

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

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

16th June 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 21st June 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. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

3. MAYORAL HONOUR CADETS – 2022/23 CIVIC YEAR

The Mayor to receive this year's appointed honour army cadets, from Holywell Detachment: Lance Corporal Logan Bailey, and Lance Corporal Kieran Breeze.

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:

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

6.2. Meetings of Committees and Working Groups

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

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Annual Meeting of Holywell Town Council** held at the Stamford Gate Hotel, Halkyn Road, Holywell, on Tuesday, 17th May 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Elected Mayor).

Councillor E.B. Palmer (Retiring Mayor).

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

APOLOGIES FOR ABSENCE were received from Councillors J.M. Johnson, and M. Sprake.

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

1. ELECTION OF TOWN MAYOR – MUNICIPAL YEAR 2022/23

The retiring Mayor asked for nominations for Mayor of Holywell for the Civic Year 2022/23. Councillor I. Hodge was proposed and duly seconded.

RESOLVED:

That Councillor I. Hodge (Holywell East Ward) be elected Mayor of Holywell Town Council for 2022/23.

Investiture of Chain of Office, Signing of Declaration of Office, and other formalities.

The new Mayor was invested with the Chain of office and signed the Declaration of Acceptance of Office and exchanged gifts with the retiring Mayor.

Mayor's Opening Statement for 2022/23

The Mayor thanked members for their nomination and support. The Mayoress was to be Lyn Hodge. The first of the Mayor's charities was confirmed as the St. James Church Wellbeing Project. Further information would follow on the second charity, Civic Sunday, and Charity Ball arrangements. The Mayor was determined to promote unity in the Council and wider community.

2. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

3. RETIRING MAYOR’S CLOSING REMARKS

The retiring Mayor thanked all members and staff for their support over their term of office. The retiring Mayor also paid tribute to the last five years Council term and the completion of many projects in the Council’s business plan. The retiring Mayor looked forward to the next Council term. Jubilee mugs and bottles were to be handed out to all local schools, as a gift for the schoolchildren. Any members wishing to assist should contact the Clerk who would make the arrangements.

4. ELECTION OF DEPUTY TOWN MAYOR – MUNICIPAL YEAR 2022/23

The Mayor asked for nominations for Deputy Mayor of Holywell for the Civic Year 2022/23. Councillor L.A. Carter was proposed and duly seconded.

RESOLVED:

That Councillor L.A. Carter (Holywell West Ward) be elected Deputy Mayor of Holywell Town Council for 2022/23.

5. COMMITTEES, WORKING GROUPS & OUTSIDE BODIES

5.1. Attendance Report 2021/22

Members received the attendance report for the 2021/22 civic year.

Member Attendances 2021/22 Civic Year

Name	Actual	Possible	%
<i>Councillors</i>			
CARTER L.A.	4	5	80%
DAVIES K.	16	16	100%
DELANEY S.	19	20	95%
DOLPHIN R.	16	20	80%
HODGE I.	8	9	89%
JOHNSON J.M.	6	9	67%
JOHNSON P.A.	16	19	84%
JOHNSON S.	6	9	67%
LEWIS-JONES M.	16	21	76%
PALMER E.B.	17	19	89%

PATTISON J.	16	18	89%
SCRAGG G.B.	20	20	100%
TRUMPER A.	10	10	100%
WALLBANKS S.E.	0	12	0%
YORK P.A.	16	19	84%

5.2. Appointments to Committees, Working Groups & Outside Bodies 2022/23

Consideration was given to appointing Committees, Working Groups and Outside Bodies Representatives for the forthcoming civic year. Members had before them for this purpose the schedules of the current representation.

RESOLVED:

That the Committees, Working Groups and Outside Bodies Representatives for 2022/23 be appointed as follows:

HOLYWELL TOWN COUNCIL COMMITTEES 2022/23

***Note:** The Mayor is an ex-officio Member of all Committees*

Chair's Advisory Committee - All Elected Chairs

Development Committee

Councillor C. Argent
Councillor R. Dolphin
Councillor P.A. Johnson
Councillor M. Lewis-Jones
Councillor S. Rush
Councillor B. Scragg
Councillor M. Sprake

Resources Committee

Councillor L.A. Carter
Councillor P. Corbett
Councillor J. Jones
Councillor M. Lewis-Jones
Councillor E.B. Palmer
Councillor B. Scragg

Town Centre & Events Committee

Councillor L.A. Carter
Councillor L. Corbett
Councillor P. Corbett
Councillor E.B. Palmer
Councillor S. Rush
Councillor D. Thomas

HOLYWELL TOWN COUNCIL WORKING GROUPS 2022/23

Financial Assistance

Councillor L.A. Carter
Councillor R. Dolphin
Councillor E.B. Palmer
Councillor B. Scragg

Events

Councillor L. Corbett
Councillor E.B. Palmer
Councillor D. Thomas
External Members

HOLYWELL TOWN COUNCIL

Representatives on Outside Bodies 2022/23

(a) North & Mid Wales Association Of Local Councils	Councillor L.A. Carter Councillor I. Hodge
(b) Halkyn Mountain Common Joint Consultative Board	Councillor P.A. Johnson Councillor C. Argent
(c) Flintshire County Forum	Councillor L. Corbett Councillor J. Jones
(d) Greenfield Valley Trust Partnership Group	Councillor E.B. Palmer (FCC Rep) Councillor R. Dolphin (FCC Rep) Councillor M. Lewis-Jones Councillor S. Rush Councillor D. Thomas
(e) Transition Holywell & District	Councillor P. Corbett
(f) Friends of the Holway	Councillor C. Argent Councillor J. Jones
(g) Age & Dementia Friendly Holywell	Councillor I. Hodge
(h) Holywell & Greenfield Area Railway Station Forum	Councillor C. Argent Councillor R. Dolphin Councillor P.A. Johnson Councillor B. Scragg
(i) North Wales Rail Liaison Committee	Councillor I. Hodge Councillor M. Lewis-Jones (Sub)
(j) Holywell Air Cadets	Councillor E.B. Palmer
(k) Governor - Ysgol Maes-y-Felin	Councillor I. Hodge
(l) Governor – Ysgol Maes Glas	Councillor R. Dolphin
(m) Governor – St. Winefrides RC School	Vacant (Request Letter Pending)

6. AUTHORITY FOR SIGNING ORDERS FOR PAYMENT

RESOLVED:

- 1) That the Council's appointed bank (HSBC) be authorised to honour all cheques and other orders or instructions signed on behalf of the Council by two Members and the Clerk.
- 2) That the current authorised signatories for (1) above be confirmed as follows:
Councillors R. Dolphin, E.B. Palmer, B. Scragg and D. Thomas. Clerk to arrange for new mandate forms where appropriate.

7. PUBLIC SPEAKING

There were no such requests.

8. MINUTES & MEETINGS

8.1. Minutes of Meetings

RESOLVED:

That the minutes of the following meetings be approved as a correct record. Minutes were to be signed at the council offices. Clerk to arrange with the respective Chairs.

- Holywell Town Council meeting held on Tuesday 19th April 2022.

8.2. Meetings of Committees and Working Groups

The Clerk reported on the outcomes from the Events Working Group meeting held on Wednesday 11th May 2022. The programme for the Council's Jubilee event on Thursday 2nd June was confirmed which included an artisan's market, fairground rides, children's entertainment, Holywell band, live music, and tea party for care home residents.

The Clerk also relayed details of provisional plans to live stream the jubilee party in London planned for Saturday evening, 4th June 2002 on a giant screen in Tower Gardens. There were concerns over security, licence costs, wi-fi connectivity and the event clashing with the local pubs in the town centre.

RESOLVED:

That the giant screen event be cancelled on this occasion. The Town Centre and Events Committee would review other options for a Screen event later in the year.

9. PLANNING

9.1. 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. Clerk's Note – the original application was for conversion of the building to 4 flats and 1 mews dwelling. The Council's response was deferred at the request of the Greenfield Ward County Councillor, pending further clarification.
064157	Installation of 3 number scooter stores to the car park including associated groundworks to create a level platform. Location: Plas Gwenfrewi, New Road, Holywell, Flintshire, CH8 7LY. The Council had no objection to the application.

10. ACCOUNTS

10.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.
Cllrs I. Hodge and L.A. Carter would undertake the monthly invoice checks in future.

SCHEDULE OF ACCOUNTS – APRIL 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8793-8795	BP	Council Staff	Staff Salaries - April 2022	5,090.53	***

8796	BP	HMRC	PAYE/NI - April 2022	1,833.96	***
8797	BP	Clwyd Pension Fund	April Pension payments	1,711.17	***
8798	BP	Zurich Municipal	Insurance Policy	2,035.37	*^
8799	BP	Flintshire County Council	CCTV Charges 01/04-60/06	787.80	*****
8800	BP	Flintshire County Council	Garage rent 2022/2023	638.50	****
8801	BP	Cambria Band	Donation for Easter Event	100.00	^^
8802	BP	B.E. Williams	Face painting fee for Easter Event	100.00	^^
8803	BP	Councillor Ted Palmer	Draw down of Mayoral Allowance	100.00	*^^*
8804	BP	Daydream Designs	Website Tech Support Apr22	94.80	****
8805	BP	Connah's Quay Town Council	Chair's Charity Evening	50.00	///
8806	BP	DJ Phil - Phillip Crossley	Donation for Easter Event	50.00	^^
8807	BP	Mr Ian Roberts	Performers for Easter Event	250.00	^^
8808	BP	Holywell Debonaires	Donation for Easter Event	50.00	^^
8809	BP	North Wales Assoc. of Town Councils	4 x lunches for attendees at the quarterly meeting	80.00	****
8810	BP	Multiple Recipients	Refunds for cancelled Mayor's ball	570.00	^^
8811	BP	Flintshire County Council	Match funding for Groesffordd Play Area	10,000.00	^^^
8812	BP	Flintshire County Council	Installation of 2 lighting units	2,750.00	^*
8813	BP	Holywell Leisure Centre	Contribution (4 th Instalment)	2,500.00	^^^
8814	BP	Holywell Garden Centre	Doors for toilet block	3,081.60	****
8815	BP	Holywell Garden Centre	Labour for parasol installation/Easter event	425.00	^^
8816	BP	Amberol Ltd	Wales in Bloom Hanging baskets/brackets	477.22	^^
8817	BP	Full Circle Security Systems Ltd	Call out fee (CCTV Panton Place)	72.00	***
8818	BP	Black & White Security	Fee for Easter Event	125.00	^^
8819	BP	H.G. Jones	Reimbursement for craft items - Easter Event	36.38	^^
8820	BP	E.G. Roberts	Fee for services - Easter Event	149.50	^^
8821	BP	A Little Magic	Fee for services - Easter Event	260.00	^^
8822	BP	Sian Jones Translation Services	Translation services	12.26	***
8823	BP	Clerk	Travelling expenses NW Association meeting	13.95	^^**

8824	DD	Plusnet	Phone & Broadband April 22	38.97	****
8825	DD	BNP Paribas	Coffee machine lease	202.80	****
8826	DD	British Gas	14BP Electricity March 22	13.98	****
8827	DD	British Gas	13 BP Electricity March 22	49.46	****
8828	DD	British Gas	12-14 BP Gas March 22	158.89	****
8829	DC	Facebook Ads Team	Easter Event	8.13	^^
8830	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8831	DC	Tesco	Refreshments/toilet roll	10.75	****
8832	DC	Tesco	Spoons (sports equipment) Easter event	4.80	^^
8833	DC	Tesco	Easter Eggs (prizes - Easter Event)	36.00	^^
8834	DC	Holywell Crossways Garage	Easter Eggs (prizes - Easter Event)	15.00	^^
8835	DC	Tesco	Refreshments	4.50	****
8836	DC	C.M. Scott Jewellers	Trophies & Engraving	148.20	**
8836a	DC	C.M. Scott Jewellers	Trophies & Engraving	16.50	****
8837	DC	Holywell Crossways Garage	Easter Eggs (prizes - Easter Event)	10.00	^^
8838	DC	Tesco	Gift bags (jubilee event)	8.00	^^
8839	DC	Tesco	Easter Eggs (prizes - Easter Event)	23.00	^^
8840	DC	Lidl	Easter Eggs (prizes - Easter Event)	26.73	^^
8841	DC	Lidl	Easter Eggs (prizes - Easter Event)	35.64	^^
8842	DC	Holywell Crossways Garage	Refreshments	1.38	****
8843	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8844	DC	Amazon	Jabra Portable Speaker	200.99	****
8845	DC	1&1 Internet Ltd	Mail Pro	12.00	****
8846	DC	Tesco	Refreshments	0.95	****
n/a	DR	HSBC	Bank Charges March 2022	8.00	****
			TOTAL	34,594.69	

INCOME SCHEDULE/BANK TRANSFERS – APRIL 2022

Date	Debtor Name	Income Details	Amount £
Various	Multiple Debtors	Charity Ball Tickets	455.00
02/04/22	Flintshire County Council	Town Centre Enhancement Grant	10,000.00
12/04/22	Flintshire County Council	Contribution to Easter Event	500.00
19/04/22	National Lottery Heritage Fund	Heritage Grant – 2 nd Instalment	8,800.00
29/04/21	Flintshire County Council	Local Taxation Precept (1 of 3)	84,950.00
		TOTAL	104,705.00

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

11. COMMUNITY ENGAGEMENT

11.1. Monthly Report

Members had before them for consideration the latest report from the Deputy Clerk. There were action points this month related to dog waste bag dispensers and members' attendance at regeneration workshops to support the UK Shared Prosperity Fund. It was confirmed that the Woodland Project timetable for completion of works had been extended until 31st December 2022.

RESOLVED:

- 1) That the dog waste bag dispensers be placed at the top, middle, and bottom end of town, and at the end of Tower Gardens towards the Council Offices. Final position to be determined by Central ward members. Deputy Clerk to check any conservation issues with Chris Rees-Jones, Flintshire County Council.

- 2) That the following places be confirmed on the workshops:
 - a. Community & Place – M. Fearnley.
 - b. Supporting Local Business – Cllr. L.A. Carter.
 - c. People & Skills – Cllr D. Thomas.

12. CORRESPONDENCE RECEIVED

12.1. Independent Remuneration Panel for Wales – Annual Report and Determinations 2022/23

Members considered the letter and report from the IRPW which outlined the new determinations for 2022/23 civic year and noted those determinations that were mandated.

RESOLVED:

- 1) **Determination 44** £150 mandated payment – this payment **WILL** be made to all members unless members write to the Clerk individually to decline the payment.
- 2) **Determination 45** £500 mandated payment for specific responsibilities – this payment **WILL** be made to the Mayor only unless the Mayor writes to the Clerk to decline the payment. This is in addition to the £150 payment in 1) above.
- 3) **Discretionary Determinations 46** (travel costs), **47** (overnight stay), **48** (financial loss), to be adopted by the Council for the coming year.
- 4) **Discretionary Determination 49** Attendance Allowance. Members decided against the adoption of this allowance.
- 5) **Discretionary Determination 50** Mayor's Allowance – to be adopted by the Council and the value set at £1,000. Clerk to make the necessary arrangements.
- 6) **Discretionary Determination 51** Deputy Mayor's Allowance – to be adopted by the Council and the value set at £500. Clerk to make the necessary arrangements.

12.2. Flintshire Local Voluntary Council – Best Kept Communities Competition 2022

Members considered the Council's participation in this competition, to highlight the Holywell and Greenfield communities environmental

and physical attributes. Judging was to take place the week beginning 18th July 2022, with awards presented in September 2022.

RESOLVED:

That approval be given for the Clerk to apply for the competition.

12.3. 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 & Planning Decisions	**	Various Dates
B	North Wales Police Alerts	**	Various Dates
C	Rob Roberts MP Press Releases	**	Various Dates
D	Kings Head Museum – Grant Feedback	**	12 th Apr 2022
E	HLC-CLT Financial Tracker Quarter 4 2021/22	**	21 st Apr 2022
F	Polling Station Finder – Elections 2022	**	25 th Apr 2022

13. STATUS REPORT – MEMBERS’ DECLARATIONS OF ACCEPTANCE OF OFFICE

The Clerk reported that all fifteen Council members had now signed their declaration of acceptance of office form and can therefore undertake their official duties as Town Councillors.

14. MEMBERS TRAINING – CODE OF CONDUCT

The County Council had arranged code of conduct training for all new and returning Councillors, which was compulsory. There were three sessions available, and the Clerk handed out a form, for members to indicate their preferred date.

15. TOWER GARDENS EVENTS AREA PARASOLS

The Clerk updated members on the operational issues that affected the use of the parasols. They had been subjected to vandalism and anti-social behaviour over recent months and the Council were working with the Police to identify those responsible. It had been suggested that some form of outer ring protection be installed around the two parasols, in the form of railings or plastic/aluminium tubing. Security railings could cost in the region of £4,000. For the bandshell area it was suggested that anti vandal paint and signage would deter youths climbing onto the roof structure.

RESOLVED:

- 1) That the Deputy Clerk seek quotations for aluminium tubing, to place around the two parasols.
- 2) That the Deputy Clerk meet with the Police to seek further advice and obtain costs on the anti-vandal paint and signage.
- 3) That in the meantime the temporary fencing around both parasols be kept in place and removed and reinstalled for each event taking place.

16. REPRESENTATIVE REPORTS

There were no reports submitted.

17. COUNTY COUNCILLOR REPORTS

Cllr R. Dolphin reported on the election results at the County Council: 31 Labour, 30 Independent, 4 Liberal Democrat, and 2 Conservative seats.

Cllr I. Hodge reported he continued to attend several training and induction events to bring the new County members up to date as they begin their terms of office.

18. EVENT GRANT APPLICATION

Members considered a request from Mr K. Richmond to hold a Motorcycle Show in the town centre on 23rd July 2022.

RESOLVED:

That an event grant of £500 be approved to be paid upon completion of the event. Clerk to inform Mr. Richmond.

19. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

.....
Mayor

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
064204	Variation of condition 1 of 054276 to extend expiration date. Location: Abbey House, Greenfield Road, Holywell, Flintshire, CH8 7QB. Clerk's Note – the original application was for conversion of the building to 4 flats and 1 mews dwelling. This was deferred at the request of the County Councillor for Greenfield from the previous Council meeting.
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.
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.
FUL/000057/22	CHANGE OF USE OF LAND TO FORM CAR PARK. LOCATION: Land adjacent to Greenfield Football Club, Bagillt Road, Holywell, CH8 7AB.

7.2. Refusals

Members to consider the attached letter and determine any action required.

Application Number	Refusal 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.

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.

Andrew Farrow
Chief Officer (Planning, Environment & Economy)
Prif Swyddog (Cynllunio, Amgylchedd ac Economi)



Holywell Town

Your Ref/Eich Cyf
Our Ref/Ein Cyf /062800
Date/Dyddiad 09-Jun-2022
Ask for/Gofynner am Katie H Jones
Direct Dial/Rhif Union 01352 703331

Annwyl Syr/Fadam

Dear Sir/Madam

Deddf Cynllunio Gwlad a Thref 1990 (fel y'i diwygiwyd) Apêl Adran 78

Town and Country Planning Act, 1990 (as amended) - Section 78 Appeal

Cyfeirnod Cynllunio: 062800
Rhif Cyfeirnod Apêl: CAS-01603-B9X8M1
Enw'r Apelydd: Leason Homes
Cynnig: Proposed erection of detached dwelling and means of access

Planning Ref: 062800
Appeal Reference Number: CAS-01603-B9X8M1
Appellant's Name: Leason Homes
Proposal: Proposed erection of detached dwelling and means of access

Lleoliad: Land at Pen Y Ball Hill, Holywell, CH8 8SZ
Dyddiad Dechrau'r Apêl: 17-May-2022

Location: Land at Pen Y Ball Hill, Holywell, CH8 8SZ
Appeal Start Date: 17-May-2022

Rwy'n ysgrifennu i'ch hysbysu bod apêl wedi ei gwneud i'r Penderfyniadau Cynllunio ac Amgylchedd Cymru (PCAC) mewn perthynas â'r cynnig uchod. Mae'r apêl yn dilyn **GWRTHOD** caniatâd cynllunio gan y cyngor hwn a chaiff ei benderfynu ar sail cyfnewid **sylwadau ysgrifenedig** ac ymweliad safle gan Arolygydd.

I would advise you that an appeal has been made to the Planning & Enforcement Decisions Wales (PEDW) in respect of the above. The appeal follows the **REFUSAL** of planning permission by this council and is to be decided on the basis of an exchange of **written representations** and a site visit by an Inspector.

Caiff sylwadau a wnaed eisoes yn dilyn y cais gwreiddiol (oni bai eu bod yn arbennig o gyfrinachol) eu hanfon at yr PCAC, eu copïo i'r apelydd a'u hystyried gan yr Arolygydd wrth

Comments already made following the original application (unless expressly confidential) will be forwarded to PEDW, copied to the appellant

County Hall, Mold. CH7 6NB
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7
6NB www.siryfflint.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-od i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.



benderfynu ar yr apêl. Os ydych eisoes wedi gwneud sylwadau ac am eu tynnu'n ôl neu eu haddasu mewn unrhyw ffordd, dylech anfon sylwadau yn ysgrifenedig yn uniongyrchol â **Penderfyniadau Cynllunio ac Amgylchedd Cymru, Adeiladau'r Goron, Parc Cathays, Caerdydd, CF10 3NQ** erbyn **21-Jun-2022** gan ddyfynnu cyfeirnod yr apêl. Hefyd gellir anfon sylwadau â PEDW.GwaithAchos@llyw.cymru. Ni fydd sylwadau a gyflwynir ar ôl y dyddiad cau fel arfer yn cael eu gweld gan yr arolygydd a byddant yn cael eu dychwelyd. Gellir gofyn am gopi o'r llythyr penderfyniad o ran yr apêl, yn ysgrifenedig, o'r un cyfeiriad neu gellir ei weld ar-lein yn <https://planning.agileapplications.co.uk/flintshire>.

Gellir gweld y ddogfennaeth sy'n berthnasol i'r apêl hwn drwy gysylltu â PEDW.GwaithAchos@llyw.cymru Gellir darllen 'Canllaw ar ymgysylltu ag Penderfyniadau Cynllunio ac Amgylchedd Cymru' drwy ddefnyddio'r ddolen ganlynol https://llyw.cymru/arweiniad-ar-apeliadau-cynllunio-ymgysylltu-ag-penderfyniadau-cynllunio-ac-amgylchedd-cymru?_ga=2.176284386.692787103.1639566361-212592132.1639566361

Os oes gennych chi unrhyw gwestiynau pellach am y mater uchod, mae croeso i chi gysylltu â'r swyddog ar y rhif ffôn a roddir uchod.

Yn ddiifuant



Prif Swyddog
(Cynllunio, Amgylchedd ac Economi)

and taken into account by the Inspector in deciding the appeal. If you have previously made comments and wish to withdraw or modify these in any way, you should send your comments in writing direct to **Planning & Enforcement Decisions Wales, Crown Buildings, Cathays Park, Cardiff, CF10 3NQ** by **21-Jun-2022** quoting the appeal reference number. Comments can also be submitted to PEDW.casework@gov.wales. Representations submitted after the deadline will not normally be seen by the inspector and returned. A copy of the appeal decision letter may be requested, in writing, from the same address or viewed online at <https://planning.agileapplications.co.uk/flintshire>.

The documentation relevant to this appeal can be viewed by contacting PEDW directly to PEDW.casework@gov.wales. 'A guide to engaging with Planning & Environment Decision Wales' can also be viewed using the following link <https://gov.wales/planning-appeals-guidance-engaging-planning-and-environment-decisions-wales>

If you have any further queries regarding the above, please do not hesitate to contact the officer on the telephone number given above.

Yours faithfully



Chief Officer
(Planning, Environment & Economy)

8. ACCOUNTS

8.1. Accounts for Payment

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

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 Event)	150.58	^^
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/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – MAY 2022

Date	Category	Name	Payment 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:

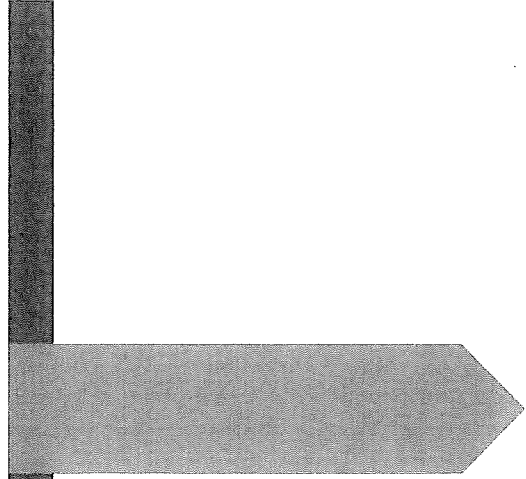
- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government 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
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

8.2. REVIEW OF INTERNAL AUDIT REPORT – 2021/22 FINANCIAL YEAR

The year-end internal audit was completed in June 2022 and is attached. Members to consider any issues arising and subsequent audit recommendations. Clerk to report.

8.3. Annual Return & Governance Statement - 2021/22 FINANCIAL YEAR

Members to consider approval of the attached accounting statements and annual governance statement. Clerk to report.

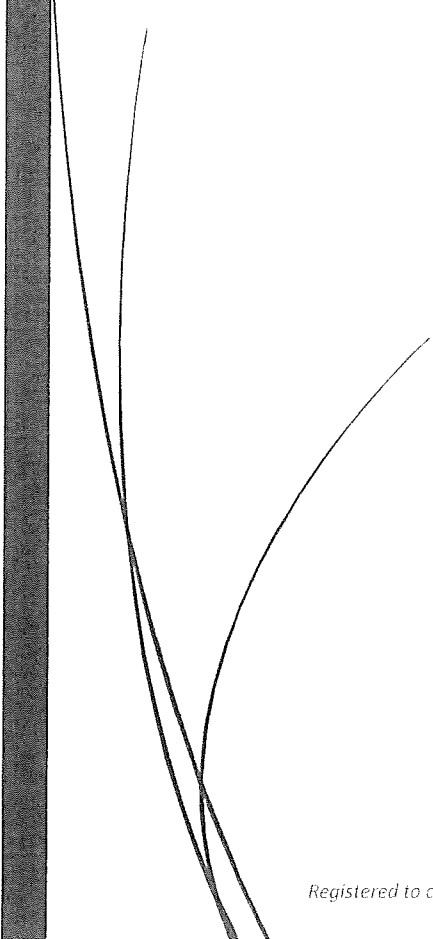


Holywell Town Council

Internal Audit
2021/22

JDH BUSINESS SERVICES LTD

Registered to carry on audit work by the Institute of Chartered Accountants in England and Wales



The internal audit of Holywell Town Council is carried out by undertaking the following tests as specified in the Annual Return for Local Councils:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year-end testing on the accuracy and completeness of the financial statements

The interim internal audit provides evidence to support the annual internal audit conclusion on the Annual Return for local councils.

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

JDH Business Services Ltd

	ISSUE	RECOMMENDATION	FOLLOW UP
	<i>2021/22 year end internal audit</i>		
1	The current fidelity cover in the insurance policy is £250k. However, maximum projected cash and bank balances for the next financial year are £254k. This is calculated as the year end cash and bank balances plus the estimated next precept instalment.	<i>The adequacy of the level of fidelity cover should be reviewed annually as part of the annual risk assessment by estimating maximum cash and bank balances for the next financial year. This is a requirement of the Financial Regulations as per below:</i> <i>15.5. All appropriate members and employees of the Council shall be included in a suitable form of security or fidelity guarantee insurance which shall cover the maximum risk exposure as determined annually by the Council, or duly delegated committee.</i> <i>The council should consider increasing the current level of fidelity cover if maximum projected cash and bank balances continue to increase.</i>	
2	The council did not carry out an annual physical verification of fixed assets recorded in the asset register as required by the following Financial Regulation: 14.6. The continued existence of tangible assets shown in the (Asset) Register shall be verified at least annually, possibly in conjunction with a health and safety inspection of assets.'	<i>The Financial Regulations for fixed assets should be complied with and evidence should be retained for the annual asset verification check for audit purposes.</i>	

	ISSUE	RECOMMENDATION	FOLLOW UP
	<i>2021/22 interim internal audit</i>		
1	Budgetary Control 1.) The current quarterly budgetary control information does not include a column for budgeted spend to date (no commitment accounting is used or other estimation technique). Therefore, the projected variance reported to council is simply the annual budget less the spend/income to date. This information cannot provide the variances based on an estimated budget to date and expenditure or income to date. Therefore any explanations of variances provided to council would have limited value as like is not being compared with like. 2.) The Financial Regulations state the following with respect to budgetary control: 4.8. <i>The RFO shall regularly provide the Council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to</i>	<i>The council should review the format of the budgetary control information to ensure it enables effective management of the income and expenditure budgets during the financial year, and that variances compare estimated budget spend to date and actual income/expenditure to date. (We understand Rialtas, the accounting software provider, are updating the budgetary control reporting function to provide improved management information reports).</i> <i>All variances then calculated above the £500 or 20% thresholds should be explained as required by Financial Regulations.</i>	

	ISSUE	RECOMMENDATION	FOLLOW UP
	<i>be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose, "material" shall be in excess of £500 or 20% of the budget.</i> The current budgetary control information includes a column for just the £500 variation criterion and there are no written explanations of variances above this threshold with he information.		
3	The invoices supporting the Kennedy & Son vouchers cast to £875 which does not match the payment of £880.	<i>Council should ensure payments reflect the exact amount invoiced by suppliers and providers before payment.</i>	
2020/21 year end internal audit			
1	Members have not been able to carry out reviews of payroll by comparing payments to underlying documentation due to the pandemic and the associated restrictions in place.	<i>It is important that periodic detailed checks of payroll costs by members is resumed as soon as possible.</i>	<i>Implemented</i>
2	Budgets and reserves: - There is an annual budget for election costs but there is no certainty as to whether there will	<i>The council should consider whether establishing an earmarked reserve for</i>	<i>Implemented</i>

Community and Town Councils in Wales

Annual Return for the Year Ended 31 March 2022

Accounting statements 2021-22 for:

Name of body: HOLYWELL TOWN COUNCIL

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.

Statement of income and expenditure/receipts and payments

1. Balances brought forward	108,320	139,491	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	252,000	254,900	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	3,217	14,367	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	92,301	102,427	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
5. (-) Loan interest/capital repayments	15,000	15,000	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	116,745	140,257	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	139,491	151,074	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).

Statement of balances

8. (+) Debtors	12,208	19,493	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.				
9. (+) Total cash and investments	145,428	169,342	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.				
10. (-) Creditors	18,145	37,761	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.				
11. (=) Balances carried forward	139,491	151,074	Total balances should equal line 7 above: Enter the total of (8+9-10).				
12. Total fixed assets and long-term assets	606,760	613,551	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.				
13. Total borrowing	85,000	70,000	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).				
14. Trust funds disclosure note	Yes	No	N/A	Yes	No	N/A	The body acts as sole trustee for and is responsible for managing (a) trust fund(s)/assets (readers should note that the figures above do not include any trust transactions).

✓

✓

Annual Governance Statement

We acknowledge as the members of the Council/Board/Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref	
	Yes	No*			
1. We have put in place arrangements for: - effective financial management during the year; and - the preparation and approval of the accounting statements.	✓		Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council/Board/ Committee to conduct its business or on its finances.	✓		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6	
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
5. We have carried out an assessment of the risks facing the Council/Board/Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	✓		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8	
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council/Board/Committee and, where appropriate, have included them on the accounting statements.	✓		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
9. Trust funds – in our capacity as trustee, we have: discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	3, 6	
			✓	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000

Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2021-22 was £8.41 per elector.

In 2021-22, the Council made payments totalling £ 12,712.48 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

3.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

Council/Committee approval and certification

The Council/Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO

I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council/Board/Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.

RFO signature:



Name:

JASON BAKER

Date:

10th June 2022

Approval by the Council/Board/Committee

I confirm that these accounting statements and Annual Governance Statement were approved by the Council/Board/Committee under minute reference:

Minute ref:

Chair signature:

Name:

Date:

Annual internal audit report to:

Name of body:

The Council/Board/Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2022.

The internal audit has been carried out in accordance with the Council/Board/Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council/Board/Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.					
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.					
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.					
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.					
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.					
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.					
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.					
8. Asset and investment registers were complete, accurate, and properly maintained.					

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	

9. Periodic and year-end bank account reconciliations were properly carried out.

10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.

11. Trust funds (including charitable trusts). The Council/Board/Committee has met its responsibilities as a trustee.

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	

12.

13.

14.

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council/Board/Committee are included in my detailed report to the Council/Board/Committee dated _____.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:

Signature of person who carried out the internal audit:

Date:

9. COMMUNITY ENGAGEMENT

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

1) Queens Jubilee Event

A lot of work went into the event, but it was a great day, with a great turnout and lots of positive feedback. Thanks to those members and volunteers who were able to assist on the day.

2) Mobile CCTV Units

After various discussion with supplier, Police and FCC re installation 2 Mobile CCTV Units and 1 Mobile Solar Panel Camera have been ordered and will be installed next **Tuesday morning 21st June at 8.30am** in the following areas, chosen for the initial installation after consultation and walkabout with the police.

1. Top of Bryn Mawr Road – Sited to lamp post adjacent Top Shop on left hand side.
2. Bottom of Bryn Mawr Road – Sited to second lamp post from the end on the left hand side.
3. Llyn Aled Flats – Sited to lamp post at top of steps (Panton Place existing RD Camera to be used).
4. Bowling Green – Sited to the front left column (Solar Camera to be used).

3) Dog Poop and Bag Dispensers

Dispensers have been ordered and are in the office. As agreed, I have contacted Chris Rees Jones from FCC to meet Ward members on a walkabout to agree final locations in and around the Town Centre. Once I have heard from Chris, I will advise Ward members accordingly.

4) Pigeon Deterrent

I had a site meeting and walkabout with Lee Barrett from Arrest a Pest in Rhyl to look at the pigeon issue in the town centre. Bitumen paint and repairs to existing spikes, netting etc that have been damaged were mentioned during the walkabout. However, he did reiterate that culling would be the only guaranteed option and stated that this could be done discreetly. He will compile a report for members to look at.

PLEASE NOTE ITEMS 2,3,4 MENTIONED AND ASSOCIATED COSTS ETC WILL BE COVERED BY THE £10K ENHANCEMENT GRANT RECEIVED FROM FCC

5) FCC Community and Place Worksop

I attended the above workshop which was well attended and informative. I was able to contribute along with others. There were plenty of key issues and ideas raised by those in attendance which will help form part of a wider FCC plan and a funding bid. I have highlighted the top 5 which inform members as we look to formulate our 5-year business plan.

Community -

- Trained staff to deliver outreach and diversion work to engage with young people and wider consultation with them to better understand their experiences within their community.
- Engage with and the setting up of local community groups who take ownership and apply for their own funding for community owned and delivered projects
- Commitment from all services to ensure representative and meaningful consultation within Flintshire communities.
- Cultural and Heritage events/showcases whilst creating a sense of place.
- Improve support for the elderly and projects to reduce social isolation and loneliness.

Place

- Support for communities and businesses to make more of Flintshire's Coastline whilst connecting towns to coastal communities.
- Improving local green spaces and community gardens and involve and engage new volunteers and the community in creating and designing elements they will use etc.
- Develop Art and Culture in Town Centres
- Establish sense of pride and place by focusing on each towns key strengths and selling points.
- Assisting communities and facilities with becoming more sustainable and more environmentally friendly and creating safe spaces for communities to come together, participate in activities with opportunities to build themselves individually and socially.

THE MAIN THEME THAT ARISES UNDER BOTH HEADINGS IS THE NEED FOR COMMUNITY ENGAGEMENT AND INVOLVEMENT WHICH IS SOMETHING I BELIEVE WE SHOULD BUILD UPON AND DEVELOP AS PREVIOUSLY HIGHLIGHTED. IE SETTING UP OF RESIDENTS GROUPS WHICH WAS IN OUR PREVIOUS BUSINESS PLAN BUT WAS HAMPERED BY COVID.

6) Holywell Leaflet

Leaflet design has been completed and a quantity of 50k have been ordered. I have had a meeting with Richard Jones from FCC tourism regarding a distribution plan with follow up meetings to be arranged over the next few weeks with key tourism operators i.e. Presthaven Sands, Beaufort Hotel etc to forge closer links and to develop further partnership opportunities.

7) Digital Towns Project

I met with Isobel Smith Regeneration Officer from FCC in a workshop. One of the projects she has been working on is the Digital Towns project which we had spoken about last August). This has involved applying for, and securing funding, to upgrade and complement the footfall counters already present in some of towns in Flintshire and introduce them in towns where there currently is no provision.

Following a successful funding application, Mold installation is almost complete (this had to be undertaken first as it was also part of a SMART Towns project), and the Holywell installation will be scheduled in the coming months.

8) Bandshell and ASB

I met with the North Wales Police and FCC Community Safety Officer along with local PCSO to discuss issues we were having with regard to children and young people climbing on and jumping on the bandshell. Please find attached a detailed report on his findings for information **but have highlighted the main recommendations below.**

Access and Movement:

Being that our location is a shopping arcade/Town centre there is nothing that we can do to change the nature of movement at this site. Due to its purpose and centrality the location suffers from 'excessively permeability', which is a negative in design out crime work, but of course in the world of retail exactly what is needed. In this instance there is nothing for us to look at here.

Structure:

Having studied the structure and looked at the marquee in its surroundings and considered how it used here, there is nothing I feel would be beneficial to alter the structure. **When we look at Fig 9 we can see that the support column is topped by a cone shape, which is where young people will be getting purchase to climb onto the structure. There is a possibility that moving this would help preventing people climbing onto the structure. But the presence of the cone shape may have some purpose other than aesthetic related to the integrity of the design.** Without discussing this

with the designer I have no way of knowing. However, measures we will propose supersede this for the time being, but as it stands, I see no need to look at altering the structure.

Surveillance:

We have cameras nearby which according to local Police are very poor and make it difficult if not impossible to identify individuals. While we are having problems at the site **I would advise local Police and council liaise with CCTV in Flintshire council to see about the possibility of a redeployable CCTV camera being placed nearer to the location. I.e. on the streetlight in front of the marquee.**

Ownership:

I have nothing specific to recommend in terms of ownership, because the council are acting on the issues raised, also the measures we are suggesting will link into ownership, and as one decisive action will promote a sense of ownership to our suspects and the local community.

Physical Protection:

In the first instance I propose the use of anti-vandal paint here, accompanied by signs ensuring that anyone considering climbing the marquee is aware of the paint and dangers. Anti-vandal paint is not to be applied at any lower than 2 metres, and I believe the area of concern to be well above that.

Activity:

As with access and movement this area is as it should be in terms of movement and trying to change that won't be of any relevance here. Human activity is at its height during office/shop hours and then will tail off in the evenings, which is when our issues are occurring. **I would add here that if local Police could look at making this part of a patrol plan and show a regular presence at the location that would help to decrease the possibility of young people attending and climbing onto the structure.**

Management and Maintenance:

The management and maintenance aspect here will be council staff ensuring signs remain intact and in place and that the paint does not dry off and therefore become redundant. In the same way that ownership is shown by the measures taken, management and maintenance are exhibited by actions taken.

9) Jubilee Mugs and Bottles

We currently have a quantity of 19 Queens Jubilee Mugs and 11 Water Bottles in stock after the allocation to schoolchildren from Holywell and Greenfield.

5 of the mugs and the 11 water bottles have names on them waiting for collection from parents - Should a deadline be set for parents to collect?

This leaves a quantity of 14 mugs available for further distribution. Suggestions made for the following to have mugs include Staff, 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.

If the stock of 5 mugs and 11 bottles allocated are not collected by the agreed deadline, we would have them available to include in any further distribution.

10. CORRESPONDENCE

10.1. Email from Belinda Bradley, Holywell Market Group

Members to consider the following request:

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.

10.2. Email from Laura Lloyd, Brynford

Members to consider the following matter:

I feel I really must contact the council regarding traffic issues around the town. I regularly travel between Holywell and Brynford and my travel is impeded daily. Firstly, the decision to make Brynford Street into a one way is ludicrous. You'll no doubt be aware of the fatality and the several accidents at the Halkyn Road junction as a result.

Traffic being forced to use Halkyn Street which has now become a single lane road thanks to the lazy people parking outside Bodowen surgery instead of using the car park. Double yellow lines are required here especially now the entrance to the new flats is directly opposite.

The Development at Llesty Hospital are using the road behind the Telegraph garage (my route to Brynford) as a storage depot come car park! This morning that road was completely blocked by a wagon attending that site. I was instructed to reverse into rush hour traffic by the wagon driver. I'm sure it is in fact illegal to purposely block the public highway. These issues need addressing urgently before there is another fatality.

10.3. Standards Committee Vacancy, Flintshire County Council

The Monitoring Officer has advised there is a vacancy for a town and community council representative on the standards committee. They have requested all Councils to consider putting forward a nomination. Closing date is 29th July 2022.

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

Members to consider the attached letter from Aura Leisure, concerning the above matter. The Town Council have supported this scheme for several years. Please also see attached breakdown of previous works completed.

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, Gorllewin 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 be 'P Jones', with a long, wavy horizontal line extending to the right.

Paul Jones
Business Improvement & Performance Manager (Aura)

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

10.5. Awel y Môr Windfarm

Members to consider the attached correspondence and decide on the Council's attendance at the forthcoming project briefing sessions.

We write to inform you that Awel y Môr's Development Consent Order (DCO) application to build an offshore windfarm off the coast of north Wales, west of the operational Gwynt y Môr wind farm, has been accepted for consideration by the UK Planning Inspectorate (PINS). Far from meaning that the consenting process is over, this is formal acknowledgement that the project's DCO application content has met the required standards to progress through to the *examination stage* of the consenting process, which will take place later in 2022 (expected to start around September).

The project is consequently now in the pre-examination phase of the DCO process, and PINS has six months to carry out its examination, which will be led by an Examining Authority appointed by PINS. Following that, and within three months afterwards, a formal recommendation will be made by PINS to the UK Secretary of State for Business, Energy and Industrial Strategy (BEIS). The Secretary of State then has a further three months to issue a decision on the proposal.

The process is therefore lengthy and comprises six stages (please refer to the attached newsletter for more information), with further opportunity for engagement and to have your views heard.

Marine Licence application

Consent to progress the project is also required from Natural Resources Wales (NRW), on behalf of Welsh Ministers, given the project lies within Welsh waters. The project team has also just submitted a separate Marine Licence application to NRW for consideration, who has 28 days to advise whether it has been 'duly made', or accepted for consideration, also.

Keep an eye out for NRW's separate consultation on offshore elements of the project under the marine licencing regulations. We will keep you informed of both processes via the project website and future newsletter editions.

Decisions on both applications will be made in 2023.

Last opportunity to have your say: registering as an Interested Party to make a Relevant Representation

Whether you support or object to our proposals, or haven't decided yet, anyone can register as an 'Interested Party' by submitting a 'Relevant Representation' before the published deadline of **6 July 2022** (please refer to the attached newsletter or our website for further information).

A Relevant Representation is a concise summary of your interest in the project.

We encourage you to share this information with your constituents too.

Ysgrifennwn atoch i'ch hysbysu bod cais Gorchymyn Caniatâd Datblygu (DCO) Awel y Môr i adeiladu fferm wynt ar y môr oddi ar arfordir gogledd Cymru, i'r gorllewin o fferm wynt weithredol Gwynt y Môr, wedi'i dderbyn i'w ystyried gan Arolygiaeth Gynllunio'r DU. Yn hytrach na golygu bod y broses gydsynio ar ben, mae hyn yn gydnabyddiaeth ffurfiol bod cynnwys y cais DCO wedi bodloni'r safonau gofynnol i symud ymlaen i gam archwilio'r broses gydsynio, a fydd yn digwydd yn ddiweddarach yn 2022 (disgwylir iddo ddechrau tua mis Medi).

O ganlyniad, mae'r prosiect bellach yn y cyfnod cyn-archwilio o'r broses DCO, ac mae gan yr Arolygiaeth chwe mis i gynnal ei archwiliad, a fydd yn cael ei arwain gan Awdurdod Archwilio a benodir gan yr Arolygiaeth. Yn dilyn hynny, ac o fewn tri mis ar ôl hynny, bydd yr Arolygiaeth yn gwneud argymhelliad ffurfiol i Ysgrifennydd Gwladol y DU dros Fusnes, Ynni a Strategaeth Ddiwydiannol. Yna mae gan yr Ysgrifennydd Gwladol dri mis arall i gyhoeddi penderfyniad ar y cynnig.

Mae'r broses felly'n faith ac yn cynnwys chwe cham (cyfeiriwch at y cylchlythyr sydd wedi'i atodi am ragor o wybodaeth), gyda rhagor o gyfle i ymgysylltu a chael clywed eich barn.

Cais am Drwydded Forol

Mae hefyd angen caniatâd i symud y prosiect yn ei flaen gan Cyfoeth Naturiol Cymru (CNC), ar ran Gweinidogion Cymru, gan fod y prosiect yn gorwedd o fewn dyfroedd Cymru. Mae tîm y prosiect hefyd newydd gyflwyno cais am Drwydded Forol ar wahân i CNC i'w ystyried, sydd â 28 diwrnod i roi gwybod a yw wedi'i 'wneud yn briodol', neu wedi'i dderbyn i'w ystyried, hefyd.

Cadwch lygad am ymgynghoriad ar wahân CNC ar elfennau alltraeth y prosiect o dan y rheoliadau trwyddedu morol. Byddwn yn rhoi gwybod i chi am y ddwy broses drwy wefan y prosiect a rhifynnau o'r cylchlythyr yn y dyfodol.

Bydd penderfyniadau ar y ddau gais yn cael eu gwneud yn 2023.

Y cyfle olaf i ddweud eich dweud: cofrestru fel Parti â Diddordeb i wneud Sylw Perthnasol

P'un a ydych yn cefnogi neu'n gwrthwynebu ein cynigion, neu heb benderfynu eto, gall unrhyw un gofrestru fel 'Parti â Diddordeb' drwy gyflwyno 'Sylwadau Perthnasol' cyn y dyddiad cau cyhoeddedig, sef **6 Gorffennaf 2022** (cyfeiriwch at y cylchlythyr atodedig neu ein gwefan am ragor o wybodaeth).

Mae Sylwadau Perthnasol yn grynoded cryno o'ch diddordeb yn y prosiect.

Interested parties must register between 7 June and 11.59PM on 6 July 2022.

The enclosed newsletter provides more information about the process.

Updated project briefings: County Councillors and Community Councils

The Awel y Môr project team will hold two updated project briefings in late June for local County Councillors and Community Councils. These sessions will provide an update on recent project activities, focussing on the DCO process during the current Pre-examination phase and the relevant representations process.

You are warmly invited to register to attend one of the sessions as below:

[PLEASE CLICK HERE TO REGISTER](#)

12pm, Thursday 23 June 2022

12pm, Friday 24 June 2022

We thank you for your interest in Awel y Môr.

Rydym yn eich annog i rannu'r wybodaeth hon â'ch etholwyr hefyd.

Rhaid i bartïon â diddordeb gofrestru rhwng 7 Mehefin a 11.59PM ar 6 Gorffennaf 2022.

Mae'r cylchlythyr amgaeedig yn rhoi rhagor o wybodaeth am y broses.

Briffiadau prosiect wedi'u diweddaru: Cynghorwyr Sir a Chynghorau Cymuned

Bydd tîm prosiect Awel y Môr yn cynnal dau sesiwn briffio ar y prosiect wedi'u diweddaru ddiwedd mis Mehefin ar gyfer Cynghorwyr Sir a Chynghorau Cymuned lleol. Bydd y sesiynau hyn yn rhoi diweddariad ar weithgareddau diweddar y prosiect, gan ganolbwyntio ar y broses DCO yn ystod y cyfnod Cyn-archwilio presennol a'r broses sylwadau perthnasol.

Mae croeso cynnes i chi gofrestru i fynychu un o'r sesiynau isod:

[CLICIWCH YMA I GOFRESTRU](#)

12pm, Dydd Iau 23 Mehefin 2022

12pm, Dydd Gwener 24 Mehefin 2022

Diolch am eich diddordeb yn Awel y Môr.

AWEL Y MÔR OFFSHORE WIND FARM

SECTION 56 PLANNING ACT 2008

REGULATION 9 INFRASTRUCTURE PLANNING (APPLICATIONS: PRESCRIBED FORMS AND PROCEDURE) REGULATIONS 2009

AWEL Y MÔR OFFSHORE WIND FARM

NOTICE OF ACCEPTANCE OF AN APPLICATION FOR A DEVELOPMENT CONSENT ORDER ("DCO")

Notice is hereby given that the Secretary of State for Business, Energy and Industrial Strategy has accepted an application by **Awel y Môr Offshore Wind Farm Limited (the "Applicant")** of Windmill Hill Business Park, Whitehill Way, Swindon, Wiltshire, United Kingdom, SN5 6PB for a Development Consent Order ("DCO") under the Planning Act 2008 ("the Application"). The Application was submitted by the Applicant to the Secretary of State C/O the Planning Inspectorate ("PINS") on 20/04/2022 and was accepted on 18/05/2022. The reference number applied to the Application by PINS is EN010112.

The Application relates to the construction, operation, maintenance and decommissioning of an offshore wind farm, located approximately 10 kilometres off the coast of North Wales in the Irish Sea; including up to 50 wind turbine generators and associated infrastructure making landfall at Ffrith Beach, east of Rhyl, and in the County of Denbighshire, the installation of underground cables and the construction of an electrical substation and associated infrastructure in order to connect the development to the National Grid's existing substation at Bodelwyddan (the "Project").

The proposed DCO will, amongst other things, authorise the construction, operation and decommissioning of offshore and onshore elements to supply an offshore wind farm, including: an offshore wind turbine generating station with a gross electrical output capacity of over 350 megawatts, comprising up to 50 wind turbine generators with associated foundations, a maximum rotor diameter of 306m and a maximum tip height of 332m above Mean High Water Springs (MHWS); up to two offshore substation platforms with associated foundations; one meteorological mast with associated foundations, LiDAR buoys, mooring buoys and navigational buoys; installation of a subsea cable (up to 10km in length) to the Gwynt y Môr Offshore Wind Farm; a network of subsea inter-array cables (up to 116km in length) including cable protection, connecting the wind turbines to each other and to the offshore substation platforms including cable crossings; up to two subsea cable circuits including cable crossings, cable protection, from the offshore substation platforms to shore, with a total cable length of approximately 70km; cofferdams and trenchless installation works at landfall; and scour protection, as required, for foundations and cables.

Onshore elements include: transition joint bays to connect the offshore cables and the onshore cables at Rhyl; up to two buried cable circuits from the transition joint bays at Rhyl under the A525, the River Clwyd, the A547 and the A55 to a new electrical substation west of the St Asaph Business Park at Bodelwyddan, including cable ducts, jointing and trenchless installation works and associated accesses and temporary construction compounds; the construction of a new electrical substation at Bodelwyddan together with associated equipment, accesses, landscaping and a temporary construction compound; and up to two buried 400kV cable circuits connecting the new substation to the National Grid substation at Bodelwyddan, including cable ducts, jointing and trenchless installation works.

The DCO would also authorise the compulsory acquisition of land, interests in land and rights over land, and the powers to use land permanently and temporarily for the construction, operation, maintenance and decommissioning of an offshore wind farm including: the permanent and compulsory acquisition of land and/or rights for the Project; overriding of easements and other rights over or affecting land for the Project; the application and/or disapplication of legislation relevant to the Project including, inter alia, legislation relating to compulsory acquisition; temporary construction areas and access roads together with works to secure vehicular and/or pedestrian means of access for the Project, including alterations to bridges and removal and remediation of

groynes; and such ancillary, incidental and consequential provisions, permits and consents as are necessary and/or convenient.

The Project is Environmental Impact Assessment Development as defined by The Infrastructure Planning (Environmental Impact Assessment) Regulations 2017. Accordingly, the Application is accompanied by an Environmental Statement ("ES"), which will be available for inspection free-of-charge, along with the application form and accompanying application documents, including the Project's Non-Technical Summary (NTS), and plans and maps showing the location of the proposed development, through the project page on PINS' national infrastructure planning website under the "Documents" tab: <https://infrastructure.planninginspectorate.gov.uk/projects/wales/awel-y-mor-offshore-wind-farm/>. The application documents will remain on PINS' website until at least the end of the relevant representation period on 6 July 2022.

In addition to this, you may also access these documents digitally free-of-charge, at the following locations laid out in the table below, also through PINS' website listed above, and until at least the end of the relevant representation period on 6 July 2022. Please check the facility's website in advance to confirm opening hours and any booking requirements that might be required to access the documents digitally through the computers available at the respective locations.

Location	Address	Opening hours
Denbighshire	Prestatyn Library: Kings Ave, Prestatyn LL19 9LH, UK	https://www.denbighshire.gov.uk/en/leisure-and-tourism/libraries/prestatyn.aspx
	Rhyl Library: 11A Church St, Rhyl LL18 3AA, UK	https://www.denbighshire.gov.uk/en/leisure-and-tourism/libraries/rhyl.aspx
	Rhuddlan Library: 9 Vicarage Ln, Rhuddlan, Rhyl LL18 2UE, UK	https://www.denbighshire.gov.uk/en/leisure-and-tourism/libraries/rhuddlan.aspx
	St Asaph Library: Library, The Roe, Saint Asaph LL17 0LU, UK	https://www.denbighshire.gov.uk/en/leisure-and-tourism/libraries/st-asaph.aspx
Flintshire	Holywell Library: Holywell Leisure Centre, North Road, Holywell, Flintshire, CH8 7UZ Flintshire	https://aura.wales/holywell-library/
Conwy	Colwyn Bay Library: Woodland Rd West, Colwyn Bay LL29 7DH	https://www.conwy.gov.uk/en/Resident/Libraries-Museums-and-Archives/Libraries-and-opening-times/Colwyn-Bay-Library.aspx
	Llandudno Library: 48 Mostyn St, Llandudno LL30 2RP	https://www.conwy.gov.uk/en/Resident/Libraries-Museums-and-Archives/Libraries-and-opening-times/Llandudno-Library.aspx
	Abergele Library: Market St, Abergele LL22 7BP	https://www.conwy.gov.uk/en/Resident/Libraries-Museums-and-Archives/Libraries-and-opening-times/Abergele-Library.aspx
	Llanfairfechan Library: Village Rd, Llanfairfechan LL33 0AA	https://www.conwy.gov.uk/en/Resident/Libraries-Museums-and-Archives/Libraries-and-opening-times/Llanfairfechan-Library.aspx
Gwynedd	Bangor Public Library Gwynedd Road, LL57 1DT	https://www.gwynedd.llyw.cymru/en/Residents/Libraries-and-archives/Your-local-library/Bangor-library.aspx
Isle of Anglesey	Llyfrgell Porthaethwy Library: Wood St, Menai Bridge LL59 5AS, United Kingdom	https://www.anglesey.gov.uk/en/Residents/Libraries/Find-your-local-library/Menai-Bridge-Library.aspx
	Beaumaris Library: Grammar School Lane, Beaumaris LL58 8AL	https://www.anglesey.gov.uk/en/Residents/Libraries/Find-your-local-library/Beaumaris-Library.aspx

If you require alternative methods for inspection of the ES or any other parts of the application documentation, or have any queries on accessing documents, please telephone the Applicant on:

0800 197 8232 or email: awelymor@rwe.com. The Applicant is also able to provide guidance on accessing any of the application documents using PINS' website or can, upon request, provide a USB stick free-of-charge containing any parts of the application documentation. Hard copies of the NTS can also be provided free-of-charge upon request during the registration period. Provision of hard copies of the ES will be subject to a maximum charge of £8,000, plus VAT, to cover printing and delivery costs.

Any person may register as an Interested Party by submitting a Relevant Representation on the Application during the representation period, which must be made directly to PINS (effectively giving notice of any interest in, or objection to, the Application). Any Relevant Representation must be submitted on the required registration form provided by PINS, and must include details of the party's name, address and telephone number, along with a summary of key points laying out the basis on which the representation is made. Please refer to detailed advice supplied by PINS regarding this process, in their *Advice Note 8.2: How to Register to Participate in an Examination*, found online here:

[Advice Note 8.2: How to register to participate in an Examination | National Infrastructure Planning \(planninginspectorate.gov.uk\)](https://planninginspectorate.gov.uk/planninginspectorate.gov.uk)

PINS' Registration form must be completed, and can be accessed online through the project page on PINS' website here:

<https://infrastructure.planninginspectorate.gov.uk/projects/wales/awel-y-mor-offshore-wind-farm/>

Please contact PINS directly for any hard copy Registration forms, by telephoning them on **0303 444 5000**, and quoting the name of the Application and PINS' reference number: EN010112. A completed hard copy form can be submitted to PINS at the following address:

The Planning Inspectorate (PINS)
Temple Quay House
Temple Quay
BRISTOL
BS1 6PN

Please quote PINS' reference number EN010112 in all correspondence with PINS about this Application.

Please note that all representations submitted will be published on PINS' website and will be subject to their privacy policy, found online here:

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice/customer-privacy-notice>

Relevant representations can be made to PINS up to and including 6 July 2022.

Further information about the Application may be obtained from the Awel y Môr project team at RWE Renewables UK, through the details provided directly below:

Post: Awel y Môr Offshore Wind Farm
RWE Renewables UK
Windmill Hill Business Park
Whitehill Way
Swindon
Wiltshire
SN5 6PB

Email: awelymor@rwe.com

Phone: 0800 1978232

<https://infrastructure.planninginspectorate.gov.uk/projects/wales/awel-y-mor-offshore-wind-farm/>

[PUBLISHED BETWEEN 30 May 2022 – 6 JUNE 2022]

10.6. Email from Audit Wales – Survey on Community Resilience

Members to consider the Council taking part in the attached survey:

You are invited to take part in a national survey on behalf of your town or community council.

Today, Audit Wales has launched a national survey of town and community councils across Wales. As the tier of government closest to communities, your views will form a key part of our evidence to inform a national review looking at how local authorities support community resilience. The findings of our review will be set out in a national report with recommendations aimed at supporting local authorities to improve how they support community resilience.

What do we mean by community resilience?

There is no single, agreed definition of community resilience. Most local authorities describe it to mean communities that are empowered to shape their local area, and communities that are resourceful, have good interconnectivity, with people feeling a strong sense of belonging to their local area. We want to hear from you about everything that makes your community the place that it is, and how opportunities to volunteer, hold and run community assets, and organising social events and activities help to shape your area.

About the survey

The link above will take you to the survey, which will open in your web browser. Please do not forward this link, as it is unique to each town or community council and can only be completed once. The survey should not take more than 15 minutes to complete. It can be saved for completion later and printed to discuss with colleagues. The survey is available in either Welsh or English and can be completed online.

The survey will close on 1 July. No individuals, or any individual town or community council, will be identified in anything that we report from this survey.

10.7. 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	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

11. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF PUBLIC AND PRESS

To consider passing a resolution to exclude the public and press for Agenda item 12, 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 sensitivity of the contractual considerations.

12. OFFICE MATTERS

12.1. Use of Ground Floor Community Area

Two groups have requested use of the Council Offices to hold meetings:

- Gwladys Harrison, Holywell & District Society - Monthly on Mondays 10am-12pm. (Previous user pre-covid).
- Barry Harrison, Age & Dementia Group – Monthly on Thursdays 2pm-4pm. (New user).

The Community Area has been closed to the public since April 2020. Members to consider the requests now that all remaining restrictions have been lifted.

12.2. Website Technical Support Contract

The Clerk had been requested by the former Council to seek alternative quotations for the above contract. This exercise was completed and reported back to the former Council, who determined any engagement with a new supplier should be approved by the new Council. Clerk will report on the details.

12.3. Eco-Uniform Initiative

The Support Officer has undertaken a review of uniform stock and run some eco-uniform drop in sessions at the Council Offices earlier this year, to maintain service continuity to the local community. The former Council had requested that other service delivery options be explored. This exercise was completed, and the Clerk will report on these options. Members to determine the future scope and management arrangements for this initiative.

12.4. Operation London Bridge

Clerk to report following a meeting held with Fr Dominic Cawdell, Vicar of Holywell.

12.5. Former Toilet Block – Asset Transfer

Clerk to provide a status report. Members to consider any issues arising from the report.

13. PARASOL OPERATIONS

13.1. Security

The Council has now received a quotation for the installation of protective tubing around both parasols. The temporary fencing continues to be deployed on a week to week basis. Clerk to report on the options available and associated costs.

13.2. Ongoing Usage

Several externally managed events are planned in the events area over the summer, the first of which is a Line Dancing Event which takes place on Saturday 25th June 2022. A Jobs/Careers Fair is also planned for Saturday 28th July 2022. The opening of the parasols has been requested for both these days. There are potential cost implications for the Council, of operating the parasols and the stage for any external events if requested. Clerk to report on the financial implications and members to consider a policy going forwards.

14. GREENFIELD VALLEY TRUST UPDATE – TEN YEAR STRATEGY

Clerk to provide an update on the latest position following communication with the Strategy Lead. Members to consider the proposed communication options.

15. MEMBERS AGENDA ITEMS

Members to consider the following matters. See attached forms.

- Cllr P. Corbett - Parking on Halkyn Road by Traffic Lights
- Cllr B. Scragg - Active Travel – Next Steps
- Cllr P.A. Johnson - Lluesty Woodlands
- Cllr D. Thomas - Holywell Youth Club
- Equality & Discrimination/Pride Event
- Strand Allotment
- Public Bins/Litter Collector

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	PAT CORBETT
Meeting	HOLYWELL TOWN COUNCIL
Date Of Meeting	TUESDAY 21 ST JUNE 2022.

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

Subject	Specific Matter To Be Considered
PARKING ON HALKYN ROAD BY TRAFFIC LIGHTS.	MEMBERS TO CONSIDER THE MATTER IN LIGHT OF CONCERN EXPRESSED BY MANY RESIDENTS.

Signed:PAT CORBETT.....

Date:15/6/22.....

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	Brian Scragg
Meeting	Full Council.
Date Of Meeting	19/4/22.

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

Subject	Specific Matter To Be Considered
ACTIVE TRAVEL - NEXT STEPS.	UPDATE MEMBERS & CONSIDER A RESPONSE TO THE AEPV RECEIVED BY THE COMMITTEE TO THE COUNCIL'S LETTER OF 2 DECEMBER 2021.

Signed: B. SCRAGG.....

Date: 6/4/22.....

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	PAUL JOHNSON .
Meeting	TOWN COUNCIL .
Date Of Meeting	

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

Subject	Specific Matter To Be Considered
LLUESTY WOODLANDS .	To ask the Development Committee to look into options to manage the woodlands in the long term. Their findings + suggestions to be reported on a decided at full Council.

Signed:

Paul Johnson

Date:

14-06-2022

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	DANIEL THOMAS
Meeting	Holywell town Council
Date Of Meeting	21st June

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

Subject	Specific Matter To Be Considered
Youth club (Holywell)	funding an appropriate building to help decrease Anti-Social behaviour

Signed:

Date: 6/6/22

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	21 st June 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 & Discrimination within the Council + Pride Event	Discrimination Shown within the council Homophobic Email & Pride day Event
Strand Allotment	A piece of land
Public bins/ letter collector	more bin/poo bin installed Dispenser

Signed:

Date: 6/6/22

16. 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.

17. COUNTY COUNCILLOR REPORTS

To receive County Councillor updates on any relevant County issues affecting the community of Holywell, not otherwise covered on the Agenda.

18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF PUBLIC AND PRESS

To consider passing a resolution to exclude the public and press for Agenda items 19 and 20, 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 sensitivity of the financial considerations.

19. APPLICATIONS FOR AN EVENT GRANT

Members to consider the following application:

Holywell Market Group – Free Fun Day on Thursday 28th July 2022.

20. APPLICATIONS FOR FINANCIAL ASSISTANCE

- **Schedule A** Donations granted 1/04/19 – 31/03/22
- **Schedule B** Budget Provision 2022/23 & Donations Paid To Date
- **Schedule C** Financial Assistance Applications – June 2022

SCHEDULE A - Donations to Organisations 01/04/19 – 31/03/22

Ref	Organisation	2019/20 £	2020/21 £	2021/22 £
1	50+ Action Group Flintshire	100	-	-
2	B-Fest	400	-	-
3	Carmel Bowling Club	300	300	-
4	Carmel Cricket Club	-	250	-
5	Citizens Advice Flintshire	1,000	750	1,000
6	Delyn Gymnastics Club	500	-	500
7	Flintshire Foodbank	-	250	-
8	Fron Park Bowling Club	250	-	-
9	Greenfield FC Youth	300	-	-
10	Greenfield Football Club	-	500	-
11	Headway Flintshire	500	-	-
12	Holywell AC Christmas Activities	300	-	-
13	Holywell Autumn Club	300	-	-
14	Holywell FC Girls	300	-	-
15	Holywell FC Ladies	500	-	-
16	Holywell FC Youth	300	-	-
17	Holywell Market Group	-	-	200
18	Holywell Sewing & Knitting Group	300	-	-
19	Hope House Hospice	-	200	-
20	Kings Head CIC	460	-	500
21	Samaritans	-	-	200
22	St. Kentigern Hospice	-	200	-
23	Thomas Pennant Society	200	-	-
24	Toe to Toe	500	-	-
25	Transition Holywell & District	250	-	-
26	Urdd Gobaith Cymru	-	-	100
	TOTAL	6,760	2,450	2,500

SCHEDULE B - Donations Budget & Paid To Date 2022/23

Ref	Organisation	£
	Budget	7,000
	Paid To Date	
	Total Paid	0
	Balance Remaining	7,000

Town Council Policy

The Council's grant awarding policy can be found on the website. Copies are also available to members from the Clerk on request. The Council's Financial Assistance Working Group will review all new applications in line with the policy guidelines and make appropriate recommendations to the meeting.

SCHEDULE C - Applications for Financial Support – June 2022

Ref	Organisation	Amount Requested £	Previously Supported (Last 3 Years)
1	Llangollen International Musical Eisteddfod	150	n/a
2	Kids Cancer Charity	500	n/a
3	Citizens Advice Flintshire	1,500	✓ (Row 5)
4	Greenfield Football Club	1,000	✓ (Row 10)
5	B-Fest Wales	1,000	✓ (Row 2)
	TOTAL	4,150	

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.