

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, 18 April 2017 at 6.30pm.

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PRESENT: Councillor B. Scragg (Deputy Mayor) presiding.  
Councillors: Mrs. M. Auty, Mrs. K. Davies, E.B. Palmer, Mrs. M.D. Phelan, H.G. Roberts, Mrs. S.E. Wallbanks, E. Watkinson and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors P.J. Curtis, Mrs. R. Dolphin, J. Griffiths, J.M. Johnson (Mayor) and P.J. McGarry.

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

184. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

185. FLINTSHIRE NORTH POLICING UPDATE

The Clerk reported that, due to a personal commitment, Chief Inspector Andy Griffiths was unable to attend the meeting.

RESOLVED:

That the information be noted.

186. DEPUTY MAYOR’S REMARKS

The Deputy Mayor welcomed to the meeting Jason Baker and Collette Lowry, the recently appointed Town Clerk/Financial Officer and Support Officer respectively. He wished them both a happy and successful working partnership with the Authority. They both stayed for the remainder of the meeting.

The Deputy Mayor reported that nine current Members of the Town Council were not standing for election on 4 May. Eight Members, including himself, had been returned unopposed. Two new Members would also be joining the Council, without a contest. He added that, with the reduction in Town Council membership from seventeen to fifteen Members, following an earlier County Council review, this meant that five co-options would be required.

Councillor E.B. Palmer was congratulated on being elected unopposed to represent the Holywell Central Electoral Division on the County Council.

New Member P.A. Johnson had also been elected unopposed to represent the Holywell West Electoral Division on the County Council. Both present County (and Town) Councillors – Mrs. R. Dolphin (Greenfield) and J.M. Johnson (Holywell East), had elections in their respective areas.

187. MINUTES

187.1. General

RESOLVED:

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

Council Meeting held on 21 March 2017;  
Audit Sub-Committee held on 29 March 2017;  
Special Council Meeting held on 4 April 2017;  
Special Audit Sub-Committee held on 5 April 2017;  
Town Centre Sub-Committee held on 10 April 2017 – copy circulated prior to and at the meeting.

187.2. Meetings of Sub-Committees

RESOLVED:

- (1) That the resolutions of the Sub-Committee meetings in 187.1 above, where these are not delegated, be supported and approved.
- (2) That with regard to item TC16. of the minutes of the Town Centre Sub-Committee held on 10 April, the HSBC and NatWest banks be also requested to consider the disposal of their respective bank premises, following closure, to an organisation(s) that would help to bring benefit the town centre and increase footfall.

188. PLANNING

188.1. New Planning Applications

Consideration was given to the applications forwarded to the Town Council as part of the County Council's planning consultation.

RESOLVED:

- (1) That the following responses be submitted to the County Planning Authority.

**No. Proposal**

056766 Increasing the height of the front boundary wall – The Coach House, Bagillt Road, Holywell: for Mr. A. Thomas

**No objection, subject to planning criteria being satisfied given the listed status of the building.**

056777 Change of use of grass verge to additional parking area – Westbridge Furniture, Unit 29, Greenfield Business Park, Greenfield, Holywell: for Mr. Carl Watkins.

**No objection.**

188.2. Notice of Planning Appeal – Ref: 055924, Land adjoining Coed Cae Duon, Halkyn Road, Holywell

The Clerk reported that an appeal had been made by Mr. Stephen Thomas against the County Council’s decision to refuse planning permission in respect of an outline application for the erection of 1no. dwelling on the above-mentioned land.

The Town Council’s submitted observations on the application at the consultation stage had been ‘no objection, subject to planning policy compliance’.

RESOLVED:

That the position be noted.

189. ACCOUNTS

189.1. 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.

Voucher

£

**2016/17**

6348	R. Erwood-Jester Show at Welsh Day event 4/3/17	225.00^^
6349	Holywell Town Juniors FC – Donation	500.00^^
6350	Relate Cymru - Donation	300.00^^
6351	Shelter Cymru - Donation	200.00^^

6352	Holywell Town FC - Donation	500.00^^
6353	Flintshire CC: Building cleaning Charge - Bank Place Offices, January to March 2017	212.26****
6354	Flintshire CC: CCTV Charges – Apr '16-Mar '17	17,945.12^
6355	Trinity Mirror Ltd-Jobs advert Town Clerk and Support Officer	645.60***
6356	West Flintshire Community Enterprises Ltd – Room rent for storage (Artisans Shop) February and March 2017	100.00****
6357	D.C. Pierce-Travelling (General) 2016/17	81.90***
6358	M.G. Fearnley-Travelling to 10/3/16	44.10***
6359	Viking-Stationery	200.87****
6360	Viking-Stationery	3.44****
6361	Planning Aid Wales-Delegate fee (Mayor) for planning network event	16.50*
6362	Councillor J.M. Johnson (Mayor) -Travelling etc.,planning network event	88.86*
6363	Tom's Locksmith - Extra keys cut for Bank Place Offices	34.00****
6364	D/D:British Telecom-Business Bill to February	129.39****
6365	D/D:British Telecom-Business Bill 07436273793 to March	24.50****
6366	D/D:British Telecom-Business Bill to March	131.83****
6367	D/D:npower-Electricity to 15/2/17 12/13 Bank Place offices	124.40****
6368	D/D:npower-Electricity to 14 Bank Place Offices	27.95****
6369	D/D:Opus energy-Gas Bank Place offices to 9/3/17	381.22****
6370	D/D:Public Works Loan Board: Loan payment- Council offices	2,607.68**** (24,524.62)

### 2017/18

6371	FlintshireCC-1 <sup>st</sup> instalment Rates on Council Offices Bank Place (2017/18)	2,931.63****
6372	Zurich Municipal-Annual Insurance	2,294.43****
6373	FlintshireCC-Annual rent for Council garage at 3 Well Street	410.00****
6374	Jolora-Standard Website Hosting Package (2017/18)	150.00****

6375	Chubb Fire & Security-Contract to 31/3/18 for fire extinguishing equipment	249.98****
6376	Delyn Press-Good Councillor's Guides for new Council	127.00***
6377	C.M. Scott Jewellers - Presentation gift to retiring Councillor/Long service	23.99**
6378	D.C. Pierce-Salary-April	1,626.73***
6379	M.G. Fearnley-Salary-April	1,227.58***
6380	Mrs. M. Reed-Secretarial Expenses - April	48.00***
6381	HMRC(Inland Revenue)-PAYE/ Nat Ins - April	984.19***
6382	Holywell Leisure Centre/Canolfan Hamdden Treffynnon – Contribution 2	17,000.00^^ (27,073.53)
		<hr/> 51,598.15 <hr/>

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 S.34

## 189.2 Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 31 March 2017.

## 190. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 22/03/17 – 18/04/17

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 for additional information.

It was noted that the BT Phone Box in front of Holywell Post Office was due for a clean in the next few days with any broken glass replaced. BT also planned to repaint the Box in the next few months.

Regarding the report item on electric vehicle charge points in the town, it was added that the Town Council, looking to the future, felt that this was an innovative approach particularly given the emphasis placed by the Government on such initiatives under its environmental and transport strategies. Members were keen to develop the idea further having previously identified it as one of their tourism related priorities.

### RESOLVED:

- (1) That the CEO's report be received with thanks.
- (2) That, as a first step, the CEO look into the availability of grant funding streams that would help bring electric vehicle charge points to reality, in conjunction with assessing a suitable location(s), necessary landowner consents and any other costs arising, and report back.
- (3) That the matter of a Council contribution towards the proposed scheme be considered when more information relating to (2) above has been obtained.

## 191. VALUATION OFFICE AGENCY (VOA): 2017 REVALUATIONS CHANGES TO PROPERTY VALUATION – 12 to 14 BANK PLACE OFFICES, HOLYWELL

The Clerk referred to his report to the Finance (Budget) Committee in January (minute F11.(ii)) and to the circulated letter from the VOA, adding that changes to the draft valuation for Bank Place Offices meant an increase in rateable value to £19,250. This meant in the region of between £3,500 and £4,000 additional business rates from 1 April 2017.

The increase reflected improvements to 14 Bank Place and a reassessment of the original valuation for the premises.

RESOLVED:

That the position be noted and enquiries made to verify the information received as well as regarding any rates relief arrangements that may apply.

192. UNCONTESTED ELECTIONS – HOLYWELL TOWN COUNCIL

The Clerk reported on the outcome of the nomination process for the forthcoming Town Council elections in respect of Greenfield and Holywell as follows:

<u>Ward (Seats)</u>	<u>Elected without a contest</u>	<u>No. for co-option</u>
Greenfield (5)	4	1
Holywell – Central (3)	1	2
Holywell – East (3)	3	-
Holywell – West (4)	2	2

A further report would be made at the forthcoming Annual meeting of the Council.

RESOLVED:

That the position be noted.

193. FLINTSHIRE COUNTY COUNCIL : ROAD SAFETY MATTER – PARKING ON FRON PARK ROAD, HOLYWELL

Consideration was given to the County Council's response to the above problem reported at an earlier meeting.

Members were very concerned to note that a safety proposal, particularly one that had Police support, came so far down the County Council's Traffic Regulation Order priority list.

RESOLVED:

That the County Council be requested to review its decision as soon as possible.

194. FLINTSHIRE COUNTY COUNCIL : NOTICE OF VARIATION OF GARAGE RENT – TOWN COUNCIL GARAGE, 3 WELL STREET, HOLYWELL

The Clerk reported a letter from the County Council's Chief Officer (Community and Enterprise) with notification of an increase in the Town Council's weekly garage tenancy charges for 2017/18, as follows:-

From £5.83 (+VAT) to £6.83 (+VAT).

RESOLVED:

That the information be noted.

195. ANNUAL MEETING OF THE COUNCIL

Members noted arrangements for the year's Annual Meeting of the Council as follows:-

The Stamford Gate, Holywell – Tuesday, 16 May 2017 at 6.30pm

196. 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) Flintshire County Council: Supporting papers handed out at the County Forum held on 28 February 2017;
- (b) Flintshire County Council: Flintshire (Holywell) Connects – Operational update\*;
- (c) GoSafe News – March 2017\*;
- (d) Dwr Cymru/Welsh Water – upgrading of water pipes in Lixwm and Brynford\*;
- (e) Community Health Council: Review and consideration of Older People's Mental Health Care\*;
- (f) Play Wales e-bulletin (April 2017), providing a website overview, news, events, jobs and funding opportunities, as well as Play Wales' funding opportunities\*;
- (g) FLVC: Voluntary Voice – Issue 01-2017\*;
- (h) Panton Surgery, Holywell – Practice to become Health Board managed from 1/4/17\*;
- (i) Transition Holywell & District Goodnewsletter – March 2017\*.

RESOLVED:

That the Council's thanks be recorded in respect of the valued medical services provided at the local surgery mentioned in item (h) above.



197. REPRESENTATIVES' REPORTS

None.

198. COUNTY COUNCILLOR REPORTS

None.

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

RESOLVED:

That the public and press be excluded for agenda item 199.1 on the 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 with an application for financial assistance.

199.1. Application for Financial Assistance 2017/18

This item, though not on the agenda, had been accepted for consideration by the Mayor/Deputy Mayor in view of the special circumstances referred to in the supporting letter from the applicant.

Members considered the request received for financial assistance from 'Toe to Toe' (a charity – no. 1170419, formed in November 2016 following the successful Community Asset Transfer of Holywell Library). Its aims were to promote the amateur sport of boxing and martial arts for the public benefit in particular through coaching, personal development and associated fitness activities with the aim of increasing and encouraging community participation in healthy recreation among adults, children/young people and specific user groups (in particular those with disabilities) in Flintshire.

The Clerk referred to supporting background and financial information provided by the organisation.

RESOLVED:

That a donation of £500 be made to Toe to Toe.

Note: Councillor Mrs. M. Auty requested that her name be recorded as having abstained from voting on this application and that Councillor E. Watkinson requested his name be recorded as having voted against making a donation.

200. THANKS AND TRIBUTES

As this was the last Council meeting in the 5-year administrative term of Councillors, the Deputy Mayor wished all Members well and thanked everyone for their contribution to the Authority towards making the community an area to be proud of, visit and enjoy. The Clerk and Community Engagement Officer were also thanked for their support. As Councillor P.J. Curtis was not present, it was agreed that the Deputy Mayor arrange a home visit to present the Council's gift to him in recognition of his long service and valued contribution to public life.

A special tribute was paid to Councillor J. Griffiths, absent through long-term illness, for his dedicated service to the Council and the community of Holywell over many years. He had helped to lay solid financial and operational foundations for the Authority. The Clerk undertook to write to Mrs. Griffiths conveying the Council's appreciation and best wishes.

Personally and on behalf of the Council, Councillor P.A. York thanked the Town Clerk/Financial Officer, Colin Pierce, for his support, guidance and positive working relationship with Members to ensure the smooth running of the Authority and to see many of its aspirations and initiatives achieved. He wished Mr. Pierce a happy and healthy retirement following his June leaving date.

201. CLOSE OF MEETING

The Deputy Mayor closed the meeting at 7.35pm.

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Mayor