

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in Ysgol Treffynnon, Pen-y-Maes Road, Holywell on Tuesday, 21 November 2017 at 6.15pm.

PRESENT: Councillor J.M. Johnson (Mayor).

Councillors: M. Brooke, L.A. Carter, A. Coleman, R. Dolphin, P.A. Johnson, S. Johnson, E.B. Palmer, M.D. Phelan, B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors K. Davies, P.J. McGarry, K. Roberts and S. Wallbanks.

IN ATTENDANCE: J. Baker (Clerk), M. Fearnley (Community Engagement Officer) and C.S. Lowry (Support Officer).

100. **MINUTE'S SILENCE – CARL SARGEANT AM**

At the request of the Mayor, a minute's silence was observed in memory of Carl Sargeant, AM for Alyn & Deeside, Welsh Government. The Mayor confirmed the funeral was being held Friday 1st December 2017 at St. Mark's Church, Connah's Quay.

101. **PRESENTATION BY KATE ROGERS, DEPUTY HEADTEACHER, YSGOL TREFFYNNON**

Kate Rogers, Deputy Head teacher, Ysgol Treffynnon welcomed members to the school having also earlier given members a tour of the premises. Kate provided updates on the student council, work in the community, the Duke of Edinburgh award scheme, fund raising in the community, the Airbus welsh challenge event.

The Deputy Head also referred to the forthcoming Christmas visits in the community and the Christmas concert, and said the pupils very much enjoyed their recent visit to the Council Offices for the engagement event in the Council Chamber.

RESOLVED:

That the Deputy Head be thanked for her positive and informative presentation.

102. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None recorded.

103. FLINTSHIRE STREET MARKET REVIEW/TOWN CENTRE REGENERATION

Niall Waller and Rachel Byrne, Flintshire County Council attended for this item to brief members on the proposed review of street markets in Flintshire. They referred to a change in shopping habits and that all market traders were finding it a challenge to operate in the current climate. The County Council were collecting viewpoints and requested an open discussion. It was also confirmed that an initial meeting had been held with the Holywell market traders.

Members referred to the markets being important to the future regeneration of the town. There was concern expressed over a recent conflict between traders over pitch space, but generally it was felt there was plenty of space to expand the market to also encourage footfall to shops in the town centre.

Niall Waller stated the markets budget currently returned a net surplus of circa. £70,000 but this is gradually being eroded.

RESOLVED:

- (1) That Niall Waller and Rachel Byrne be thanked for attending the meeting.
- (2) That the Clerk arranges a Town Centre Sub-Committee early next year (January 2018), in order for members to evaluate in detail the future options for managing and maintaining the market.

104. FLINTSHIRE NORTH POLICING UPDATE

In the absence of District Inspector Andy Griffiths Sgt. Steve Lloyd gave an update on the work of the Police within the community, and answered or agreed to follow up with DI Griffiths Members' questions on new issues.

It was noted that a joint meeting between DI Griffiths and a senior officer from Highways, Flintshire County Council had now been confirmed for the December meeting of the Council, to address road safety and speeding concerns. Members had requested the crime statistics be made available for this meeting.

Members felt there was a requirement to re-establish the Police Working Group to meet and discuss the detail of current policing issues affecting the community.

Members reiterated the need for speed guns to be placed on the Well Hill, and also referred to a number of reports of break ins and anti social behaviour in and around the town centre. There had also been a recent serious incident at Llys Emlyn Williams Hostel.

RESOLVED:

- (1) That Sgt. Lloyd is thanked for attending the meeting.
- (2) That the Community Engagement Officer makes the necessary arrangements to re-establish the Police Working Group meeting, and invites a member representative from each ward to attend.

105. MAYOR'S REMARKS

The Mayor referred to the recent Remembrance Sunday event including the services held at St James and Trinity Churches and the march to Panton Place Memorial Gardens. This was the final year for support from the Prestatyn TA Centre and arrangements were needed to be in hand to ensure the town is supported to commemorate Remembrance Day in the future. The Mayor enjoyed a final farewell meal at the Centre following this year's service.

The Mayor stated the Halloween event on 2nd November 2017 was well attended and received on the day. It was the intention for this to become an annual event and develop it further each year. The winner of the best scarecrow competition was Paula Thomas.

The Mayor referred to excellent progress made on the Square payment technology launch. Three sign up sessions were now completed and there has been positive take up by local businesses signing up to the scheme. The official launch was at the Christmas event in the town on Saturday 9th December 2017.

An enquiry had been made by a supplier on payment dates and terms. In future invoices should be presented prior to the event and the Clerk notified if any special payment terms had been agreed.

The Mayor and Councillor E.B. Palmer referred to recent events in the town centre, and requested further involvement from members to attend and actively participate in them, to ensure the sustained success and development of the programme.

106. MINUTES

106.1. General

RESOLVED:

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

Holywell Town Council Meeting held on 17 October 2017;
Audit Sub-Committee Meeting held on 1 November 2017.

106.2 Meetings of Sub-Committees

RESOLVED:

That the resolutions of the sub-committee meeting held on 1 November 2017 be supported and approved.

107. PLANNING

107.1. 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
57706	Application for variation of condition nos. 2,7,8 and 12 following grant of planning permission 52922 for the timing of ecological information – Kingspan Ltd 2-4, Greenfield Business Park 2, Bagillt Road, Greenfield. For: Kingspan Ltd. NO FURTHER COMMENTS.
57713	Extension to rear of dwelling – retrospective – 14 Glan-y-Don, Greenfield. For: Mr Mark Gittins. NO OBJECTIONS BUT EXPRESSED CONCERNS AROUND RETRO APPLICATIONS.
57006	Residential development including 15 no. new housing units and the change of use/conversion of the former Llesty Hospital Infirmary Wing into 14 No. Apartments – WW Construction Limited, former Llesty Hospital, Old Chester Road, Holywell. NO FURTHER COMMENTS.

57043	Listed Building Consent - Change of use/conversion of the former Llesty Hospital Infirmary Wing into 14 no. residential apartments – WW Construction Limited, former Llesty Hospital, Old Chester Road, Holywell. NO FURTHER COMMENTS.
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107.2. Pre-Deposit Proposals Public Consultation – Flintshire LDP 2015-2030

Members referred to the letter from Andy Roberts, Flintshire County Council circulated with the agenda. The deadline for viewing and commenting on the LDP proposals was 21 December 2017.

RESOLVED:

That a small working party of Councillors P.A. Johnson, B. Scragg and P.A. York meet to discuss and consider the proposals, before bringing a collective response for members to formally sign off at the December Council meeting.

107.3. Proposed Planning Application – Residential Development of 44 dwellings at Halkyn Road, Holywell

Members referred to the attached letter concerning the proposed development and noted the deadline of 8th December 2017 to make any representations or other comments.

RESOLVED:

That the Council do not submit collective comments at this time.

108. ACCOUNTS

108.1. Accounts for Payment

RESOLVED:

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

Voucher Number	Creditor Name	Payment Details	Amount £	Power Key
6680	Delyn Press	Rebinding of Council Minutes	962.00	****
6681	Flintshire County Council	Contribution to Summer Play scheme	8,076.00	^^

6682	Moore & Son	Service 2 x boilers Bank Place Offices	156.00	****
6683	Kassidys Tea Rooms	Buffet for meeting	48.00	****
6684	Ideal ICR Group	Refurb and Test Christmas Lights, Pull Test Anchor Bolts	7,242.00	^^
6685	Wales Audit Office	Audit of Accounts 2016/17	195.75	^^
6686	Geoff Evans	Removal of Wales in Bloom basket displays	250.00	^^
6687	Fron Park Bowling Club	Financial Assistance - Grant/Donation (Rept Cheque)	250.00	^^
6688	Transition Holywell & District	Financial Assistance - Grant/Donation (Rept Cheque)	200.00	^^
6689	Philip Crossley	DJ Services - Well Inn Event	50.00	^^
6690	B. Dougdale	Radio Services - Well Inn Event	50.00	^^
6691	C.S. Lowry	Reimbursement of Expenses	11.55	***
6692-6694	Council Staff	Salaries - October 2017	3,514.63	***
6695	HMRC	Paye/Ni - October 2017	896.34	***
6696	JWM Roberts	Office alterations - Remove Kitchen, Fit Racking, Move Display Cabinets	1,356.00	****
6697	C.S. Lowry	Reimbursement of Expenses	20.96	***
6698	C.S. Lowry	Reimbursement of Expenses	43.82	***
6699	UK Vending Ltd	Supply refreshment pods	77.11	****
6700	RBL Poppy Appeal	Supply 3 no. Poppy wreaths	51.00	**
6701	Viking	Stationery	4.64	****
6702	Viking	Stationery	17.12	****
6703	Viking	Stationery, Stamps, Equipment	283.66	****
6704	J. Baker	Reimbursement of Expenditure/Travelling Costs Aug-Oct 2017	83.46	***
6705	Holywell PCC	Donation to St Peters Church - Civic Sunday	200.00	^^
6706	The Flower Bowl	Supply and deliver Flowers	50.00	**
6707 DD	Opus Energy	Gas supply - Sept 2017	74.30	****
6708 DD	Nest	Staff Pension Conts - Oct 2017	29.90	***
6709 DD	British Telecom	Mobile Services - Oct 2017	24.00	****
6710 DD	British Telecom	Telephone Charges - Oct 2017	135.61	****
6711 DD	Dwr Cymru/Welsh Water	Water Rates 12/13 Bank Place Apr-Oct 2017	50.24	****
		TOTAL	24,404.09	

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.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, 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.173,174
- ****^ 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

108.2. Income Received (1/10/17 - 31/10/17)

Members received the schedule of income, circulated with the agenda, regarding income between 1 October and 31 October 2017.

109. COMMUNITY ENGAGEMENT

109.1 Community Engagement Officer's Monthly Update

Members noted the Community Engagement Officer's monthly update. Members were passed a copy of the inaugural newsletter for consideration. Members referred to the protocol for the nominating of school governors from the Town Council.

RESOLVED:

- (1) That the Community Engagement Officer's report be received with thanks.

- (2) That the Support Officer be commended for the initial work undertaken on the newsletter. The text sizing of some articles will be reviewed in future editions.
- (3) That the Community Engagement Officer informs the relevant schools that any governor requests should be put in writing to the Clerk in the first instance.

109.2. Community Engagement Event

Members noted the time and date of 6pm Wednesday 10th January 2018 for the event, to be held in Trinity Church, Greenfield. Members considered the format for the event.

RESOLVED:

- (1) That Councillor A. Coleman will host the event.
- (2) That the panel will consist of the following members:
R. Dolphin, P.A. Johnson, J.M. Johnson, E.B. Palmer, B. Scragg together with the Community Engagement Officer also attending. Councillor P.A. York will act as reserve.
- (3) That the Clerk makes arrangements to pay a donation of £50 to Trinity Church for hosting the event.

109.3. Community Endeavour Awards

Members were passed their nomination forms for this year's awards for people providing benefits within the community. The deadline for nominations was Tuesday 5th December 2017. The awards will be presented at the December Council meeting.

RESOLVED:

- (1) That members complete their nomination forms and pass back to the Community Engagement Officer by the deadline stated.
- (2) That the Community Engagement Officer contacts the relevant schools to seek nominations in the under 18 categories.

110. CORRESPONDENCE AND OTHER MATTERS

110.1 Flintshire County Council Play Area Match Funding Scheme

Members agreed to match fund £10,000 at the October Council meeting. Site visits at the two proposed schemes – Bryn Mawr Road and Tan y Felin had taken place. The Clerk had also circulated historical information for previous schemes agreed by the Council. The proposed schemes were again put forward and seconded and members then voted for their preferred scheme this year, with the result confirmed by a majority in favour of Bryn Mawr Road, Strand, Holywell.

RESOLVED:

That the Clerk informs Richard Roberts, Flintshire County Council that Bryn Mawr Road is the Council's chosen location for this year's play area upgrade scheme.

110.2. Christmas Arrangements

Members considered the Clerk's proposals for the office Christmas opening times as follows: closing 1.30pm Friday 22nd December 2017 and reopening 9.00am Tuesday 2nd January 2018.

Members were invited to attend the staff Christmas lunch taking place 1.00pm Wednesday 13th December 2017 at Cassidy's Tea Rooms, High Street, Holywell.

RESOLVED:

That the Clerk be authorised to implement the office opening hours plan over the Christmas period.

110.3. Llys Gwenffrwd Residential Home

Members referred to the attached letter from Llys Gwenffrwd Residential Home and considered their request for a donation towards prizes and hampers for their bingo night and Christmas raffle.

RESOLVED:

That the Clerk makes the necessary arrangements to pay a £50 donation to the home.

110.4. Item from Councillor M.D. Phelan

Councillor M.D. Phelan outlined a proposal to bring together a number of groups trying to regenerate the town, to promote enthusiasm and prevent duplication of work.

Members felt the Holywell Town Partnership already covered this sufficiently, and made reference to the positive work undertaken with the Business Sub-Group which has proven very effective in progressing a number of issues recently. It is anticipated the Tourism and Events Sub-Group will make similar progress next year. The appointment of Councillor P.A. Johnson as Chair of this Sub-Group was also noted.

110.5. Report(s) 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	Rob Owen – Tourist Transport Suggestion	**	16 Oct 2017
B	Pedestrianisation Letter – to FCC	**	16 Oct 2017
C	Welsh Government News	**	16 Oct 2017
D	Rob Owen – Golden Beechwoods Walk	**	16 Oct 2017
E	Fairtrade Fashion Show	**	23 Oct 2017
F	Onshore Wind	**	23 Oct 2017
G	Fracking Ban in Wales	**	26 Oct 2017
H	Mold Novemberfest	**	26 Oct 2017
I	Senedd@Delyn	**	26 Oct 2017
J	Celtic Christmas Fayre	**	1 Nov 2017
K	LDP Preferred Strategy - FCC	**	6 Nov 2017
L	Welsh Government News	**	6 Nov 2017
M	Rob Owen – Climate Protectors	**	6 Nov 2017
N	Hawarden Airport	**	9 Nov 2017

111. REPRESENTATIVES' REPORTS

Councillor E.B. Palmer referred to the inaugural meeting of West Flintshire Town and Community Councils Working Group, which met on 24th October 2017. This was a very positive meeting and the next meeting was scheduled for the end of January 2018.

Councillor P.A. Johnson referred to the progress made by the Railway Halt Working Group. Key contacts continue to be established including a recent meeting with Ben Davies, Arriva Wales who outlined the next steps.

The Mayor referred to the recent North and Mid Wales Association of Local Councils meeting and discussions concerning member allowances and the transport links in North Wales, including the potential for a Greenfield railway halt.

112. COUNTY COUNCILLOR REPORTS

Councillor E.B. Palmer provided an update for members on the opening of the High Street to traffic. A scheme programme was to be completed by the County Council, with the proposed trial period now taking place in early 2018.

The Mayor referred to the recent Environment Overview and Scrutiny Committee decision to introduce a £30 charge for brown bin collections.

Councillor P.A. Johnson referred to the North Wales Growth Bid and railway links to Deeside and the North West of England, and how this could link into the Greenfield Railway Halt project.

113. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minutes, 114 and 115 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 these being financial matters.

114. MANAGEMENT ACCOUNTS

Members noted the financial position of the Council in the management accounts for the period up to 30 September 2017. The Clerk confirmed the accounts reflected a projection within the agreed budget.

RESOLVED:

That the management accounts be received as an accurate position statement for the period.

115. APPLICATIONS FOR FINANCIAL ASSISTANCE

Members considered further requests received for financial assistance from various organisations. The Clerk read out supporting background and financial information provided by each organisation.

RESOLVED:

- (1) That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the general budget be made:

Organisation	£
Holywell Autumn Club (Xmas Event)	300.00

- (2) That, having regard to the Council's general policy, the request from Welsh Border Community Transport be received without a donation being made on this occasion.

116. CLOSE OF MEETING

The Mayor closed the meeting at 8.30pm.

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Mayor