

Cyngor Tref Treffynnon Holywell Town Council

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

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Gwefan/Website: holywell.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@holywell.wales for further guidance.

To: All Members of the Council

15th December 2022

Dear Councillors,

Notice is given that a meeting of **Holywell Town Council** will be held in the **St. Peters Church, Rosehill, Holywell** on **Wednesday 21st December 2022** 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 BY THE MAYOR AND WARD COUNCILLORS OF THE TOWN COUNCIL'S 2022 AWARDS FOR:

- BEST DRESSED CHRISTMAS WINDOW WINNER – LOCAL BUSINESSES.
- COMMUNITY ENDEAVOUR – GREENFIELD, HOLYWELL CENTRAL, HOLYWELL EAST AND HOLYWELL WEST WARDS.
- COMMUNITY ENDEAVOUR UNDER 18 SECTION - HOLYWELL AND GREENFIELD.

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. 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 Tuesday 15th November 2022.
- Resources Committee held on Tuesday 29th November 2022.

6.2. Meetings of Committees and Working Groups

- To consider any recommendations for approval from Committees (where not delegated) and working groups held.

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 15th November 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: C. Argent, L.A. Carter, L. Corbett, P. Corbett, R. Dolphin, 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 P. Curtis, and D. Thomas.

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

84. PRESENTATION – PAUL ISLIP, HOLYWELL LEISURE CENTRE

Paul Islip and James Kerrigan, Holywell Leisure Centre attended the meeting and briefed members on the Centre's operations and financial performance. Fees were to increase by 5% from April, there were 5,000 customers per week, numerous clubs operated from the Centre that provided a unique customer focussed local facility. An £80k grant was sourced from Flintshire County Council, as well as contributions from other town and community councils and Swim Wales. The energy crisis had resulted in a significant increase in costs. The health suite had recently benefitted from further investment.

RESOLVED:

That Paul Islip and James Kerrigan be thanked for his presentation.

85. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
91.2.	L.A. Carter		✓	Close affiliate of Christmas Lights Switch On suggested community representative.

86. MAYOR'S REMARKS

The Mayor welcomed all present to the November mid-term meeting. The Mayor also introduced Gill Murgatroyd, Flintshire Standards Committee who would be observing the meeting. He then thanked all members, staff and dignitaries who turned out to represent the town at the Greenfield and Holywell Services to pay tribute for Remembrance Sunday.

The Mayor was sad to hear of the passing of Jen Youds, who gave many years dedicated service to the town and local churches. The council had sent a card and letter of condolence to the family.

The council were presented with a copy of Dr Martin Parry's recently published book, which outlined his life and times that included many years spent as a local councillor. The book would be placed in the museum area for safe keeping. Another former and long serving Councillor Mr David Wilkes was drafting a similar book, which should be published very soon.

The agenda format had been changed following the feedback received from the last meeting. Page numbers were added, and a printed contents sheet made available; these measures should improve the navigation on the agenda.

The council received notification of the Llys Gwenffrwd Bingo Night on 1st December, and the Mayor would be making a £50 mayoral hamper donation to support this event.

A community project between local schools and the cottage hospital where children and members of the community work alongside the patients at the local hospital to develop their outdoor space had been proposed and required a funding application. The Mayor would send a letter of support for this project.

The Mayor hosted the St. Winefrides school council on Tuesday 15th November. The school council received a talk in the council chamber about how councils operate, and how decisions were made.

Finally, the council had resolved to hold a public meeting, but due to the current commitments and proximity now to the Christmas period, the Mayor proposed to members that the meeting be held over and arranged early in the new calendar year.

RESOLVED:

That the public meeting be held early 2023 when convenient with the council.

87. PUBLIC SPEAKING

There were no such requests.

88. MINUTES & MEETINGS

88.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council held on Tuesday 18th October 2022.
- Development Committee held on Thursday 10th November 2022.

89. PLANNING

89.1. 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
FUL/000549/22	PROPOSAL: CHANGE OF USE OF EXISTING VACANT COMMERCIAL AND RESIDENTIAL MIXED USE BUILDING, TO FORM 4 INDEPENDENT APARTMENT UNITS AT FIRST AND SECOND FLOOR. LOCATION: PANTON HOUSE, Panton Place, Holywell, CH8 7LD. The Council noted this application as received.
FUL/000651/22	PROPOSAL: VARIATION OF CONDITION 2 OF PLANNING APPLICATION REFERENCE 054857. LOCATION: 82 Pen-Y-Maes Road, Holywell. The Council support this application and had no objections.

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

90. ACCOUNTS

90.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – OCTOBER 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9119	BP	C.L. Jones	Load Stones to Valley (Heritage Grant)	504.00	***
9120	BP	NW Association of Town Councils	Annual Membership	75.00	^^^^
9121	BP	Hampshire Flag Company	Supply Union Jack Flag and Halyard	110.51	****
9122	BP	Holywell Garden Centre	Hire of Fencing/Replace 6 Panels	727.20	^^
9123	BP	Holywell Garden Centre	Remove Glass from Phone Box/Make Safe	175.00	^^
9124	BP	Holywell Garden Centre	Set up Parasols - Well Inn Event	120.00	^^
9125	BP	Holywell Garden Centre	Remove Site Fencing for Collection	60.00	^^
9126	BP	Holywell Garden Centre	Water Baskets 75% Claim	424.50	^^
9127	BP	Holywell Garden Centre	Various Flag Setting/Fit Flag Cleats	360.00	^^
9128	BP	Flintshire County Council	Summer Playschemes 2022	12,320.00	^^
9129	BP	Flintshire County Council	CCTV Charges 10/22-12/22	3,075.49	*****
9130	BP	A Little Magic	Performers for Well Inn Event	450.00	^^
9131	BP	Daydream Designs	Website Technical Support Oct22	94.80	****
9132	BP	Delyn Press	400 Queens Remembrance Order of Service Booklets	295.00	****
9133	BP	SLCC	FILCA Course Registration - Town Clerk	144.00	***
9134	BP	Flintshire Fabrications	Fabricate and Install 2 no. Parasol Railing Guards	6,000.00	^^
9135	BP	Signs at Home	Supply Engraved Desk Name Plate	22.04	****
9136	BP	Holywell Leisure Centre	Contribution (2 of 4)	2,500.00	^^^
9137	BP	Flintshire County Council	Recharge Costs - Holywell East By Election 28th July 2022	3,085.59	##
9138 - 9139	BP	Council Staff	Staff Salaries - Oct 22	4,643.33	***
9140	BP	HMRC	PAYE/NI - Oct22	2,044.92	***
9141	BP	Clwyd Pension Fund	Staff Pensions - Oct22	1,694.56	***
9142	BP	Black & White Security	Security Services Well Inn Festival	150.00	^^
9143	BP	Holywell Garden Centre	Removal of Baskets, Plant Winter Bedding in Planters	685.00	^^
9144	BP	Holywell Garden Centre	Clearance and Shrub Maintenance at Offices	350.00	****

9145	BP	Delyn Press	400 Remembrance Sunday Orders of Service	240.00	^^
9146	BP	BKB Solutions Ltd	Refurbish Lighting, Anchor Bolt Testing	5,482.80	^^
9147	BP	One Voice Wales	Training 'The Council' - Cllr L.A. Carter	55.00	***
9148	BP	Media Man Productions	Operation of 2 Stages - Well Inn Event	250.00	^^
9149	DD	Plusnet	Alarm Line Oct22	23.62	****
9150	DD	Plusnet	Phone & Broadband Oct22	38.30	****
9151	DD	BNP Paribas	Copier Lease 16/10-15/1	154.80	****
9152	DD	EDF Energy	Electric 12/13 Bank Place Offices Aug-Oct	116.06	****
9153	DD	EDF Energy	Electric 14 Bank Place Offices Aug-Oct	28.12	****
9154	DD	Plusnet	Alarm Line Nov22	23.62	****
9155	DD	Opus Energy	Gas Bank Place 15/9-15/10	221.52	****
9156	DC	Poppy Shop	Supply 3no. Wreaths	74.97	^^
9157	DC	Amazon	Picture Frame	7.99	****
9158	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9159	DC	Tesco	Refreshments	1.25	****
9160	DC	Amazon	5 x Traffic Cones	47.99	^^
9161	DC	Tesco	Refreshments	1.25	****
9162	DC	Royal Mail	Postages	45.60	***
9163	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9164	DC	Tesco	Refreshments	4.00	****
9165	DR	HSBC	Bank Charges - Sept 22	8.00	****
TOTAL				47,050.81	

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

Date	Category	Name	Payment Details	Amount £
	Nil Return			
			TOTAL	0

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- ***^ Local Government Act 1972 S.13
- ****^ Local Government Act 1972 S.34

**^* Local Government (Misc. Provisions) Act 1953 S.4
 ^^** Local Government Act 1972 S.173, S.174
 ^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
 < Local Government Act 1972 S.124
 # Local Government Act 1972 S.142
 ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
 ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
 #### Litter Act 1983 S.5-6
 ***** Local Government & Rating Act 1997 S.31

91. COMMUNITY ENGAGEMENT

91.1. Community Endeavour Awards 2022

Members considered the format for this year's awards. It was suggested the council reverts to the pre-covid pandemic procedure of a single composite nomination from members for each of the four wards, and the two Under 18 category awards, for Holywell and Greenfield. The Clerk handed out the nomination forms.

RESOLVED:

That the Clerk arranges for the awards based on the single nomination approach from ward councillors. That community hampers be presented to the main award winners. Members to submit their nomination forms for each ward.

91.2. Christmas Lights Switch On Community Representative

Members considered any nominations for a community representative to assist with the switch on of the Christmas lights. Cllr L.A. Carter nominated Albie Thomas who was five years old and an amputee, who had climbed Snowdon and Ben Nevis, and had recently won the Amplifon Brave Briton Awards. Cllr Carter had declared an interest and left the room prior to the voting.

RESOLVED:

That Albie Thomas be nominated to assist with the switch on. Clerk to make the arrangements.

91.3. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered the Christmas business letters, CCTV relocation, the remaining funds from the town centre enhancement grant, and the bike repair station location.

RESOLVED:

- 1) That the Deputy Clerk follows up with the police to determine the most appropriate positions for the CCTV camera coverage.
- 2) That the remaining enhancement grant funds are reviewed at the next meeting.
- 3) That the bike repair station be positioned outside the council offices. Deputy Clerk to investigate with Tesco and consider any planning issues.

92. CORRESPONDENCE RECEIVED

92.1. Electoral Administration and Reform White Paper

Members considered taking part in the attached consultation for modernising electoral administration. The consultation period ends on 10th January 2023.

RESOLVED:

That a working group be formed to respond to the consultation. Cllrs B. Scragg, M. Sprake, E.B. Palmer, I. Hodge, J. Jones, and P.A. Johnson to attend.

92.2. Clwyd Pension Fund – Annual Joint Consultative Meeting (AJCM)

The AJCM for this year was to take place on Tuesday 13th December 2022 virtually. The Clerk had confirmed his attendance and a member nomination was also considered.

RESOLVED:

That Cllr I. Hodge be nominated to attend the meeting. Clerk to arrange.

92.3. Summer Playschemes 2023

RESOLVED:

Members resolved that the public and press be excluded for this item 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.

Members considered the playscheme programme for next year. There would be an increase in the costs of around £500 should members decide to continue with the four schemes over a six week period. An in principle commitment was needed at this stage.

RESOLVED:

That approval be given for the playschemes to continue into 2023. Clerk to advise the County Council and adjust the budget projections.

92.4. Consultation – Remembering the Covid Pandemic

The UK Commission on Covid Commemoration had launched a consultation giving people across the UK the opportunity to say how they think the pandemic should be remembered. Members were asked to consider the council's participation. The council had already resolved to investigate the installation of a covid memorial at an appropriate site in the town centre.

RESOLVED:

That the Clerk arranges a working group to complete the consultation. All members were invited to attend.

92.5. Reports Received

Members were informed that the following items had been received and were available for perusal from the Clerk. A copy was enclosed where the item is marked *, or ** if already circulated to Members:

Ref	Item	Status	Date Circulated
A	Flintshire County Council Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	OPCC Update	**	21st Sep 2022
F	Ann Carroll – Planning Appeal	**	17th Oct 2022
G	Thomas Pennant Lecture	**	18th Oct 2022
H	Train Update – NW Association of Local Councils	**	20th Oct 2022
I	Review of Parliamentary Boundaries	**	24th Oct 2022
J	FCC/CAB Cost of Living Workshop	**	24th Oct 2022
K	Rob Roberts MP – Remembering the Covid Pandemic	**	26th Oct 2022
L	Health & Wellbeing Toolkit	**	28th Oct 2022
M	Planning Aid Wales Training	**	31st Oct 2022
N	Greenfield Valley Press Release – Fishing at the Valley	**	7th Nov 2022
O	Thomas Pennant Christmas Lunch	**	7th Nov 2022

P	OPCC Newsletter	**	8th Nov 2022
Q	Menter Iaith AGM	**	8th Nov 2022
R	Rob Roberts MP Press Release – Off Grid Energy	**	8th Nov 2022
S	Neighbourhood Watch National Newsletter	**	8th Nov 2022
T	Rob Roberts MP Press Release – Cost of Living Payment	**	9th Nov 2022
U	NHS Community Flu Vaccinations	**	9th Nov 2022

93. HOLYWELL TOWN COUNCIL ANNUAL REPORT

Members considered the Draft Annual Report for the year 2021/22 prepared by the Clerk and noted its content.

RESOLVED:

That the annual report be approved and published by the Clerk.

94. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, 95, 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 staffing considerations.

95. OFFICE MATTERS

95.1. Support Officer Appointment

Members considered the working pattern for the new Support Officer, and their attendance on a Canva training course.

RESOLVED:

That the following work pattern be endorsed: Mon-Wed 9.00am-4.30am, Thurs 9.00am-1.00pm. That approval be given for the Support Officer's attendance on a suitable Canva course.

95.2. Town Clerk – Excess Hours

The Chair reported on the Clerk's request for further excess hours to be paid. The Chair reiterated the ongoing staffing resource challenges facing the

Council, which would be mitigated once the office was fully staffed and operational from December onwards.

RESOLVED:

That approval be given for the excess hours to be paid on the next available pay run.

95.3. Local Government Pay Award 2022/23

The Clerk reported on the details of the pay award. An increase of £1,925 was to be added to all salary scales (pro rata for part time staff) and backpay paid from the 1 April 2022. An additional 1 day annual leave was to be added to staff leave entitlement from 1 April 2023. The backpay element would include any obligations to former members of staff.

RESOLVED:

That members approve and endorse the implementation of the pay award.

95.4. Council Meeting Dates

The Mayor proposed a switch of the full council meeting dates from the third Tuesday of the month to the third Wednesday of the month. There were operational reasons for the change provided. Cllr L.A. Carter wished for it to be noted that such matters should be decided at the Council's Annual Meeting.

RESOLVED:

That the Council approve the switch of the meeting date with immediate effect i.e., from the December meetings onwards, to the third Wednesday of the month.

96. MEMBERS AGENDA ITEMS

Cllr L.A. Carter – Town Centre Underground Recycling Solution

Cllr Carter had provided a link that demonstrated the underground units in operation and referred to schemes in place in Liverpool and Spain. These units could mitigate the current issues with waste collection. There could potentially be funding available through the levelling up fund or other regeneration schemes. The scheme would also support the town's future Wales in Bloom entries.

RESOLVED:

That the Clerk contact Katie Wilby, Chief Officer – Streetscene and Transportation, Flintshire County Council, and request

research and advice on the potential for underground recycling units in the town centre.

97. Cllr L. Corbett – Anti social behaviour in town centre

Cllr Corbett relayed her concerns to members. A small minority of youths were causing a disturbance and had committed acts of vandalism recently. There had also been reports of issues around the Tesco Store. Members were reminded that any issues should always be reported using the 101/999 police numbers.

RESOLVED:

- 1) That Cllr E.B. Palmer refers the police to the matter at the next CA/ALM liaison group meeting.
- 2) That members investigate the potential for a shop watch/radio scheme.
- 3) That the County Council's Anti-Social Behaviour Unit be asked to attend the next Town Centre & Events Committee meeting to provide further advice.

98. Cllr J. Jones – Animal Welfare

Cllr J. Jones outlined her concerns following a recent fireworks display being held near a livery with horses stabled there. This was a large public event and had caused distress to the horses and cattle.

RESOLVED:

- 1) That Cllr E.B. Palmer refers the police to the matter at the next CA/ALM liaison group meeting.
- 2) That the Council promotes safe use of fireworks and references the Animal Welfare Act 2006 in future years in the lead up to 5th November.
- 3) That the Clerk contact the County Council's Enforcement Team to request further advice and support.

99. REPRESENTATIVE REPORTS

Cllr I. Hodge updated members on the recent North Wales Association of Local Councils meetings held at Flint Town Hall.

Cllr L.A. Carter updated members on the recent meeting of the County Standards Committee. Members were advised to hold two separate social media accounts, one as a councillor and one for personal use. Cllr I. Papworth from Trelawnyd and Gwaenysgor Community Council had been appointed as the Town and Community

Council Representative on the Committee. Support mechanisms and training would be made available to all councils.

100. COUNTY COUNCILLOR REPORTS

Cllr R. Dolphin reported no change on Environment Committee, with caged trailers allowed in Recycling Centres up to certain specifications.

Cllr P.A. Johnson reported on the recent cost of living workshop attended by 140 people from a diverse range of organisations that investigated different aspects of advice on debt, grants, etc. Warm hubs were to be set up shortly across the County.

Cllr E.B. Palmer stated early budget discussions were being held on council tax.

Cllr I. Hodge reported on waste collection areas in Holywell East ward, work was underway to ensure they were adequate and fit for purpose.

101. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday 26th July 2022 at 6.00pm.

PRESENT: Councillor M. Lewis-Jones (Chair).

Councillors: L.A. Carter, J. Jones, E.B. Palmer, and B. Scragg.

APOLOGIES FOR ABSENCE were received from Councillor P. Corbett, and I. Hodge.

IN ATTENDANCE: J. Baker (Clerk).

R29. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None declared.

R30. BANK RECONCILIATION QUARTER 2 – 30th SEPTEMBER 2022

Members received the bank statement and reconciliation related to the second quarter from the Clerk, who explained the current balances and financial position.

RESOLVED:

That members note and endorse the bank position as stated.

R31. MANAGEMENT ACCOUNTS – QUARTER 2 – 30th SEPTEMBER 2022

Projections had now been added at the half year point, and balances in hand estimated for the year end. It was still anticipated all grant income balances would be committed and spent this year. The Clerk reported on all significant variances to the budget heads and cost centres. The Council had agreed a standstill budget for the last two years with reserves subsidising the agreed budget. An increase would be required to the precept for next year, to enable the Council to move back towards a break even position.

RESOLVED:

That members note and endorse the accounts position as stated.

R32. COUNCIL POLICIES

The Clerk reported that both the Code of Conduct and Biodiversity policy were due for review. The Council followed the County Council’s Code of Conduct, and this had

not been amended. A draft Biodiversity policy would be brought to members for consideration at the December meeting of the full Council, to comply with the three year review cycle set out in the legislation.

RESOLVED:

That the Clerk circulates the draft Biodiversity policy to the committee, ahead of its consideration by the full council.

R33. ITEM FROM COUNCILLOR J. JONES

Cllr J. Jones explained the background to this item, that related in the main to the period just after the elections held in May. Council meeting information had been shared in the public domain before official minutes had been completed by the Clerk and approved by the Council. The Clerk explained this had been checked with the Monitoring Officer and if the meeting was a public one, this was permissible. The official record of the meeting was always the approved minutes of the Council and members should remind residents of this should they receive any enquiries.

RESOLVED:

That the position concerning meeting information and circulation be noted.

R34. ITEMS FROM COMMITTEE CHAIR COUNCILLOR M. LEWIS-JONES – OFFICE SECURITY & COMMITTEE MEETING DATES

Members considered the internal office security and safeguarding arrangements. An internal camera could be located in the ground floor entrance area, there was already adequate camera coverage just outside the main entrance.

RESOLVED:

That the Clerk research an appropriate camera with the existing service provider and arrange installation subject to budget level.

Members considered the pre-scheduling of committee dates, for forthcoming meetings. This could be for a full civic year or just for the next meeting. Members determined this should be a matter for each committee to decide.

RESOLVED:

That the Clerk includes a 'Date of Next Meeting' on future committee meeting agendas, to allow each committee to consider their future arrangements.

R35. ITEM FROM COUNCILLOR L.A. CARTER – WARM HUBS

Cllr Carter explained the background to this item, which was to ensure there was a functioning warm hub facility operational in the Holywell and Greenfield area. There was a recently opened warm hub facility that operated from the community library inside Holywell Leisure Centre, and there were also plans for the museum to explore warm hub facilities. Members did consider whether the offices would be a suitable location, subject to the availability of volunteers and consideration of staff work patterns.

R36. EXPIRED EV CHARGE CONTRACT

The Clerk advised the Committee of the expiry of the above contract. New software was required to ensure the car charge unit remained operational. The service provider had supplied a quotation for the work, that also involved a 3 year maintenance contract to ensure ongoing compatibility and management of any issues.

Members noted the car charge unit was also in need of some external refurbishment work.

RESOLVED:

That the Clerk be given approval to sign the Council up to the maintenance contract which would also deal with the new software requirement. That the Clerk seeks quotations for the refurbishment work required.

R37. OFFICE EQUIPMENT

The staff had requested cooking facilities, as part of a review into staff welfare at the office.

RESOLVED:

That the Clerk be given approval to purchase a microwave oven, for use at the offices at lunchtimes and as required.

R38. CLOSE OF MEETING

The Chair closed the meeting at 6.00pm.

.....
Chair

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
OUT/000610/22	PROPOSAL: USE OF LAND FOR SITING OF MOBILE CHALET FOR USE AS HOLIDAY LET. LOCATION: Fruity Cottage, Halkyn Road, Milwr, Holywell, CH8 7SE.
FUL/000674/22	PROPOSAL: NEW MAIN FRONTAGE EXTENSION OVER EXISTING GARAGE AND INCREASED SIZE OF EXISTING DORMER WITH EXTENDED MAIN ROOF. LOCATION: 18 Bryn Aber, Wedgewood Heights, Holywell.
FUL/000749/22	PROPOSAL: APPLICATION FOR REMOVAL OR VARIATION OF A CONDITIONS 4 & 5 FOLLOWING PLANNING PERMISSION 057865. LOCATION: Brignant, Halkyn Road, Holywell, CH8 7SJ. Note – Application 057865 involved the erection of 44 dwellings with ancillary parking, open space and new access.

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.

7.2. Pre-Application Consultation – Kingspan Ltd

Members to consider a response to the following planning pre-application consultation submitted by Kerry James Planning, on behalf of Kingspan Ltd.

SCHEDULE 1C

Article 2D

CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION
Town and Country Planning (Development Management Procedure) (Wales) Order 2012

CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION
NOTICE UNDER ARTICLE 2D

Purpose of this notice: this notice provides a formal request for pre-application consultation response under article 2D of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Proposed development at **Land to north of Bagillt Road, Holywell, CH8 7HG**

I give notice that Kingspan Limited

is intending to apply for planning permission to **Change of use of land to form hard standing for open storage for trailers and panels, provision of welfare facilities including car park**

A copy of the proposed application; plans; and other supporting documents are attached/can be viewed online at www.kerryjamesplanning.co.uk (click on Pre application Consultations)

In accordance with the requirements of article 2E of the 2D of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012, a consultation response must be sent to kerry@kerryjamesplanning.co.uk by 09/01/2023

Signed: K James

Date: 09/12/2022

Our ref: KJP/19/018

6th December 2022

The Clerk
Holywell Town Council
Bank Place Offices
Holywell
CH8 7TJ

Dear Sir/Madam

Town and Country Planning (Development Management Procedure) (Wales) Order 2012

**PUBLICITY AND CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION
NOTICE UNDER ARTICLES 2C AND 2D**

**PROPOSAL FOR THE DEVELOPMENT OF Change of use of land to form hardstanding
for open storage for trailers and panels, provision of welfare facilities including car
park AT Land to north of Bagillt Road, Holywell, CH8 7HG**

In accordance with Article 2D of the Town and Country Planning (Development Management Procedure) (Wales) Order 2012, we write to give notice that Kingspan Limited are intending to apply for planning permission to Change of use of land to form hardstanding for open storage, provision of welfare facilities including car park

Please find enclosed the relevant notice with regards to the above that requests a pre-application consultation response on the proposed development to be provided to us **within 28 days** of the **date of service of the notice**. As such, we would be grateful to receive your consultation response by 09/01/2023.

As outlined on the notice, all details in respect of the proposals are available online at: www.kerryjamesplanning.co.uk. Alternatively, should they be required, computer facilities are available to view this information online at the Holywell Library, Holywell Leisure Centre, Fron Park Rd, Holywell, CH8 7UZ between the hours of 9.00am to 6.00pm Monday and Tuesday, 9.00am to 5.00pm Wednesday, Thursday and Friday and 9.00am to 1.00pm on Saturday

Yours faithfully

K A James

Kerry James BSc (Hons) MTPL MRTPI

8. ACCOUNTS

8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – NOVEMBER 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9166 - 9169	BP	Council Staff	Staff Salaries - November 2022	7,488.73	***
9170	BP	HMRC	PAYE/NI - November 2022	2,868.35	***
9171	BP	Clwyd Pension Fund	Staff Pension Costs - November 2022	2,768.58	***
9172	BP	H. Jones	Reimbursement for Christmas Light Soup Items	146.28	^^
9173	BP	Naturescape Ltd	Flowers & Grass Meadow (Woodland Project)	300.99	^^
9174	BP	Farm Forestry Co Ltd	Various tree species (Woodland Project)	466.80	^^
9175	BP	FSC Publications Centre	Tree/Flower/Insect Books (Woodland Project)	281.25	^^
9176	BP	JRB Enterprises Ltd	2 no. Dog Waste Bag Dispensers	204.00	^^
9177	BP	Daydream Designs	Website Tech Support - Nov 2022	94.80	****
9178	BP	St John Ambulance	Attend at Well Inn Music Festival	120.00	^^
9179	BP	Thorncliffe Building Supplies Ltd	Supply Pressure Washer	504.36	****
9180	BP	Viking	Stationery	138.04	****
9181	BP	Viking	Mineral Water Bottles	21.59	****
9182	DD	Plusnet	Phone & Broadband Nov 22	38.70	****
9183	DD	EDF Energy	Electric 12/13 Bank Place Oct 22	69.08	****
9184	DD	EDF Energy	Electric 14 Bank Place Oct 22	23.31	****
9185	DD	Opus Energy	Gas 15/9-16/11 Bank Place	178.82	****
9186	DD	Welsh Water	Water 12/13 Bank Place May-Oct22	52.65	****
9187	DD	Welsh Water	Water 14 Bank Place May-Oct22	65.95	****
9188	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9189	DC	Eventbrite	Intro to Planning Training - Cllr L.A. Carter	35.00	***
9190	DC	Tesco	Refreshments	1.25	****
9191	DC	Amazon	Plastic Storage Boxes	28.55	****
9192	DC	Tower Crafts	Comic Pencil Set	3.75	****
9193	DC	Eventbrite	Intro to Planning Training - Cllr M. Sprake	35.00	***
9194	DC	Eventbrite	Respond to Planning Training - Cllr M. Sprake	35.00	***

9195	DC	Tesco	Refreshments	7.85	****
9196	DC	Home Bargains	Refreshments	2.98	****
9197	DC	Tesco	Refreshments	1.25	****
9198	DC	Facebook	Event Promo/Advertising	1.40	^^
9199	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9200	DC	Tesco	Consumables	2.30	****
9201	DC	Amazon	Hazard Tape	15.96	****
9202	DC	Home Bargains	Selection Boxes	11.60	^^
9203	DC	Tesco	Floral Tribute - former Cllr K. Davies	17.80	****
9204	DC	A.B. Gittens	Sympathy Card - former Cllr K. Davies	1.20	****
9205	DC	Tesco	Paper Plates	2.50	****
9206	DR	HSBC	Bank Charges - Oct 22	8.00	****
TOTAL				16,158.65	

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

Date	Category	Name	Payment Details	Amount £
18/11/22	Income	Multiple Customers	Eco Uniform Donations	100.00
TOTAL				100.00

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) Christmas Lights Switch On

A successful event was held with lots of very positive feedback. Some lessons learnt as usual which will be taken forward for future events.

2) Dog Bins

We have now got 6 Dog bins in stock. Central ward members to have a walkabout in and around the town centre with Nigel Seaburg to agree final locations. Deputy Clerk to arrange early in the New year.

3) Meetings held with Police and FCC CCTV Dept.

A positive meeting was held with the following summary and main action points: -

- PC Phil Davies to speak to HQ in St Asaph re the delays experienced in phoning 101.
- Reduced Police presence in Holywell noted with Cllr Ted palmer to raise at CALM Meeting.
- Remove Metal Mickie from Cheeky Chicken to Post office. MF to action
- Zena to supply redeployable camera on a short-term basis to cover Tak Bo. MF to liaise with ZJ to action.
- MF to liaise with CM re and available funding for Shop Watch radio system.
- Explore idea of allocating 2 shop Watch Radios to Corbett's Taxi's and Holywell Cars.
- New District Inspector for Holywell.
- Agreed to hold quarterly meetings with MF to co-ordinate
- Letter to be sent to Andy Dunbobbin Police and Crime Commissioner requesting more Police presence on the ground.

4) 10k Business enhancement Grant underspend

Members approval required on purchasing the following:

- Triple Extension Ladder for help with hanging baskets etc.
- An Events Trolley for carrying equipment to and from locations.
- Maintenance etc on Electric Car Charging Point
- Purchase of 2 shop watch radios for 12 months for Corbett's Taxi's and Holywell Cars

We may end up having to put a couple of hundred pounds in but the majority will be covered by the outstanding £1k underspend from the grant monies received.

5) Phone Box Project

Members to give their views on the following: -

The project is due for completion by the end of Jan/early Feb 2023. As reported previously the idea was to have a panelled map with contribution from the local schoolchildren along

with a cabinet that could display local pieces of art, pottery, poems etc produced by local schoolchildren/community groups etc that could be displayed and encourage parents etc to come and view them to increase footfall in the town centre.

Unfortunately, the ASB and the damage done to the phone box i.e., replacement of panels 2/3 times is just throwing good money after bad, with the idea of putting displays, cabinets etc in the phone box in its current location not considered viable.

However, I have spoken to Cadwyn Clwyd the grant providers for the project and have suggested the following as it is funded monies in the hope that they are maybe sympathetic and that the project can still go ahead in some form.

Options for members to consider:

- Proceed with the project in its current location and hope that ASB does not occur.
- Move the displays into the museum with a directional arrow in the phone box signposting people to the displays in the museum (**Cadwyn have agreed to this in principle**)
- Explore the opportunity of relocating the phone box to the inside of the museum as part of the High Streets heritage if logistically possible and if budget allows.
- Relocate the phone box to the Town Council grounds but this would reduce the opportunity for people to view the displays etc.

7) Notice Boards

Members to confirm final locations for 3 new noticeboards. Pen y Maes Shops, Holway (by the bus shelter opposite the One Stop shop) have been muted previously along with one in and around Fron Park (Exact location to be agreed).

8) Bike Repair Station

Members to agree a final location. Members suggested previously that we explore putting the bike repair station outside the Council Offices. This has been done with the following concerns raised.

- Sloping ground.
- Not covered by security cameras.
- Tesco have expressed concern at gangs of youths hanging around.
- Electric Car charging point has been previously targeted.
- Not directly on Cycle Path.
- Awaiting response from Chris Rees Jones.

Other potential locations include: -

- By the cycle shelter and toilet block.
- By the Leisure Centre.
- Area opposite Abbey Farm in the Valley.
- In Fron Park by the Skatepark.

9) Shared prosperity Funding

Positive meeting held with members, Karen Whitney Lang, and colleague Janine Phillips FCC Regeneration.

It was agreed that a funding group be formed, working in partnership to discuss and agree on an application based around tourism, heritage, and connectivity.

10) Transforming Towns and Holywell Placemaking Plan

Future meeting/s to be arranged with above representatives from FCC and members end of Jan early Feb to discuss plans and agree a way forward for Holywell and Greenfield.

10. CORRESPONDENCE

10.1. High Sheriff Awards

Members to consider any nominations for the 2023 awards. See below information and criteria.

High Sheriff of Clwyd Community Awards 2023

The High Sheriff Awards nomination process for 2023 is now underway. Nominate someone special who does great things here in Flintshire!

Closing Date Monday 16th January 2023

The High Sheriff of Clwyd Awards were launched in 2013 to recognise individuals or voluntary/ community organisations or groups (with charitable aims) that have made an outstanding contribution to their respective communities.

The past couple of years have continued to challenge us all, and the High Sheriff is keen to recognise the invaluable work of volunteers in our communities across Flintshire, Conwy, Denbighshire, and Wrexham during this past year. The High Sheriff will be recognising two individual volunteers and one voluntary organisation from each county at the Awards.

“The voluntary and community sector provides a vital service to enable people to live fulfilling and independent lives. In these unprecedented times, following a pandemic, and facing a cost-of-living crisis as well as climate and nature emergencies, one of the

most impressive consequences has been the achievements of so many who have volunteered to help individuals, communities, and the environment. The response of volunteers nationally and locally here in Clwyd has been amazing.” Zoe Henderson, High Sheriff of Clwyd 2022/23

There will be three awards as follows:

- Two awards for individuals from each of the principal areas, namely Conwy, Denbighshire, Flintshire, and Wrexham that form the preserved county of Clwyd
- One award for a voluntary/community organisation or group (with charitable aims) operating within each of the principal areas, namely Conwy, Denbighshire, Flintshire, and Wrexham that form the preserved county of Clwyd.

The winners will be presented with their awards at an event to be held in Ruthin in March 2023 – details to follow.

10.2. Clwyd Pension Fund – Funding Strategy Statement Consultation / Employer Contributions

Members to consider taking part in the consultation. Clerk will update members on the financial impact of the revised employer’s contribution rates. Please see email below from Laura Perera, Mercer.

Sent on behalf of Debbie Fielder, Deputy Head of the Clwyd Pension Fund

As you are aware, the Clwyd Pension Fund is in the process of completing the 2022 Actuarial Valuation to determine your employer contribution requirements for the 3 years from 1 April 2023 to 31 March 2026.

We are therefore writing to provide you with your 2022 actuarial valuation results and also to inform you that the Funding Strategy Statement Consultation process has now commenced. The deadline for responses to the consultation is 13th January 2023.

In order to assist you, we have provided you with the following information:

1. **An explanatory note from the Fund** – This should be read before reviewing your results and the Funding Strategy Statement as it sets out some of the key changes since 2019 and the areas to focus on. In particular, please see the highlighted paragraph on page 1 which sets out the responsibility of the Fund and employers in managing the sustainability of contributions in the long-term. Therefore it is key for employers to consider the balance between contribution short-term affordability

versus long-term sustainability in the context of your own budgets when making decisions on the level of contributions to pay into the Fund.

The note also sets out details of the Annual Joint Committee meeting that is taking place on 13th December and how you can arrange a 1-1 session with the Actuary to discuss your results after the AJCM.

2. A copy of the **Funding Strategy Statement (FSS)** which is now out for consultation - The FSS is a statutory document which has to be consulted upon with interested parties and approved by the Administering Authority before the actuarial valuation can be completed. The FSS is the document which contains the parameters the Fund and its Actuary will use to determine your contribution requirements, so is therefore a critical document. It has been updated from the current FSS, by Clwyd Pension Fund in conjunction with the Fund's Actuary. Please read the FSS and feedback any comments that you have on the strategy and/or Fund policies by 13th January 2023.
3. Your employer preliminary **valuation results schedule** – This sets out your balance sheet at 31 March 2022 and also the **minimum** contributions that will apply from 1 April 2023. For employers in deficit, there is an option to prepay deficit contributions either annually each April or all three years upfront in April 2023. If this applies to you then the prepayment options are shown on page 3 of your results schedule (if this does not apply then 'n/a' will be shown). Please let us know if you would like to exercise this option by replying to this email.

Please note that the explanatory notes include contact details in case you have any questions for the Actuary or the Fund.

CLWYD PENSION FUND

EXPLANATORY NOTES

2022 ACTUARIAL VALUATION RESULTS AND FUNDING STRATEGY STATEMENT CONSULTATION

As you are aware, the Clwyd Pension Fund is in the process of the 2022 Actuarial Valuation to determine your employer contribution requirements for the 3 years from 1 April 2023 to 31 March 2026. This letter provides further information on the Fund policies that have been developed and your results and contribution outcomes.

Funding Strategy Statement

This letter marks the start of the formal consultation process on the draft Funding Strategy Statement ('FSS'). Therefore, please can you read the proposed FSS and provide any comments to the Fund by 13th January 2023.

Ahead of the Annual Joint Committee Meeting (AJCM) on 13th December 2022, please find attached a copy of the updated FSS for consultation with employers. It is strongly recommended that you consider the FSS to understand the key areas and policies as it will have a financial and operational impact on your organisation.

The FSS is a statutory document which has to be consulted upon with interested parties and approved by the Administering Authority before the actuarial valuation can be completed. The FSS is the document which contains the parameters the Fund and its Actuary will use to determine your contribution requirements, so is therefore a critical document. It has been updated from the current FSS, by Clwyd Pension Fund in conjunction with the Fund's Actuary.

A key objective of the Fund is to set contributions which are as sustainable and as low as possible and the funding strategy along with the investment strategy (including the Flightpath strategy) are designed to try to achieve this. However, this is not always possible e.g. in stressed financial conditions or indeed in your best interests from a long-term financial management viewpoint depending on your own circumstances. Employers also have a responsibility to manage the sustainability of contributions in the long-term. As a consequence, employers will need to consider the level of contributions payable to balance contribution short-term affordability versus long-term sustainability in the context of their own budgets. This could lead employers to choose to pay higher contributions than the minimum required under the FSS parameters. The FSS is designed to allow employers the flexibility to do this.

We would be grateful for your comments to consider as part of the consultation. It should be noted that whilst we will take into account all consultation responses from employers in the Fund, it is ultimately the Administering Authority's responsibility to formulate and implement the FSS as part of the valuation process. The Actuary will cover the FSS principles (as set out below) at the AJCM with time available for general questions at the end. Follow up one-to-one sessions with the Actuary will also be available if required (see further information below).

We have worked on streamlining the content of the FSS as part of the 2022 valuation and therefore the format of the document has changed considerably and we hope this will help to make the document more user friendly for you. In addition, the proposed FSS incorporates the following main changes from the 2019 valuation to the 2022 valuation:

- We have updated the demographic assumptions used (e.g. future life expectancy, levels of ill health retirement etc.) based on the analysis completed by the Fund Actuary.
- At the valuation date we have modelled the range of expected investment returns (in excess of CPI inflation) that the Fund may achieve in the future based on our investment strategy objectives. This has determined the discount rate we use to derive your liabilities and as required, we have maintained the prudential margins we feel are appropriate, taking account of the current challenges including the cost of living crisis unfolding, with the aim to achieve sustainable contributions going forward. The Fund is undertaking a strategy review at the moment which will be concluded in Q1 2023. We do not expect this to impact on the assumptions as no major changes to the expected returns are anticipated.
- We are currently assessing the strength of covenant for employers to ensure that they can support their liabilities. This is an ongoing exercise which will help us determine your ability to support your contribution obligations to the Fund in the short and long-term. We will be in touch if we require any further information from you.
- We will continue to offer you the opportunity to prepay your deficit contributions early (where applicable) over the period 2023 to 2026 in order to make an initial cash saving.
- The impact on contributions will vary widely between employers as it relates to the experience of your membership (in terms of profile, pay rises granted, ill health retirements and so on).
- We have introduced a notifiable events framework, which is in addition to the covenant monitoring process and requires certain employers to proactively notify the Administering Authority of any material changes or events that occur – in some circumstances, the notification will be required ahead of the event taking place.
- The FSS also includes a number of other Fund policies that you should be aware of, including the following:
 - The assumptions proposed for the 2022 actuarial valuation and the derivation of contribution plans.
 - The approach taken when new employers join the Fund.
 - The ongoing monitoring of your financial strength (covenant monitoring).
 - The approach adopted when the last active member leaves an employer or the contract ends (e.g. the termination of the employer and the requirement for upfront payment of the debt, or alternatively the implementation of payment plans and deferred debt agreements in certain circumstances at the Fund's discretion).
 - We have included a glossary of terms in the FSS to help you understand the technical and regulatory terms that must be included in the document.

Your employer preliminary results

Please find attached an individual employer results report produced by the Actuary that sets out the preliminary results of the 2022 actuarial valuation for your organisation. This has been completed using the parameters set down in the FSS as described above.

The summary page (page 2) covers the balance sheet position and proposed contribution requirements in light of the 2022 results. The notes also include a comment if a short-term pay allowance has been made in your results. In accordance with the draft FSS and the parameters agreed by the Fund, it currently assumes the following:

- That your contributions will be paid on a monthly basis (in arrears) – please let us know if you would like to prepay your deficit contributions (if applicable), any savings in relation to this are shown on page 3. If you are in surplus then this will be shown as n/a.
- Any change in your future service contribution rate will be implemented immediately with no phasing.
- In addition, when setting the deficit / surplus contributions, any increase or decrease in the £ amounts has been implemented immediately for the 2023/24 year without phasing.
- Note that the total contributions cannot be less than zero. Therefore, if the surplus offset is greater than the future service contributions paid, then the total contributions will be zero (e.g. money will not be paid from the Fund to the employer in the case of a surplus).
- Note that from 2023/24, the deficit /surplus contributions will increase at 4.35% p.a. to the end of the recovery period (if applicable) and the projected amounts are shown on page 5 of your schedule.
- For certain employers, we have also shown the level of termination deficit if you would have exited the Fund on 31 March 2022 (shown on page 2). This is illustrative as it is struck at the valuation date. It has been assessed on an "insurance type" basis and is a measure of insolvency risk if an employer goes into liquidation and would become a responsibility of all employers in the Fund. This is a key consideration when looking at your covenant (see comments below). For those employers where the termination position isn't shown, we would not expect you to exit the Fund and/or the responsibility for the residual liabilities would fall on another employer in the Fund as guarantor. In this case an insurance basis would not be used.

Please see the notes section at the end of the report that provides some additional technical explanation on what is contained within the results report. Also shown are the projected contributions over the recovery period, which should be budgeted for by you. The contributions will be reviewed from 2026 (as part of the 2025 valuation) and the plan will be reset at that point. It should be noted that the contributions agreed for this valuation are subject to a satisfactory covenant assessment and the Fund will be writing separately to employers where necessary. This could result in further discussion on appropriate contributions levels (including immediate affordability of contributions at this valuation) and the ability to support the pension liabilities in the long-term (including the ability to withstand an increase in contributions or payment of termination debt) at future valuations.

Some key areas where we would like feedback on:

1. The appropriateness of the assumptions and in particular those that relate to you (e.g. the pay increases you expect to award over the next few years), particularly in light of the high inflation being seen at this time. The pay growth assumption affects all pre 1 April 2014 liabilities (as these still relate to members' final pay at retirement) and so only affect the past service funding position.
2. Comments in relation to the affordability of contributions and in particular whether there is any particular year over 2023/2026 which will be more challenging. This will help us form a view on any further flexibility required.

3. The schedule sets out the minimum contributions required. If the minimum contributions result in a reduction in total contributions over 2023/26 (e.g. if the "Total 2023/26 Projected Contributions" on page 3 has fallen from the 2019 plan), do you need to take the full reduction now or could you pay more (e.g. could you pay higher deficit contributions or take a smaller surplus offset back each year)?

The material financial and economic risks we are all currently facing could result in contribution pressures emerging at future valuations even allowing for the protections the Fund has in place through its investment strategy. Retaining all or more assets in the Fund will aid the sustainability of contributions at the next valuation and beyond for employers, so is a key consideration for employers also.

4. Is the level of detail sufficient and do you need anything further in terms of information / meetings etc. to understand the content and implications?
5. Whether there are any other significant post-valuation date events (e.g. major profile changes that the Fund) that the Actuary should be aware of when setting the final contributions for your employer. The Actuary has been made aware of material post valuation date changes for some employers and this has been noted on page 3 of your schedule if it applies to you.

The Fund Actuary and his team will also present an overview of the 2022 valuation and the emerging risks to the AJCM on 13th December 2022, so I urge you to make every effort to attend this virtual event. There will also be time for you to raise any questions at the end of the valuation session and also the general Q&A at the end of the day.

Follow up 15 minute one-to-one sessions can be scheduled with the Actuary from the 14th December to 22nd December 2022 where you can ask specific questions relating to the FSS and your results. If you would like to arrange a one-to-one then please contact Laura Perera (laura.perera@mercero.com) with your available dates and times and a call will be scheduled accordingly.

If you wish to discuss any other aspects of the proposed strategy or your individual employer results report after this date then feel free to contact Nikki Gemmell (nikki.gemmell@mercero.com) and Megan Fellowes (megan.fellowes@mercero.com) in the first instance.

Debbie Fielder
Deputy Head
Clwyd Pension Fund

November 2022

10.3. Consultation on the Draft Well-being Plan 2023-2028

Members to consider appointing a working group to participate in this consultation. Please see below email from Flintshire County Council.

The Well-Being of Future Generations (Wales) Act 2015 (the 'Act') places a duty on specified public bodies to work together, under a Public Services Board, to improve local well-being in their area, supporting the achievement of the seven well-being goals for Wales.

The Act also requires Public Services Boards to periodically prepare and publish an assessment of the economic, social, environmental, and cultural well-being of its area. The most recent Assessment of Well-being in Flintshire was published in May 2022 and we are now using this to inform the next Well-being Plan 2023 to 2028, which will set out objectives for improving local well-being

The Public Services Board has drafted its Well-being Plan 2023 to 2028 Consultation document and is now seeking comments ahead of publishing the final version.

How to get involved

To share your view please read our [draft document](#) and send your comments or suggestions on our draft Well-being Plan Consultation document via email to CorporateBusiness@flintshire.gov.uk. Please get in touch with the team before **5th February 2023**.

Further information

Flintshire Public Services Board: <https://www.flintshire.gov.uk/en/Resident/Council-and-Democracy/Flintshire-Public-Services-Board.aspx>

10.4. Civility & Respect Campaign

Members to consider the attached letter from the Chief Executive, Society of Local Council Clerks. The Council need to decide whether to write to Rob Roberts MP for Delyn to request his signing of the early day motion.

A NEW Early Day Motion has been tabled for Civility & Respect - MPs are being urged to sign again

Dear Jason,

Dr Julian Lewis, MP for New Forest East, has tabled a **NEW** early day motion (EDM) calling on the **Government to re-visit its response to the Committee on Standards in Public Life report** on local government ethical standards, including the introduction of tougher sanctions to deal with poor behaviour in local councils.

Members are being urged to contact their local MPs and encourage them to please sign this new EDM, even if they have already signed.

What are EDMs?

EDMs are motions submitted for debate in the House of Commons for which no day has been fixed. Whilst few are debated, many attract a great deal of public interest and media coverage.

They are used to put on record the views of individual MPs or to draw attention to specific events or campaigns. By attracting the signatures of other MPs, they can be used to demonstrate the level of parliamentary support for a particular cause or point of view.

What can you do?

The more MP's who support this EDM, the more likely it is to get discussed in parliament. Please either **table an agenda item** to pass a resolution for your council

to write to the local MP asking that they back this motion and have it discussed in parliament, or **write to your MP as an individual**.

We've designed template letters which you can use to contact your MP on this issue. You may like to amend or personalise it with an introduction and sign off, and if appropriate the inclusion of any personal experiences will help to add context and influence.

I hope that you will take the time to support us with this very important and worthwhile campaign so that we can start to make a change. Please feel free to get in touch if you have any queries.

Early Day Motion

That this House expresses its support and appreciation for local community, parish and town councils which are the first tier of local government in England and Wales and play a vital role in our communities; notes with concern that whilst the vast majority of local councils are well run, there remain behavioural issues in a small minority of councils and by members of the public which involve bullying, intimidation and harassment of both councillors and their staff, as confirmed through a dedicated Civility and Respect project led by the National Association of Local Councils (NALC), Society of Local Council Clerks (SLCC), One Voice Wales (OVW), county associations of local councils, and also highlighted by the Association of Local Council Clerks (ALCC); further notes with concern this is leading to councillors and staff leaving the sector and is creating difficulties in recruiting to those roles; and calls on the Government to re-visit its response to the Committee on Standards in Public Life report on local government ethical standards and introduce the report's recommendations in full including tougher sanctions such as suspension for poorly behaving councillors.

MP Template Letter

Dear **(name of local MP)**,

On behalf of **(name of town or parish council)**, I am writing to ask for your help in addressing concerns about the bullying, harassment and intimidation of local town and parish councillors and their staff, all working in and for their communities. It echoes the growing issue around the safety of our MPs whose day-to-day work is made more difficult through incivility, online and in person abuse, stalking and even threats. Public servants, whether working nationally or locally, deserve protection from this.

At local level, this is an issue with significant impact. It is partly reflected in the low numbers of candidates, particularly females, stepping forward as local councillors, uncontested elections and, in some cases, a reluctance to take on public facing work for fear of abuse (e.g., attendance at councillor surgeries and meetings). With more than 10,000 town, parish and community councils (plus 735 in Wales) and with

around 100,000 councillors, this worsening situation is magnified and clearly bad for democracy.

In the last 2 years, the high turnover of professional clerks working for local councils, (a clerk is the executive officer steering the council) is now heading towards a major recruitment and retention issue. Some clerks are experiencing not only casual abuse from the public as they run their councils but, sadly, in some documented cases, persistent incivility from the councillors they serve. Unlike most other employees, clerks have no recourse to this unacceptable behaviour and often, with little in the way of sanctions, the only option is to resign.

The National Association of Local Councils (NALC), One Voice Wales (OVC) and County Associations representing local councils and councillors in England and Wales as well as the Society of Local Council Clerks (SLCC), the professional body for clerks, have together recognised this. Investment has been made in a Civility & Respect Project which is coordinating a programme to support councillors and staff within our sector via training, good governance, clear policies and intervention processes. It is working to influence relevant legislation to combat online abuse, introduce sanctions and enhance the role of monitoring officers. It is also calling for the government to revisit the recommendations set out in the Committee on Standards in Public Life (CSPL) report on local government ethical standards.

This all sits alongside work being taken forward by the Local Government Association (LGA) including its Debate Not Hate campaign to promote civility in public life for councillors and staff working for principal councils.

It is now the subject of an Early Day Motion – Intimidation at community, parish and town councils. (EDM 611 – tabled on 23 November 2022, primary sponsor - Dr Julian Lewis, MP.)

Name of council would welcome your support and that of your fellow MPs in raising this important national issue via parliament and to join your fellow MPs in adding your signature to EDM 611.

Yours sincerely

10.5. Tower Gardens Drinking Fountain Water Supply

The Clerk is in receipt of correspondence from Welsh Water and Flintshire County Council about the above matter. The liability for the supply and confirmation of the bill payer is required. Clerk will explain the background and confirm the costs involved. Members to then make a determination and confirm the council's position.

10.6. 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	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	Transition Group Autumn Glory Walk	**	14 th Nov 2022
F	Russ Warburton New Book on War Memorials	**	16 th Nov 2022
G	Scottish Power Tree Maintenance	**	16 th Nov 2022
H	Rob Roberts MP Press Release – Autumn Statement	**	16 th Nov 2022
I	OPCC Newsletter Update	**	18 th Nov 2022/ 5 th Dec 2022
J	Holywell Autumn Club Letter	**	23 rd Nov 2022
K	Thomas Pennant Society Update – M. Preston	**	23 rd Nov 2022
L	Rob Roberts MP – Britain's Favourite Market Comp.	**	1 st Dec 2022
M	Transition Group Warm Winter Holywell Rally	**	6 th Dec 2022/ 12 th Dec 2022
N	Christmas Appeal St Mary & St Beuno's Church Whitford	**	8 th Dec 2022
O	Fr Dominic – Slow Cookers for the Community	**	9 th Dec 2022
P	Thomas Pennant Society Christmas Lunch	**	12 th Dec 2022

11. MEMBERS AGENDA ITEMS

Members to consider the following matters. See attached form(s).

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	PAUL JOHNSON
Meeting	Holywell Town Council
Date Of Meeting	Wed. 21 st December 2022

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Setting up an anti-poverty network in Holywell.	Request H.T.C sponsors/organises the initial meeting of organisations & agencies in Holywell working to alleviate poverty.

Signed: P.A. Johnson

Date: 9/12/22

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Jenny Jones.
Meeting	Holywell Town Council
Date Of Meeting	Wed. 21 st December 2022

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Covid-19 Bereaved Families For Justice	MOTION TO SUPPORT MORE FOR UK GOVERNMENT TO SPEND 79p PER PENSIONER PER YEAR TO TRANSFORM BEREAVEMENT SUPPORT SERVICES.

Signed: J. Jones

Date: 15/12/22



House of Commons
London
SW1A 0AA

Dear Secretary of State for Health and Social Care,
2022

26 October

We, Covid 19 Bereaved Families for Justice are writing to you to ask that, in your capacity as Secretary for Health and Social Care, commit to spending 79p per person per year to transform bereavement support services, as recommended by the Government's Bereavement Commission.

Faced with unprecedented demand following the loss of 205,051 loved ones to Covid 19 in the UK, bereavement support services are stretched to breaking point. According to the Bereavement Commission, which reported its findings this month, 40% of people who wanted bereavement support were unable to access it. 33% of people who wanted bereavement support were told there was none available, and 37% said they didn't know how to access support.

For those dealing with a traumatic bereavement such as a Covid 19 bereavement, support can be lifesaving. Covid 19 bereaved families have suffered the very worst effects of the pandemic, and many feel that their needs and loss have been forgotten.

Appropriate bereavement support isn't only what grieving families deserve, but it is critical to the wellbeing of the NHS. If bereavement support is not addressed, the NHS will face a mental health crisis in coming years. The 79p per person investment is a moral obligation, and it is also good management.

We would be delighted to meet with you to discuss our member's experiences further.

We look forward to hearing from you.

Yours sincerely,

Matt Fowler, Co-Founder
Covid 19 Bereaved Families for Justice

Company Name: Covid 19 Bereaved Families For Justice Ltd
Company Registered Number: 13055461

Company Registered Office: Covid-19 Bereaved Families, Walker House, Exchange Flags, Liverpool, Merseyside, ENGLAND, L2 3VL

HOLYWELL TOWN COUNCIL
REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Mick Lewis-Jones / Barry Scragg
Meeting	Holywell Town Council
Date Of Meeting	Wed. 21 st December 2022

I hereby request that the following item(s) be included on the Agenda for the above meeting:

Subject	Specific Matter To Be Considered
Packet House, Greenfield.	Support Plans for Rotation Community Hub.

Signed: M.L.J / B.S.

Date: 15/12/22.

12. OFFICE CHRISTMAS CLOSURE

The Council Offices will close at **4.00pm on Thursday 22nd December 2022** and will reopen at **9.00am on Tuesday 3rd January 2023**. As in previous years members can deploy the emergency mobile number if required. A member nomination would be required to hold the mobile phone during the closure period.

13. 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.

14. 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.