

Cyngor Tref Treffynnon Holywell Town Council

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NOTE: The following meeting will be a hybrid meeting. If members of the public or press wish to attend remotely, they should email the Clerk town.clerk@holywell.wales for further guidance.

To: All Members of the Council

14th July 2022

Dear Councillors,

Notice is given that a meeting of **Holywell Town Council** will be held in the **Council Chamber, Bank Place Offices, Holywell** on **Tuesday 19th July 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

The Mayor to present a certificate of appreciation to Mr Ian Halsall, of Glyn Rhosyn, Holywell, for services to the local community.

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 21st June 2022.
- Town Centre & Events Committee on Wednesday 22nd June 2022.
- Development Committee held on Thursday 7th July 2022.

6.2. Meetings of Committees and Working Groups

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

6.3. Member requests to join Committees & Outside Bodies

- Cllr D. Thomas – Request to join the Development Committee.
- Cllr M. Sprake – Request to join the Holywell & Greenfield Area Railway Station Forum.
- Holywell Air Cadets CO Barry Seal has also requested two further nominations from the Council.

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, 21st June 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: C. Argent, L. Carter, L. Corbett, P. Corbett, P.A. Johnson, M. Lewis-Jones, B. Scragg, M. Sprake and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillors R. Dolphin, J. Jones, E.B. Palmer, and S. Rush.

IN ATTENDANCE: J. Baker (Clerk), and M.G. Fearnley (Deputy Clerk).

20. MAYORAL HONOUR CADETS – 2022/23 CIVIC YEAR

The Mayor was delighted to receive Holywell Army Cadet Detachment CO Second Lieutenant Louise McCabe-Allen and present this year's honour cadets Lance Corporal Logan Bailey and Lance Corporal Kieran Breeze with their badges. The Mayor would be in touch with the cadets when their support was required at appropriate events during this Civic Year.

21. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
25.2	P. Corbett	✓		Planning Application 062800.
28.1.	L.A. Carter		✓	Member of Holywell Market Group.
28.1.	I. Hodge		✓	Member of Holywell Market Group.
30.1.	I. Hodge	✓		Member of Age and Dementia Holywell.

22. MAYOR'S REMARKS

The Mayor welcomed all members to the first proper meeting of the full council, especially those new to Holywell Town Council. The Mayor reminded Councillors about the Code of Conduct, which should be followed at all times.

The County Council's Monitoring Officer had suggested all councillors have two pages, one for private which could be used more freely, but responsibly with no Council references and a page for Councillor duties.

The Mayor reported that training for County Councillors had taken up most of his time this month, and he attended the Environment and Economic Scrutiny Committee.

The Mayor referred to the Jubilee event, which was an unmitigated success, and congratulated the staff for the effort they put into organising the event. The Mayor thanked Cllr L. Corbett and her husband who provided the minibus to transfer food and furniture. During the celebrations the Deputy Mayor Cllr L.A. Carter accompanied the Mayor to Llys Emlyn Williams and Erw Groes Housing Units.

The Mayor also attended the Jubilee Garden Party at Holy Trinity Church, Greenfield and opened the Fete at Ysgol Maes-Y-Felin. The Mayor looked forward to attending at Greenfield Valley with the Age and Dementia Group.

The Mayor met with Rob Roberts MP for Delyn, firstly to re-establish the monthly meetings and for a walk around Nant-Y-Coed and Abbotts Walk to review estate conditions. The same meeting would be offered to Hannah Blythyn MS in due course.

The Wales in Bloom judge would be visiting the town on Wednesday 6th July 2022 and preparations were underway for their arrival. Visits were planned to the local schools with the Support Officer to judge the best entry.

The Clerk would be calling a briefing session in early July to review the Council's business plan. The plan would set the Council's strategy and objectives for the next five years being published in September 2022.

The Mayor congratulated Martin Fearnley, Deputy Clerk who had now completed ten years' service for the Council and thanked him for his efforts and contributions down the years.

The Mayor confirmed the second charity, to sit alongside the St James Church Wellbeing Project, would be the Holy Trinity Church Car Park Project at Greenfield.

23. PUBLIC SPEAKING

There were no such requests.

24. MINUTES & MEETINGS

24.1. Minutes of Meetings

RESOLVED:

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

- Holywell Town Council Annual Meeting held on Tuesday 17th May 2022.

Cllr P.A. Johnson asked for it to be noted that the Council's list of outside bodies included in the minutes to the Annual Meeting was a true and accurate reflection of all Councillor representatives.

24.2. Meetings of Committees and Working Groups

There were no working groups or committees called for this month.

25. PLANNING

25.1. 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
064204	Variation of condition 1 of 054276 to extend expiration date. Location: Abbey House, Greenfield Road, Holywell, Flintshire, CH8 7QB. The Council noted this application as received.
064462	LISTED BUILDING APPLICATION - CONVERSION OF FORMER BANK INTO 6 NO. SELF-CONTAINED APARTMENTS AND 1 NO. RETAIL/OFFICE UNIT ON GROUND FLOOR. LOCATION: 17 High Street, Holywell, Flintshire, CH8 7UB. The Council support this application but requested that the recycling arrangements be reviewed to comply with any required environmental policies.
064463	CONVERSION OF FORMER BANK INTO 6 NO. SELF CONTAINED APARTMENTS AND 1 NO. RETAIL/OFFICE UNIT ON GROUND FLOOR. LOCATION: 17 High Street, Holywell, Flintshire, CH8 7UB. The Council support this application but requested that the recycling arrangements be reviewed to comply with any required environmental policies.
FUL/000057/22	CHANGE OF USE OF LAND TO FORM CAR PARK. LOCATION: Land adjacent to Greenfield Football Club, Bagillt Road, Holywell, CH8 7AB. The Council had no objection to this application.

Cllr P.A. Johnson requested his abstention be recorded from voting for application numbers 064462 and 064463.

25.2. Refusals

Members considered the following application, which was refused planning permission by the County Council, and its subsequent appeal.

Application Number	Proposal Details
062800	Appeal Reference Number: CAS-01603-B9X8M1. Appellant's Name: Leason Homes. Proposal: Proposed erection of detached dwelling and means of access. Location: Land at Pen Y Ball Hill, Holywell, CH8 8SZ. The Council noted the appeal as received.

26. ACCOUNTS

26.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – MAY 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8847	BP	Harry Saville - Llandudno TC	Refund - Mayor's Charity Dinner	70.00	///
8848	BP	Viking	Staff sign	5.75	****
8849	BP	Viking	2 no. Mineral Water Bottles	22.19	****
8850	BP	Viking	Office Consumables	82.09	****
8851	BP	Daydream Designs	Website Tech Support April 22	94.80	****
8852	BP	UK Vending Ltd	Drinks Machine Lease 10/05-09/08	132.60	****
8853	BP	Holywell Leisure Centre	Donation Instalment (1 of 4)	2,500.00	^^^
8854	BP	Flintshire County Council	Business Rates 22/23	3,343.75	****
8855	BP	White Fox	Tourism Leaflet design	3,480.00	^^
8856	BP	Clwyd Pension Fund	May Pension Payments	1,753.38	***
8857	BP	HMRC	May NI/PAYE	1,910.91	***
8858-8860	BP	Council Staff	Staff Salaries - May 2022	5,191.79	***
8861	BP	Amberol Ltd	Floral Fountain Planter	510.60	^^
8862	BP	Tadmark	PVC banners x 4 (Jubilee)	150.58	^^

			Event)		
8863	BP	The Flower Bowl	Bouquets for AGM	70.00	^^
8864	BP	Rialtas Business Solutions	Year End Closedown 21/22 Year	669.60	***
8865	BP	Delyn Press	Jubilee Event Flyers	125.00	^^
8866	BP	Holywell Swimming Club	Mayor's Charity Donation	546.50	///
8867	BP	Danny's Family Butchers	Mayor's Charity Donation	546.50	///
8868	BP	Stamford Gate Hotel Ltd	AGM room hire, buffet & bar	415.60	^^
8869	BP	Holywell Garden Centre	Bracket Testing	275.00	^^
8870	BP	Holywell Garden Centre	Parasols work	60.00	^^
8871	BP	Holywell Garden Centre	Install new hanging baskets	175.00	^^
8872	BP	Holywell Garden Centre	Cherry picker hire	384.00	^^
8873	BP	Holywell Garden Centre	Guttering for toilet block	1,115.00	****
8874	BP	Flintshire County Council	Loan Repayment (1 of 2 - 22/23 year)	7,500.00	^
8875	BP	Copyrite Systems	Copier charges 23/02/22-20/05/22	163.67	****
8876	BP	Rialtas Business Solutions	Install software	30.00	****
8877	BP	Steve Tomlin	Learn to Scythe training	410.00	^^
8878	BP	Heather Jones	Reimbursement for jubilee event expenses	75.51	^^
8879	BP	Flintshire County Council	Refund of charity ball tickets	70.00	///
8880	BP	Mr Anthony Smith	Engraved desk Name Plates	144.92	***
8881	BP	C Baglin	Jubilee Event - Town Crier & Punch & Judy	200.00	^^
8882	DD	Plusnet	Alarm Line May 22	25.17	****
8883	DD	British Gas	14 BP Electricity (partial month)	3.63	****
8884	DD	British Gas	13 BP Electricity (partial month)	10.19	****
8885	DD	Plusnet	Phone & Broadband May 22	38.30	****
8886	DD	British Gas	Gas bill (partial month)	29.27	****
8887	DD	Welsh Water	12-13 BP Nov21-May 22	48.96	****
8888	DD	Welsh Water	14 BP Nov21 - May 22	61.82	****
8889	DD	Plusnet	Alarm Line June 22	23.62	****
8890	DD	Opus Energy	Gas April/May 22	256.97	****
8891	DC	Amazon	Safety Cones	54.99	^^
8892	DC	Amazon	Welsh bunting for Jubilee	82.80	^^
8893	DC	Amazon	Picture Frames	32.89	****

8894	DC	Amazon	Tablet Chargers & Cases	186.45	****
8895	DC	Facebook	Easter advertising	11.87	^^
8896	DC	Amazon	Hook up leads x2 for events	92.10	^^
8897	DC	Tesco	Refreshments	3.25	****
8898	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8899	DC	Tesco	Refreshments	0.95	****
8900	DC	Amazon	Play Equipment for events	12.89	^^
8901	DC	Amazon	Outdoor Games for events	19.99	^^
8902	DC	Post Office Ltd	Large letter postage	2.05	***
8903	DC	eBay	Banner paper	36.60	****
8904	DC	Amazon	Play equipment for events	18.99	^^
8905	DC	Amazon	Chargers & cables for tablets	32.98	****
8906	DC	Amazon	Medals/Tea Set/Play Equipment for Events	99.11	^^
8907	DC	Tesco	Refreshments	0.99	****
8908	DC	Amazon	Jubilee Medals	98.89	^^
8909	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8910	DC	Tesco	Refreshments	0.99	****
8911	DC	Amazon	Extension lead & equipment for events	57.81	^^
8912	DC	Flintshire County Council	Annual fee for small lottery registration	20.00	****
8913	DC	1&1 Internet Ltd	Mail Pro	12.00	****
8914	DR	HSBC	Bank Charges April 2022	8.00	****
TOTAL				33,724.24	

INCOME SCHEDULE/BANK TRANSFERS – MAY 2022

Date	Category	Debtor Name	Income Details	Amount £
4/5/22	REFUND	Multiple Debtors	Mayors Charity Ball	170.00
6/5/22	INCOME	Wise – EV Charge	Car Charge Income	15.25
26/5/22	INCOME	Cash	Eco Uniform Proceeds	100.00
31/5/22	VAT REFUND	HMRC	VAT Refund 2021/22 Year	13,441.10
TOTAL				13,726.35

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

26.2. Review of Internal Audit Report – 2021/22 Financial Year

The Clerk provided a summary of the issues arising from the Internal Audit Report completed for 2021/22. The following issues were noted:

- Fidelity Insurance Cover – this was set at £250k and would be reviewed during the annual risk assessment review to ensure its continued suitability.
- Verification of Fixed Assets – an inventory is maintained, and a verification statement would be added for future years.

The Council also noted the interim audit issues. Budget monitoring format would be reviewed in readiness for the first budget report.

RESOLVED:

That members note and endorse the Clerk's report.

26.3. Annual Return & Governance Statement – 2021/22 Financial Year

Members considered the approval of the council's accounting statements and annual governance statement certified by the Clerk. The Clerk provided a brief update which outlined the main financial issues.

RESOLVED:

That the annual return be approved and signed off by the Chair following the meeting.

27. COMMUNITY ENGAGEMENT

27.1. Monthly Report

Members had before them for consideration the latest report from the Deputy Clerk. There were action points this month related to the anti-social behaviour and vandalism in the events area, and distribution of limited quantities of Jubilee mugs and bottles. Some of the mugs and bottles had been reserved and were awaiting collection from the Council offices.

Cllr L.A. Carter had attended the workshop on Supporting Local Business and reported that footfall counters would be installed in the town centre in the next couple of months.

RESOLVED:

- 1) That the Deputy Clerk call a meeting with North Wales Police and the County Council's CCTV Unit to review the camera provision, and other issues of concern.
- 2) That the Deputy Clerk checks on the cone shape structure on the bandshell to see if this is required operationally.
- 3) That anti vandal paint be applied no lower than 2 metres to climbing points on the bandshell. Notices to also be displayed.
- 4) That a decision on the distribution of the remaining Jubilee mugs and bottles be deferred until the next Council meeting in July.

28. CORRESPONDENCE RECEIVED

28.1. Email from Belinda Bradley, Holywell Market Group

Members discussed the request from the Market Group, for a What's On leaflet to be distributed every month to schools and businesses. There were other publications that could be used to promote the town's events, and volunteers would be required to manage the distribution. The distribution to the schools could potentially be managed digitally, and a less frequent circulation would help with budget and resource considerations.

RESOLVED:

That in the first instance the Clerk contacts other Town Councils to evaluate how promotional information is distributed to the schools. The matter would then be considered further by members at the next meeting in July.

28.2. Email from Laura Lloyd, Brynford

Members considered the email from Mrs Lloyd that concerned traffic issues around the town. Members expressed concern about several traffic matters that included Old Chester Road and the impact the Lluesty works were having on the slip road, junction safety and increased traffic on Halkyn Street due to the road alterations in and around the town centre. Members requested a copy of the feasibility study results for the conversion to one way that occurred at the bottom of Brynford Street.

RESOLVED:

That the Deputy Clerk contact the County Council's Streetscene Department to request a copy of the feasibility study and arrange a meeting with members to review all concerns. Clerk to inform Mrs Lloyd.

28.3. Standards Committee Vacancy, Flintshire County Council

Members considered any nominations for the vacant role of town and community council representative. The closing date for nominations was 29th July 2022.

RESOLVED:

That Cllr L.A. Carter be nominated to apply for the role. Clerk to inform the County Council.

28.4. Match Funding Scheme – Improvements to Children's Play Areas 2022/23

Members considered the letter from Aura Leisure, who had recommended Fron Park play area as most in need of an upgrade. Members expressed concern at the disproportionate allocation of historical upgrades across the wards and requested further information on the selection process.

RESOLVED:

That the Clerk contact Aura Leisure to request further detail on the play area selection process. The matter would then be considered further at the next meeting in July.

28.5. Awel y Môr Windfarm

Members considered the latest correspondence and the forthcoming briefing sessions.

RESOLVED:

That Cllr M. Sprake be nominated to attend the briefing sessions. Clerk to check on arrangements.

Cllr C. Argent left at this point of the meeting.

28.6. Audit Survey on Community Resilience

Members considered the Council's participation in the survey.

RESOLVED:

That Cllrs L.A. Carter, L. Corbett and the Clerk be delegated to complete the survey for the Council.

28.7. 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 Daily Updates	**	Various Dates
B	FLVC Daily Digest Updates	**	Various Dates
C	Welsh Government Updates	**	Various Dates
D	Visit Wales Updates	**	Various Dates
E	North Wales Police Alerts	**	Various Dates
F	Rob Roberts MP Press Releases	**	Various Dates
G	One Voice Wales Updates & Training Courses	**	Various Dates
H	Rob Roberts MP Letter – Elections 2022	**	12 th May 2022
I	Thomas Pennant Update	**	19 th May 2022
J	North Wales Police Contact Points	**	24 th May 2022
K	Vacancy Notice – Holywell East	**	24 th May 2022
L	Cash in the Attic	**	27 th May 2022
M	Awel y Môr Newsletter	**	6 th June 2022

29. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, 30, 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 contractual considerations.

30. OFFICE MATTERS

30.1. Use of Ground Floor Community Area

The Holywell and District Society and Age and Dementia Holywell had both requested use of the Council Offices to hold their meetings. The community area had been closed since April 2020 due to the pandemic. Members considered the matter now that all restrictions had been lifted.

RESOLVED:

That the community area be opened for the benefit of local groups. Clerk to inform the applicants.

30.2. Website Technical Support Contract

The Clerk explained the background to this item, which had been raised by the former Council. Another quotation had been sourced for this work. Members considered the value for money, reliability, and performance aspects.

RESOLVED:

That the current arrangements remain in place for a further twelve months and be subject to a further review.

30.3. Eco-Uniform Initiative

The Clerk explained the background to this item. The former Council had asked for the service to be reviewed, and this exercise was completed. Members considered the options of a pop up shop, partnering with a local business or running the service from a regular market stall in line with previous arrangements.

RESOLVED:

That the Eco-Uniform Initiative be re-established and operate on the weekly market, as required. Cllr L.A. Carter was appointed as Lead Councillor for the initiative.

30.4. Operation London Bridge

The Clerk reported on a meeting held with Fr Dominic. Preparatory arrangements had been considered and the Council should follow the national guidance available. Members considered the location for the book of condolence.

RESOLVED:

That a suitable book of condolence, framed photograph and black flag cravats be purchased by the Council. It was agreed the book of condolence would be made available for the public to sign at the Council Offices.

30.5. Former Toilet Block – Asset Transfer

The Clerk reported that a schedule of photographic condition was required to provide evidence of the asset condition prior to signing the lease. This would protect the Council's interests should the lease expire and be handed back to the County Council. No further break clauses were included in the lease after year five. The solicitors had sought quotations with the most competitive being £650 plus vat to complete the work.

RESOLVED:

That approval be given for the Clerk to make the necessary arrangements with the Council's solicitors, for a schedule of photographic condition to be completed.

31. PARASOL OPERATION

31.1. Security

The Clerk provided a summary of the options available, to mitigate the anti-social behaviour and vandalism occurring in the events area. Anti-vandal paint was to be applied to the bandshell, but protection of the parasols was required before the temporary fencing could be

removed. The two options were either the installation of railings or tubing around the parasols.

RESOLVED:

That the Deputy Clerk seeks quotations and provides members with cost and drawings of the proposals. A final decision would be made at the July Council meeting.

31.2. Ongoing Usage

Members considered the use of the stage and parasols by external groups and the costs involved. The Council needed to engage external assistance and incurred costs to operate the stage and parasols.

RESOLVED:

That the Council will plan for the use of the stage and parasols for external events if requested and if the contractors are available, but any costs incurred would be passed on to the applicant. Clerk to amend the booking process to explain the agreed arrangements.

32. GREENFIELD VALLEY TRUST UPDATE – TEN YEAR STRATEGY

The Clerk provided an update on the latest position. The Trust were calling a meeting shortly and the new arrangements would involve a wider group that included other stakeholders. The former partnership group would be superseded by the new group. Group Members would receive invites shortly to the first meeting. Cllr M. Sprake had requested to join the group.

RESOLVED:

That members note and endorse the arrangements.
That Cllr M. Sprake be nominated to also attend,
subject to the agreement of the Trust.

33. MEMBERS AGENDA ITEMS

- Cllr P. Corbett – Parking on Halkyn Road by Traffic Lights. Cllr Corbett explained the concerns. This matter would be discussed at the forthcoming meeting with Streetscene to look at several traffic issues.
- Cllr B. Scragg – Active Travel. Cllr Scragg informed members that the matter would be taken forward by the Development Committee at its next meeting.

- Cllr P.A. Johnson – Llesty Woodland. Cllr Johnson requested that the matter be taken forward by the Development Committee at its next meeting.
- Cllr D. Thomas –
- Holywell Youth Club. Cllr Thomas explained the background and that clubs can have positive impacts on reducing anti-social behaviour. A business case would be required. Development Committee to consider the matter.
- Equality and Discrimination/Pride Event – the event was to be put forward to the Town Centre and Events Committee for further consideration.
- Strand Allotment – deferred to the Development Committee.
- Public Bins/Litter Collector – deferred to the Development Committee.

34. REPRESENTATIVE REPORTS

Cllr I. Hodge attended an Age and Dementia event recently.
Cllr P.A. Johnson updated members on his visit to the Holway Hub House garden.

35. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported a meeting had been held with Cllr E.B. Palmer and County Council Highways staff to look at the junction parking on Fron Park Road. The matter was in hand and Cllr Johnson would provide an email update.

36. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, 37 and 38, 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.

37. APPLICATION FOR AN EVENT GRANT

Members considered an application for an Event Grant of £500, from Holywell Market Group. The event was a fun day linked to the weekly market with free fun fair rides, on Thursday 28th July 2022.

RESOLVED:

That the grant of £500 be awarded upon completion of the event. Clerk to inform the applicant.

38. APPLICATIONS FOR FINANCIAL ASSISTANCE

Members considered requests received for financial assistance from various organisations together with a schedule of the organisations and events supported by the Council for the last three years. Councillor B. Scragg read out supporting background and financial information provided by each organisation, together with the recommendations from the working group meeting.

A statement was circulated with details of donations made to date (£Nil) in the current financial year, budget provision for donations (£7,000), with remaining provision (£7,000) being available for allocation.

RESOLVED:

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

Organisation	£
Citizens Advice Flintshire	1,000
Greenfield Football Club	500
Total	1,500

The applications received from Llangollen Eisteddfod, Kids Cancer Charity, and B-Fest Wales were all received without a donation being approved on this occasion.

39. CLOSE OF MEETING

The Mayor closed the meeting at 9.20pm.

.....
Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Town Council Offices on Wednesday 22nd June 2022 at 2.00pm.

PRESENT: Councillor L.A. Carter (Chair – see minute TC1).
Councillors L. Corbett, P. Corbett, I. Hodge, S. Rush, and D. Thomas.

APOLOGIES FOR ABSENCE were received from Councillor E.B. Palmer.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Deputy/Assistant Town Clerk), and C.S. Lowry (Support Officer).

TC1. ELECTION OF CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Cllr L.A. Carter be elected as Chair for the 2022/23 municipal year.

TC2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Cllr D. Thomas be elected as Vice Chair for the 2022/23 municipal year.

TC3. DECLARATIONS OF INTEREST

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
TC8	L.A. Carter		✓	Member of Holywell Market Group.
TC8	I. Hodge		✓	Member of Holywell Market Group.

TC4. WELL INN MUSIC FESTIVAL

Members discussed in detail the current format of the Well Inn Music Festival and agreed that it needed a change in direction. Various ideas were discussed and although based around music it was felt that the event should be more in line with the recently held Jubilee event, e.g., a family event inclusive for all. Cllr D. Thomas advised that should he be requested by the Council to manage a sports race activity this would be a chargeable service.

RESOLVED:

- 1) That Peter Footitt be contracted to run 4 stages as per his emailed quotation of £1,300 to include artists, all equipment, and sound engineers.

2x Stages in the Wine Vaults, 1 in Bethel Chapel, 1 in The Feathers Inn.

- 2) That the staffing team produce a programme of all the planned activities with estimated costs, to be considered at the next Full Council meeting in July.
- 3) That Cllr D. Thomas provides a written quotation for managing the sports race activities for consideration by the Full Council.

TC5. LGBT PRIDE EVENT DAY

Cllr D. Thomas provided members with a brief outline of his proposed event. Cllr Thomas suggested that the Council should now manage this event. Members expressed concern at the short notice and resources required to arrange the event for this year. Further clarity was required on the scope and cost for this type of event.

RESOLVED:

That Cllr D. Thomas provide a more detailed costed plan for the event for members to consider at the budget setting meeting in January 2023.

TC6. BIKE REPAIR STATION

The Deputy Clerk provided members with an update on the repair station and the operational reasons why it had not been installed to date.

RESOLVED:

That a decision on the final location and installation date be confirmed at the proposed meeting between the Council, North Wales Police and Flintshire CCTV Unit.

TC7. CHRISTMAS LIGHTS SWITCH ON EVENT

The Annual Christmas Lights Switch On Event had traditionally taken place on the last Friday of November, which this year would have fallen on Friday 25th November 2022. The Deputy Clerk highlighted that both England and Wales

were involved in Football World Cup games on that day. Members discussed the idea of changing the event date to avoid a clash with the football and other switch on events being held locally.

RESOLVED:

Members agreed that the event date be moved to Thursday 1st December 2022 to link in with the weekly market, subject to ratification of the Full Council.

TC8. POSIBLE RELOCATION OF MARKET

Members discussed the request from businesses for the possible relocation of the weekly market to Tower Gardens. It was felt that the market was re-establishing itself following the covid restrictions being removed and should be given the opportunity to expand. Members also expressed concerns about the limited space available for some of the larger market stalls.

RESOLVED:

That the request be noted as received, and the market remain on the High Street for the immediate future. The growth and development of the market would be monitored over the next 12 months.

TC9. TOWER GARDEN STEPS.

Members considered a suggestion from Cllr D. Thomas regarding the development of the Tower Gardens steps as an educational aid. The Clerk highlighted that the County Council would support the installation, but the project would need to be funded and managed by the Town Council.

RESOLVED:

That Cllr D. Thomas provide the Council with a costing proposal to be reviewed by members at a future meeting.

TC10. CLOSE OF MEETING

The Chair closed the meeting at 3.15pm.

.....
Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of the Development Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Thursday 7th July 2022 at 10.00am.

PRESENT: Councillors B. Scragg (Chair – see minute DC1).
Councillors: I. Hodge, M. Sprake, M. Lewis-Jones, and S. Rush.

APOLOGIES FOR ABSENCE were received from Councillors R. Dolphin, and P.A. Johnson. Councillor C. Argent was absent without apology.

IN ATTENDANCE: Councillor D. Thomas, J. Baker (Clerk), and M.G. Fearnley (Deputy Clerk).

DC1. ELECTION OF CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Cllr B. Scragg be elected as Chair for the 2022/23 municipal year.

DC2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Cllr R. Dolphin be elected as Vice Chair for the 2022/23 municipal year.

DC3. DECLARATIONS OF INTEREST

None were reported.

DC4. GREENFIELD RAILWAY STATION

Cllr B. Scragg provided members with a brief background and update regarding the history of the station project. A general discussion then took place with members.

RESOLVED:

- 1) That the Deputy Clerk circulate a copy of the North Flintshire Transport Study to all members of the Development Committee to review.
- 2) Working group be set up comprising of the Deputy Clerk, Cllrs B. Scragg, I. Hodge and M. Sprake to compile a letter to be sent to Rob Roberts MP, Hannah Blythyn MS, Transport for Wales, and Flintshire CC outlining the case and need for the preferred option, Option 2, referring to the scoring method and highlighting the community and social benefits. Letter to be endorsed by Full Council prior to circulation.

DC5. FLINTSHIRE LOCAL DEVELOPMENT PLAN

Members discussed the latest correspondence received from Flintshire CC regarding the MAC Consultation Document. Members agreed that the document was too large to respond in more detail.

RESOLVED:

That a letter be sent to Flintshire CC highlighting and reinforcing the need for sympathetic development in Holywell and Greenfield.

DC6. ACTIVE TRAVEL WORKS

Cllrs B. Scragg and I. Hodge, provided a brief background of the project and highlighted some issues and concerns, lack of communication, and some outstanding works yet to be completed.

RESOLVED:

That the County Councillors be approached to seek a response from Flintshire County Council.

DC7. CIRCULAR BUS ROUTE

The Deputy Clerk provided a brief background to members of the work carried out to date supported by Cllrs B. Scragg and I. Hodge.

RESOLVED:

That Cllr I. Hodge send out the proposed circular bus route document for members of the committee to review and to discuss at the next meeting.

DC8. WELSH WATER WORKS

Cllr B. Scragg provided members with a brief outline of the issues and concerns facing residents in Woodland Drive, Greenfield, highlighting mains water supply and the use of lead piping. Cllr I. Hodge suggested that contact be made with Resources Wales.

RESOLVED:

That the Clerk sends a further letter to Welsh Water highlighting the issues. If no positive response received, then contact should be made with National Resources Wales.

DC9. WALES IN BLOOM - GREENFIELD ARRANGEMENTS

The Clerk provided members with an update on the hanging baskets in Greenfield which were not being watered. The Clerk requested that Holywell Garden Centre be commissioned for the remainder of the season to carry out the works.

RESOLVED:

- 1) That Cllr I. Hodge contact Father Dominic as part of a wider search to recruit volunteers to carry out the watering etc in the future.
- 2) That Holywell Garden Centre be appointed to water the Greenfield baskets for the remainder of the season.

DC10. ITEMS FROM COUNCILLOR P.A. JOHNSON

As Cllr P.A Johnson was unable to attend meeting, the Deputy Clerk read out an email received from Cllr Johnson for members to consider 3 suggestions as part of their work plan.

RESOLVED:

- 1) The North Flintshire Transport Study.
To be circulated to members of the Committee for them to look at the document in more detail, make the best of the report, it's analysis and all its recommendations.
- 2) Flintshire Coastal Park.
Flintshire County Council be approached to supply more information regarding the proposed development of a Coastal Park from Saltney to the Point of Ayr and asking them how we can work together to take full advantage of the proposals and include in our Council business plan.
- 3) Llesty Woodlands.
The Clerk to provide members with the legal background for them to determine next steps.

DC11. ITEMS FROM COUNCILLOR D. THOMAS

Cllr D. Thomas provided members with a brief background for the following ideas: Holywell Youth Club, Strand Allotment, and Public Bins/Litter Collector.

RESOLVED:

- 1) Cllr D. Thomas to provide members with an outline business plan for the Youth Club for discussion by members at a future meeting.
- 2) Cllr D Thomas to provide drawings and a plan highlighting the proposed locations i.e., Bryn y Felin and Bron Haul for discussion by members at a future meeting. Six names would be required for the County Council to consider further.

- 3) The idea of a Caretaker role, which was in the previous business plan to be considered by members when the budget meeting takes place in January. That Flintshire County Council be contacted regarding their current level of service provision.

DC12. CLOSE OF MEETING

The Chair closed the meeting at 11.40am.

.....

Chair

Cyngor Tref Treffynnon Holywell Town Council

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

Tel: (01352) 711757



Bank Place Offices,
Holywell,
Flintshire, CH8 7TJ

Tel: (01352) 711757

e-bost/e-mail: town.clerk@holywell.wales
Gwefan/Website: holywell.wales

14th July 2022

Letter to James Price TFW, copied Rob Roberts MP, Hannah Blythyn MS, Lee Waters MS, Network Rail and Secretary of State for Transport Rt Hon Grant Shapps MP, Flintshire County Council.

Dear Sirs,

RE Greenfield Railway Station WelTAG Stage One: Strategic Outline Case Report

As a Town Council we welcome the WelTAG Stage One: Strategic Outline Case Report dated November 2021 and ongoing support for a Station in Greenfield.

We unanimously support the recommendation for option two, new infrastructure at the former station location, as our preferred option given the proximity of the site to the Greenfield and Holywell community and welcome the recommendation in the report for option two to be taken forward for further consideration.

However, the Town Council would like to highlight reservations that option two suggests access to the proposed station via Station Road. Due to the restrictive width of Station Road and residential on street parking, the Town Council would therefore support further consideration of access via Dock Road as proposed in the North Flintshire Transport Study, Transport Strategy Report, October 2021.

We accept this may produce additional challenges but as a Town Council we believe Dock Road is a more appropriate access road to the proposed site for motorists, cyclists, and pedestrians. There would also be the benefit of increased car parking facilities and general site connectivity using this access road.

We look forward and welcome the progressing of the proposed station in Greenfield to Stage 2 of the WelTAG process. In order for us to understand the process further, can you please confirm what the next steps will be, who will be the lead organisation, how will funding be obtained, and what are the likely timescales involved.

We appreciate the work carried out by all involved to date and look forward to your continued support and engagement with the Town Council in securing the station in Greenfield, with the Council involved in the process where and when applicable.

Thank you once again and look forward to hearing from you soon.

Yours faithfully,

Jason Baker
Town Clerk & Responsible Finance Officer

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000020/22	PROPOSAL: INTERNAL ALTERATIONS TO CONVERT A FORMER PUBLIC HOUSE INTO A RESIDENTIAL DWELLING. LOCATION: ABBOTS ARMS, Pen Y Maes Road, Holywell, CH8 7BD.
FUL/000136/22	PROPOSAL: REMOVE OF EXISTING SALES OFFICE AND CONSTRUCTION OF A BAKERY SHOP POD AND OUTDOOR SEATING AREA. LOCATION: Holway Garage, Car Sales Area, Holway Road, Holway, Holywell.
AGN/000005/22	PROPOSAL: PRIOR NOTIFICATION FOR AGRICULTURAL BUILDING. LOCATION: Coed Llwybr-Y-Bi, Old Bagillt Road, Holywell, Flintshire, CH6 6ER.
FUL/000051/22	PROPOSAL: CHANGE OF USE FROM A1 TO SUI GENERIUS, SO IT CAN BE A TATTOO AND PIERCING SHOP. LOCATION: Victoria Square, High Street, Holywell, CH8 7TF.
ADV/000236/22	PROPOSAL: ADVERTISEMENT CONSENT - INTERNAL INSTALLATION OF NEW 1X 46 INCH (PORTRAIT) TV SCREEN, DEPICTING VARIOUS SANTANDER ADVERTISEMENTS/PROMOTIONS, WITHIN A METAL SHROUD, FLOOR STANDING UNIT. LOCATION: 69 High Street, Holywell, Flintshire, CH8 7TF.

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.

8. ACCOUNTS

8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – JUNE 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8915	BP	V.E. Reed - Fun Faces	Jubilee Event - Face painter	200.00	^^
8916	BP	Emily Sanderson - Royalty	Jubilee Event - performance	1,000.00	^^
8917	BP	Ysgol Treffynnon	Eco-Uniform donation	100.00	**
8918	BP	Ysgol Treffynnon	Take the Weight Pledge (Mayoral Donation)	30.00	^^
8919	BP	Cllr B. Scragg	Members Allowance	150.00	*
8920	BP	Cllr L. Corbett	Members Allowance	150.00	*
8921	BP	Cllr E.B. Palmer	Members Allowance	150.00	*
8922	BP	Cllr D. Thomas	Members Allowance	150.00	*
8923	BP	Cllr J. Jones	Members Allowance	150.00	*
8924	BP	Cllr M. Lewis-Jones	Members Allowance	150.00	*
8925	BP	Cllr R. Dolphin	Members Allowance	150.00	*
8926	BP	Cllr L.A. Carter	Members Allowance	150.00	*
8927	BP	Cllr P. Corbett	Members Allowance	150.00	*
8928	BP	Mr Thomas Schultz	Jubilee event - Sound Engineer	200.00	^^
8929	BP	Relays Minibuses Ltd	Jubilee Event - Transport	300.00	^^
8930	BP	Rosiez Café Ltd	Jubilee Event - Catering	535.00	^^
8931	BP	B.E. Williams - Miles of Smiles	Jubilee Event - Face painting	200.00	^^
8932	BP	A Little Magic	Jubilee Event - Entertainment	600.00	^^
8933	BP	Black & White Security	Jubilee Event - Security Services	100.00	^^
8934	BP	Holywell Band	Jubilee Event - Performance	100.00	^^
8935	BP	DJ Phil - Phillip Crossley	Jubilee Event - DJ Services	50.00	^^
8936	BP	Holywell Debonaires	Jubilee Event - Entertainment	50.00	^^
8937	BP	Cllr M. Sprake	Members Allowance	150.00	*
8938	BP	Pottles Premier Plants	Hanging Baskets & Troughs (Wales in Bloom)	2,788.20	^^
8939	BP	Holywell Garden centre	WIB services & Jubilee Event Labour	1,756.00	^^
8940	BP	JDH Business Services Ltd	Internal Audit & Report 2021/22	334.80	***
8941	BP	Ysgol Gwenffrwd	Wales in Bloom Donation	50.00	^^
8942	BP	Ysgol Maes y Felin	Wales in Bloom Donation	50.00	^^

8943	BP	Daydream Designs	Website Tech Support May 22	94.80	****
8944	BP	Sian Jones Translation Serv.	Translation Documents	18.04	***
8945-8947	BP	Council Staff	Staff Salaries - June 2022	5,191.59	***
8948	BP	HMRC	PAYE/NI Costs - June 2022	1,911.11	***
8949	BP	Clwyd Pension Fund	Staff Pension Costs - June 2022	1,753.38	***
8950	BP	Mr T. Nicholls	Office Window Cleaning	12.00	****
8951	BP	Lazy Dog Tools Ltd	Heritage Woodland Grant Equipment	536.52	^^^
8952	BP	Viking	Office Consumables	81.22	****
8953	BP	Viking	Mineral Water Bottles	22.19	****
8954	DD	Plusnet	Phone & Broadband June 22	39.16	****
8955	DD	EDF Energy	Electricity June 12/13 Bank Place June 2022	220.48	****
8956	DD	EDF Energy	Electricity June 14 Bank Place June 2022	33.90	****
8957	DD	Opus Energy	Gas Bank Place Offices May/June 22	97.45	****
8958	DC	Tesco	Jubilee Event Sundry Items	18.35	^^
8959	DC	Home Bargains	Jubilee Event Sundry Items	20.17	^^
8960	DC	Tower Crafts	Jubilee Event Sundry Items	21.25	^^
8961	DC	Tesco	Refreshments	10.34	****
8962	DC	Tesco	Refreshments	1.29	****
8963	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8964	DC	Facebook	Event Promo/Advertising	19.69	^^
8965	DC	Tesco	Refreshments	5.59	****
8966	DC	Hampshire Flag Company	Supply Flags for Connects Building	274.50	****
8967	DC	Amazon	Insect Containers/Cages for Community project	84.94	^^^
8968	DC	Tesco	Refreshments	0.99	****
8969	DC	Tesco	Refreshments	1.05	****
8970	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8971	DC	Tesco	Refreshments	1.05	****
8972	DC	1&1 Internet Ltd	Mail Pro	12.00	****
8973	DC	Flying Colours Flags	Mourning Drape (Op. London Bridge)	78.54	****
8974	DR	HSBC	Bank Charges May 22	13.50	****
8975	BP	Citizens Advice Flintshire	Financial Assistance/Donation	1,000.00	**
8976	BP	Greenfield Football Club	Financial Assistance/Donation	500.00	^^^
8977	BP	Julie Gabriel	Events Grant - Line Dance Event	500.00	^^
8978	BP	Cllr I. Hodge	Mayor's Allowance - 2022/23 Civic Year	800.00	*
8979	BP	Cllr L.A. Carter	Deputy Mayor's Allowance - 2022/23 Civic Year	500.00	*
8980	BP	St. Winefrides RC School	Wales in Bloom Donation	50.00	^^
			TOTAL	23,984.07	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – JUNE 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
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

9. COMMUNITY ENGAGEMENT

Members to note received the Deputy Clerk's report and consider the 4 action points.

1) Mobile CCTV Units

All now installed and operational although one camera has been installed in wrong location which requires action and is being followed up accordingly.

2) Meeting with Police and Flintshire CCTV

As requested, a meeting was arranged between members, the Police, and the Flintshire CCTV Department. Unfortunately, at the last-minute Flintshire CCTV representatives were unable to attend. However, a positive meeting took place with Phil Davies Community Beat Manager where several issues were raised including CCTV, the idea of a 999 Day event, scooters, knife/weapon concerns, ASB and the need for improved engagement with young people and key stakeholders. It was agreed that a monthly meeting be arranged to improve and develop communication.

3) Jubilee Mugs and Bottles

No further collection of items has taken place. We therefore currently have a quantity of 19 Queens Jubilee Mugs and 11 Water Bottles in stock. Suggestions made previously for the distribution of the mugs and bottles include Staff, Kings Head Museum, Beryl and Heather Volunteers on the day, Bernadette who organised the Artisans Market, Bake a Wish and Cassidy's as prizes along with a certificate for their making of and entry into the Queen's Jubilee tart competition, care homes and members. **Action - Members to confirm final recipients for distribution.**

4) Well Inn Music Festival

A costed appraisal has been put together by the staff for member approval. The following issues and concerns have been raised when putting the proposal together and are as follows:

- a) Short timescale to put event together.
- b) The Boars Head will only be offering music from 5pm in the evening.
- c) The stages in the Wine Vaults have been put in doubt as the current business is up for sale. New owners have been found but until they are in situ it's difficult to confirm final plans. However, it is hoped they will wish to take part in some form. Peter Footitt who will be managing the 4 stages as agreed at last Town Centre and Events Committee meeting will be in touch with new owners asap as acts already booked.
- d) The delays highlighted above, will have a potential knock-on effect on the production of a promotional leaflet and when and which stage the artists, already booked will be appearing on, but again we will be hoping to resolve the situation as best as we can.
- e) Management and ongoing development of Well Inn website and Facebook page.

Action - Members to approve the activities and costed proposal for the day and consider whether to retain website.

Well Inn Music Festival Activity	£
Peter Footit – Stage Management	1,300
Peter Footit – Main Stage Acts (5x£100)	500
Peter Footit – Social Media (Facebook Page)	200
Kings Head Museum Stage/Kassidys Stage	250
Children's Entertainment Characters (3)	450
Event Sound/Lighting – Main Stage	1,200
Photobooth	350
Carnival Games (4) (subject to volunteers)	450
Children's Packed Lunches (subject to volunteers)	225
Aerial Arts Workshop	200
Magic Show/Punch & Judy	200
Crafting Tables Sundries (subject to volunteers)	80
Face Painting x2	375
A4 Promo Leaflets x 1000	300
St. Johns Ambulance	120
Black & White Security	200
Stage & Parasol Operation	270
Artisans Market	0
Fun Fair Rides	0
Total Cost (Approx.)	6,670

5) Parasol Protection Guards

As requested, a costed proposal has been put together (see below) which is a copy of the table previously sent along with drawings to members for consideration prior to meeting.

Action - Members to approve preferred design and costings to commission works with an anticipated lead time of approx. 8 weeks. Staff recommendation is option 3. All subject to FCC Streetscene approval.

Option 1 - Railings (one for each parasol total costs are shown)

Ref. No.	Supplier	Dimensions	Cost Exc. VAT	Fitting	Total Cost
1	Bedford Engineering	2m high 1.2m diameter	4,280.00	1,152.00	5,432.00
2	Bedford Steel Fabrications	1.8m high 1.8m diameter	4,180.00	1,152.00	5,332.00
3	Flintshire Fabrications	2.5m high 0.8m diameter	5,000.00		5,000.00
4	Paddock Fencing	2m high 0.76m diameter	1,200.00	1,152.00	2,352.00

Option 2 - Mesh Guard/Tube (one for each parasol total costs are shown)

Ref. No.	Supplier	Dimensions	Cost Exc. VAT	Fitting	Total Cost
5	Flintshire Fabrications	2.5m high 0.8m diameter	3,740.00		3,740.00
6	Bedford Steel Fabrications	1.8m high 1.8m diameter	1,920.00	288.00	2,208.00

6) FCC Regeneration Meeting

A meeting was held with members of the Central Ward, the Mayor, and Flintshire County Council Regeneration Manager and Regeneration Development Officer looking at the issue of empty shops in the town. The status on each empty shop was given, highlighting some issues with landlords but plans were in place to try and resolve the situation where possible. The meeting was followed by a general walkabout with Central Ward members to confirm the list of empty shops.

7) Holywell Market Group Leaflet Request (June 2022 Meeting)

The Clerk has consulted with other Town Councils who have confirmed that leaflet information to schools is managed digitally. **Action - Members to make a final decision about whether a What's On Flyer should be produced and its frequency, to be distributed to businesses by volunteers. If approved, it is recommended the information be sent on digitally to the schools, and a quarterly circulation would be sufficient.**

Original request from Holywell Market Group shown below:

Regarding all the events that are coming up in our town. The market group are reliant on only Facebook to advertise the market and now Car boot sales as our funds are limited. This is fine but not everyone is on FB in our community, so they are missing out on events.

We would like to suggest, that HTC print a leaflet once a month with all that is happening that month in chronological order. i.e., This June 11th Car boot Sale - 18th Car boot Sale - 25th Line Dancing and the Thursday Market is also mentioned. These leaflets could be given to the schools each month for the children to take home. We also suggest that a small poster be printed to be put on the notice boards and in cafes and businesses. This could not only help promote the town but also foster community engagement.

10. CORRESPONDENCE

10.1. Match Funding Scheme – Improvements to Children’s Play Areas 2022/23

Members to consider the attached letter from Aura Leisure, concerning the above matter. Following discussion at the last meeting further information was sent through to members that outlined the reasons for the recommendation for Fron Park to receive an upgrade this year. This is shown below, and the Play Area Condition Survey Report was also forwarded to members on 12th July 2022 for further reading.

Holywell West has two play areas: Holway and Pistyll. The Holway play area benefited from £10k match-funding in 2016/17 and £3k match-funding in 2018/19. The latter was added to a £10k play grant secured by Flintshire County Council’s (FCC) Play Development team to deliver a £13k+ project to improve the Toddler play section. More recently, in 2021, the Holway’s Multi-Use Games Area (MUGA) surface was re-coated with colour court markings, again as part of a FCC Play Development grant.

The Pistyll play area benefited from an upgrade in 2013/14 due to a Section 106 contribution from an adjacent Anwyl Homes development which increased the size of playable space.

Fron Park is categorised as a ‘Destination’ play facility and is only one of five in the County. It is Holywell’s town park play facility and includes facilities such as the skate park and other recreation amenities. Our records show that Fron Park was last upgraded in 2009.

The independent play survey which Aura undertook in 2020 recommends that there is scope to improve the range of play opportunities at this site and that this could be achieved by providing a slide multi-play structure and also by replacing some of the older play items which are coming to the end of their economic life.

HOLYWELL TOWN COUNCIL

MATCHFUNDED PLAY AREA IMPROVEMENT SCHEMES

Count	Year	Location	Ward	Match Funded (£)
1	2011/12	Clwyd Avenue	Greenfield	10,000.00
2	2012/13	Groesffordd	Greenfield	10,000.00
3	2013/14	Penrhyn, Pen-y-Maes	Holywell East	10,000.00
4	2014/15	Strand Walk	Holywell Central	10,000.00
5	2015/16	Pen-y-Maes Gardens, Pen-y-Maes	Holywell East	12,364.36
6	2016/17	Holway	Holywell West	10,000.00
7	2017/18	Bryn Mawr Road, Strand	Holywell Central	10,000.00
9	2018/19	Tan-y-Felin, Greenfield	Greenfield	10,000.00
10	2019/20	Pen-y-Maes	Holywell East	10,000.00
11	2021/22	Groesffordd	Greenfield	10,000.00

Mr Jason Baker
Holywell Town Council
Bank Place Offices
Holywell
Flintshire
CH8 7TJ

Your Ref/Eich Cyf	
Our Ref/Ein Cyf	RR/LB
Date/Dyddiad	30 May 2022
Ask for/Gofynner am	Richard Roberts
Direct Dial/Rhif Union	01352 702466
Email/Ebost	richard.roberts@aura.wales

Dear Clerk,

Match Funding Scheme Improvements to Children's Play Areas 2022/23

I am pleased to advise that Flintshire County Council has allocated £105,000 from its 2022/23 budget for the match-funding of improvement works to children's play areas.

Flintshire County Council and Aura wish to continue working in partnership with Town & Community Councils on a match-funding basis (£ for £) and seek expressions of interest for the 2022/23 scheme.

It is important that the County Council targets its future investment towards those sites of greatest need in terms of play deprivation and strategic importance. During 2020/21, Aura commissioned an independent play consultancy to carry out a condition survey of each of the County Council's near 200 outdoor play areas. In addition, a strategic review of fixed play provision and a capital investment plan have been produced. As per last year, the 2022/23 match-funding scheme is, therefore, aligned to the recommendations of the independent play review and based upon the following principles:

- Only sites identified by the play survey as requiring an upgrade and investment will be considered to meet the match-funding criteria.
- Prior to 2021/22, a maximum contribution of £10,000 per scheme had been applied. However, as with last year, expressions of interest in excess of £10,000 will continue to be considered for the 2022/23 match-funding scheme. Please note that such requests will be assessed on a case-by-case basis and must align to the County Council's investment strategy.

Working in partnership with...
Gweithio mewn partneriaeth gyda...



Mae Aura Leisure and Libraries Limited wedi'i gofrestru dan Deddf Cymdeithasau Cydweithredol a Budd Cymunedol 2014 (Rhif cofrestru 7610).

Aura Leisure and Libraries Limited is registered under the Cooperative and Community Benefit Societies Act 2014 (Registration No. 7610).

Aura Leisure and Libraries, Deeside Leisure Centre, Chester Road West, Queensferry, Deeside, Flintshire, CH5 1SA
www.aura.wales

Aura Hamdden a Llyfrgelloedd, Canolfan Hamdden Glannau Dyfrdwy, Gorrlewin Ffordd Caer, Queensferry, Glannau Dyfrdwy, Sir y Fflint, CH5 1SA
www.aura.cymru

The County Council seeks support for and engagement with the match-funding scheme from all Town & Community Councils. Once this support is established, the County Council will recognise the additional play investment needs of towns and villages through the appropriate allocation of capital funding.

To assist your members' match-funding decision, Aura's Play Design service has identified the following play area within your community as being most in need of investment:

- **Fron Park**

In order that we have an agreed programme in place, I would be grateful if you can confirm your expression of interest to Richard Roberts, Aura's Play Design Officer, by 31 July 2022. The outcome of your expression of interest will then be reported back to you at the earliest opportunity. I also need to advise that Aura and the County Council cannot guarantee that all expressions of interest will be approved.

The 2022/23 match-funding scheme is being managed and delivered by Aura Leisure & Libraries Ltd in partnership with the County Council. Should you require any further information, please do not hesitate to contact Richard Roberts on 01352 702466 or via richard.roberts@aura.wales.

Thank you for your continued support of children's play.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P Jones', with a long, wavy horizontal line extending to the right.

Paul Jones
Business Improvement & Performance Manager (Aura)

10.2. Email and Copy Letter from Rob Roberts MP for Delyn

Members to consider a response to the MPs email of 30th June 2022 copied below. Copy letter from Flintshire County Council also attached for information.

Hi Jason,

Please see attached response from FCC regarding parking issues that have been long reported at the top of Gwenffrwd Road next to the Leisure Centre. The contents are relatively self-explanatory, but I would recommend discussion by the town council and a request to the county councillors representing Holywell to make a case for this TRO to be done which I would be happy to support. The area is a complete danger, and it is astonishing to me that more accidents haven't happened there.

Please let me know the outcome of the discussion.

*Many thanks,
Rob.*

Katie Wilby
Chief Officer (Streetscene & Transportation)
Prif Swyddog (Gwasanaethau Stryd a Thrafnidiaeth)



Mr Rob Roberts
Member of Parliament for Delyn
Constituency Office
8 Chester Street
Mold
Flintshire CH7 1EG

Your Ref/Eich Cyl RR 9100
Our Ref/Ein Cyf 2110-1050945
Date/Dyddiad 30 June 2022
Ask for/Gofynner ar Darell Jones
Direct Dial/Rhif Union 01352 701290
Email/E-bost darell.jones@flintshire.gov.uk

Dear Mr Roberts,

HOLYWELL LEISURE CENTRE STAFF – PARKING CONCERNS ON THE A5026, HOLYWELL.

I am writing with reference to your correspondence dated 29th March 2022 in relation to concerns raised by members of staff at the Holywell Leisure Centre and local residents regarding parking and visibility when exiting onto the A5026 via Gwenffrwd Road. Please accept my apologies for the significant length of time taken to provide this response.

I can confirm that the A5026 at this location has been inspected previously and was assessed in response to similar concerns, and subsequently, engagement and dialogue was held with the local elected member and your team at the time, but no further action was deemed necessary.

As explained previously, under Rule 243 of The Highway Code, vehicles are not permitted to park opposite or within 10 metres of a junction. There is a limited length of double yellow lines in place at the junction, which we do monitor and enforce; however, as there are no parking restriction markings in place at the location, the matter would currently fall under the remit of North Wales Police for enforcement. Unfortunately, there are currently no measures available to the authority to tackle inconsiderate parking and it is therefore advised that your constituents report such instances to the police as an obstruction on the public highway.

Before we can paint new single or double yellow lines or extend existing ones, we have to issue a Traffic Regulation Order (TRO), which is a legal requirement and is subject to public consultation. This is because yellow lines have legal implications and road users who do not comply with them might be committing a traffic offence.

Alltami Depot, Mold Road
Alltami, Mold. CH7 6LG
www.flintshire.gov.uk
Depo Alltami, Ffordd Yr Wyddgrug
Alltami, Yr Wyddgrug
www.sirymflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.

Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-ued i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



Getting a TRO takes a great deal of time, often up to a year, and can be costly, and we have to consult with public bodies like the emergency services and advertise the proposals so that people can make objections. This means that we do not have the budgets or resources to carry out this process for single sites and we consider such requests when there is a wider traffic management review in the area. All proposals for restrictions are also subject to budgets and resources being available.

If local residents or the members of staff feel that there is a good case to request an extension of the double yellow lines beyond the junction, they will need to contact the local county councillor, who in turn will contact us if they approve the suggestion. We do not accept requests for double yellow lines directly from members of the public. We will keep the request on file, and look into it the next time there is a traffic management review of the area.

I trust that my response addresses your constituents' concerns; however, if you have any questions or require further information, please do not hesitate to contact, Mr Darell Jones, Operational Manager (North & Street Lighting), on telephone number 01352 701290 or by email at the address above.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K Wilby', with a stylized flourish at the end.

Katie Wilby
Chief Officer (Streetscene & Transportation)

10.3. Welsh Government Consultation – A Fairer Council Tax

Members to consider taking part in the following consultation. Deadline for responses is 4th October 2022.

We are seeking views from people and organisations on our broad ambitions to meeting our commitment to a fairer and more progressive system.

Organisations can respond to the survey by following the instructions on the below link: A Fairer Council Tax | GOV.WALES.

10.4. 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 Daily 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	NRW Board Recruitment	**	9 th Jun 2022
F	Thomas Pennant Society Update	**	20 th Jun 2022
G	Holyhead Freeport Status Update	**	21 st Jun 2022
H	Aura Leisure – Free, Fit & Read Information	**	24 th Jun 2022
I	A. Trumper – Line Dance Event/Parasol Operation	**	28 th Jun 2022
J	FLVC - Flintshire Children & Young People's Network Meeting 7th July 2022	**	28 th Jun 2022
K	North Wales Police CA/ALM Meetings	**	4 th Jul 2022
L	Llys Gwenffrwd Thankyou Letter	**	4 th Jul 2022
M	Thomas Pennant Society Update	**	5 th Jul 2022
N	Awel y Môr - Marine Licence Application & Public Consultation Run By Natural Resources Wales	**	5 th Jul 2022
O	The Anne Robson Trust Helpline	**	5 th Jul 2022
P	Citizens Advice Flintshire Letter re: Donation	**	11 th Jul 2022
Q	Independent Review of Hunting Survey	**	12 th Jul 2022

11. MEMBERS AGENDA ITEMS

Members to consider the following matters. See attached forms.

- Cllr J. Jones - Covid Memorial
- Cllr R. Dolphin - Parent Parking Spaces
- Cllr D. Thomas - Equality and Diversity

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	Jenni Jones
Meeting	Holywell Town Council
Date Of Meeting	19 TH JULY 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 MEMORIAL	To Consider funding and inscription of A Memorial to those lost to COVID.

Signed: J. Jones.....

Date: 12/7/2022.....

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

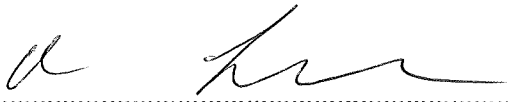
NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	ROSETTA DOLPHIN
Meeting	
Date Of Meeting	19 - 7 - 22

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

Subject	Specific Matter To Be Considered
PARENT PARKING FOR F.C.C. CAR PARKS IN HOLYWELL	WOULD LIKE A LETTER IN SUPPORT OF PARENT PARKING

Signed:


.....

Date:

14 - 7 - 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	Daniel Thomas.
Meeting	Holywell Town Council.
Date Of Meeting	TUESDAY 19 TH JULY 2022

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

Subject	Specific Matter To Be Considered
EQUALITY AND DIVERSITY	MUTUAL RESPECT AMONG COUNCILLORS.

Signed: D. THOMAS.....

Date: 11/7/22.....

12. 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.

13. 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.