

HOLYWELL TOWN COUNCIL

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Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices, Holywell, on Wednesday 5th February 2025 at 10.00am.

PRESENT: Councillor E.B. Palmer (Chair).

Councillors: L. Corbett, P. Corbett, I. Hodge, and D. Thomas.

APOLOGIES FOR ABSENCE none were received. Cllrs P. Cooper, P. Curtis, and S. Rush were absent without apology.

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

TC23. **DECLARATIONS OF INTEREST**

None were received.

TC24. **2025 EVENTS PROGRAMME**

Members considered this year's programme and dates, and the scope of all events. Town Centre and Activity Grants may be available to support some events through the County Council. A save the date flyer would now be circulated.

RESOLVED:

- VE Day – Thurs 8th May – to follow template used for last year's D Day event.
- Food & Drink Market – confirmed as Sat 21st June.
- Party in the Park – Sat 26th July - Rosiez Café to be contacted regarding catering. To follow template used for last year.
- Pirate Themed Event – confirmed as Sat 16th August. Mobile stage, music, activities, RNLI.
- Well Inn Music Festival – Sat 6th September.
- Christmas Lights Switch on – Fri 28th November.
- Christmas Market – to be confirmed.

TC25. **OTHER EVENT MATTERS**

The Clerk confirmed the charging policy from the County Council for road closures, staffing, etc. Members considered suitable backing for the stage used in the

bandshell area. Members discussed the viability of opening the events hub toilet on event days.

RESOLVED:

- 1) That the Clerk relay event details and dates to Nigel Seaburg, Flintshire County Council, in order for any applicable charges to be confirmed.
- 2) That the Deputy Clerk obtains a quotation for the stage backing.
- 3) That the Clerk confirms costs for opening the events hub toilet on event days.

TC26. CCTV SERVICES

Members discussed the Service Level Agreement (SLA) for CCTV services provided by Flintshire County Council. The SLA ran for a three year period from 1st April 2025 to 31st March 2028. Members also reviewed the graphs and statistics provided by the County Council.

RESOLVED:

That the SLA be recommended for signing, subject to the ratification of the Full Council at its next meeting. The CCTV services would be reviewed in the early months of the 2025/26 year.

TC27. FRON PARK OUTDOOR GYM EQUIPMENT MAINTENANCE

The Clerk reported on the requirement for a suitable maintenance contract to service the new equipment at Fron Park.

RESOLVED:

That an annual servicing contract be implemented for the equipment from Autumn 2025. Deputy Clerk to contact the suppliers.

TC28. TOWN CENTRE PLANTER MAINTENANCE INCENTIVE SCHEME

Members considered the above matter. A community day could be held to tidy the planters. Any spare planters could be adopted, and the local schools and cadets were to be approached in the first instance. A best planter competition could be held with a shield presented to the winner. The County Council have supplied paint and brushes in the past and grants could be available.

RESOLVED:

That the staff follow through on any related actions points.

TC29. LEGENDS ON THE BENCH

Members considered the above project, which was a national initiative to link bench installations to advice and guidance on mental health matters. Funding could be available to support any future installation. Fron Park and the Memorial Gardens were highlighted as potential locations.

RESOLVED:

That the Clerk completes the research and confirms the costs to progress the project, subject to funding.

TC30. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute TC31, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the contractual considerations.

TC31. CHRISTMAS LIGHTING INSTALLATION CONTRACT

The Clerk had received the invoices related to the above contract from the appointed contractor. The amounts charged included costs for contract variation works. The Clerk had confirmed that a breakdown of the charges had been requested.

RESOLVED:

That the Clerk request the contractor attend a meeting with the Committee to discuss the contract variations, as soon as practical.

TC32. CLOSE OF MEETING

The Chair closed the meeting at 11.45am.

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Chair