

Cyngor Tref Treffynnon Holywell Town Council

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

To: All Members of the Council

22nd September 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 27th September 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. SPEAKER

Mr Mike Thomas will speak to members about his work with North Wales Wildlife Trust on a project funded by Flintshire County Council, to install free nest boxes for swifts throughout the County. Ecological records show a significant presence of swifts in Holywell over the last decade. As a result, the town would make a potential great location for the boxes.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DECLARATIONS OF INTEREST - MEMBERS' CODE OF CONDUCT

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

4. MAYOR'S REMARKS

5. PUBLIC SPEAKING

6. MINUTES & MEETINGS

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

- Holywell Town Council held on Tuesday 19th July 2022.
- Resources Committee held on Tuesday 26th July 2022.
- Special Full Council held on Tuesday 23rd August 2022.
- Resources Committee held on Wednesday 24th August 2022.
- Resources Committee held on Thursday 1st September 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 **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 19th July 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

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

APOLOGIES FOR ABSENCE none were received. Councillor C. Argent was absent without apology.

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

40. PRESENTATION – IAN HALSALL

The Mayor was delighted to receive Mr Ian Halsall, of Glyn Rhosyn, Holywell, and present a certificate of appreciation for his services to the local community. Mr Halsall had completed several litter picks per week over the last couple of months around the Holywell community and was featured recently in the Council's Wales in Bloom portfolio.

41. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
47.1.	L.A. Carter		✓	Member of Holywell Market Group.
48.2.	M. Sprake		✓	Employed at MPs office.

42. MAYOR'S REMARKS

The mayor welcomed everyone present to the third meeting of the full council.

The Mayor reminded all councillors that they are bound by the Code of Conduct, which must be followed at all times. Care should be taken when social media was used. Minutes of committees and council meetings were not official, not public, and subject to be corrected, until signed off by the full council.

Training for Chairing Skills was available through One Voice Wales. The Mayor would be taking a refresher and recommended all Chairs and Vice Chairs take advantage and attend. The Clerk would be able to set up individually for any members interested. This was important as evidence for the Council's Training Plan, a new statutory requirement.

Since the last meeting, the mayor had attended the Flintshire Constitution and Audit Committee and met with Rob Roberts MP for the regular monthly meeting. The main topic was the railway station. Well-tag 1 had been completed and the Council needed to show support for Well-tag 2 to help obtain funding for it. A proposed letter was later in the agenda.

The Mayor visited the schools to judge their efforts for Wales in Bloom. Unfortunately, Ysgol Maes Glas did not take part as they had construction works taking place. The mayor congratulated the other three schools for their efforts. It was a close-run contest, but in the end Ysgol Gwenffrwd just pipped it at the post. The judge visited Holywell on Wednesday 6th July and the Mayor attended the opening meeting and closing walk around the town centre.

The Mayor represented the Council at a garden picnic in support of refugees, staying in Delyn. The picnic was arranged by Transition Holywell. The Mayor was joined by Councillors Matt Sprake and Pat Corbett. The Mayor visited Llys Emlyn Williams with donations and discussed what help they may need in the future.

The mayor's civic service would have a different flavour this year. It would be called "A Celebration of Holywell" and reflected the many people that volunteer to support our community. Remembrance service would be in St James as usual, so "A Celebration of Holywell" would be held in Holy Trinity Church, Greenfield to reflect that Holywell and Greenfield are one community.

Finally, the Mayor paid tribute to Collette Lowry, Support Officer, who would be leaving the Council on 19th August to take up a new post as Clerk with Shotton Town Council. Collette had worked for the Council for 5 years having started in May 2017 with the former Council and had proven to be a real asset to the Council and had developed the Support Officer role far beyond members' initial expectations. The Mayor wished Collette all the best with her future career. The Mayor proposed that the recruitment process be delegated to the Resources Committee, to fill the vacant post.

RESOLVED:

That approval be given for the Resources Committee to manage the recruitment process for a new Support Officer. Clerk to make the arrangements.

43. PUBLIC SPEAKING

There were no such requests.

44. MINUTES & MEETINGS

44.1. Minutes of Meetings

RESOLVED:

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

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

44.2. Meetings of Committees and Working Groups

Development Committee minute DC4 Greenfield Railway Station.
Members considered their support for the proposed letter.

RESOLVED:

That the Deputy Clerk be authorised to send the letter to the required recipients.

Town Centre & Events Committee:

Minute TC4. No sports race quotation had been received by the Clerk for the Council to consider. Three quotations would be required.

Minute TC6. Bike repair station. It was agreed to place the installation on hold.

Minute TC7. Christmas Lights Switch On Date.

RESOLVED:

That the date recommended by the Committee of Thursday 1st December 2022 for the Christmas lights switch on be approved. The approval was subject to any operational issues which may become known and be considered by the Town Centre & Events Committee at the proper time.

44.3. Member Requests to join Committees & Outside Bodies

RESOLVED:

That the following additions be approved:

Cllr D. Thomas – Development Committee

Cllr M. Sprake – Holywell & Greenfield Area Railway Station

Cllr D. Thomas – Holywell Air Cadets

Cllr C. Argent – Holywell Air Cadets

45. PLANNING

45.1. 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
FUL/000020/22	PROPOSAL: INTERNAL ALTERATIONS TO CONVERT A FORMER PUBLIC HOUSE INTO A RESIDENTIAL DWELLING. LOCATION: ABBOTS ARMS, Pen Y Maes Road, Holywell, CH8 7BD. The Council support this application and have no objections.
FUL/000136/22	PROPOSAL: REMOVE OF EXISTING SALES OFFICE AND CONSTRUCTION OF A BAKERY SHOP POD AND OUTDOOR SEATING AREA. LOCATION: Holway Garage, Car Sales Area, Holway Road, Holway. The Council expressed concern over the access arrangements, the condition of the road used for access, the parking provision, and the proposed seating area, which could result in anti-social behaviour.
AGN/000005/22	PROPOSAL: PRIOR NOTIFICATION FOR AGRICULTURAL BUILDING. LOCATION: Coed Llwybr-Y-Bi, Old Bagillt Road, Holywell, Flintshire, CH6 6ER. The Council noted this application as received.
FUL/000051/22	PROPOSAL: CHANGE OF USE FROM A1 TO SUI GENERIUS, SO IT CAN BE A TATTOO AND PIERCING SHOP. LOCATION: Victoria Square, High Street, Holywell, CH8 7TF. The Council noted this application as received.
ADV/000236/22	PROPOSAL: ADVERTISEMENT CONSENT - INTERNAL INSTALLATION OF NEW 1X 46 INCH (PORTRAIT) TV SCREEN, DEPICTING VARIOUS SANTANDER ADVERTISEMENTS/PROMOTIONS, WITHIN A METAL SHROUD, FLOOR STANDING UNIT. LOCATION: 69 High Street, Holywell, Flintshire, CH8 7TF. The Council support this application and have no objections.

46. ACCOUNTS

46.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved.

SCHEDULE OF ACCOUNTS – JUNE 2022

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

8941	BP	Ysgol Gwenffrwd	Wales in Bloom Donation	50.00	^^
8942	BP	Ysgol Maes y Felin	Wales in Bloom Donation	50.00	^^
8943	BP	Daydream Designs	Website Tech Support May 22	94.80	****
8944	BP	Sian Jones Translation Serv.	Translation Documents	18.04	***
8945-8947	BP	Council Staff	Staff Salaries - June 2022	5,191.59	***
8948	BP	HMRC	PAYE/NI Costs - June 2022	1,911.11	***
8949	BP	Clwyd Pension Fund	Staff Pension Costs - June 2022	1,753.38	***
8950	BP	Mr T. Nicholls	Office Window Cleaning	12.00	****
8951	BP	Lazy Dog Tools Ltd	Heritage Woodland Grant Equipment	536.52	^^^
8952	BP	Viking	Office Consumables	81.22	****
8953	BP	Viking	Mineral Water Bottles	22.19	****
8954	DD	Plusnet	Phone & Broadband June 22	39.16	****
8955	DD	EDF Energy	Electricity June 12/13 Bank Place June 2022	220.48	****
8956	DD	EDF Energy	Electricity June 14 Bank Place June 2022	33.90	****
8957	DD	Opus Energy	Gas Bank Place Offices May/June 22	97.45	****
8958	DC	Tesco	Jubilee Event Sundry Items	18.35	^^
8959	DC	Home Bargains	Jubilee Event Sundry Items	20.17	^^
8960	DC	Tower Crafts	Jubilee Event Sundry Items	21.25	^^
8961	DC	Tesco	Refreshments	10.34	****
8962	DC	Tesco	Refreshments	1.29	****
8963	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
8964	DC	Facebook	Event Promo/Advertising	19.69	^^
8965	DC	Tesco	Refreshments	5.59	****
8966	DC	Hampshire Flag Company	Supply Flags for Connects Building	274.50	****
8967	DC	Amazon	Insect Containers/Cages for Community project	84.94	^^^
8968	DC	Tesco	Refreshments	0.99	****
8969	DC	Tesco	Refreshments	1.05	****
8970	DC	Zoom Video	Monthly Pro Subscription	14.39	****
8971	DC	Tesco	Refreshments	1.05	****
8972	DC	1&1 Internet Ltd	Mail Pro	12.00	****
8973	DC	Flying Colours Flags	Mourning Drape (Op. London Bridge)	78.54	****
8974	DR	HSBC	Bank Charges May 22	13.50	****
8975	BP	Citizens Advice Flintshire	Financial Assistance/Donation	1,000.00	**
8976	BP	Greenfield Football Club	Financial Assistance/Donation	500.00	^^^
8977	BP	Julie Gabriel	Events Grant - Line Dance Event	500.00	^^

8978	BP	Cllr I. Hodge	Mayor's Allowance - 2022/23 Civic Year	800.00	*
8979	BP	Cllr L.A. Carter	Deputy Mayor's Allowance - 2022/23 Civic Year	500.00	*
8980	BP	St. Winefrides RC School	Wales in Bloom Donation	50.00	^^
			TOTAL	23,984.07	

INCOME SCHEDULE/BANK TRANSFERS – JUNE 2022

Date	Category	Debtor Name	Income Details	Amount £
		Nil Return.		
			TOTAL	0

Powers to Make Payments:

- * The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- ** Local Government Act 1972 S.137
- *** Local Government Act 1972 S.112, 151
- **** Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- *^ Local Government Act 1972 S.140
- **^ Local Government Act 1972 S.176
- ***^ Local Government Act 1972 S.13
- ****^ Local Government Act 1972 S.34
- ***** Local Government (Misc. Provisions) Act 1953 S.4
- ^^** Local Government Act 1972 S.173, S.174
- ^^^* Local Government (Miscellaneous Provisions) Act 1976 S.4
- < Local Government Act 1972 S.124
- # Local Government Act 1972 S.142
- ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

47. COMMUNITY ENGAGEMENT

47.1. Monthly Report

Members had before them for consideration the latest report from the Deputy Clerk. There were action points this month related to the

jubilee mugs, Well Inn Music Festival, parasol protection measures, and What's On leaflet (requested by Holywell Market Group).

RESOLVED:

- 1) That the remaining jubilee mugs and bottles be distributed as agreed at the meeting.
- 2) That the proposed Well inn activity list be approved by the Council, subject to operational variation. The budget for the event was estimated at £6.7k. The website would be decommissioned, and Cllr E.B. Palmer agreed to manage social media operations.
- 3) That Flintshire Fabrications be commissioned to fabricate and install protective railings around the two parasols as per agreed quotation of £5,000.
- 4) That a digital What's On leaflet be distributed to the schools, and hand delivered by volunteers to local businesses, on a quarterly basis. Clerk to arrange following the summer recess.

48. CORRESPONDENCE RECEIVED

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

Members discussed the additional information received by the Clerk, which included the Play Area Condition Survey report.

RESOLVED:

That Fron Park Road Play Area be approved for an upgrade this year. The Council's contribution was confirmed at £10,000. Clerk to inform Aura Leisure.

48.2. Email and copy letter from Rob Roberts MP for Delyn

Members considered the email and letter, which outlined the parking issues at the top of Gwenffrwd Road next to Holywell Leisure Centre. Members stated research had been undertaken and the area reassessed in the new scoring system. The County Council had applied for a Traffic Regulation Order (TRO). Members felt parking should also be taken into consideration. Further speed surveys should be undertaken in school term times. Cllr E.B. Palmer also reported that speeding surveys had been completed along Halkyn Street and the average results indicated no speeding.

RESOLVED:

That the Clerk drafts an urgent letter of support to Rob Roberts MP and Flintshire County Council to relay the Council's concerns.

48.3. Welsh Government Consultation – A Fairer Council Tax

Members considered taking part in the above consultation. The deadline for responses was Tuesday 4th October 2022.

RESOLVED:

That a working group be formed to complete the consultation. Cllrs L.A. Carter, E.B. Palmer, B. Scragg, and M. Sprake to take part. Clerk to make arrangements.

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

49. MEMBERS AGENDA ITEMS

- Cllr J. Jones – Covid Memorial. Cllr J. Jones explained the concept, which was to install a memorial to those lost to Covid. This could be a standalone memorial situated in the memorial gardens.

RESOLVED:

That the matter be referred to the Town Centre and Events Committee, where a working group will be appointed.

- Cllr R. Dolphin – Parent Parking. Cllr R. Dolphin requested a letter of support from the Council to install parent parking spaces in all County Council owned car parks in Holywell and Greenfield.

RESOLVED:

That the Clerk writes a letter to Katie Wilby, Streetscene, Flintshire County Council to support Cllr Dolphin's endeavours.

- Cllr D. Thomas – Equality and Diversity. Cllr D. Thomas outlined his concerns. Any matters of concern were referred to the County Monitoring Officer. The Council operates a Local Resolution Procedure to manage its member to member disputes.

50. REPRESENTATIVE REPORTS

Cllr E.B. Palmer provided an update on the Greenfield Valley Trust ten year strategy, which was broadly in line with the Council's own business plan.

51. COUNTY COUNCILLOR REPORTS

Cllr P.A. Johnson reported that recycling crews were stood down during the heatwave period.

Cllr I. Hodge reported that early discussions had started on the consideration of a capital funding project for a community centre for Pen Y Maes and the Strand.

52. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday 26th July 2022 at 6.00pm.

PRESENT: Councillor M. Lewis-Jones (Chair – see minute R1).
Councillors: L. Carter, P. Corbett, I. Hodge, E.B. Palmer, and B. Scragg.

APOLOGIES FOR ABSENCE were received from Councillor J. Jones.

IN ATTENDANCE: J. Baker (Clerk).

R1. ELECTION OF CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Councillor M. Lewis-Jones be elected Chair for the forthcoming municipal year.

R2. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2022/23

RESOLVED:

That Councillor P. Corbett be elected Vice Chair for the forthcoming municipal year.

R3. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

None declared.

R4. BANK RECONCILIATION QUARTER 1 – 30th JUNE 2022

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.

R5. MANAGEMENT ACCOUNTS – QUARTER 1 – 30th JUNE 2022

The Clerk explained the new reporting format that followed audit advice on the inclusion of year to date budget comparisons. Projections would be added at the half year review point, and balances in hand would be clearer by this point. It was anticipated all Grant income balances would be committed and spent this year. The Council had agreed a standstill budget for the last two years with reserves subsidising the agreed budget, and a cautious approach was needed, with rising inflation impacting the Council's costs.

RESOLVED:

That members note and endorse the accounts position as stated.

R6. COUNCIL POLICIES

The Council discussed the current policy framework. A cyclical review process was required going forward.

Members considered the draft Health and Safety policy prepared by the Clerk.

RESOLVED:

- 1) That all Council policies be reviewed every two years. Clerk to draft a review template. Policy reviews would then be a standard agenda item at each committee meeting.
- 2) That the Mayor, Deputy Mayor and Clerk meet to review the Health and Safety policy and consider wellbeing.

R7. TRAINING PLAN

The Clerk explained the statutory requirement for a Council training plan, that must be published by November 2022. Planning, Finance, Code of Conduct and Charing Skills should all feature on the plan which must be for each Council's five year term of office.

RESOLVED:

That the Clerk produce a draft training plan and matrix for consideration by the Council at a future meeting.

R8. SOCIAL MEDIA

Members considered a report from the Clerk that outlined the challenges the Council sometimes faced with social media use and posts. The Council's policy had been recently reviewed and was considered fit for purpose. The staffing team currently manage the content and consider whether the comments function should be turned off. In the main social media was used to promote events, the work of the Council and the Mayor, awards and promotion of community information.

RESOLVED:

That the Council continue with social media with the day to day management delegated to the Clerk and staffing team, for determining the appropriateness of the information and content.

R9. ITEM FROM COUNCILLOR J. JONES – CONDUCT/POLICY FOR SHARING INFORMATION

In Cllr J. Jones' absence members agreed for this item to be deferred to the next Committee meeting.

R10. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute R11 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted regarding employee recruitment.

R11. RECRUITMENT TO SUPPORT OFFICER POSITION

Members considered a report from the Clerk, that outlined the recruitment process for the vacant position of Support Officer. Members review the draft job advert, application form, job description, person specification.

RESOLVED:

That the Clerk be authorised to advertise the position as appropriate as soon as practical.

R12. CLOSE OF MEETING

The Chair closed the meeting at 8.00pm.

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Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Special Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Holywell, on Tuesday, 23rd August 2022 at 6.00pm.

PRESENT: Councillor I. Hodge (Mayor).

Councillors: L. Carter, L. Corbett, P. Corbett, R. Dolphin, J. Jones, B. Scragg, M. Sprake and D. Thomas.

APOLOGIES FOR ABSENCE were received from C. Argent, P. Curtis, P.A. Johnson, M. Lewis-Jones, E.B. Palmer, and S. Rush.

IN ATTENDANCE: J. Baker (Clerk).

53. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

54. PLANNING APPLICATIONS

The Mayor opened the meeting and explained that the Special Meeting was called to enable the Council to respond to several planning applications that had been received, within the stated deadlines. It was also agreed that application numbers FUL/000349/22 and FUL/000346/22 be considered as being received following circulation of the agenda.

RESOLVED:

That the following responses be submitted to the County Planning Authority.

Application Number	Proposal Details
OUT/000042/22	PROPOSAL: DEMOLITION OF EXISTING DWELLING AND ERECTION OF A BLOCK OF UP TO SIX RESIDENTIAL APARTMENTS, ONE OF WHICH IS TO BE AFFORDABLE TOGETHER WITH ASSOCIATED WORKS. LOCATION: Lornell, Halkyn Street, Holywell, Flintshire, CH8 7TX. Members were opposed to this application due to highway concerns, primarily around parking arrangements on what is already a busy road (Halkyn Street). Members were also mindful of overdevelopment with the Plas Yr Ywen extra care home being close by. The town centre, particularly for flats or apartments, experiences waste management and collection issues and members also wished to note their concerns in relation to this development.

FUL/000328/22	PROPOSAL: PROPOSED SINGLE GLAMPING POD FOR GUESTS ALONG WITH RECYCLING/WASTE STORAGE, AND A PARKING AND TURNING AREA SUITABLE FOR 1NO. CAR. AN EXISTING ENTRANCE TO THE SITE WILL BE UTILISED WITH THE ADDITION OF AN ACCESS TRACK DIRECTLY TO THE UNIT. ALSO INTENDED ARE ASSOCIATED FOOTPATHS AND LANDSCAPING OF THE SITE. A SOAKAWAY AND TREATMENT TANK IS PROPOSED TO MANAGE WASTE FROM THE UNIT. LOCATION: THE COTTAGE, Halkyn Road, Holywell, CH8 7SJ. Members had no objection to this application but requested that it be noted that the facility should ideally be connected into the mains sewer system, rather than utilise a treatment tank.
ADV/000331/22	PROPOSAL: ADVERTISEMENT CONSENT - INTERPRETATION BOARD WITH HISTORIC AND LOCAL INFORMATION, ARCH SIGN - HEOL FAWR/HIGH STREET. LOCATION: FLINTSHIRE COUNTY COUNCIL, KINGS HEAD BUILDING, High Street, Holywell, CH8 7TN. Members noted this application as received.
FUL/000355/22	PROPOSAL: REAR AND SIDE EXTENSION. LOCATION: 4 Glyn Abbott Avenue, Holywell, CH8 7ED. Members had no objection to this application.
FUL/000349/22	PROPOSAL: PROPOSED BUILDING OF A 100 SEATER STAND LOCATION: Greenfield Football Club, Bagillt Road, Holywell, Flintshire. Members had no objection to this application and wished to confirm their full support.
FUL/000346/22	PROPOSAL: THE CONSTRUCTION OF A 2 STORY SIDE EXTENSION TO THE EXISTING PROPERTY LOCATION: Land At Crescent Farm Bagillt Road, Greenfield. Members had no objection to this application.

Members expressed their concern that, in considering the above applications, it had come to light that the Town Council, and the local County Member, were not informed of land sales within the local area. This had also occurred in the past in relation to community asset transfers.

RESOLVED:

That the Clerk raises the Council's concerns over this matter with Lisa McLellan, Team Leader – Valuation & Estates, Flintshire County Council.

55. CLOSE OF MEETING

The Mayor closed the meeting at 6.25pm.

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Mayor

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 24th August 2022 at 6.00pm.

PRESENT: Councillor M. Lewis-Jones (Chair).

Councillors: L.A. Carter, P. Corbett, I. Hodge, J. Jones, and B. Scragg.

APOLOGIES FOR ABSENCE: none were received. Councillor E.B. Palmer was absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

R13. DECLARATIONS OF INTEREST

None were declared.

R14. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute R15 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted regarding employee recruitment.

R15. APPLICATIONS FOR SUPPORT OFFICER POSITION

Consideration was given to shortlisting and the finalising of arrangements for interviews.

RESOLVED:

- 1) That Applicants Ref. SO1, 2, 3 and 4 be invited for interview by the Committee on Thursday 1st September 2022.
- 2) That the procedure for the interviews be as now agreed by the Committee.

R16. CLOSE OF MEETING

The Chair closed the meeting at 7.15pm.

.....

Chair

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of the **Resources Committee** held in the Council Chamber, Bank Place Offices, Holywell on Thursday 1st September 2022 at 6.00pm.

PRESENT: Councillor M. Lewis-Jones (Chair).

Councillors: P. Corbett, I. Hodge, J. Jones, E.B. Palmer, and B. Scragg.

APOLOGIES FOR ABSENCE: were received from Councillor L.A. Carter.

IN ATTENDANCE: J. Baker (Clerk).

R17. DECLARATIONS OF INTEREST

None were declared.

R18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute R19 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted regarding employee recruitment.

R19. APPOINTMENT OF SUPPORT OFFICER – HOLYWELL TOWN COUNCIL

The Chair reported that the following candidates had been shortlisted for interview at the last meeting of the Committee.

SO1 - Mandy Selvester

SO2 - Yvette Green

SO3 - Keirren Adcock

SO4 - Bernadette Bruckner

The Clerk reported that candidate SO2 had declined an interview and withdrawn from the process. Members had before them a copy of each application, job description and person specification. The Chair informed all present of the procedure for the interview process.

At the conclusion of the interviews, Members were satisfied that an appointment could be made.

RESOLVED:

- 1) That the position of Support Officer be offered to Mandy Selvester with effect from Monday 19th September 2022 based on the approved job description and subject to satisfactory references, and including the following core terms:
 - the appointment is based on 25 hours per week.
 - a probation period of not less than 26 weeks.
 - the salary to be Scale LC1/LC2 points 16 to 19 pro rata, commencing on 19th September 2022 with annual increments on 1st April each year thereafter to point 19.
- 2) That the successful candidate be invited to attend the next Council meeting on Tuesday 20th September 2022 for welcome and introduction to Councillors.

R20. CLOSE OF MEETING

The Chair closed the meeting at 8.45pm.

.....

Chair

7. PLANNING

7.1. New Applications

To consider the applications received.

Application Number	Proposal Details
FUL/000349/22	Proposal: Proposed building of a 100 seater stand. Amendments to submitted application FUL/000349/22. Location: Greenfield Football Club, Bagillt Road, Holywell, Flintshire, CH8 7HG.
FUL/000420/22	PROPOSAL: ERECTION OF A FULL WIDTH 4 METRE REAR EXTENSION WITH A LOWER GROUND FLOOR. LOCATION: 19 Penymaes Gardens, Holywell, Flintshire, CH8 7BL.

NOTES:

1. Full details of planning applications may also be viewed on Flintshire County Council's website www.flintshire.gov.uk or by contacting the Clerk.
2. **MEMBERS INTENDING TO DECLARE AN INTEREST IN RESPECT OF A PLANNING APPLICATION ARE PLEASE REQUESTED TO INFORM THE CLERK BEFORE THE MEETING.**
3. Notices of the County Council's planning decisions may be viewed by contacting the Clerk.

8. ACCOUNTS

8.1. Accounts for Payment

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

SCHEDULE OF ACCOUNTS – JULY 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
8981	BP	Flintshire County Council	CCTV Charges 07/22-09/22	3,075.49	*****
8982	BP	Celt Rowlands & Co	Legal Fees - Asset Transfer	780.00	***
8983	BP	Holywell Garden Centre	June Watering & Fence removal	670.00	^^
8984	BP	Philip Jones Computers	ICT Support Costs - Apr-Jun 22	306.00	****
8985	BP	NHBS Ltd	Woodland Project	281.27	^^
8986	BP	Cllr Chris Argent	Basic Allowance	150.00	*
8987	BP	UK Vending	Replenishment of coffee supplies	92.58	****
8988	BP	Bernard Dykes & Son	Updating Mayoral Board	50.00	****
8989	BP	Danny's Family Butchers	Community Endeavour Award Voucher redemption	50.00	**
8990	BP	Chaos Ink	Community Endeavour Award Voucher redemption	50.00	**
8991	BP	DS Embroidery	Cadet badge embroidery	17.00	****
8992-8994	BP	Council Staff	Staff Salaries - July 2022	5,281.22	***
8995	BP	HMRC	July NI/PAYE	1,821.48	***
8996	BP	Clwyd Pension Fund	July Pension Payments	1,753.38	***
8997	BP	Holywell Garden Centre	Cherry picker hire/bunting removal	964.00	^^
8998	BP	Delyn Press	Members Business Cards	268.80	****
8999	BP	Rialtas Business Solutions	Software Annual Support Fee	214.80	****
9000	BP	Daydream Designs	Website Tech Support July 22	94.80	****
9001	BP	FR Kennedy & Son	Community Endeavour Award Voucher Redemption	25.00	**
9002	BP	Cllr L.A. Carter	Reimbursement (taxi fare)	24.50	**^
9003	BP	Signs at Home	Engraved desk Name Plates	22.04	****
9004	BP	Full Circle Security Systems	Onsite CCTV installation	651.60	*****
9005	BP	Full Circle Security Systems	Onsite CCTV installation	2,518.80	*****
9006	BP	Holywell Garden centre	Event set up/assistance	350.00	^^
9007	BP	Holywell Garden centre	WIB watering & services July	706.00	^^

9008	BP	Steve Tomlin	Scythe Kits	650.00	^^
9009	BP	Jason Baker	Travel Expenses	14.40	^^**
9010	BP	HMRC	Mayor's Allowance Tax Element	200.00	///
9011	BP	Flintshire County Council	Election Fees - May 2022	8,638.15	##
9012	BP	Cllr I. Hodge	Reimbursement of Sundry Items	60.49	****
9013	BP	Forgotten Riders	Events Grant	500.00	^^
9014	BP	Full Circle Security Systems	Onsite CCTV installation	2,971.44	*****
9015	BP	Reach Publishing Services Ltd	Support Officer Job Advert	600.00	****
9016	DD	Plusnet	Alarm Line July 22	23.62	****
9017	DD	Plusnet	Phone & Broadband July 22	38.41	****
9018	DD	BNP Paribas	Photocopier Lease 16/07-15/10	154.80	****
9019	DD	EDF Energy	Electricity July 12-13 Bank Place	125.98	****
9020	DD	EDF Energy	Electricity July 14 Bank Place	16.43	****
9021	DC	Tesco	Refreshments	1.05	****
9022	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9023	DC	Amazon	Cordless Office Phone	72.99	****
9024	DC	Stamford Notebook Co	Royal Condolence Book	74.95	****
9025	DC	Tesco	Refreshments	8.05	****
9026	DC	Tesco	Refreshments	1.05	****
9027	DC	CASH	Holywell Market Group Grant Event Donation	250.00	^^
9028	DC	CASH	Holywell Market Group Grant Event Donation	250.00	^^
9029	DC	Tesco	Stationery	4.00	****
9030	DC	Zoom Video	Monthly Pro Subscription	14.39	****
9031	DC	Tesco	Refreshments	1.15	****
9032	DC	1&1 Internet Ltd	Mail Pro	12.00	****
9033	DC	S1 Jobs	Recruitment Advert - Support Officer	570.24	****
9034	DC	CM Scott's Jewellers	Engrave Trophies	30.25	^^
9035	DR	HSBC	Bank Charges	8.00	****
			TOTAL	35,611.19	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – JULY 2022

Date	Category	Name	Payment Details	Amount £
20/07/22	INCOME	Wise – EV Charge	Car Charge Point	25.84
			TOTAL	25.84

SCHEDULE OF ACCOUNTS – AUGUST 2022

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
9036 - 9038	BP	Council Staff	Staff Salaries - August 2022	4,763.54	***
9039	BP	HMRC	PAYE/NI - August 2022	1,509.21	***
9040	BP	Clwyd Pension Fund	Staff Pension Costs - August 2022	1,582.85	***
9041	BP	Cllr P. Curtis	Members Allowance	150.00	*
9042	BP	Chubb Fire & Security Ltd	Intruder Alarm Contract 22/23	1,052.35	****
9043	BP	Flintshire County Council	Annual Licence Fee - Town Centre	70.00	^^
9044	BP	Daydream Designs	Website Tech Support - Aug 22	94.80	****
9045	BP	Veolia	Supply Trade Waste Bags	106.08	****
9046	BP	UK Vending	Lease Hire - Drinks Machine 10/8-9/11	132.60	****
9047	BP	Viking	Supply Mineral Water Bottles	44.38	****
9048	BP	Viking	Supply A4 Copier Paper	29.94	****
9049	BP	Paint Me Pretty	CE Award Voucher Reimbursement	50.00	**
9050	BP	Grow For Talgarth	Wales In Bloom Awards Attendance Fee	15.00	^^
9051	BP	Signs at Home	Supply Desk Name Plate	22.04	****
9052	DD	Plusnet	Phone Alarm Line Jul/Aug	23.62	****
9053	DD	Opus Energy	Gas Bank Place Offices Jun/Jul	27.93	****
9054	DD	Plusnet	Phone/Broadband Bank Place Offices Aug	38.30	****
9055	DD	EDF Energy	Electric Bank Place Offices Jul/Aug	105.00	****
9056	DD	EDF Energy	Electric Bank Place Offices Jul/Aug	21.00	****
9057	DD	Opus Energy	Gas Bank Place Offices Jul/Aug	20.58	****
9058	DC	Canva	Subscription	99.99	****
9059	DC	Tesco	Refreshments	0.79	****
9060	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
9061	DC	Amazon	Magnifying Glasses (Heritage Grant)	90.87	***
9062	DC	Tesco	Kettle	15.00	****
9063	DC	Amazon	Magnifying Glasses (Heritage Grant)	4.99	***
9064	DC	Amazon	Magnifying Glasses (Heritage Grant)	4.99	***
9065	DC	Amazon	Magnifying Glasses (Heritage Grant)	9.98	***
9066	DC	Amazon	Magnifying Glasses (Heritage Grant)	39.92	***
9067	DC	Amazon	Magnifying Glasses (Heritage Grant)	4.99	***
9068	DC	Tesco	Refreshments	1.15	****
9069	DC	Amazon	Takeaway Food Bags	34.95	****
9070	DC	Zoom Video	Monthly Subscription	14.39	****
9071	DC	Tesco	Refreshments	1.15	****
9072	DC	Tesco	Refreshments	8.98	****
9073	DC	Tesco	Refreshments	11.15	****
9074	DR	HSBC	Bank Charges - July 22	11.50	****
			TOTAL	10,314.60	

INCOME/VAT/REFUNDS/BANK TRANSFERS SCHEDULE – AUGUST 2022

Date	Category	Name	Payment Details	Amount £
31/08/22	Income	Flintshire County Council	Local Taxation Precept (2 of 3)	84,950.00
			TOTAL	84,950.00

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
- #### Litter Act 1983 S.5-6
- ***** Local Government & Rating Act 1997 S.31

9. COMMUNITY ENGAGEMENT

Members to note that the Deputy/Assistant Clerk will provide a detailed report to the next meeting in October.

10. CORRESPONDENCE

10.1. Letter from Derryn Blanchard BEM, Holywell Autumn Club

Members to consider the attached letter sent to the Council and determine any advice that could be provided to safeguard the future of the Club.

Holywell Town Council
Bank Place Office,
Holywell.
Flintshire
CH8 9TS.

Oak Cottage,
Hillside Court,
Holywell.
CH8 7PS.
5th Sept 2022.



Dear Mr Baker.

The Council will be aware that Holywell Autumn Club has been unable to meet at Bank Place since 10th March 2020.

In the first instance this was due to the closure of the offices due to the pandemic but as time went on it became apparent that, with increasing health problems and major ongoing work to render at my property, I would not be able to continue my role of organiser with the group after 34 years.

Whilst no formal meeting was held due to the pandemic, personal telephone calls revealed that no committee members felt able to take on the work and club was informally closed with an agreement to try to find someone to take it on in the future, once the offices were re-opened etc.

Everything belonging to club was deposited at Holywell Museum with the exception of the Accounts Book, and monies in the Bank. The club Constitution demands that should club close the monies be distributed amongst like causes or charitable institutions. If club cannot re-open the committee would decide the outcome of any options in this matter.

I had great support from the Council during this difficult time, especially from Councillors Ian Hodge and Lynda Carter. I am therefore hopeful that Holywell Town Councillors could help find a couple of people who could take on this work even if it was only for Bingo and build up to day trips and holidays as members needs and abilities became apparent.

I do feel that this activity for the elderly in our town is missed. Although we have lost people in the intervening time, there are many who say how much it is missed. I am constantly getting enquiries through the County Council "Aging Well" pages and shall seek their help as well as F&AC, and perhaps from Shereen Perrini who was at Volunteering Matters. However I do feel that perhaps Holywell Council might be able to help find someone very local which might be more beneficial.

Apart from archived photos of club in the Museum there might be items that would be of practical help such as Bingo Tickets and of course I would always try to help with any advice and details of how it was run in the past.

Club day of course, would be for the Council and new organisers to decide but if the Council can help find someone I might even have the best times of my 84 years playing Bingo rather than calling it!

With my thanks for any time given to this letter and its search for help.
Yours faithfully,

Derryn Blanchard BEM,

P.S. Apologies for the Kover driven hand writing!

10.2. Selection of Preferred Nominations – Flintshire Standards Committee Vacancy for a Town and Community Council Representative

Members were sent the pen portraits for the five candidates and the Council are required to select a first and second preference. Nominations as follows:

- Broughton and Bretton - Councillor Ros Griffiths
- Caerwys - Councillor Jayne Morris
- Halkyn - Councillor Ray Faulder-Jones
- Holywell – Councillor Lynda Carter
- Queensferry – Councillor Pat Connah
- Trelawnyd and Gwaenysgor – Councillor Ian Papworth

10.3. Halkyn Mountain Newsletter

Members to consider the following request received from Gayle Hughes. Email extract as follows:

“The Halkyn Mountain News is a popular local newsletter, published quarterly and distributed in March, June, September and December. It is run and produced entirely by volunteers, and we circulate and distribute copies free of charge to households in the Halkyn Mountain and Brynford areas (including the villages Pentre Halkyn, Rhosesmor and Rhes-Y-Cae). Our print run is approximately 1,800 copies, with an estimated readership of about 4,000 people.

The reason for emailing is that our publishers recently attended Holywell's market and were really amazed by it all. Many of us at our following meeting were unaware of the market or what it offers - the Eco Uniform stall for instance and we think the information would be really valuable for our readers, all of whom are local. Therefore, we would like to invite you to advertise with us (£20 for the year) and attached is a guide with further information as to how to do so. We would also like to invite you to share an article, photos, information or suchlike, sharing all that Holywell market has to offer.”

10.4. Extending the Well-being of Future Generations Act's Wellbeing Duty Consultation

Welsh Government have published a consultation which seeks views on extending the well-being duty on named public bodies in Part 2 of Well-being of Future Generations (Wales) Act 2015. The consultation also seeks views on the opportunities for public bodies not subject to the Act. The consultation will run from 14 July to 20 October 2022. The Minister for Social Justice has published the statement below. Members to consider taking part in the consultation.

“In October last year I committed to carry out a review of the bodies subject to the Well-being of Future Generations (Wales) Act 2015.

Since the Act was passed into law, the public sector landscape in Wales has changed and it is right that we assess whether additional public bodies warrant designation to be subject to the Act. The decision to conduct a review has been informed by the work of the Auditor General for Wales in their report, So, what's different? Findings from the Auditor General's Sustainable Development Principle Examinations (May 2020) and the Public Accounts Committee (5th Senedd) report, Delivering for Future Generations – the story so far (March 2021).

I am today launching a consultation seeking views on extending the well-being duty (part 2) of the Well-being of Future Generations (Wales) Act 2015 to eight additional public bodies.

The consultation sets out the criteria by which bodies have been selected to be subject to the Act's well-being duty. This retains the criteria used to establish the 44 bodies currently listed in the Act.

Our proposals to extend the well-being duty in the Well-being of Future Generations (Wales) Act 2015 complement our Programme for Government commitment to put social partnership on a statutory footing through the Social Partnership and Public Procurement (Wales) Bill. The Bill, introduced on 7 June, will place social partnership at the heart of sustainable development, and the list of bodies proposed to be subject to the statutory social partnership duty contained in the Bill are defined by the list of bodies subject to the Well-being of Future Generations (Wales) Act 2015.

We will be working with the bodies, the Future Generations Commissioner and Audit Wales to understand the potential cost implications of these proposals, and to find ways to share the learning from those who have been subject to the Act since 2016.

The consultation on the additional bodies will run from 14 July to 20 October 2022. I encourage anyone with an interest in the well-being of Wales to respond and I look forward to considering the responses."

10.5. Email from Jacqueline Pleszak, Community Support, North Wales Police

Members to consider the following request received from North Wales Police. Email extract as follows:

"I am organising a project to reduce the amount of ASB and low level crime by youths in the Flintshire North area. Data from the previous year has highlighted that Holywell equated to 14.5% of the crimes reported between 20th Oct. to 15th Nov. 2021. Therefore, I am organising to have the IBOX attend HOLWAY COMMUNITY CENTRE on the 11th November between 6.00pm and 9.00pm. This is a mobile computer entertainment trunk. But would like to offer other activities for all age groups, so am looking to see if there is any extra funding that yourselves could contribute to?"

10.6. St. Winefrides RC School – Request for a Governor

Members to consider the attached letter and any nominations for the post of Governor. Mrs Mary Auty, Chair of Governors, has stated the school is mindful that a number of councillors have expressed an interest, and they are keen that the appointment is a good fit with the ethos of the school, and would welcome, if possible, an opportunity to discuss the nomination before it is finalised.

Ysgol Gynrodd Gotholig y Santes Gwenffrewi
Ffordd Chwitfordd
Treffynnon
Sir y Flint
CH8 7NJ
Ffôn 01352 713182
e-bost: swmail@hwbcymru.net



St. Winefride's Catholic Primary School
Whitford Street
Holywell
Flintshire
CH8 7NJ
Tel 01352 713182
e-mail: swmail@hwbcymru.net

Miss Sian Jones-Evans B.Ed (Hons) NPQH
Pennaeth Headteacher

'Learning and growing together in the love of Christ.'

29th August 2022

Mr Ian Hodge
Mayor
Holywell Town Council

Dear Mr Hodge,

Following the resignation of Councillor Ted Palmer as the Community Governor at St Winefrides Catholic Primary School we are kindly requesting that the Council nominate a councillor who may wish to become the community governor at our school. We want to thank Ted for his support and commitment to the school and look forward to continue working with him as the local County Councillor.

The Assembly guidance for governors sets out what is expected of a school governing body. It explains the role is a strategic one and means the governing body decides what it wants the school to achieve and it sets the strategic framework for getting there. It should establish the strategic framework by:

- setting aims and objectives for the school
- adopting policies for achieving those aims and objectives
- setting targets for achieving those aims and objectives
- reviewing progress towards achieving the aims and objectives.

As some new governors are surprised or disappointed the role is strategic in nature rather than operational we feel it is useful to share this guidance in advance.

Additionally, as you know, St Winefrides is a Catholic school and an important responsibility of the governing body is ensuring that a Catholic ethos is maintained in all aspects of school life. We always very happily and very willingly welcome anyone of any faith or none at school but ask that a new community governor will respect this aspect of the school.

With kind regards

Mrs Mary Auty
Chair of Governors

aiminghigh

Helping children to achieve their potential



Cyfeirir pob gohebiaeth'r Prifathro
Please address all communications to the Headteacher

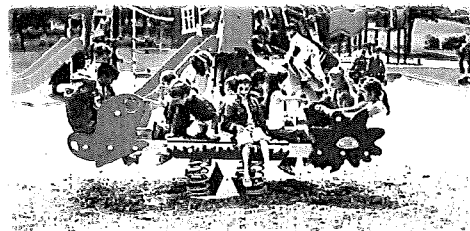
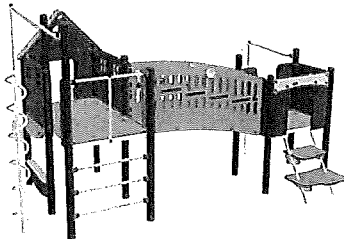
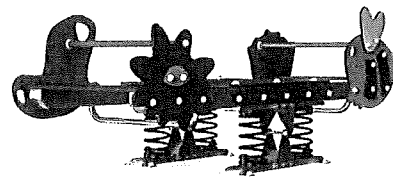
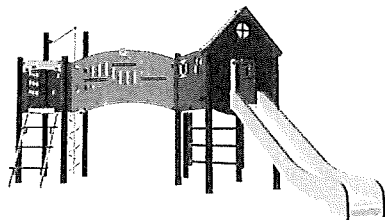


10.7 Upgrade to Fron Park Play Area, Holywell

Members to endorse the attached proposed designs for the scheme, a match funding proposal for Fron Park Play Area, Holywell. The proposal is for a multi-play structure with a range of play elements such as slide, climbing walls, arched bridge and climbing net as well as a new double seesaw. The two new play items will bring much needed play opportunities to the park. Cllr E.B. Palmer will report to the meeting.

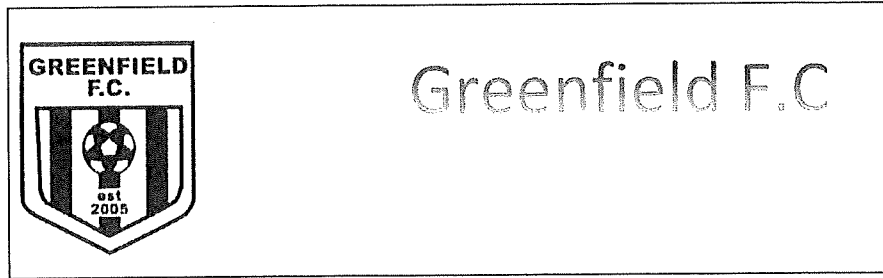
Flintshire County Council

Fron Park Play Area



10.8. Greenfield Football Club – Sponsorship

Members to consider the attached letter from the Club Secretary.



Can you help Greenfield FC to develop and maintain and facilities at (The Bernie Williams Memorial Ground)?

Greenfield FC have only been going since 2005, We started with 1 Senior Side, The Youth set up took place app 5 years ago.

The Season we are starting with Boys Under 6,7,8,9 & 12 age Groups as well as having a Reserve side for the first time in Greenfield`s short history to compliment the 1st Team What we are trying to do is develop the ground and facilities to a standard which we all can be proud of.

With so many teams using the pitch, it needs to be looked after and treated with regularity The facilities include 2 Changing Rooms with Shower Blocks, Referees Changing Room, Canteen and toilets which need upgrading. If possible, we would accept raw material as there is always work what need doing at the ground.

Also, there are sponsorship opportunities from Various prices:

Team Tracksuits approx.	£500
Match Day Kit approx.	£500
Team Polo Shirts approx.	£300
Team Training Tops approx.	£200
Advertisement Boards at the Ground include Cost and printing on Board)	£250 for a 2 yr. deal (Price
Match Ball Sponsor	£20 per match
Player Sponsor	£20 per player per season

All sponsors will be mentioned on our social media platforms i.e., Facebook, Twitter and our website

www.pitchero.com/clubs/greenfieldfc

DP HOGAN

Club Secretary

Greenfield FC

dennishogan62@gmail.com

07900255130

10.9. St. David Awards – The National Awards of Wales

Members to consider the attached letter from the Welsh Government and any subsequent nominations.



Dear All

August 2022

St David Awards – The national awards of Wales

I am writing to you to ask for your support in raising awareness of the St David Award 2023 in your Communities.

Now in their tenth year, the **St David Awards** are the national awards for Wales and reflect and celebrate the aspirations of Wales and its citizens as a modern, vibrant country that values innovation, community spirit and above all, its people.

They also offer an opportunity for you to raise the profile of people in your regions and communities; those who are doing exceptional things in Wales.

There are nine publicly nominated categories, giving us the opportunity to recognise and celebrate people from all walks of life in Wales.

Please consider nominating any people or groups in your area that you think deserve national recognition, and to encourage others to nominate too.

Nominations close at midnight on 20 October 2022.

Full details on the awards and nomination process can be found on the St David Awards website
<https://gov.wales/st-david-awards>

The finalists in each category will be announced on 09 March 2023 and winners will be announced on 20 April 2023, along with the winner of First Minister's Special Award.

With many thanks once again for your support,

Elaine Cripps
On behalf of the St David's Awards Team

10.10. Reports/Correspondence Received

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

Ref	Item	Status	Date Circulated
A	Flintshire County Council Daily Updates	**	Various Dates
B	Welsh Government Updates	**	Various Dates
C	North Wales Police Alerts	**	Various Dates
D	One Voice Wales Updates & Training Courses	**	Various Dates
E	Menter Iaith – Summer of Fun	**	19 th Jul 2022
F	Boundary Commission For Wales – Secondary Consultation	**	19 th Jul 2022
G	FLVC Summer Holiday Activities	**	21 st Jul 2022
H	Rob Roberts MP – Safer Streets Fund	**	27 th Jul 2022
I	Office of Police Crime Commissioner – Safer Streets Fund	**	27 th Jul 2022
J	FLVC Bulletin	**	28 th Jul 2022
K	Thomas Pennant Update	**	15 th Aug 2022
L	Hannah Blythyn MS – Office Relocation	**	23 rd Aug 2022
M	OPCC Newsletter	**	2 nd & 20 th Sep 2022
N	Rob Roberts MP Press Releases	**	Various Dates
O	North Wales Police – Crime Reduction Event	**	5 th Sep 2022
P	Ann Carroll – Ongoing Planning Matter	**	8 th Sep 2022
Q	Thomas Pennant Society Annual Lecture	**	20 th Sep 2022

11. HOLYWELL TOWN COUNCIL BUSINESS PLAN

Members to consider approval of the Council's revised business plan for the period 2022-2027. A copy of the plan was circulated with the agenda.

12. MEMBERS AGENDA ITEMS

Members to consider the following matters. See attached forms.

- Cllr L.A. Carter - Unacceptable Waiting Times for Ambulance and Accident & Emergency
- Cllr L. Corbett - Refuse Collection & Recycling, Holywell High Street
- Cllr S. Rush - Greenfield Valley Santa Dash
- Ysgol Maesglas Fence
- Cllr D. Thomas - Council Social Media Activity
- Public Meeting
- Defib Unit For Saturday Park Run

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	LYNDA CARTER
Meeting	HOLYWELL TOWN COUNCIL.
Date Of Meeting	TUESDAY 20 TH SEPTEMBER 2022 (27/9/22)

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

Subject	Specific Matter To Be Considered
UNACCEPTABLE WAITING Times For Ambulance + A+E.	LETTER TO BETSI CADWALADR TO HIGHLIGHT CONCERNS, AND COPY TO ROB ROBERTS MP + HANNAH BLITMAN MS.

Signed: L. Carter

Date: 23/8/22

HOLYWELL TOWN COUNCIL

REQUEST FOR ITEM(S) TO BE PLACED ON AGENDA

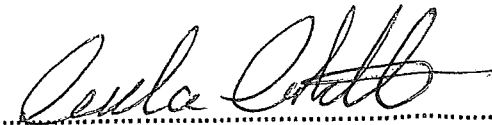
NOTE: THIS FORM SHOULD BE COMPLETED AND RETURNED TO THE CLERK NO LATER THAN 8 DAYS BEFORE THE MEETING.

Councillor	Linda Corbett
Meeting	Holywell Town Council.
Date Of Meeting	TUESDAY 20 TH SEPTEMBER 2022 (27/9/22)

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

Subject	Specific Matter To Be Considered
Refuge collection holwell high street, plus recycling	suggested a need to contact street scene when we are holding events in holwell high street. As the street is being closed before the refuge has been taken away it should be the other way around. this is leading to refuge being left on the street for two weeks plus recycling high street in need of a litter picker afterwards
	as recycling is left all over the street due to weather etc not a good look for our town encourages disrespect

Signed:



Date:

30/8/22

HOLYWELL TOWN COUNCIL
REQUEST FOR ITEM(S) TO BE PLACED ON THE AGENDA

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

Councillor	Siobhan Rush
Meeting	Holywell Town Council
Date of Meeting	20/9/22 (27 th Sept)

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

Subject	Specific Matter To Be Discussed
Greenfield Valley Santaclash	Could this be a council Event to raise funds for a local cause aswell as Mind or another mental illness charity.
Fence removed on the field by Greenfield School.	A new fence is required to prevent children running down the bank and onto the main road after their football.

Signed:

S. Rush

Date:

20/9/22

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	DANN THOMAS
Meeting	HOLYWELL TOWN COUNCIL
Date Of Meeting	Tuesday 27 th September 2022

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

Subject	Specific Matter To Be Considered
COUNCIL SOCIAL MEDIA ACTIVITY	MANAGEMENT OF CONTENT.
PUBLIC MEETING	CONSIDER HOLDING A PUBLIC MEETING.
DEFIB UNIT FOR SATURDAY PARK RUN.	CONSIDER OR PROVIDE ADVICE ON ACQUIRING A UNIT.

Signed:

D. THOMAS

Date:

27/09/22

13. 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 14, 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 staffing resource considerations.

14. TRAINING, STAFFING & OFFICE MATTERS

14.1. Training

- Members to consider the Clerk's attendance on the Financial Introduction to Local Council Administration (FILCA), an online sector specific learning tool to support all Responsible Financial Officers (RFO's) in England and Wales. The cost of the course is £120.
- Members' Code of Conduct Mop Up Session. Following on from the three training sessions held in May and June this year, the date for the mop up session to provide the training to those who were unable to attend, and any newly elected/co-opted Members has now been confirmed. A two hour evening training session on the Code of Conduct will be held at **6.00pm via Zoom on Wednesday 12th October**. As stated previously, given Richard Penn's report on the Ethical Standards Framework and the obligation in section 67 of the Local Government and Elections (Wales) Act 2021 (Community Council Training Plans), this training should be regarded as compulsory for all Members whether they have previously undertaken it or not. Members to attend as required.

14.2. Clerk – Excess Hours

Clerk to report.

14.3. Use of Council Offices by The Stroke Association

Members to consider the following request from the Stroke Association, to use the ground floor office facilities.

"Please could I, on behalf of The Stroke Association, submit a request for the council to consider allowing the use of a Community Room at Holywell for a proposed singing/music group for stroke survivors in Northeast Wales.

We plan to hold sessions initially monthly, on the first Wednesday of each month between 2pm and 4pm. We would hope to start on November 2nd. Sessions would be volunteer led and attended by approximately 10 people.

The first hour would be for the musical section where the volunteer and occasionally a local musician would lead the group in singing and playing range well known songs. The second part of the meeting would consist of a social chat over a tea or coffee (which we would supply)

Singing has been found to be an excellent way to help people regain some speech skills and to rebuild confidence after a stroke. The social side is also a very important factor in encouraging people to start to rebuild their lives, access peer support and get back to some enjoyable activities

The Stroke Association is the UK's largest and most influential charity, working to prevent stroke, support everyone touched by stroke, fund research and campaign for the rights of stroke survivors of all ages. Services we offer include the Community Engagement, Stroke Recovery Service, Stroke Helpline, Communication Support Service, Emotional Support, Exercise-based Rehabilitation, Post Stroke Reviews, and the Here For You volunteer telephone service."

Many Thanks
Colin Evans
Engagement Officer, Wales
The Stroke Association

15. 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.

16. COUNTY COUNCILLOR REPORTS

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

17. APPLICATION FOR EVENT GRANT

Members to consider a request for an Event Grant (£500) from the following organisation. Clerk will provide further detail from the application form.

- Holywell Area Community Museum – History Week.

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.