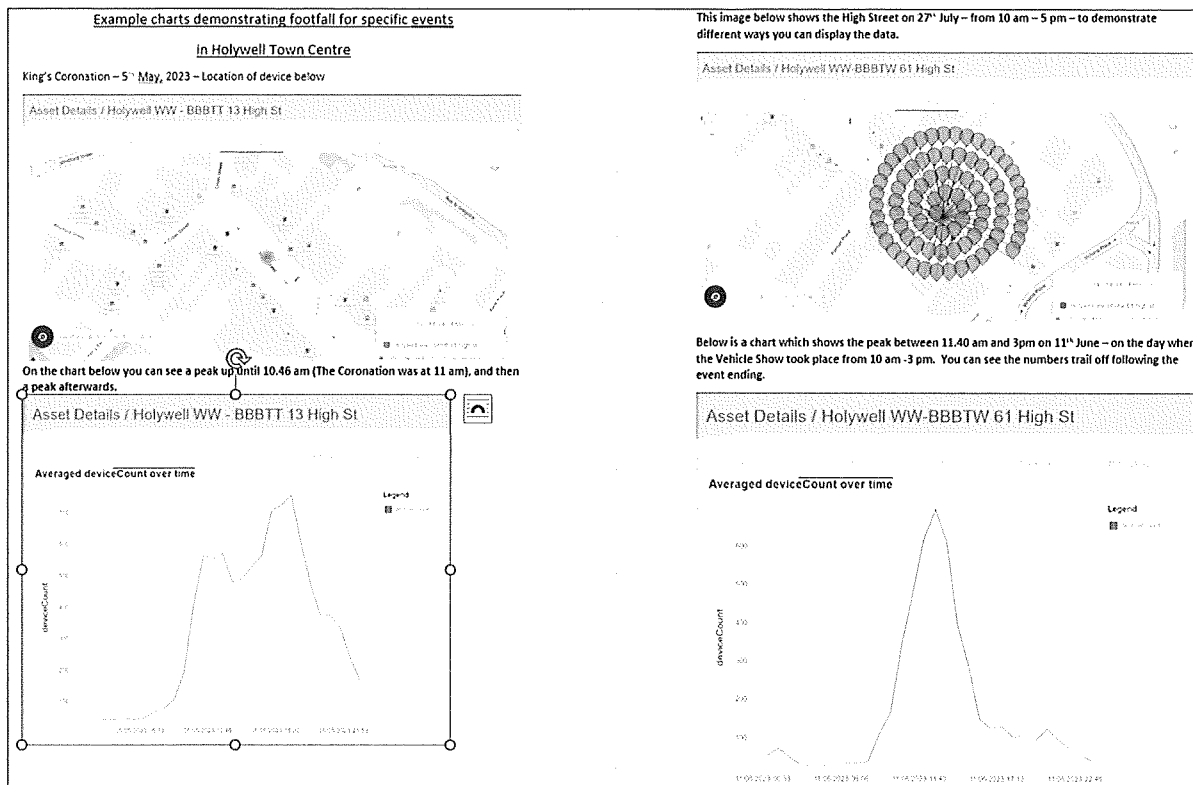
Thursday 5th October - Manchester – Cost £80

Action - Do members wish to send anyone?

9) Footfall Counters

Footfall counters have now been installed in Holywell. Please see attached with further discussions suggested at next Town Centre and Events Committee to determine how best to utilise the information available.



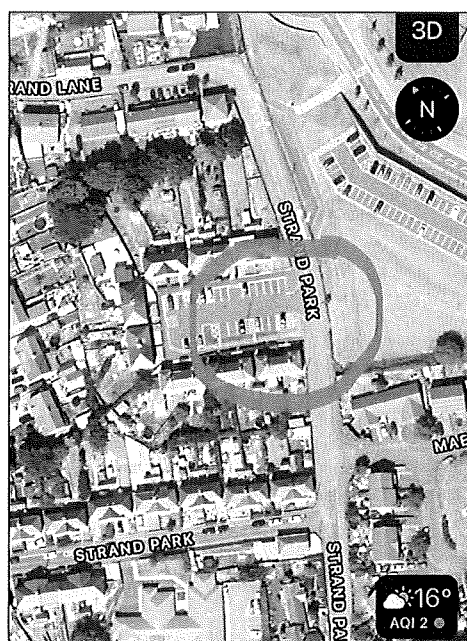
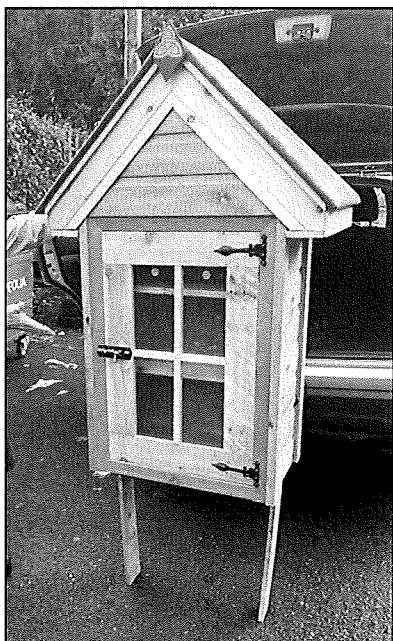


10) Well Inn Music Festival

A well-attended event considering the short preparation and delivery timescales involved along with 2 other events being held locally on the same day at the Leisure Centre and Betty Berkins.

11) Book Repository

Members to approve adoption of repository to be positioned in Strand Park. **Cost of Installation with FCC £345.88.**



12) Treffynnon Scout Group

Following received from David Hardy (Scout Leader):

“We had a programme planning meeting last night and one of the questions came up. How can the Scouts get involved with supporting the community.

When I was a Scout, we visited retirement homes to chat with the residents and a Scout and a Guide visited retirees that lived alone. We went twice a week for 6 weeks and took turns chatting to her and doing jobs around the house. Unfortunately, that is not allowed now without Leaders being present.

Do you have any suggestions? If so, would you (or another member of the Council) be willing to visit the Troop on Friday November 17th.

This activity would be done before or during the Xmas school holidays.

Do members have any suggestions as requested?

9. CORRESPONDENCE

9.1. Flintshire Local Area Energy Plan Stakeholder Workshop - Pathways and Prioritisation

Members to consider a nomination to attend the workshop to be held on Friday 22nd September 2023. Details as follows:

Flintshire County Council, supported by Ambition North Wales, Arup, Carbon Trust and Afallen, is currently undertaking Local Area Energy Planning (LAEP). The LAEP will provide a roadmap for local leaders and key stakeholders on how Flintshire County Council is to transition to a decarbonised energy system. Since May 2023, we have run workshops with stakeholders to agree our vision and objectives and learnt about how energy is currently used and generated in our local area. Our technical team is now testing a range of future energy scenarios that will help us understand how energy demand could change and what energy sources we could consider, to explore how we will reach net zero in our local area. We would like to invite you to this workshop to share insights from this work and discuss how we can use it to define a preferred pathway to decarbonise energy use and generation in the local authority area.

In the workshop, we want to hear your perspectives on the following questions:

- What can we learn from the scenario analysis about the type and scale of change required to achieve a net zero energy system?
- What propositions are the same between scenarios and what can we consider as low-regret propositions?
- What low-regret propositions could we deliver in the next 3-5 years?
- What propositions are likely to be delivered in the next 5-15 years and why?
- How can we take these propositions forwards?

9.2. SLCC & OVW Joint Event – 8th November 2023

Members to consider the Clerk's attendance. The cost is £60. Details as below:

Ensuring Effective Governance and Accountability

The exclusive event for local council employees in Wales, the SLCC & One Voice Wales (OVW) Joint Event 2023, will take place virtually on **8 November 2023**.

Join us to:

- Learn what makes a good employer and how to implement overcome positive change
- Explore the growing role of local councils in supporting community resilience and social cohesion
- Examine the issues identified during the external audit process
- Discover key elements of the Freedom of Information legislation and the Data Protection Act 2018
- Understand how to deal with vexatious or repeated requests for information
- Uncover the challenges and opportunities of Community Asset Transfers (CATs)
- Examine the issues identified during the external audit process and Cyber Security

9.3. One Voice Wales Conference – 30th September 2023

Members to consider a nomination to attend the conference. The cost is £90. Details as below:

One Voice Wales Conference

Saturday 30th September 2023

Un Llais Cymru



One Voice Wales

The theme for this year's conference is
"The Future Role of Community and Town Councils "

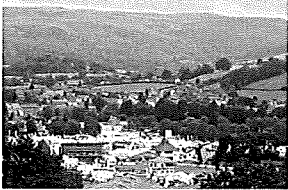
Guest Speakers

"Jane Hutt MS Minister for Social Justice and Chief Whip (awaiting confirmation) who will be speaking on the future role of community and town councils and in particular how they can support the cost-of-living crisis in the coming years.

Derek Walker Future Generations Commissioner who will talk about the work of the Office of the Future Generations Commissioner and the future role community and town councils can play in supporting the wellbeing of future generations.

Michelle Morris Public Services Ombudsman for Wales who will talk about the work of the public services ombudsman in relation to community and town councils and the future actions community and town councils can undertake to support effective local governance."

OVW member councils with less than 200 dwellings	Price £80
OVW member councils with 200 dwellings or more	£90
Non-member councils & other organisations	£130



Royal Welsh Showground, Llanelwedd, Builth Wells, LD2 3SY
Registration from 9:30am for a 10:30am start

9.4. Use of Town Council Office Ground Floor Facilities – Holywell Area Services
Community Lounge

Members to consider the following email and request to use the Council Offices on Wednesdays.

I represent a new organisation which we will be naming the Holywell Area Services Community Lounge and would like to submit this application for approval to hold activities in the community facilities at Bank Place Offices, Holywell, Flintshire, CH87TJ to the Holywell Town Council at the next available town council meeting as recently discussed. Please could you confirm receipt of this email.

It is a well known fact that many military, blue light service and merchant navy veterans and indeed their families suffer high rates of mental illness, homelessness and suicidal thoughts. Therefore our aims are to provide a relaxing, pressure free environment where veterans, their spouses and families can:

- Draw on the experience of others who have navigated the challenges of ex-service life.
- To signpost veterans to suitable support services that maybe available to offer help in times of crisis.
- To offer mindful activities to engage and encourage positive mental well-being.
- To offer companionship and camaraderie in a relaxing, non judgmental and pressure free environment

We would like to offer drop ins for veterans, their spouses, families and members of the community during a morning session where light refreshments will be made available free of charge. During these sessions we may occasionally offer talks and presentations on various topics to attending participants. We feel that, and it has been proven, that this type of informal environment helps participants to feel more comfortable with seeking support and reassurance.

None of our volunteers are or will be formally trained in any of these fields of expertise, we will however have available to us during our informal drop in sessions resources enable us to signpost veterans that need assistance to suitable support services and to offer the veterans assistance in doing that should it be required and appropriate. Amongst the organisations that we will be able to signpost veterans towards are Woody's Lodge, Change Step, SSAFA, Veterans NHS Wales, Veterans UK, Local Armed forces Champions, Citizens Advice, Combat Stress, Help for Heroes, and the Veterans Gateway, Adferiad, NEWCIS, and others.

We would also like to offer attending participants suitable activities such as model making sessions on a weekly basis under the supervision of our Models for Heroes volunteer Mr Martin Moyse. Models for heroes invests in the use of crafts as an intervention activity to increase levels of happiness and social inclusion as well as to develop the physical dexterity required to build the model kits. This in turn challenges and promotes development of fine motor skill, increases social well-being

and encourages to engage with other veterans in a friendly environment. Models for Heroes provide all model kits, equipment and sundries totally free of charge to all interested veterans (beneficiary) with no commitment financial or otherwise to the beneficiary. More information can be found at <https://www.modelsforheroes.org.uk/>

We envisage that we may also at a later stage be able to offer various other activities such as introductions to other hobbies, music, arts, crafts etc. We would like to apply to use your community facilities at Bank Place Offices on a weekly basis, if possible, as follows:

Requested day for availability of facilities: Wednesdays.

Requested hours of facilities: 10:00 till 12:30 for drop in sessions talks etc.

13:00 till 15:30 for activity sessions such as models for heroes.

Mr Martin Moyse,

On behalf of the Holywell Area Services Community Lounge

9.5. Request from County Councillor Rosetta Dolphin – Petition for Mural

Cllr Dolphin has requested that the Council consider placing a physical petition on the Information Stall, as and when this is run on the High Street. Details as below email extract:

I am writing to express my support for the proposed legends mural in Holywell. The idea of celebrating individuals who were born in our town and went on to achieve great things is a lovely one and I think is a genuinely good idea.

The legends mural presents a wonderful opportunity to honour the accomplishments of those who started their journey right here in Holywell and left a lasting impact on the world. This initiative would not only bring a sense of pride to our community but also serve as an educational and inspirational focal point for generations to come.

There seems to be quite a bit of support for this online however, there are some who are not familiar with online platforms and technology. It occurred to me that a physical paper petition could bridge this gap, allowing those who prefer traditional methods to contribute their ideas and support. This inclusive approach would ensure that everyone's voice is heard and considered.

I believe that a paper petition could be well-received by many in our community, enabling them to actively participate in shaping this meaningful project. This collaborative effort could truly reflect the collective appreciation for the accomplishments of individuals from Holywell. I think it's great to get people's opinions before moving forward with a project, that's something that Holywell has always been good at.

I kindly request you to consider the idea to introduce a physical petition alongside the online efforts. This step would demonstrate our commitment to engaging all members of the community and gathering a diverse range of perspectives.

9.6. Product Design Project – Ysgol Treffynnon

Members to consider the following request from Matthew Hobbs, Teacher of DT & Engineering, Ysgol Treffynnon.

For our GCSE learners studying Product Design, we aim to give them as many authentic design contexts as possible. Having worked on a project with the Bangor Improvement District when I was at University, I was hoping the Town Council could be of assistance in a project I am hoping to run this year.

The premise of the project is to design a range of unique street furniture suitable for an identified area of Holywell to enhance the user experience of the town. Students will complete their own research, select an area, and design/model a range of solutions to suit that location.

I was wondering if someone from the town council could perhaps spare an hour one morning to come and speak to a class of learners about Holywell, an overview of its history, the work that has been done to rejuvenate the town centre over the years, and share a vision for the future, as well as answering any questions that the learners may have. This could potentially extend to giving some feedback on the design solutions that learners develop, if possible.

With the new academic year about to begin I'd love to get the ball rolling as soon as possible. If you can be of any assistance, please let me know, it would be of great value to our students.

9.7. Vacancy for an Employer Representative – Clwyd Pension Fund

Members to consider a nomination for the above role. Please see below email from Philip Latham, Head of Clwyd Pension Fund.

A vacancy has arisen for an employer representative on the Clwyd Pension Fund Local Pension Board, and I would like to invite you to consider nominating someone from your organisation for this position.

The Clwyd Pension Fund's Local Pension Board has two employer representatives. One of the positions is held by Mr Steve Jackson (Chief Operating Officer and Deputy Chief Executive, Coleg Cambria). The other position is now vacant as the term of office for the previous representative has now come to an end.

A recent survey of existing Board members confirms they all agree it is an interesting and enjoyable role. It does require a reasonable time commitment so anyone put forward must have the capacity to do the role (more information is provided in the

attached background information document). Some of the information the Board receives can be quite complex, but Board members receive induction and ongoing training in addition to ongoing support from the Fund officers and the Independent Chair.

The Fund recognises that an effective Pension Board will bring together a wide range of different skills, mindsets, experiences and perspectives. We are looking for someone who is committed and enthusiastic about the role of the Pension Board; appreciates the need for discretion and has a balanced mindset and respects others' views. We are not necessarily looking for someone who is involved with the Fund or has a senior position in your organisation. Some examples of skills and experience that might be useful on the Board are set out in the attached background information document.

9.8. Boundary Commission for Wales – Boundary Review Feedback Questionnaire

Members to consider appointing a small working party to complete the review questionnaire with the Clerk, by 30th September 2023. Further details as follows:

The Boundary Commission for Wales would like to thank you for your input to the 2023 Review of Parliamentary Constituencies. With the Review now at an end, the Commission is keen to understand its stakeholders' views on the Review Process, and how it might be improved in the future.

The purpose of this questionnaire is to review the Boundary Commission for Wales' approach to the 2023 Review of Parliamentary Constituencies in Wales. Your response will be used to improve how the Commission conducts future reviews.

The questions will focus on administration and delivery, and not on tasks for which others were responsible. Therefore, the legislative requirements, i.e., the statutory range or the reduction in constituencies, are not part of this questionnaire. The questionnaire will also not include the Commission's specific proposals for constituency boundaries or the naming of constituencies, as these were consulted on as the main part of the review, but rather how the Commission has carried out the review, the information it has supplied and how it has engaged with the public and other stakeholders.

The Commission will only use the information provided to improve how it conducts reviews in the future. No responses will be referred to by name in any published document and no personal information will be passed on to any other organisation. No information in this questionnaire is mandatory. We do not ask for personal information and therefore your name would not be disclosed under Freedom of Information.

9.9. Email from One Voice Wales - The Welsh Ombudsman's Public Consultation: Our Equality Plan 2023-2026

One Voice Wales will be preparing a response to the Welsh Ombudsman's public consultation on "Our Equality Plan 2023-2026". They have requested comments by 2 October in order to prepare a response by the closing date of 16 October.

Members to consider taking part in the consultation. A small working party could be appointed to meet and respond by the stated deadline.

9.10. Welsh Government Email - (RAAC) Reinforced Autoclaved Aerated Concrete Survey Information

The Welsh Government have requested RAAC information on Council assets. An indicative nil return has been submitted to comply with the fixed response deadline. Members to determine if a formal survey is required on the Council's assets. Details as follows:

Although indications in the press are that the use of Reinforced Autoclaved Aerated Concrete (RAAC) was not widely used in school and hospital buildings in Wales, we need to provide assurances to our Ministers, the Senedd and the Welsh public that all of our public buildings are safe.

In the knowledge that RAAC, in many instances, is beyond its design life and the condition can change over a short period of time, we have been asked by Ministers to collate information in relation to the public estate as a whole. You may already have engaged with my education and health colleagues, and with this in mind I am requesting information on those other buildings forming part of your estate. If you are happy to share your corporate RAAC risk assessment that would help us to understand what support Welsh Government might be able to provide.

9.11. Reports/Correspondence Received

The following items have been received and are available for perusal from the Clerk. or marked ** 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	S. Williams - Town Observations	**	25 th Jul 2023
H	Support to capture older people's experiences of digital exclusion	**	25 th Jul 2023
I	Age Friendly Wales Newsletter - July 2023	**	25 th Jul 2023
J	Awel y Môr Newsletter	**	25 th Jul 2023

K	Aura Leisure & Libraries - Invitation to Fit, Fed & Read events	**	7 th Aug 2023
L	Music4Youth - August Newsletter	**	7 th Aug 2023
M	Dual Carriageway Autumnal Routine Maintenance Programme	**	7 th Aug 2023
N	Holywell Autumn Club Closure Letter	**	14 th Aug 2023
O	Rob Roberts MP Invitation to attend a Gala Dinner in honour of Giddo's Gift	**	16 th Aug 2023
P	Thomas Pennant Society Updates	**	16 th Aug & 4 th Sept 2023
Q	Planning Committee Case OUT/000042/22	**	17 th Aug 2023
R	Planning Hearing Case 063033	**	23 rd Aug 2023
S	Small Town & Town Centre Summit	**	29 th Aug 2023
T	Greenfield Valley SPF Programme Update	**	29 th Aug 2023
U	Update from Shereen Devine	**	4 th Sept 2023
V	Rob Roberts MP Press Release - Delyn MP calls for political unity to safeguard our school children	**	5 th Sept 2023
W	Planning Aid Wales Training Courses	**	14 th Sept 2023

10. 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
D. Thomas	One Step CIC Youth Club	Support requested for the Deputy Clerk to research and apply for grant funding to support the One Step operations.
P. Curtis	Police Presence/ Contact at Meetings	Consider the return of formal invites to the District Inspector to attend regularly at Full Council meetings.
I. Hodge	Pen-y-Maes Play Scheme	Request the County Council to confirm the maintenance schedule for the playing field, as the long grass had affected attendance figures.

11. 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.

12. 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.