

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in St. Peter's Church, Rosehill, Holywell, on Wednesday, 21st December 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: P. Corbett, P. Curtis, R. Dolphin, P.A. Johnson, M. Lewis-Jones, E.B. Palmer, B. Scragg, M. Sprake, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, L. Corbett, and S. Rush. Councillors C. Argent and J. Jones were absent without apology.

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

The Mayor opened the meeting by paying tribute to former Councillor Karin Davies, who had passed away recently. Karin served the council with distinction for over 45 years and made a significant contribution to the local community, her achievements over the years were too many to mention but one that came to mind was her part in the building and establishment of the Holywell Community Hospital building in 2008. Karin was Mayor of Holywell four times and served as a County Councillor for Holywell East ward. Members and staff held a minute's silence, to remember Karin.

102. **PRESENTATION – BEST DRESSED CHRISTMAS WINDOW & COMMUNITY ENDEAVOUR AWARDS 2022**

The Mayor was delighted to announce that Steph's Beauty Lounge were the winners of this year's Best Dressed Christmas Shop Window and would present the award on Thursday 22nd December 2022.

The Mayor, together with the respective ward Councillors presented a hamper and certificate to this year's winners of the Community Endeavour Awards, for their services to the local community. All the award hampers were produced by the Support Officer using goods sourced from several local businesses.

2022 Award Winners

Greenfield Ward – Sheena Wallbanks

Holywell Central Ward – Jen Youds (Posthumous Award) collected by Kath Owens

Holywell East Ward – Errol Monaghan
 Holywell West Ward – Edna Leys
 Greenfield Under 18s Award – Rhys Davies
 Holywell Under 18s Award – April Louise Miller-Lloyd

103. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
110.2	E.B. Palmer		✓	Chair of Clwyd Pension Fund.
110.4	M. Sprake	✓		Member of Parliament is employer.

104. MAYOR’S REMARKS

The Mayor referred to the Christmas Lights Switch On event on Friday 2nd December, which was a long day but a highly successful event. The Mayor thanked all staff and councillors, and the other volunteers that contributed to the event.

The Mayor held his civic service on Sunday 4th December at Holy Trinity Church, Greenfield and thanked Fr Dominic Cawdell and all those that attended and assisted with the event.

On 6th December the Mayor met with pupils from Ysgol Gwenffrwd to decorate the Council’s Christmas Trees in front of the council offices.

The Holywell Christmas market took place on Sunday 11th December together with a Santa Dash organised by Cllr Siobhan Rush. The Mayor stated the event can be built on for future years and become a regular annual fixture in the events calendar.

The Council received adhoc unbudgeted income from certain events from vendors such as the funfair and stall holders. The Mayor proposed to the Council that these monies, when received, be added to the Mayors Charity Account to support fundraising activity.

Finally, the Mayor wished all councillors and staff a Merry Christmas and best wishes for 2023.

RESOLVED:

That any income derived from events be paid into the Mayors Charity Account, for the 2022/23 Civic Year. This policy can be reviewed at the Annual Meeting in future years.

105. PUBLIC SPEAKING

There were no such requests.

106. MINUTES & MEETINGS

106.1. Minutes of Meetings

RESOLVED:

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

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

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
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. The Council noted this application as received.
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. The Council noted this application as received.
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. The Council noted this application as received.

Cllrs P.A. Johnson and E.B. Palmer abstained from debate and voting as members of the Flintshire County Council Planning Committee. Cllr P.A. Johnson also recommended the Planning Portal training to members.

107.2. Pre-Application Consultation – Kingspan Ltd

Members considered a response to the pre-application consultation for a change of use of land to form hard standing for open storage for trailers and panels, and provision of welfare facilities including car park. This was located at land north of Bagillt Road, Greenfield, Holywell, CH8 7HG.

RESOLVED:

That the pre-application be supported. Members welcomed this pre-application and would support Kingspan in its endeavours, provided all the planning conditions were met, and the safety of other users was considered in any formal application being made.

108. ACCOUNTS

108.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

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	Thornccliffe Building Supplies	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 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

109. COMMUNITY ENGAGEMENT

109.1. Monthly Report

Members considered this month's report from the Deputy Clerk. There were action points that covered dog bag dispensers, the business enhancement grant, the phone box project, notice boards, and the bike repair station. Several options for the phone box location were discussed. Planning permission would be required for the noticeboards. Tesco had expressed concerns at the bike repair station being placed outside the Council Offices, and several other options were considered.

RESOLVED:

- 1) That the Deputy Clerk arranges installation of the six dog bag dispensers and liaises with FCC Streetscene as required.
- 2) That the remaining enhancement grant funds are utilised for an events trolley, maintenance on the

car charge point, and two shop watch radios, for Corbett's Taxis and Holywell Cars.

- 3) That the position of the phone box be determined by the Town Centre & Events Committee at its next meeting. Deputy Clerk to investigate the financial implications.
- 4) That the Deputy Clerk proceeds with the order for the three noticeboards at Old Chester Road, Holway Bus Stop, and Pen y Maes Shops.
- 5) That the bike repair station be positioned adjacent to the existing bike shelter, outside the former toilet block. Deputy Clerk to arrange and liaise with FCC Streetscene as required.

110. CORRESPONDENCE RECEIVED

110.1. High Sheriff Awards

Members considered any nominations for the above awards.

RESOLVED:

That Fr Dominic Cawdell, Vicar of Holywell & Greenfield, be nominated for the awards. Clerk to prepare application.

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

Members noted the consultation documents for the strategy statement. The Clerk advised members that the new employer pension contribution rate from April 2023 would be 22.2%, following the three year actuarial review. This would impact the new year budget by around £2.5k and would be considered as part of the work in building up next year's budget.

RESOLVED:

That members note the draft funding strategy statement as received and note the Clerk's pension budget update.

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

Members noted the draft plan and considered the formation of a working group to respond to the consultation.

RESOLVED:

That Cllr L.A. Carter, D. Thomas, E.B. Palmer, and B. Scragg be appointed to the working group. Clerk to arrange and ask absent members if they would like to participate.

110.4. Civility & Respect Campaign – Early Day Motion

Members considered whether to request Rob Robert MP for Delyn to sign the early day motion that had been tabled for Civility and Respect. This had been requested by the Chief Executive of the Society of Local Council Clerks. Clerks also had the option to write separately and make the request. The early day motion had been put forward by Dr Julian Lewis MP, calling on the UK Government to revisit its response to the Committee on Standards in Public Life report on local government ethical standards.

RESOLVED:

That members note the Chief Executive's request as received.

110.5. Tower Gardens Drinking Fountain Water Supply

The Clerk reported that Welsh Water had started charging the Council for water usage at the fountain. The unit had been vandalised recently and remedial repair work was required for it to operate effectively. Both the utility charge and repairs fall under the responsibility of the Town Council as the fountain is a listed and insured asset.

RESOLVED:

That members note the utility charges. That the Clerk arranges for the repairs to the unit.

110.6. 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	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

111. MEMBERS AGENDA ITEMS

Cllr P.A. Johnson – Anti Poverty Network

Cllr Johnson explained the background and the request for the Council to sponsor and organise an initial meeting of agencies in Holywell that would work to alleviate poverty. Groups such as the Church, Greenfield Valley Trust, and Age and Dementia Holywell, could take part along with the Town Council.

RESOLVED:

That the Council support the establishment of an anti-poverty network. Deputy Clerk to liaise with Cllr P.A. Johnson to scope out the first meeting and confirm arrangements and attendees.

Cllr J. Jones – Covid Bereaved Families For Justice

In the absence of Cllr Jones this item was deferred until the next meeting.

Cllrs B. Scragg/M. Lewis-Jones – Packet House, Greenfield

Cllr Scragg explained the background to this item. Some Councillors had been given informal notice that the Packet House could be used as a social/community hub and a local group had expressed an interest. The group was in the early stages of becoming constituted. Cllr Scragg requested members confirm their in principle early support for this project, which would benefit the residents and local community. The group had the support of the local businesses and residents. Cllr R. Dolphin supported the motion. Members requested that the County Council be notified of the group's intentions.

RESOLVED:

That the Council confirm their support in principle for the project. Clerk to advise the Chief Executive, Flintshire County Council.

112. OFFICE CHRISTMAS CLOSURE

The Council Offices were to close from 4.00pm on Thursday 22nd December 2022 until 9.00am on Tuesday 3rd January 2023. Members considered whether to deploy the emergency mobile again this year during the holiday period.

RESOLVED:

That the emergency mobile line is utilised.
Cllr E.B. Palmer agreed to hold the mobile and manage any calls.

113. REPRESENTATIVE REPORTS

Cllr I. Hodge reported his attendance at a recent School Governors meeting at Ysgol Maes y Felin, Holywell.

Cllr P.A. Johnson reported on a meeting with Cllr L.A. Carter, and the County Council's Streetscene Department to look at several traffic related issues along Fron Park Road/Old Chester Road. Streetscene were to be asked to attend the next police meeting to advise on parking.

Cllr P. Curtis was to assume support duties from Cllr D. Thomas to support Holywell Air Cadets.

Cllr D. Thomas attended a meeting at Greenfield Valley Trust to consider operational matters that included parking provision for coaches for St James Church and St Winefrides Well.

114. COUNTY COUNCILLOR REPORTS

Cllr R. Dolphin reported that all libraries were to be designated as Warm Hubs. A grant was available to help with costs.

Cllr P.A. Johnson reported that the Given To Shine Food Trailer was visiting the Holway prior to Christmas.

115. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

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Mayor