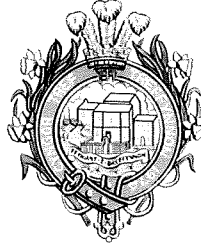


Cyngor Tref Treffynnon Holywell Town Council

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: www.holywell.wales

NOTE: The following meeting will be held remotely. If members of the public wish to observe they should email the Clerk town.clerk@holywell.wales for further guidance.

To: All Members of the Council

16th September 2021

Dear Councillors,

Notice is given that a meeting of **Holywell Town Council** will be held in **remotely** on **Tuesday 21st September 2021** 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. MAYOR'S REMARKS

4. PUBLIC SPEAKING

5. MINUTES & MEETINGS

5.1. To receive and confirm as a correct record the attached minutes of the following meetings:

- Holywell Town Council held on Tuesday 20th July 2021;
- Resources Committee held on Wednesday 21st July 2021;
- Town Centre & Events Committee held on Thursday 9th September 2021.

5.2. Meetings of Committees

Consideration and approval of the Full Council is required for the following Committee resolutions:

- Town Centre & Events Committee Minute TC14. Christmas Lights Switch On Event Format for 2021.
- Town Centre & Events Committee Minute TC16. Town Centre Enhancement Grant – Allocation of Residual Monies. Ideas and suggestions to be considered.

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held remotely on Tuesday, 20th July 2021 at 6.00pm.

PRESENT: Councillor A. Trumper (Vice-Chair).

Councillors: L.A. Carter, K. Davies, S. Delaney, R. Dolphin, I. Hodge, P.A. Johnson, M. Lewis-Jones, J. Pattison, B. Scragg, and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillor J.M. Johnson, S. Johnson, E.B. Palmer and S.E. Wallbanks.

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

PRE MEETING TRIBUTE – Deputy Mayor Councillor Andy Trumper proposed a one minute silence in memory of local resident Kelly Watton, of Moor Lane, Holway, Holywell, who had sadly passed away recently. The Council had made a Mayoral donation to the memorial fund and sent on a letter of condolence. Members thoughts were with the family at this sad time.

36. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

37. DEPUTY MAYOR’S REMARKS

The Deputy Mayor reminded members about the Council’s remote meeting protocols. If a third party was in the room where a member was engaged on a zoom meeting call, then they should be declared to the Chair and give a business case for attendance. Members were also reminded about rules for refreshments during meetings.

The Wales in Bloom judge was visiting the town tomorrow morning and will meet with the Mayor and Cllr Hodge as Committee Chair before touring the area with the Clerk and visiting the town centre. A town centre clean up had been completed and the weather looked fine for what was hoped would be a successful visit.

The Deputy Mayor proposed that Cllr Lynda Carter is appointed to a new role of Equality and Diversity Champion, to advise the Council and staff on this important subject and had been recommended by the trainer on the recent Equality and Diversity Course.

The town centre raffle scheme would be launched next week and would run through the month of August, with the draw taking place on Friday 3rd September in Tower Gardens. The raffle was open to anyone visiting the town provided they spend at least £5.00 in the participating shops.

The Deputy Mayor reported that the Mayor was privileged to attend the NHS Day in the town on Monday 5th July and thanked all members who attended this event and helped with the banners and bunting, the Town Crier and Mark Davies, Holywell Band for their support.

Finally the Deputy Mayor proposed that all Chairs be given delegated powers over the recess period to deal with any matters affecting their committees in conjunction with the Clerk.

RESOLVED:

- 1) That the Clerk re-circulates the Council's meeting protocols to members.
- 2) That Cllr L.A. Carter be appointed the Council's Equality and Diversity Champion with immediate effect.
- 3) That the Chairs of all Committees be given delegated powers over the summer recess period, in conjunction with the Clerk, to deal with any operational issues.

38. PUBLIC SPEAKING

There were no such requests.

39. MINUTES & MEETINGS

39.1. 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 amend notified typos and arrange with the respective Chairs.

- Holywell Town Council held on Tuesday 15th June 2021;
- Town Centre & Events Committee held on Wednesday 16th June 2021;
- Development Committee held on Wednesday 23rd June 2021;

- Resources Committee held on Wednesday 30th June 2021.

Cllr I. Hodge reported exercising delegated powers to deal with a change of contractor, for the Wales in Bloom basket watering contract.

39.2. Appointments to Committees

Members considered nominations for the Resources Committee now that Cllr I. Hodge had stepped down.

RESOLVED:

That the following appointment be confirmed:

- Councillor P.A. York – Resources Committee.

39.3. Meetings of Committees

Members considered the following committee resolutions, that required ratification and the approval of the full Council.

Town Centre & Events Committee – Minute TC7. The funding and scope of works for the former toilet block were discussed. Clarity on usage was required before the signing of any long term lease.

RESOLVED:

That the Deputy Clerk arranges a site meeting during the recess period for the Committee to confirm the scope of works and exact nature of the buildings intended usage. Following this the draft lease and full cost breakdown would be presented to the next Committee meeting.

Resources Committee – Minute R4. Members discussed the potential works in the Council Chamber to facilitate hybrid meetings. The final scheme would be authorised by the Committee Chair, Vice Chair and Clerk. Members would further consider whether to restart physical meetings at the next meeting in September.

RESOLVED:

That the Committee's resolution be supported.

Resources Committee - Minute R6. Progression of outdoor gym and trim trail projects. Both projects were in the Council's business plan. The Committee had resolved for the Clerk and Deputy Clerk to

produce a detailed report with costings for both projects, to be further considered by the full Council.

RESOLVED:

That the Committee's resolution be supported.

40. PLANNING

40.1. 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
063043	Proposed single storey rear extension and external render to elevations. Location: Tynllwyn, Strand Lane, Holywell, Flintshire, CH8 7AG. The Council had no objection to this application provided there would be no detrimental impact to all neighbouring properties.
063078	Erection of steel framed Garden Platform. Location: 19 Maes Y Dyffryn, Greenfield, Holywell, Flintshire, CH8 7QR. The Council had no objection to this application provided there would be no detrimental impact to all neighbouring properties.
059664	Listed Building Application - Repair and refurbishment of vacant historic (listed) former hospital buildings, with associated new build houses/apartments to create a total of 89 dwellings. Location: Former Llesty Hospital, Old Chester Road, Holywell, CH8 7SA. The Council had serious Highways concerns associated with road infrastructure, vehicular access and safety of drivers and pedestrians. Members requested an urgent site meeting with Planning and Highways Officers to discuss this application.
062315	Erection of 12 no. Dwellings, associated parking, and landscaping. Construction of new vehicular access. Location: Land off Brynford Road, Holywell, Flintshire, CH8 7SA. The Council had serious Highways concerns associated with road infrastructure, vehicular access and safety of drivers and pedestrians. Members requested an urgent site meeting with Planning and Highways Officers to discuss this application.

41. ACCOUNTS

41.1. Accounts for Payment

RESOLVED:

- 1) That payment of the following accounts be approved.
- 2) That the Clerk arranges for a thankyou letter to be sent to Cresta, for their services to the town.

SCHEDULE OF ACCOUNTS – JUNE 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8349	CHQ	Pedrinis	Shopping Voucher Reimbursement	25.00	**
8350	BP	Haircare	Shopping Voucher Reimbursement	20.00	**
8351	BP	Sarah's Coffee	Shopping Voucher Reimbursement	30.00	**
8352	BP	Tower Crafts	Shopping Voucher Reimbursement	65.00	**
8353	BP	Mr J. Cave	Shopping Voucher Reimbursement	80.00	**
8354	BP	Beauty By Beth	Shopping Voucher Reimbursement	90.00	**
8355	BP	Dannys Family Butchers	Shopping Voucher Reimbursement	410.00	**
8355a	BP	David Lea	Watering of hanging baskets - June 2021	250.00	^^
8356	BP	F.R. Kennedy & Son	Community Endeavour Award Vouchers	150.00	**
8357	BP	Pen y Maes Stores	Shopping Voucher Reimbursement	5.00	**
8358	BP	Sarah's Coffee	Shopping Voucher Reimbursement	5.00	**
8359	BP	Rosiez Café	Shopping Voucher Reimbursement	35.00	**
8360	BP	Haircare	Shopping Voucher Reimbursement	45.00	**
8361	BP	Dannys Family Butchers	Shopping Voucher Reimbursement	70.00	**
8362	BP	Beauty By Beth	Shopping Voucher Reimbursement	75.00	**
8363	BP	Cresta	Shopping Voucher Reimbursement	130.00	**
8364	BP	F.R. Kennedy & Son	Shopping Voucher	880.00	**

			Reimbursement		
8365	BP	SLCC Enterprises Ltd	Canva Training - Support Officer	42.00	***
8366	BP	Delyn Press	200 Vouchers 50/50 Scheme	30.00	****
8367	BP	Delyn Press	200 Vouchers 50/50 Scheme	30.00	****
8368	BP	Amberol Ltd	Penguin Beak for Bin	36.00	^^
8369	BP	One Voice Wales	Member Training Law (S. Delaney) & Info. Mgt. (A. Trumper)	50.00	**^
8370	BP	St. Winefrides RC School	Wales in Bloom School Competition	50.00	^^
8371	BP	Daydream Designs	Website Technical Support - June 2021	94.80	****
8372	BP	UK Vending Ltd	Drinks Machine Lease 10/5/21 to 9/8/21	132.60	****
8373	BP	Copyrite Systems	Copier Charges 16/11/20 to 17/5/21	160.61	****
8374	BP	Holywell Garden Centre	Install Hanging Baskets in Town Centre	250.00	^^
8375	BP	B.G. Hartley	Planting out baskets, three tiered units and strand park planter	449.00	^^
8376	BP	Flintshire County Council	Business Rates (2 of 3) Adjusted Charge	769.06	****
8377	BP	The Code Store	Bike Repair Stand	1,194.00	^^
8378	BP	Cllr E.B. Palmer	Annual Senior Allowance 2021/22	400.00	*
8379 - 8381	BP	Council Staff	Staff Salaries - June 2021	5,052.61	***
8382	BP	Clwyd Pension Fund	Staff Pension - June 2021	1,681.70	***
8383	BP	HMRC	PAYE/NI - June 2021	1,802.34	***
8384	BP	Dannys Family Butchers	Shopping Voucher Reimbursement	100.00	**
8385	BP	Beauty By Beth	Shopping Voucher Reimbursement	60.00	**
8386	BP	The Flower Bowl	Shopping Voucher Reimbursement	30.00	**
8387	BP	C.M. Scott	Shopping Voucher Reimbursement	30.00	**
8388	BP	Tower Crafts	Shopping Voucher Reimbursement	15.00	**
8389	BP	Kassidys	Shopping Voucher Reimbursement	20.00	**
8390	BP	Beauty By Beth	Shopping Voucher Reimbursement	25.00	**
8391	BP	Dannys Family Butchers	Shopping Voucher Reimbursement	60.00	**
8392	BP	Paint Me Pretty	Shopping Voucher	80.00	**

			Reimbursement		
8393	BP	F.R. Kennedy & Son	Shopping Voucher Reimbursement	270.00	**
8394	BP	Ysgol Maes y Felin	Eco Clothing Donation (Contra)	100.00	^^
8395	BP	Delyn Recreational Gymnastics Club	Financial Assistance	500.00	^^^
8396	BP	Citizens Advice Flintshire	Financial Assistance	1,000.00	**
8397	BP	Paul Broadbent	Binding of Council Minutes May 2017 to Apr 2019	140.00	****
8398	BP	Flintshire County Council	CCTV Charges Quarter 2	3,647.41	*****
8399	BP	JDH Business Services Ltd	Internal Audit & Report 2020/21	312.48	***
8400	BP	Holywell Garden Centre	Grounds Maintenance Remedial Works - Bank Place Offices	895.00	****
8401	BP	Pottles Premier Plants	Supply hanging basket and trough refills - 2021 summer season	2,223.00	^^
8402	BP	All Flintshire Credit Union	Deputy Mayors Allowance - 2021/22 Civic Year	500.00	*^^*
8403	BP	Mayors Allowance Account	Mayors Allowance/Donations Account - 2021/22 Civic Year	1,704.00	*^^*
8404	DD	Plusnet	Alarm Line Jun21	19.80	****
8405	DD	Plusnet	Phone & Broadband Jun21	41.11	****
8406	DD	British Gas	Electric 14 Bank Place May21	12.21	****
8407	DD	British Gas	Electric 12/13 Bank Place May21	41.38	****
8408	DD	British Gas	Gas Bank Place May21	108.36	****
8409	DC	Tesco	Refreshments	0.50	****
8410	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8411	DC	Tesco	Refreshments	0.80	****
8412	DC	W. Bevan	Extension Lead/Tap Hose Connector	8.00	^^
8413	DC	Tesco	Refreshments	0.80	****
8414	DC	Tesco	Refreshments	10.29	****
8415	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8416	DC	Hampshire Flag Company	Armed Forces Day Flag	53.33	^^
8417	DC	Tesco	Refreshments	0.80	****
8418	DC	Go Fund Me	Mayoral Donation	100.00	**
8419	DC	1&1 Internet Ltd	Office Premium/Mail Pro	12.00	****
8420	DC	Royal Mail	Postages	18.12	***
8421	DC	Tesco	Refreshments	0.80	****
			TOTAL	26,844.89	

INCOME SCHEDULE/REFUNDS/BANK TRANSFERS – JUNE 2021

Date	Category	Name	Payment Details	Amount £
1/6/21	Contribution	Square UK	Voucher Payments	117.75
2/6/21	Contribution	Post Office	Voucher Payments (Cash)	570.00
9/6/21	Refund	HMRC	VAT Refund 2020/21	8,155.67
9/6/21	Income	Post Office	Eco Uniform Proceeds	100.00
14/6/21	Refund	Flintshire County Council	Business Rates Refund – Bank Place Offices	13,999.50
29/6/21	Transfer	Mayors Allowance A/C	Mayoral Donation	100.00
			TOTAL	23,042.92

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

42. COMMUNITY ENGAGEMENT

42.1. Monthly Report

Members had before them for consideration the latest report from the Deputy/Assistant Town Clerk. There were action points this month related to youth councillor projects and the half marathon event. The next half marathon meeting was to be held on 28th July.

Members stated that plastic waste collection and reduction, and local environmental issues could be projects that the youth councillors could assist with. The youth councillors could also be invited to the town council's information market stall when this was next held.

RESOLVED:

That the Deputy Clerk liaises with the youth councillors about the stated projects.

43. CORRESPONDENCE RECEIVED

43.1. Carmel and Holywell Woodcraft Association

Members considered the email and request from Gordon Barnabas BEM for a letter of support from the Council, to support their endeavours over the payment of rent arrears to the County Council.

RESOLVED:

That the Clerk formally writes to County Councillors P.A. Johnson and E.B. Palmer (copy to Chief Executive), to review the matter with the County Council. Councillors J. Pattison and I. Hodge to undertake research and speak to Mr Barnabas for further background, as required.

43.2. Memorial Bench – Panton Place

Members considered the requested for a memorial bench in Panton Place, as submitted by Nigel Seaburg. The bench would need to be insured by the Town Council for the County Council to approve the request. Members discussed tributes and benches generally and determined that a local policy would be advisable to support future decision making.

RESOLVED:

- 1) That the Clerk informs Nigel Seaburg that the Council have no objection in principle to the bench installation but do not support its inclusion in the Council's insurance policy.
- 2) That the Clerk drafts a suitable bench and tribute policy for review by the Resources Committee.

43.3. 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 Daily Updates	**	Various Dates
B	FLVC Daily Digest Updates	**	Various Dates
C	Welsh Government Updates	**	Various Dates
D	Visit Wales Updates	**	Various Dates
E	Summer Playschemes Update	**	14 Jun 2021
F	Fflecsi Bus Launch	**	14 Jun 2021
G	One Voice Wales – Programme for Govt	**	17 Jun 2021
H	Awel y Môr Offshore Wind Farm	**	17 Jun 2021
I	Active Travel Consultation	**	21 Jun 2021
J	One Voice Wales Training Sessions	**	21 Jun 2021
K	North & Mid Wales Trunk Road Agency - A55 J32a Halkyn – J31 Caerwys Full Closure	**	21 Jun 2021
L	Chief Executive Flintshire County Council - Open letter to elected representatives and residents of Holywell on the landowning status of open space at Coed y Fron	**	24 Jun 2021
M	Travel, Tourism, Hospitality and Catering Sector Review	**	29 Jun 2021
N	Climate Change Newsletter	**	30 Jun 2021
O	Thomas Pennant Society Update	**	2 Jul 2021
P	Rob Roberts MP Press Release - Transport Survey	**	6 Jul 2021

44. CONSULTATIONS

Members considered the Council's participation in the following consultations that had been received by the Clerk:

- 1) Planning for Dark Night Skies (Closing Date 9th August 2021).

- 2) Qualifications for Clerks in Wales Regulations (Closing Date 24th September 2021).

RESOLVED:

That both consultations be noted as received without a response on this occasion.

45. MEMBERS' AGENDA ITEMS

45.1. Cllr S. Delaney – Road Crossings, Greenfield

Cllr S. Delaney stated her concerns about the lack of a safe crossing point on Greenfield Road in the vicinity of the junction with Tan-y-Felin, and also suggested that the zebra crossing point on the corner of School Lane be upgraded to a pelican crossing with traffic lights, to improve health and safety. Cllr R. Dolphin stated that the zebra crossing by the junction with School Lane was to be changed to a pelican crossing shortly, using active travel funding. Members shared the concerns over a crossing point by Tan-y-Felin, and the area was also a school bus stopping point.

RESOLVED:

That the Clerk writes to Katie Wilby, Chief Officer – Streetscene & Transportation to request a new crossing point as stated.

45.2. Cllr B. Scragg – Red Route Change of Plan

Cllr B. Scragg stated that while it was positive news that the red route road solution to the A55/A494 corridor had been abolished it was critical that a significant portion of the £300-£400 million earmarked for that scheme be reallocated for the benefit of the County of Flintshire. It was suggested that the money would be best served on transport related initiatives that supported the green agenda. These initiatives could include for example electric charging points, improvements to public transport infrastructure, metro system from Chester to Rhyl, and the electrification of the Dee Coastal Rail System in North Wales.

RESOLVED:

That the Clerk writes to Colin Everett, Chief Executive, Flintshire County Council to outline the Council's suggestions as stated, with a copy and covering letter

also sent to Hannah Blythyn MS to raise with the Transport Minister for Wales.

45.3. Cllr A. Trumper – Letter Requesting Speed Reduction on Fron Park Road

Cllr A. Trumper stated his concerns over the inconsistent speed limits along Fron Park Road. Some sections were 30mph and others 40mph. It was proposed to request a change to 30mph all the way along the road. A petition had been submitted to this effect in 2014 and a review of speed limits was undertaken along this road in 2017. In the past the County Council had stated it does not meet the criteria for a change. The Welsh Government were introducing 20mph on certain roads.

RESOLVED:

That the Clerk writes to Colin Everett, Chief Executive, Flintshire County Council to outline the Council's suggestion as stated, with a copy also sent to Hannah Blythyn MS for information.

46. REPRESENTATIVES' REPORTS

Cllr L.A. Carter reported that the Market Group had taken some time out from promoting the market and were disappointed there had been no events held so far this year, and that some ideas such as the artisan market had been refused.

Cllr L.A. Carter reported she was working with the Transition Holywell group on plastic reduction, and with Ysgol Treffynnon on environmental matters.

Cllr P.A. York reported a meeting of the North Wales Association of Local Councils had been arranged remotely for Friday 23rd July 2021.

Cllr A. Trumper provided an update on Holywell ATC. Some cadets had left but membership was increasing.

Cllr A. Trumper provided an update on activities with the Friends of the Holway that included a community group and garden. Cllr L.A. Carter stated an outreach uniform stall would be arranged at the Holway in August.

47. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported an increase in recycled waste in the County.

Cllr R. Dolphin reported the Environment Committee were considering the County's Street Markets and exploring ways to build them back up and expand them.

48. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

.....
Deputy Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held remotely on Wednesday 21st July 2021 at 3.00pm.

PRESENT: Councillor S. Delaney – Vice and Acting Chair.

Councillors: M. Lewis-Jones, B. Scragg, A. Trumper and P.A. York.

APOLOGIES FOR ABSENCE: were received from Councillor P.A. Johnson.

IN ATTENDANCE: J. Baker (Clerk).

R12. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

None.

R13. BANK RECONCILIATION – JUNE 2021

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

RESOLVED:

That members note and endorse the bank position as stated.

R14. MANAGEMENT ACCOUNTS – JUNE 2021

The Clerk explained the Council's current financial position. Projections would be added to future reports from September onwards at the half years point. The Council continued to make savings from cancelled or postponed events and was due to consider expenditure on some unbudgeted projects outlined in its business plan. The Council had now received the refund expected for overpaid business rates, which had impacted positively on the figures reported.

RESOLVED:

That members note and endorse the accounts position as stated.

R15. REVIEW OF INTERNAL AUDIT REPORT – 2020/21

Members received the internal audit report and considered the issues arising and associated recommendations.

RESOLVED:

That the following action be taken:

Issue 1 – Members to resume payroll checks from September 2021.

Issue 2 – Members to consider establishing an earmarked reserve for potential election provision, and also to analyse payroll costs fully for budgetary control purposes.

Issue 3 – Risk assessment to be updated to allow for supplier fraud and onboarding controls at the next review point, December 2021.

R16. STAFF WELFARE & WELLBEING

Members further considered the provision of a suitable health plan for Council employees, to benefit both the Council staff and Council as an employer. The Clerk had circulated the outline proposal from a health care provider to members prior to the meeting. Members had sought further advice on this matter from a trade union, who were not aware of its adoption by other Welsh Councils.

RESOLVED:

That the Council do not implement a health plan for its staff at the present time. Clerk to inform the staffing team.

R17. BENCH FOR OUTSIDE OFFICE

The Acting Chair had given permission for this item to be added to the meeting agenda. Members considered the provision of a bench for staff and members, to support mental health and wellbeing and enable outside meetings, where appropriate.

RESOLVED:

That the Clerk be authorised to purchase a suitable bench. Access gates to be padlocked outside of office working hours.

R18. CLOSE OF MEETING

The Chair closed the meeting at 3.50pm.

.....

Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held remotely on Thursday 9th September 2021 at 2.00pm.

PRESENT: Councillor A. Trumper (Chair).

Councillors: K. Davies, J.M. Johnson, S. Johnson.

APOLOGIES FOR ABSENCE: were received from Councillors S. Delaney, R. Dolphin, and E.B. Palmer.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Deputy/Assistant Clerk), and Emma Ward.

TC12. DECLARATIONS OF INTEREST

None reported.

TC13. PRESENTATION BY EMMA WARD – SCHOOL ASSEMBLY EVENT

Emma Ward provided members with an outline of her proposed ideas for the event. It was to be a Christian and religious based event. Ideally held every Saturday morning during school term time for a maximum of 2 hours commencing September 2022. Members were generally supportive of the proposal.

RESOLVED:

- 1) That Emma sets up a working group to undertake preliminary research into the event's organisation, determine costs, etc and provide feedback to members as required.
- 2) That Cllr A. Trumper be nominated as Town Council representative on the working group.

TC14. EVENTS FOR REMAINDER OF 2021

Members considered holding events for the remainder of the year now that restrictions had been lifted.

- Halloween Event – Some concerns were expressed regarding rises in Covid cases and availability of members and staff.

RESOLVED:

That the local Schools be approached about running their own Halloween fancy dress competitions with the Council donating and presenting prize/s to the winners.

- Remembrance Sunday - The Clerk provided an update on discussions held with the Royal British Legion and Father Dominic Cawdell. Arrangements were in hand to run the services as normal, but there was to be restricted numbers permitted to attend in St James Church.

RESOLVED:

That the Clerk informs Fr Dominic of the names added to the War Memorial, to be included in the official roll call at the Church. That all local vicars and priests be invited to the service.

- Christmas Lights Switch On – members discussed this year's event format. This included holding it as a separate event, incorporating a Christmas market and Carol Singing, and/or linking in with the Thursday weekly market. A low key event with video link up was also considered.

RESOLVED:

- 1) That the Deputy Clerk queries whether Flintshire County Council can switch their weekly market to a Friday or hold a separate market on this day.
- 2) That the decision on the event format be referred to the Full Council to determine.

TC15. TOWER GARDENS TOILET BLOCK PROJECT UPDATE

The Town Clerk provided an update to members. A report would be prepared for Full Council to approve the asset transfer, that involved signing a 21 year lease and taking over the running and maintenance costs of the building. An initial capital outlay would be required to refurbish the building and make it fit for purpose.

RESOLVED:

That the Clerk prepares a report for Full Council.

TC16. FCC TOWN REGENERATION GRANT

The Deputy Clerk provided members with details of a County Council Grant underspend of £10k and requested ideas from members on how best to utilise this funding which must be spent in the Town Centre, by the end of March 2022.

RESOLVED:

That this matter be referred to the Full Council to determine any suggestions to utilise the funding.

TC17. TOWN CENTRE EVENTS GRANT

The Clerk provided an update and members reviewed the policy. The Clerk suggested the grant monies should only be payable on completion of an event.

RESOLVED:

- 1) That the events grant scheme be actively promoted immediately through the Council's website and social media channels.
- 2) That the Clerk amends the Policy to include Greenfield and highlights risk assessment and insurance.

TC18. QUEENS PLATINUM JUBILEE EVENT / LIGHTING OF BEACON

Members discussed the Council's participation in the Central Jubilee event weekend from Thursday 2nd June to Sunday 5th June 2022. Ideas included holding an event on the Saturday and lighting the Beacon at Greenfield subject to availability of members and staff. A tribute band was considered, and fun day/disco themed event.

RESOLVED:

- 1) That the Clerk contacts Helen Mrowiec, Greenfield Valley Trust to request the lighting of the beacon at Greenfield Docks.
- 2) That the Community be consulted through the Council's social media channels for ideas/activities that they would like to see happen and how they can get involved.
- 3) That the Deputy Clerk sets up a working group to start the planning for the event.

TC19. OTHER MATTERS

- Weekly Parasols - Members discussed the logistics of operating the parasols on a weekly basis. Members were also concerned about the recent spate of vandalism in the town, which had affected the events area. The police had been notified and the CCTV Control Room asked to check footage. The Chair thanked Cllr I. Hodge for his assistance with the repair and remedial works required to the parasol covers.

RESOLVED:

- 1) That the parasols be operated in the future on event days only.
 - 2) That the Deputy Clerk arranges for a heavy duty chain, signage, and anti-vandal paint to be ordered for the events area, to mitigate any future risk of vandalism.
- Holywell Illustration – Cllr J. Pattison had informed the Committee of the illustration, that commemorated different aspects of the Holywell and Greenfield heritage. It was currently stored in the premises of Carmel and Holywell Woodcraft Association.

RESOLVED:

That the Clerk contacts Mr Gordon Barnabas to explore whether the illustration could be relocated to a prominent position in the town, e.g. Council Office Railings.

- Christmas Tree for Office/Other Locations - Members discussed potential locations for trees using the Christmas tree bases held at the Council Offices.

RESOLVED:

That the Clerk arranges for a tree to be located within the Town Council Office grounds.

TC20. CLOSE OF MEETING

The Chair closed the meeting at 4.30pm.

.....
Chair

6. PLANNING

6.1. New Applications

To consider the applications received.

Application Number	Proposal Details
063349	Demolition of the Packet House Pub and erection of 12 no. dwellings. Location: The Packet House Hotel, Greenfield, Holywell, Flintshire, CH8 7EJ.
060368	Convert into 5 no. self-contained apartments. Location: The Old Courthouse, 4 Halkyn Street, Holywell, Flintshire, CH8 7TX.
062669	Listed Building Application - Convert into 5 no. self-contained apartments. Location: The Old Courthouse, 4 Halkyn Street, Holywell, Flintshire, CH8 7TX.

6.2. Virtual Planning Committee

Members to consider the Council's attendance, if required, at the virtual planning committee on 29th September 2021, in respect of application number 060824, Change of use from agricultural to equestrian, Greenhill Farm, Bryn Celyn, Holywell. See attached letter.

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.

Holywell Town Council
Bank Place
High Street
Holywell
CH8 7TJ

Your Ref/Eich Cyf

Our Ref/Ein Cyf AJD/060824

Date/Dyddiad 15/09/2021

Ask for/Gofynner am Ms AJ Dean

Direct Dial/Rhif Union 01352 702012

Ymwelwch â'n Gwefan: www.sirfflint.gov.uk/cynllunio
Visit our Website at: www.flintshire.gov.uk/planning

Annwyl Syr/Fadam

Dear Sir/Madam

Cyfeirnod/Ref: 060824

Cynnig/Proposal: RETROSPECTIVE - Change of use from agricultural to equestrian, including new build horse riding enclosure and associated infrastructure, for creation of equine therapy and riding centre

Lleoliad y Safle/Site Location: Greenhill Farm, Bryn Celyn, Holywell, CH8 7QF

**Y FFORDD MAE'R CYHOEDD, ASIANTIAID
A CHYNGHORAU CYMUNEDOL YN
CYFLWYNO SYLWADAU AM GYNLLUNIO
I'R PWYLLGOR CYNLLUNIO RHITHIOL AR
29 MEDI 2021**

**HOW THE PUBLIC, AGENTS AND
TOWN/COMMUNITY COUNCILS MAKE
REPRESENTATIONS ABOUT PLANNING
TO THE VIRTUAL PLANNING
COMMITTEE ON 29 SEPTEMBER 2021**

Cyfeiriaf at y cais cynllunio uchod lle'r ydych wedi cofrestru diddordeb (ar ôl i chi wneud sylwadau neu fel ymgeisydd / asiant). Byddai'r cais fel arfer yn cael ei adrodd i'r Pwyllgor Cynllunio, ac fe fydddech wedi derbyn gwahoddiad i siarad yn y Pwyllgor.

Fodd bynnag, yn sgil y sefyllfa bresennol mewn perthynas â COVID-19, mae'r Cyngor un ai wedi canslo pob cyfarfod cyhoeddus. neu wedi eu cynnal yn rhithiol

Mae Llywodraeth Cymru wedi cyhoeddi rheoliadau i alluogi Cyngorau i gynnal cyfarfodydd Pwyllgorau Cynllunio yn rhithiol ar-lein fel y gall penderfyniadau ar geisiadau

I refer to the above planning application where you have a registered interest (having previously made representations or as applicant / agent). Normally this application would be reported to a Planning Committee meeting and you would have been invited to speak at that meeting in person.

However due to the continuing requirement to reduce and manage the spread of COVID-19 the Council has either cancelled or held public meetings virtually.

Welsh Government has published regulations to allow Councils to hold virtual Planning Committee meetings online to

County Hall, Mold, CH7 6NB
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug, CH7 6NB
www.sirfflint.gov.uk

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

Rydym yn croesewu gohebiaeth Gymraeg Ymatebwn yn ddi-oded i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg



cynllunio barhau.

Felly rydych yn cael eich gwahodd i ymuno â'r Pwyllgor Cynllunio Rhithiol i siarad am 3 munud yn ymwneud â'r cais cynllunio yr ydych wedi mynegi diddordeb ynddo.

Fe fydd y gweithdrefnau arferol yn ymwneud â Phwyllgorau Cynllunio yn cael eu dilyn a dim ond un siaradwr a ganiateir o blaid ac yn erbyn y cynnig. Fel arfer hwn fyddai'r unigolyn cyntaf i ymateb i'r llythyr hwn yn nodi eu bod yn dymuno siarad yng nghyfarfod rhithiol y Pwyllgor Cynllunio.

Os ydych yn llwyddiannus wrth gofrestru'r cyfle i siarad fe fydd y Gwasanaethau Pwyllgorau yn cysylltu â chi'n uniongyrchol ac fe fyddant yn anfon gwahoddiad i chi i gyfarfodydd rhithiol y Pwyllgor Cynllunio.

Pan fyddwch yn ymateb i'r llythyr hwn mae'r manylion sy'n ofynnol fel a ganlyn:

- a) Cyfeirnod y cais a chyfeiriad y safle
- b) Enw'r awdur
- c) Cyfeiriad e-bost yr awdur
- d) P'un a ydych yn Ymgeisydd/Asiant, Cyngor Tref/Cymuned, Cefnogwr neu Wrthwynebwyr.

Rhag ofn y bydd yna broblem dechnegol ar adeg y Cyfarfod Cynllunio rhithiol fe ddylech gyflwyno datganiad nad yw'n fwy na 250 o eiriau erbyn **10am Dydd Llun, 27 Medi 2021** drwy ei anfon dros ebost at planning.committee@flintshire.gov.uk gan gynnwys 'at sylw brys Jessica Jones' yn y blwch testun. Ni fydd unrhyw beth a gyflwynir ar ôl yr amser hwnnw yn cael ei dderbyn. Fe fydd y datganiad hwn yn cael ei ddarllen ar eich rhan os na lwyddwch i ymuno â'r cyfarfod rhithiol.

Os fyddai'n well gennych beidio â siarad yn y cyfarfod, ond yr hoffech i'ch datganiad gael ei ddarllen gan swyddog yna mae'n rhaid i chi nodi hynny'n glir pan rydych yn cyflwyno'r datganiad.

enable the determination of planning applications to continue.

You are therefore invited to join the virtual Planning Committee Meeting and speak for 3 minutes regarding the planning application you have expressed an interest in.

The usual procedures regarding Planning Committee's will be followed and only one speaker is allowed for and against the proposal. This would normally be the first person to respond to this letter indicating they wish to speak at the virtual Planning Committee meeting.

If you are successful in registering the opportunity to speak you will be contacted directly by Committee Services who will send you an invitation to the virtual Planning Committee meetings.

When you respond to this letter the following details are required:

- a) Application reference number and site address
- b) Name of author
- c) Email address of author
- d) Whether you are the Applicant/Agent, Town/Community Council, Supporter or Objector.

In case there is a technical issue at the time of the virtual Planning Committee meeting you should submit a statement which is no longer than 250 words by **10am Monday, 27 September 2021** to planning.committee@flintshire.gov.uk include 'for the urgent attention of Jessica Jones' in the subject box. Submissions after that time will not be accepted. This statement will be read out on your behalf if you are unsuccessful in joining the virtual meeting.

If you would prefer not to speak at the meeting but would wish for your statement

Os na allwch ymuno â'r cyfarfod yn electronig fe allwch barhau i gofrestru eich cais i siarad drwy ffonio 01352 703331. Os mai chi yw'r unigolyn cyntaf i gofrestru diddordeb yna fe allwch ofyn am apwyntiad gyda swyddog lle gallant wneud cofnod o'ch datganiad a fydd yn cael ei ddarllen yng nghyfarfod y Pwyllgor Cynllunio ar eich rhan.

Os oes yna unrhyw newidiadau sylweddol i'r rhaglen fe fyddaf yn gwneud pob ymdrech i roi gwybod i chi am hynny.

Os oes gennych chi unrhyw ymholiadau yn ymwneud â hyn, cysylltwch â'r tîm Gweinyddu Cynllunio ar 01352 703331 neu anfonwch e-bost at planning.committee@flintshire.gov.uk

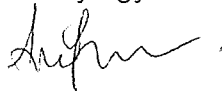
to be read out by an officer you must indicate that clearly when you submit the statement.

If you cannot join the meeting electronically you may still register your request to speak by telephoning 01352 703331. If you are the first person to register your interest you may then ask for an appointment with an officer where they can make a record of your statement which will be read out at the Planning Committee meeting on your behalf.

If there are any changes to the agenda, which are significant, I will endeavour to advise you.

If you have any queries regarding this, please contact Planning Administration on 01352 703331 or email planning.committee@flintshire.gov.uk

Yr eiddoch yn gywir/ Yours faithfully



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

7. ACCOUNTS

7.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – JULY 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8422	BP	Imperative Training Ltd	Defib Pads - Greenfield CC	112.80	****
8423	BP	Jardiniere	Shopping Voucher Reimbursement	60.00	**
8424	BP	Waterhouse Flowers	Shopping Voucher Reimbursement	10.00	**
8425	BP	Fountain of Beauty	Shopping Voucher Reimbursement	40.00	**
8426	BP	Dannys Family Butchers	Shopping Voucher Reimbursement	50.00	**
8427	BP	F.R. Kennedy & Son	Shopping Voucher Reimbursement	140.00	**
8428	BP	Pets Pantry	Shopping Voucher Reimbursement	125.00	**
8429	BP	Rosiez Café	Shopping Voucher Reimbursement/CE Award Voucher	110.00	**
8430	BP	C.M. Scott	CE Award Vouchers	50.00	**
8431	BP	X2 Connect	Glass Panes for Phone Box	15.84	****
8432	BP	C. Baglin	Attend NHS Celebration Day	50.00	^^
8433	BP	DS Embroidery	Supply 2 x Cadet Badges	17.00	****
8434	BP	Philip Jones Computers	ICT Support Costs Apr-Jun 2021	282.00	****
8435	BP	Tadmark	Flags, Banners, Pennants	325.30	^^
8436	BP	Kings Head CIC	Room Rent - Jun 2021 to Jul 2021	100.00	****
8437	BP	Daydream Designs	Website Tech Support Jul21	94.80	****
8438	BP	Rialtas Business	Annual Support & Maintenance Licence	206.40	****
8439	BP	Viking	Warning Notices	52.70	****
8440	BP	Viking	Mineral Water Bottles	23.39	****
8441	BP	Viking	Stationery/Consumables	69.48	****
8442	BP	Bernard Dykes & Son	Gold Leaf Lettering - New Mayor 2021/22	65.00	****
8443	BP	Clwyd Pension Fund	Staff Pension - July 2021	1,681.70	***
8444	BP	HMRC	PAYE/NI - July 2021	1,694.14	***
8445 - 8447	BP	Council Staff	Staff Salaries - July 2021	5,060.81	***
8448	BP	Holywell Leisure Centre	Contribution (1 of 4)	2,500.00	^^^

8449	BP	BKB Solutions Ltd	Anchor Bolt Testing/Refurb 50% of Lighting	6,030.00	^^
8450	BP	Cllr L.A. Carter	Reimbursement of Eco Cleaning Materials	30.43	^^
8451	BP	Holywell Band	Donation - NHS Day Last Post	50.00	^^
8452	BP	Tadmark	Flag & Banner - Wales in Bloom	69.44	^^
8453	BP	BKB Solutions Ltd	Installation of Outdoor Socket - Bank Place Offices	134.40	****
8454	BP	Holywell GC	Repair Bunting, Baskets Feed, Bus Station Planters	195.96	^^
8455	BP	Holywell GC	Watering of Hanging Baskets - July 2021	500.00	^^
8456	DD	Plusnet	Alarm Line Jul21	19.80	****
8457	DD	BNP Paribas	Copier Lease 16/7-15/10	154.80	****
8458	DD	British Gas	Electric 14 Bank Place Jun21	10.64	****
8459	DD	British Gas	Electric 12/13 Bank Place Jun21	42.00	****
8460	DD	British Gas	Gas Bank Place Jun21	6.02	****
8461	DC	Royal Mail	Postages	3.79	***
8462	DC	W. Bevan	Tape	6.25	****
8463	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8464	DC	Tesco	Refreshments	0.80	****
8465	DC	Hampshire Flag Company	2 x Flags Connects Building	232.01	^^
8466	DC	Tesco	Refreshments	0.80	****
8467	DC	Tesco	Refreshments	0.80	****
8468	DC	Flintshire CC	Raffle Licence	40.00	^^
8469	DC	W. Bevan	Bungee Cords	24.00	****
8470	DC	Chester Zoo	Event Prize - Admission Tickets	144.52	^^
8471	DC	Tesco	Refreshments	9.60	****
8472	DC	W. Bevan	Padlocks	22.50	****
8473	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8474	DC	Tesco	Refreshments	0.80	****
8475	DC	Tesco	Refreshments	0.50	****
8476	DC	1&1 Internet Ltd	Mail Pro	12.00	****
TOTAL				20,793.20	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – JULY 2021

Date	Category	Name	Payment Details	Amount £
14/7/21	Income	Wise EV Charge	Car Charge Income	11.36
			TOTAL	11.36

SCHEDULE OF ACCOUNTS – AUGUST 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8477	BP	Chubb Fire & Security Ltd	Alarm Maintenance Contract 21/22	979.85	****
8478	BP	Milwr Tree Services	Cut back growth on fence line, spray weeds - Lluesty Woodland	80.00	***

8479	BP	Milwr Tree Services	Crown various trees on fence line - Llesty Woodland	425.00	***
8480	BP	One Voice Wales	Bespoke Equality & Diversity Training 14th July 2021	399.00	***
8481	BP	Planning Aid Wales	Regenerating Towns Training - Cllr L.A. Carter 23rd June 2021	50.00	***
8482	BP	Flintshire CC	Annual Licence Fee - Holywell Town Centre	70.00	^^
8483	BP	Delyn Press	A5 Raffle Ticket Pads	98.40	^^
8484	BP	CS Plumbing & Heating	Supply & Fit Outside Water Tap	85.00	****
8485	BP	CS Plumbing & Heating	Supply & Fit Boiler 12/13 Bank Place	2,740.00	****
8486	BP	Daydream Designs	Tech Support Website Aug21	94.80	****
8487	BP	BPH	Supply Battery Charger	82.80	^^
8488	BP	Holywell GC	Office Grounds Maintenance and Bench Installation	520.00	****
8489	BP	Cllr I. Hodge	Reimbursement for padlocks	20.50	****
8490	BP	UK Vending Ltd	Drinks Machine Lease 10/8/21 to 9/11/21	132.60	****
8491	BP	Chaos Ink	Shopping Voucher Reimbursement	40.00	**
8492 - 8494	BP	Council Staff	Staff Salaries - August 2021	5,060.61	***
8495	BP	HMRC	PAYE/NI - August 2021	1,694.34	***
8496	BP	Clwyd Pension Fund	Staff Pension - August 2021	1,681.70	***
8497	BP	Delyn Press	A5 Raffle Ticket Pads	98.40	^^
8498	BP	Copyrite Systems	Copier Charges 17/5/21 to 9/8/21	56.48	****
8499	BP	Full Circle Security Syst.	Relocate Mobile CCTV Unit & Full Mast Flags - Connects Building	576.00	*****
8500	BP	Beaumaris Town Council	Cllr A. Trumper Lunch at Wales in Bloom Awards 2021	30.00	^^
8501	DD	Plusnet	Alarm Line Jul21	19.80	****
8502	DD	Plusnet	Phone & Broadband July21	66.39	****
8503	DD	British Gas	Electric 14 Bank Place July21	10.76	****
8504	DD	British Gas	Electric 12/13 Bank Place July21	36.03	****
8505	DD	British Gas	Gas Bank Place July21	0.92	****
8506	DC	Canva	Annual Subscription	99.99	****
8507	DC	Facebook	Promo Boosts	20.23	^^
8508	DC	Tesco	Refreshments	0.50	****
8509	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8510	DC	Tower Crafts	Mayor's Hamper Items for Raffle	52.00	****
8511	DC	Tesco	Refreshments	0.80	****
8512	DC	Tesco	Card	1.00	****
8513	DC	Tesco	Refreshments	0.80	****
8514	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8515	DC	Tesco	Refreshments	0.80	****
8516	DC	Home Bargains	Mayor's Hamper Items for Raffle	22.97	****
8517	DC	Marmalade	Mayor's Hamper Items for Raffle	17.99	****

8518	DC	1&1 Internet Ltd	Mail Pro	12.00	****
			TOTAL	15,493.44	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – AUGUST 2021

Date	Category	Name	Payment Details	Amount £
31/8/21	Income	Flintshire County Council	Local Taxation Precept 2 of 3	84,966.67

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. COMMUNITY ENGAGEMENT

1) Youth Council

A meeting was arranged with me and both Youth Councillors over the school holidays. Cerys is going to University in September, but they have both agreed to work on creating a young person user friendly communication platform which appeals to young people. This can be used to engage with young people to gain their views and ideas on a variety of topics and issues. There is currently a Holywell Town Council Youth Forum Facebook page which they suggested needed revamping into a more youth friendly platform. They will work on this over the next few weeks and will aim to come back with some suggestions by the end of October.

2) Successful Grant Application

The Council submitted a grant application to the National Heritage Lottery Fund for their Local Places for Nature Fund. The application for £22k was successful. This

grant was part funded by the National Lottery and Welsh Government. The working group will progress the project and report back as required.

Main Outputs:

- Create a new wildflower meadow along the Active Travel Route.
- Create a new woodland along the Active Travel Route, connecting 2 ancient woodlands.
- Install bird boxes, bat boxes and bug hotels.
- Install a public water refill station, and interpretation and information boards to promote and raise awareness of nature on the site.
- Create local engagement opportunities, including recruiting volunteers, and organising training and education opportunities.
- Acknowledge funding from Welsh Government and the National Heritage Lottery Fund at all physical sites, and in all website and social media output, using Welsh and English in equal measure, in all formats.

3) Blue Plaques

Working group meeting and walkabout held with County Conservation officer Chris Rees Jones on Wednesday 28th July. The following was discussed, and actions agreed:

- Revert back to the blue circular plaques design (As per Weston Super Mare TC project).
- Focus on the High Street.
- Look at 10 plaques if possible with options to add further plaques in future if required and budget permitting.
- If there is underspend this year on the scheme monies be put aside for future plaques.
- 8 Sites/buildings identified to date – Vic Hotel, HSBC, Panton Place, Kings Head, Cassidy's, Connects(Town Hall), Beeches, The Mews. Other locations considered but not suitable at this stage i.e. Cross Keys (Bells), Bethel Chapel, Printworks.

It is important that there is no duplication on wording with current plaques and future interpretation board installation. This is a project that will take some time i.e. firm up final locations, agree wording to be used, owner's consent, any planning approvals etc, source suppliers and submit tender enquiry etc but it was felt that this was a good start.

4) Community Bus Feedback

Current questionnaire to be put in next Community Newsletter edition and awaiting feedback.

5) Tower Gardens Toilet Block

Phase 2 of application currently being processed ready for submission to members at Full Council in November.

6) Outdoor Gym

Initial meetings held with officers from FCC and staff from the Leisure Centre to discuss types of equipment and potential locations within the park. Potential suppliers are being contacted and a report will be prepared for members for Oct/Nov.

7) Mobile CCTV Unit

Mobile unit has now been relocated and positioned in Panton Place. Members ideas sought on future location in conjunction with the Police post installation of Christmas Lights.

8) Holywell Autumn Club

Meeting to be held 22nd September with members and museum re future of the club.

9. CORRESPONDENCE

9.1. Carmel & Holywell Woodcraft Association

Members to consider the latest position in relation to payment of rent arrears charged by the County Council. County Councillors to provide any updates from their enquiries. Cllrs J. Pattison and I. Hodge to provide feedback on any research undertaken.

9.2. Holywell Leisure Centre

Members to consider the attached trading statement and performance report, and approval of the second instalment of the Council's annual contribution payment. The HLC-CLT Board would also like to invite a council representative to come to the Leisure Centre in the Autumn to meet the Board, and have a tour of the facilities, so they can explain the challenges and their plans for the future.

9.3. Get There Together Video

Members to consider their support for the attached initiative. Email received from Helen Jones, Social Services, Flintshire County Council.

Age & Dementia Friends Holywell are supporting a national initiative to develop 'Get There Together' videos as aids for people living with dementia (and others) to re-engage with activities/venues in their community. The group proposed that a video for the Town Council room would be appropriate as it is used by the wider community.

Students from Coleg Cambria and BCUHB Occ Therapy students have volunteered to assist with the creation of the videos for venues in NE Wales. I have forwarded your contact details to Helen Lloyd, who will be in touch to arrange a convenient time for the students to visit the HTC to take photographs for the video – assuming that HTC is in support.

Welcome to the Get There Together Project

Get There Together is a national project supporting people living with dementia (and other vulnerable groups) to adjust to changes in their surroundings due to COVID-19 restrictions. The project encourages volunteers, organisations and businesses to create short videos as 'digital stories' to reassure anyone who is apprehensive about getting back out into their communities. The videos aim to lessen anxiety and reduce isolation as restrictions ease. The videos only need to be about 2 minutes long and are designed to include voiceovers, pictures and text, plus a few friendly faces behind masks*, to encourage and reassure anyone who may be nervous about going out.

*(*note GDPR, permissions needed for including people in images)*

By showing examples of signs people might expect to see, one-way systems, social distancing markings and more, these resources will help individuals familiarise themselves with the new safety measures in place at shops, libraries, cafes, healthcare services and other community settings.

This call for action is to request your support to produce Get Together Videos for each of your customer facing venues, including but not limited to Connects Centres, Libraries, Leisure Centres, Community Centres, Visitor attractions etc. Get Together Videos will be shared on the DEWIS Cymru website, but can also be shared through local websites, social media sites etc.

You can view existing Get Together Videos already created here:

- English: <https://rb.gy/lkzstg>
- Welsh: <https://rb.gy/yrggle>

The videos can be very easily created using free to use apps available on Apple and Android Smartphones/tablets. Digital Communities Wales (DCW) offers free online training (1hour) on how to use the Apps to create digital stories using AdobeSpark (Apple), Cyberlink Powerdirector (Android). The videos can also be created using Powerpoint.

You can register to receive a recording of DCW Digital Storytelling training session that you can follow: <https://www.eventbrite.co.uk/e/recording-adrodd-straeon-digidol-digital-storytelling-tickets-141992444223>

Resources to accompany the training (Powerpoint slides, written guides etc.) can be found on the DCW padlet: https://padlet.com/dcwalestraining/Digital_Storytelling

There is a Get there Together logo, that we would ask you to include on your video, and Get there Together templates that you can use.

If you are interested in supporting the Get There Together project please contact Luke Pickering-Jones Luke.Pickering-Jones@denbighshire.gov.uk or Helen Lloyd Helen.Lloyd@denbighshire.gov.uk and for more information on the Get There Together project please see the attached document.

Please support this initiative to help individuals in our community gain the confidence to re-engage in their communities.

Thank you.

9.4. Flintshire County Council – Licensing Policy Consultation

Members to consider taking part in the attached consultation. Email received from Jacqui Dale, Licensing Officer, Flintshire County Council. See link below for further information.

Licensing Act 2003: Statement of Licensing Policy Consultation

Please be aware that Flintshire County Council are reviewing their Statement of Licensing Policy as required by the Licensing Act 2003. The Draft Policy for 2021-2026 can be found here:

<https://www.flintshire.gov.uk/en/Business/Licences-and-permits/Licensing-Act-2003-Statement-of-Licensing-Policy-Consultation.aspx>

The consultation will be open until 30 September 2021

If you require any further information or wish to respond to this consultation, please contact the Licensing Team either by email: licensing@flintshire.gov.uk or by telephone: 01352 703030.

Alternatively you can send your comments to Gemma Potter, Team Leader: Licensing, at the address shown below.
Licensing Service, Flintshire County Council, County Hall, Mold, CH7 6NR

A hard copy of this document can be provided, if required.

9.5. Storage Chest for Park Run

Members to consider funding and storing a storage chest in the courtyard area of the Council Offices, to support the Park Run through Greenfield Valley. Clerk to report. Email received from Daniel Thomas, Park Run Organiser.

9.6. Reports/Correspondence Received

The following items have been received and are available for perusal from the Clerk. A copy is enclosed where the item is marked *, or ** if already circulated to Members:

Ref	Item	Status	Date Circulated
A	Flintshire County Council Daily Updates	**	Various Dates
B	FLVC Daily Digest Updates	**	Various Dates
C	Welsh Government Updates	**	Various Dates
D	Visit Wales Updates	**	Various Dates
E	Press Release – Ysgol Treffynnon	**	14 Jul 2021
F	North Wales Community Alerts	**	15 Jul 2021
G	Town Centre Accident – Response Letter	**	15 Jul 2021
H	Awel y Môr Newsletter	**	19 Jul 2021
I	One Voice Wales Training Sessions - Jul	**	19 Jul 2021
J	Community Ownership Fund	**	22 Jul 2021
K	GVT Partnership Group Minutes	**	9 Aug 2021
L	New Year's Honours 2022	**	9 Aug 2021
M	Rob Roberts MP Letter - Vaccinations	**	9 Aug 2021

N	One Voice Wales Training Sessions - Aug	**	10 Aug 2021
O	Kings Head Museum Newsletter	**	12 Aug 2021
P	Aging Well in Wales	**	18 Aug 2021
Q	Thomas Pennant Society Update	**	18 Aug 2021
R	One Voice Wales Training Sessions - Sep	**	24 Aug 2021
S	Transition Holywell Great Big Green Week	**	31 Aug 2021
T	Rob Roberts MP Greenfield Valley Clean Up	**	10 Sep 2021
U	Boundary Commission – Wales Changes	**	10 Sep 2021
V	Shereen Devine Reconnecting Communities	**	10 Sep 2021

10. GREENFIELD VALLEY TRUST MEETING

Members to consider any discussion points following their attendance at the Valley to review their 10 year strategy, on Thursday 16th September 2021.

11. OFFICE/STAFF MATTERS

11.1. Council Chamber Development Works

Members to consider a package of works, to facilitate hybrid council meetings, and comply with legislation. Clerk to provide a report and confirm costs and financing arrangements.

11.2. Physical Meetings at Council Offices

Members to consider if and when the Council wishes to reconvene physical meetings at the Council Offices. (a return to official meetings of committees and the full council is dependent on approval of 11.1 above). The Clerk has also received requests for external organisations to use the ground floor community area for physical meetings. Members to consider these requests.

11.3. ICT Hardware Upgrade

The staff ICT equipment (Laptops and Screens) is nearing the end of its operational lifespan and requires upgrading. The Resources Committee had previously approved for this to take place during or just after the 2021 summer recess period. Clerk to provide an update and confirm costs and financing arrangements. Members to consider approval.

11.4. Staff DSE (Display Screen Equipment) Eye Tests

A member of staff has requested an eye test for DSE purposes. The Council is obligated under legislation to arrange the test and cover the cost. Should the eye test results recommend glasses for DSE use the Council must cover the cost of these glasses. Clerk to report and recommend a procedure; members to consider approval.

12. MEMBERS' AGENDA ITEMS

Members to consider the following items from members (see attached forms):

- Cllr P.A. Johnson – Free Dog Waste Bags in the Community.
- Cllr L.A. Carter – Hospital A&E & Ambulance Waiting Times.
- Cllr A. Trumper – Memorial Plaque Scheme in Panton Place Memorial Gardens.

13. REPRESENTATIVES' REPORTS

To receive reports from Members officially appointed to represent the Council on outside bodies/at specified meetings, not otherwise covered on the Agenda.

14. COUNTY COUNCILLOR REPORTS

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

NOTE: The official minutes of the meetings of Holywell Town Council are available for public inspection on the Council's website www.holywell.wales. Copies are also available at the Council's Bank Place Offices (entrance from the Tesco car park - door 13) during normal office opening hours. Contact telephone number (01352) 711757.

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	FULL COUNCIL
Date Of Meeting	21. 09. 21.

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

Subject	Specific Matter To Be Considered
Environment	To consider a scheme similar to one in KNIGHTON (Powys) to provide free dog waste bags to residents across the town.

Signed:

P. A. Johnson

Date:

13/09/21



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	CLER L.A. CARTER
Meeting	HOLYWELL TOWN COUNCIL
Date Of Meeting	TUESDAY 21 ST SEPTEMBER 2021.

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

Subject	Specific Matter To Be Considered
WAITING TIMES - A+E SERVICES - CLIN CLINTON HOSPITAL / AMBULANCE SERVICE.	UNREASONABLE WAITING TIMES FOR BOTH AMBULANCE + A+E IMPACTING ON THE LIVES OF LOCAL RESIDENTS. I PROPOSE A
	LETTER TO MS FOR DEAN AND BETSI CADWALADR OUTLINING THESE CONCERNS.

Signed:

L.A. Carter

Date:

15/9/2021.

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	ANDY TRUMPER
Meeting	FULL COUNCIL
Date Of Meeting	21 ST SEPTEMBER 2021

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

Subject	Specific Matter To Be Considered
PLAQUES IN THE MEMORIAL GARDEN IN PANTON PLACE	IN A FULL COUNCIL MEETING A FEW MONTHS AGO ONE OF THE ITEMS WAS FOR A MEMORIAL BENCH AND PLAQUE TO REMEMBER A COUPLE OF LOCAL RESIDENTS WHO HAD RECENTLY PASSED AWAY.THE ISSUES OF INSURANCE, MAINTENANCE AND RESPONSIBILITY ETC WAS BOUGHT UP.
	MY IDEA IS INSTEAD OF HAVING EXTRA BENCHES WHICH TAKE UP ROOM, MEMORIAL PLAQUES COULD BE FIXED TO A SECTION OF THE MEMORIAL GARDEN WALLS, EACH BRICK IS APPROXIMATELY 22CM LONG X 7CM WIDE E.G. LIKE YOU GET A SOME CREMATORIUMS.
	THIS IDEA WOULD ALLOW THE LOCAL PUBLIC TO HAVE A DECEASED FAMILY MEMBER REMEMBERED, AND THE COUNCIL FCC OR HTC WOULD NOT HAVE TO WORRY ABOUT INSURANCE ETC,AND WOULD MAKE GOOD SPACE OF THE EMPTY WALL SPACE IN THE MEMORIAL GARDEN.

Signed: ATRUMPER.....

Date: 6TH September2021.....