

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the **Town Centre and Events Committee** held in the Council Chamber, Bank Place Offices on Wednesday 5th October 2022 at 10.00am.

PRESENT: Councillor L.A. Carter (Chair).

Councillors L. Corbett, P. Corbett, I. Hodge, S. Rush, and D. Thomas.

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

IN ATTENDANCE: J. Baker (Clerk).

TC11. **DECLARATIONS OF INTEREST**

None were declared.

TC12. **SPEAKER**

Nigel Seaburg, Streetscene Area Coordinator, Flintshire County Council attended the meeting and provided an operational update to members. The following matters were relayed to Nigel for investigation and remedial action:

- Old Chester Road – residents' complaints about sewer connection and road surface adjacent to Llesty development, and impact on pedestrians and traffic. Reported to Enforcement Team.
- Refuse Collection in High Street – General condition and collection frequency. The High Street would now be completed at an earlier time.
- Royal Oak, Greenfield. Cutting back of overgrown hedges. This was to be reported to Greenfield Valley Trust.
- Strand Alleyway – Area by Strand Crescent overgrown and untidy. This was to be reported to the County Council's Housing Team.
- Illegal parking in High Street Bays – This was to be reported to the Enforcement Team for remedial action.
- Tower Gardens Steps and manhole cover by Santander repaired.
- Cattle Grid at Brynford Street – to be followed up with Anthony Stanford.
- Greenfield near bridge – cut back overgrowth and clear silt.
- Land opposite Coed y Fron – cut back trees and overgrowth.

RESOLVED:

That Nigel Seaburg be thanked for attending the meeting.

TC13. EVENTS

1) Well Inn Music Festival Debrief

The Chair thanked all staff and members, and the volunteers who assisted with the preparation and on the day. The Chair would speak further with the Stamford Gate Hotel to ascertain any scope for future involvement. An earlier finish of 5.00pm was suggested, as was a synchronised start time for all activities. All entertainment and activities were well received including the Artisans Market and lunch packs. There was some scope to develop the event further with the outlying pubs and local football clubs. The headline act could be moved earlier than the end of the event if one was required.

2) Christmas Lights Switch On

Members had earmarked Thursday 1st December 2022 for the switch on to combine the event with the weekly street market. The Council had received feedback from the County Council's Markets Team that some traders would not support a combined event. There were some operational concerns about access on and off the High Street if traders did not stay until the end of the event. An alternative date of Friday 2nd December 2022 was therefore proposed.

RESOLVED:

That the Christmas Lights Switch On event takes place on Friday 2nd December 2022. Clerk to arrange for a public notice.

3) Events Working Group Meeting

Members discussed holding a working group to consider the Christmas Lights Switch On event timetable, activities and entertainment.

RESOLVED:

That a working group meeting be called as soon as practical, prior to the next meeting of the full council in October. Deputy Clerk to arrange.

4) Christmas Market

The Holywell Christmas Market had been confirmed for Sunday 11th December 2022. A snow globe and reindeers had been confirmed. The event would be managed by the County Council's Markets Team and promotional material would be available shortly. The Rotary Club could offer the float for the event.

RESOLVED:

That the Deputy Clerk contacts the County Council to add the Christmas Float and Santa Dash to the event activities and flyer.

5) Santa Dash

Cllr S. Rush would manage the event and provided an overview for members. The route would be up and down Greenfield Valley starting from the Tesco Bridge. Participants would provide their own suit and all proceeds would be given to the Mayors Charity for the year, St James Church Wellbeing Project.

RESOLVED:

That the Santa Dash be approved by the Committee to take place on Sunday 11th December 2022, to coincide with the Christmas Market.

TC14. FLINTSHIRE COUNTY COUNCIL – TRANSFORMING TOWNS INITIATIVE INVESTMENT & FUNDING

Members considered the guidance from the County Council and projects in and around the town centre. The Deputy Clerk would be asked to source further information on the funding, application process, and timescales.

RESOLVED:

That a working group be formed to progress the first application(s). Initial membership confirmed as Cllrs L.A. Carter, L. Corbett, and D. Thomas. Membership would also be offered to other members at the next full council meeting.

TC15. TOWER GARDENS SCRUB AREA DEVELOPMENT

Members considered a project to develop the above area, that could involve local community groups. This could be considered as part of a Transforming Towns bid. Cllr I. Hodge stated that a prominent tree in this area could be utilised for the Rotary Club's Tree of Life Project.

TC16. COVID MEMORIAL PROJECT

Item deferred from the full council. Cllr J. Jones had explained the concept, that involved a standalone memorial to those lost to covid. This could be considered as part of a Transforming Towns bid and could be located in the Tower Gardens Area.

TC17. BIKE REPAIR STATION INSTALLATION

The bike repair station was waiting on installation. Members discussed the position and suggested that somewhere around Greenfield Valley Trust, with its links to the active travel pathways and main coast road, would be a suitable location.

RESOLVED:

That the Deputy Clerk makes initial contact with Greenfield Valley Trust to determine the feasibility.

TC18. PARKING IN HOLYWELL HIGH STREET

The Clerk read out an email from a local business, that expressed concern at the parking situation and the impact on local businesses. There did not appear to be any enforcement taking place on the High Street, which meant vehicles were parked up long term in the short stay spaces intended for stop and shop use.

RESOLVED:

That the Clerk contact the County Council's Enforcement Team to request traffic warden patrols are stepped up and maintained on a regular basis.

TC19. £10K TOWN CENTRE ENHANCEMENT GRANT – PROGRESS REVIEW/UPDATE

The Clerk provided an update on expenditure incurred to date. There was scope for some further orders with the remaining funding available. A further dog bag dispenser was required, and the five locations confirmed as follows:

- Corner by Cheeky Chicken
- Fire Station
- Fron Park
- Holywell Town Council Offices
- Tower Gardens

A pigeon deterrent, finger post sign, and pressure washer were all considered to complete the grant funding allocation.

RESOLVED:

That a further dog bag dispenser be ordered. The feasibility of a finger post sign would be investigated. Costs for a pressure washer and ultrasound pigeon deterrent would be confirmed and reported to the next meeting of the full council.

TC20. ITEMS FROM COUNCILLOR D. THOMAS

Tower Gardens Steps Quotation. Costs were confirmed to be circa £2k. Some sponsorship had been agreed. This would be included in the Transforming Towns funding application as part of a wider enhancement project to this area.

1950's Themed Activity Event & Christmas Movie Night. These two suggestions could be considered further at the budget setting meeting in January 2023.

Holywell Half Marathon. A date had now been confirmed, Sunday 10th September 2023. It was agreed for the Deputy Clerk to contact the Councils with an interest, along with the police and the County Councils Streetscene Department, to confirm their continued interest and involvement, and inform them that a working group meeting would be called by Cllr Thomas in early 2023. Councils to be contacted – Brynford CC, Ysceifiog CC, Whitford CC, Halkyn CC. Cllr Thomas was also advised that the Half Marathon Group, once established, could apply for an events grant from the Council, to help with costs.

TC21. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for minute TC22 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 the awarding of contracts.

TC22. CHRISTMAS LIGHTS CONTRACT TENDER REVIEW

The Clerk reported that two quotations had been received for the work. The Council had advertised on the Welsh Government's procurement website Sell2Wales to ensure a fair competitive tender process. In view of the proximity to the lights switch on date on 2nd December 2022 it was not recommended at this stage to go out for a third quotation and a council resolution was required to accept the two quotations and award the contract. The Clerk explained the quotations and figures and that they provided assurance that value for money would be obtained. The Council also discussed the evening and weekend work option to support local businesses, and both contractors had quoted for this option in their tender submissions.

RESOLVED:

That the contract be awarded to BKB Solutions Ltd based on their tender submission on a 3 year contract, with the option of a further 2 years following a review, with a further review if required after year 4 (3+1+1=5 basis). The contract would include for the evening and weekend option. Clerk to inform the successful Contractor.

TC23. CLOSE OF MEETING

The Chair closed the meeting at 12.10pm.

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Chair