

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of Holywell Town Council held in the Main Hall, St. Peter's Church, Holywell on Tuesday, 20 December 2016 at 6.00pm.

PRESENT: Councillor J.M. Johnson (Mayor).
Councillors: P.J. Curtis, Mrs. K. Davies, Mrs. R. Dolphin, E.B. Palmer,
Mrs. M.D. Phelan, H.G. Roberts (for minute 104), B. Scragg, L. Thorley Mrs.
S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors Mrs. M. Auty,
J. Griffiths, P.J. McGarry and E. Watkinson.

IN ATTENDANCE: D.C. Pierce (Clerk) and M.G. Fearnley (Community
Engagement Officer).

104. HOLYWELL TOWN COUNCIL AWARDS 2016

The Mayor welcomed the award nominees to the meeting and explained the background to the awards. Each nominee received a short introduction from a Member of the Council.

A presentation to the winners was carried out by the Mayor as follows:-

- Best Christmas Shop Window (Shield/Framed certificate)
Trendy Blinds (Tower Gardens)

- Community Endeavour (Christmas hamper/Framed certificate)
Greenfield Adele Parry
Holywell Central Glyn Owen
Holywell East Keith and Linda Roberts jointly
Holywell West Jacqueline Jones

- 18 and under (Store voucher/Framed certificate)
Greenfield Ffion Davies
Holywell Connor Bailes

105. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

105.1. General

No declarations were made.

105.2. Ombudsman's Revised Guidance (July 2016) on the Code of Conduct

Following the Audit Sub-Committee held on 7 December (minute A23.) a copy of the Ombudsman's revised Guidance as above had been copied to all Members for their attention and future reference.

The Clerk read out an email from the County Council's Chief Officer (Governance) asking whether Councillors were interested in attending a training session on the Code of Conduct. A Community Council had recently recruited some new Members and had asked for a training session on the Code.

RESOLVED:

That the position be noted and the County's Chief Officer (Governance) informed of no interest expressed by Town Council Members in attending a Code of Conduct training session this side of the May whole Council elections.

106. FLINTSHIRE NORTH POLICING UPDATE

The meeting was attended by Sergeant 2525 Kerry Smith-Williams (succeeding Sergeant Mike Wilson) and PCSO Nick Choak. Members were updated on the matters that had received attention since the last meeting, which included certain prosecutions and the launch of this year's Drink Drive Campaign.

Reference was made by a Member to an ongoing practice on Pen y Maes Road involving heavy lorries travelling in the direction of Holywell from the Boot End area and to the safety issues arising especially for schoolchildren. The officers indicated that they would monitor the situation but that essentially the County Highways Authority should be notified.

RESOLVED:

That the officers be thanked for their attendance and that the Council's thanks be recorded for the service of Sergeant Mike Wilson who had recently moved on within the Force.

107. MAYOR'S REMARKS

The Mayor referred to his civic and other attendances since the last meeting with particular reference to the hugely successful and well attended Christmas Lights switch-on event on 25 November, organised by the Council.

He also referred to the annual arrangements whereby Members made a donation to the Mayor's charity instead of exchanging Christmas cards. This year the Holywell Memory Café was to benefit.

108. MINUTES

108.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor/Chairman of the appointed Committee/Sub-Committee.

Council Meeting held on 15 November 2016;
Audit Sub-Committee held on 7 December 2016;
Community Asset Transfer Committee held on 7 December 2016.

108.2. Meetings held on 7 December 2016

RESOLVED:

That the resolutions of the Audit Sub-Committee and Community Asset Transfer Committee at the above meetings be supported and approved.

109. PLANNING

109.1. 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.

No	Proposal
056214	Erection of rear and side extensions and formation of lower ground level garage – Bethany, Windmill Close, Holywell: for Mr. Colin Lindsay.

No objection.

056226	Construction of external balcony and new patio – Ty Celyn, Bryn Celyn, Holywell: for Ms Michaela Burns.
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No objection.

056285 Erection of 1no. dwelling – Milwr Farmhouse, Milwr Road, Holywell: for Mr. R. Pierce.

No objection, provided that the earlier Planning Appeal conditions are met.

056311/
056312 Retention of ATM/Integral illumination and screen to the ATM fascia, internally illuminated Free Cash Withdrawals sign above the ATM fascia and blue LED illumination to the ATM surround – Home Bargains, North Road, Holywell: for Notematchine UK Ltd.

No objection in respect of both applications.

110. ACCOUNTS

110.1. Accounts for Payment

RESOLVED:

That payment of the following accounts be approved the necessary audit checks having been undertaken in accordance with the requirement of the Audit Sub-Committee.

<u>Voucher</u>	£
6237 Ideal ICR Group – Christmas lights Refurbish, test and certificate/pull tests and certificate	6690.00^^
6238 Corbett Cars – 8 seat minibus to CCTV Control Centre, Mold/return for Council and local business representatives	57.60*
6239 Flintshire CAB – Donation to Refurbishment/redecoration at Holywell CAB office	500.00^^
6240 Ideal ICR Group – Christmas lights installation/power cabling work and storage	3167.20^^
6241 Ideal ICR Group – Christmas lights part payments	4453.20^^
6242 Ideal ICR Group – Christmas lights switch-on assistance	1680.00^^
6243 Ideal ICR Group – repair of Christmas lights board used at switch-on	42.00^^
6244 EER Developments Ltd/Snow Magic-Snow+ Space flower search lights at switch-on 25/11/16	180.00^^
6245 Festival Fireworks – Fireworks	

	Display	1000.00 ^{^^}
6246	C. Baglin (Professor Llusern)	
	Magic/entertainment	150.00 ^{^^}
6247	The Music Mine Studios – PA hire/ Sound engineering services + replacement gazebo, approved by Council	289.99 ^{^^}
6248	NWN Media Ltd: Adverts – Christmas switch-on	300.00 ^{^^}
6249	Trinity Mirror Publishing Ltd: Adverts-Christmas switch-on	184.80 ^{^^}
6250	Delyn Press – Christmas lights Switch-on/activities leaflets	285.00 ^{^^}
6251	WhizzBang TV – Gareth Jones Hosting Fee/Expenses – Christmas switch-on	703.68 ^{^^}
6252	Flintshire Fabrications Ltd – Fabricate and install railings and access gate to path alongside Christmas tree area	2400.00 ^{^^}
6253	Barry Hamilton Photography – Photography at Annual Meeting 17/5/16	40.00 ^{***}
6254	Copyrite Systems – Copier charges to 14/11/16	216.51 ^{****}
6255	Viking Stationery	128.47 ^{****}
6256	Viking x4 Community Endeavour Award Hampers	142.23 ^{^^}
6257	Computer Technical Solutions – Providing secure remote access	30.00 ^{****}
6258	Rialtas Business Solutions Ltd – On-site training for Clerk on RBS System	399.42 ^{****}
6259	Society of Local Council Clerks – Annual Subscription 2017	177.00 ^{^^^}
6260	Association of Local Council Clerks – Annual Subscription 2017	10.00 ^{^^^}
6261	Mrs Carol Rutherford (Ruth's choice) 40 handmade Civic Christmas cards	60.00 ^{^^}
6262	Delyn Press – Christmas card inserts and stationery	36.00 ^{^^}
6263	Royal British Legion: Poppy wreath For Remembrance Sunday service Holywell 13/11/16 (D. Hanson MP paid Council direct)	20.00 ^{**}
6264	D.C. Pierce – Salary – December	1738.32 ^{***}
6265	M.G. Fearnley – Salary – December	1296.26 ^{***}
6266	Mrs. M. Reed – Secretarial Expenses – December	48.00 ^{***}

6267	HMRC (Inland Revenue) – PAYE/ Nat Ins – December	1080.34***
6268	D.C. Pierce – Repay for postages 1/10/15-30/9/16	291.50^
6269 _{D/D}	British Telecom – Business Bill 07436273793 – to Nov	24.00****
6270 _{D/D}	British Telecom – Business Bill to Nov	130.20****
6271 _{D/D}	BNP Paribas – lease payment (x3) Replacement p/copier	154.80****
6272 _{D/D}	Opus Energy – Gas – Bank Place Offices to 9/11/16	125.31****
		28,231.83

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.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, 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.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
- ### Local Government and Rating Act 1977 S.31

110.2 Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 30 November 2016.

110.3. Budget Monitoring 2016/17

For this item, Members had before them copies of the budget monitoring papers that had been circulated to the Audit Sub-Committee (minute A24.). The Clerk explained the proposed arrangements for reporting to future meetings to meet audit requirements.

RESOLVED:

That the information be received and the position noted.

111. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 16/11/16 – 20/12/16

Members had before them for consideration the report of the Community Engagement Officer (CEO) covering the above period. Members raised items within the report for clarification and/or additional information.

The report echoed the Mayor's earlier remarks about the success of and public turn-out at the Council's recent Christmas lights switch-on event. The CEO outlined the other Council co-ordinated events leading up to Christmas, including participation by local schools and a Santa stroll up to Holywell from the Greenfield Valley. Reference was also made to the annual New Year Pantomime at St. Peter's Church, Holywell on Sunday, 8 January 2017 at 3.30pm.

The Council's next Community Engagement meeting was due to be held on Wednesday, 11 January 2017 at 6pm at St. Peter's Church. Two senior managers from Flintshire County Council had also been invited to attend.

The next meeting of the Holywell Town Partnership was planned for January when it was intended that a revised Action Plan would be discussed and developed.

Information had been circulated for comment about the iBeacon Network Project. Reference was also made to the small task group formed from within the congregation of St. Peter's Church and the wider community of Holywell to consider the future for St. James' Church, Holywell.

RESOLVED:

- (1) That the CEO's report be received with thanks.

- (2) That a presentation about the iBeacon Project be arranged for the next meeting of the Town Centre Sub-Committee.

112. NATWEST BANK CLOSURE, HIGH STREET, HOLYWELL - UPDATE

The Clerk referred to the announcement by NatWest Bank that it would shut nine branches across North Wales including Holywell from May 2017. Members considered this as another blow to the town with another bank closing on the High Street. He had raised the matter with Delyn's elected representatives, The Rt. Hon. David Hanson MP and Hannah Blythyn AM. To date, the matter had been raised with the First Minister in the Assembly (copy transcript circulated to Members) and David Hanson was shortly due to meet with senior management at the Bank.

RESOLVED:

That the position be noted and the proposal considered further on when more information is received from the MP.

113. FLINTSHIRE COUNTY COUNCIL : NAMING/NUMBERING OF STREET – WILLIAMS HOMES DEVELOPMENT AT FRON PARK ROAD, HOLYWELL

RESOLVED:

That the action taken by the Clerk in consultation with the Mayor in raising no objection to naming the above development 'Clos Llwyn Onn' be endorsed.

114. FLINTSHIRE COUNTY COUNCIL : TOWN AND COMMUNITY COUNCIL ELECTIONS 2017 – ADVANCE NOTICE

The Clerk circulated a letter from the County Council's Returning Officer regarding the next whole Council Elections on Thursday, 4 May 2017. The estimated cost for contested and uncontested elections were noted for the forthcoming precept-setting meeting as well as the procedure for any casual vacancies occurring on the Town Council in the period up to the May retirement date for Councillors.

The Clerk also drew attention to the statutory election timetable and in particular to the nomination period from 20 March 2017 until 4pm on 4 April 2017, the latter date also being the deadline for withdrawal of nominations.

RESOLVED:

That the arrangements and financial implications be noted.

115. NEW PRIMARY SCHOOL YSGOL MAES Y FELIN, HOLYWELL – APPOINTMENT OF A MINOR AUTHORITY GOVERNOR TO THE GOVERNING BODY

The Council was requested to consider nominating an appropriate person to serve for four years from January 2017 on the new School's fully constituted Governing Body.

Members noted that for the last year or so during the amalgamation process in bringing together Ysgol y Fron and Ysgol Perth-y-Terfyn to form the new school, there had been a Temporary Governing Body. During that time Town Councillor Mrs. M.D. Phelan had been the Minor Authority Governor.

RESOLVED:

That Councillor Mrs. M.D. Phelan be nominated as Minor Authority Governor to serve on the new school Governing Body for the period indicated.

116. COUNCIL OFFICES, BANK PLACE, HOLYWELL – VARIOUS MATTERS

Consideration was given to the following items:

116.1. Cymdeithas Thomas Pennant Society: Bookcase relocation – Action taken by Clerk

RESOLVED:

That the Clerk's action in arranging ground floor space at 14 Bank Place for a bookcase/books from the Thomas Pennant Society be approved.

116.2. Holywell and District Society – Request for Ground Floor meeting accommodation at 12/13 Bank Place for a small group of Society members formerly occupying a room at Holywell Library prior to its transfer to the Leisure Centre

That under the circumstances the request be agreed, without charge, subject to review at a future date if the accommodation is required as part of the Council's plans for its continued development of Bank Place offices.

116.3. Carmel & Holywell Woodcraft Association (CHWA) – Bespoke Chair for the Mayor/Person presiding at meetings

RESOLVED:

That the proposal from the CHWA to provide a hand-crafted chair for the Mayor/Person presiding at meetings in the Council Chamber be supported and further considered at the Finance (Budget) Committee

117. HIGHWAY/PUBLIC SAFETY CONCERNS – LORRIES USING PEN Y MAES ROAD, HOLYWELL FROM THE BOOT END AREA

With reference to minute 106, Councillors Mrs. K. Davies supported by Councillor Mrs. M.D. Phelan reported further on this daily problem and drew attention in particular to the present restriction of heavy vehicles using the road. She considered that the sign warning lorries not to travel down the road was too small and needed to be changed. She feared for public safety especially schoolchildren attending the new Ysgol Treffynnon/Maes y Felin campus.

RESOLVED:

That the County Council, as Highway Authority, be informed that larger and clearer signs need to be placed at appropriate locations on this road to warn the drivers of heavy goods vehicles that the road is unsuitable for this type of vehicle.

118. DIARY DATES – JANUARY 2017 MEETINGS AT #BANK PLACE OFFICES, UNLESS OTHERWISE SHOWN

The following meeting arrangements were noted:

#Town Centre Sub-Committee: Wednesday, 11 January at 10am;
Community Engagement: Wednesday, 11 January – St. Peter's Church at 6pm;
#Council – Tuesday, 17 January;
#Finance (Budget) Committee – Thursday, 26 January at 6.30pm.

RESOLVED:

That, normally, Council meetings commence at 6.30pm except when presentations are arranged when the starting time shall be at 6pm.

119. REPORT(S) ETC RECEIVED

Members were informed that the following items had been received and unless otherwise circulated*, were available for perusal from the Clerk.

- (a) Police and Crime Commissioner for North Wales – Individual Consultation on Policing (Police and Crime Plan)*;

- (b) GoSafeNews – December 2016*;
- (c) Flintshire County Council: County Forum Meeting 27 October 2016 – Meeting notes and supporting papers;
- (d) Flintshire County Council: Overview of what Communities First has been working on over the past few months*;
- (e) Play for Wales: Play news and briefing from the national charity for play – Issue 47 Autumn 2016;
- (f) The Five Villages Chronicle: Issue No. 120 Winter (December) 2016.

120. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) :
ROUND TABLE DISCUSSION EVENT – REMUNERATION
FRAMEWORK FOR COMMUNITY/TOWN COUNCILS

Although not listed on the agenda, this item was accepted by the Mayor for consideration in view of the deadline for reply.

RESOLVED:

That, if possible, the Clerk attend this event at Venue Cymru, Llandudno on Thursday, 19 January 2017 from 10.30-12.30.

121. REPRESENTATIVES' REPORTS

Councillors B. Scragg and P.A. York updated Members on the community transport proposals for the area.

122. COUNTY COUNCILLOR REPORTS

Councillor P.J. Curtis informed Members of the budget process at County Hall and of meetings held to date. He also gave an update on the vacant shop units on the High Street.

Councillor Mrs. R. Dolphin updated Members on arrangements in respect of the Housing Right to Buy Scheme and the buying back of properties.

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

RESOLVED:

That the public and press be excluded for the following minute, 123.1, 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 supporting financial information to be reported.

123.1. Application for Financial Assistance 2016/17 – Holywell Autumn Club
(Christmas charitable activities)

Members considered the request received for financial assistance from the Holywell Autumn Club. The Clerk referred to supporting background and financial information provided by the organisation.

RESOLVED:

That a donation of £300 be made to the Holywell Autumn Club in connection with its Christmas charitable activities this year.

124. CLOSE OF MEETING

The Mayor closed the meeting at 7.30pm and wished all present an enjoyable Christmas and a peaceful and prosperous New Year.

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Mayor