

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 July 2017 at 6.15pm.

PRESENT: Councillor J.M. Johnson (Mayor).

Councillors: M. Brooke, L.A. Carter, K. Davies, P.A. Johnson, S. Johnson, E.B. Palmer, M.D. Phelan, K. Roberts, B. Scragg, S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors A. Coleman, R. Dolphin and P.J. McGarry.

IN ATTENDANCE: J. Baker (Clerk), M. Fearnley (Community Engagement Officer) and C.S. Lowry (Support Officer).

52. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

The following Declarations of Interest were made and the relevant forms completed for the Clerk to action under the statutory requirements.

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
58.2	J. M. Johnson	✓*		LDP land in for consideration.
58.2	S. Johnson	✓*		LDP land in for consideration.

* Members remained for this item as Andy Roberts, Flintshire County Council could not attend to provide the planned update on the LDP.

53. PRESENTATION OF MAYORAL CHAIR

The Mayor was officially presented with the new mayoral chair fabricated by Carmel & Holywell Woodcraft Association. The Chair had been many months in the making, based on an original concept by the retired Clerk Mr Colin Pierce. It was formally handed over by Mr Gordon Barnabas and Mr Allen Hughes of the Association.

RESOLVED:

That the Association be thanked for providing such a fantastic addition to the Council Chamber, which will form part of its history for many generations to come.

54. FLINTSHIRE NORTH POLICING UPDATE

District Inspector Andy Griffiths and PCSO Tiffany Davies attended and provided an update on the work of the police in the Community. A number of areas in the community were discussed in relation to speeding concerns and the future provision of crossings and speed checks. Anti social behaviour was also discussed in the town centre including drug use. DI Griffiths stated a number of successful warrants had been issued. PCSO Davies confirmed arrangements for the forthcoming 999 day event on Saturday 5th August 2017 in the town centre.

RESOLVED:

That DI Griffiths and PCSO Davies be thanked for their attendance.

55. FISHING BAN AT FLOUR MILL POOL, GREENFIELD VALLEY

The Mayor confirmed receipt of a letter from the Chairman of Greenfield Valley Trust, containing the official press release providing background to the fishing ban. The letter also confirmed the current Chairman's pending retirement and that it would not be possible for him to attend a meeting as requested in the Council's letter to the Trust of 9 June 2017.

RESOLVED:

- (1) That the Clerk writes a letter to Flintshire County Council and the Trust, requesting local town councillor and local county councillor representation on the soon to be formed new constituted Board of the Trust.
- (2) That once the new Board of the Trust is active the Clerk writes a further follow up letter requesting a meeting of all the relevant parties to discuss the future fishing arrangements at the Flour Mill Pool.

56. MAYOR'S REMARKS

The Mayor referred to his recent visits to Ysgol Gwenffrwd, St Winefride's, Maes Glas and Maes y Felin with the Support Officer to judge the Wales in Bloom schools competition, and was pleased to announce St. Winefride's as the winners for this year. The victory shield will be engraved and presented in September at the start of the new term.

Wales in Bloom judging took place with Judge John Woods on Wednesday 12th July 2017. The Mayor accompanied by Councillor E.B. Palmer facilitated

a short introduction leading into a presentation of the portfolio in support of the Council's entry. The Clerk accompanied the judge touring the locations in the itinerary including the Holy Well, Maes Glas (last year's school winners), Greenfield Valley and Dock, High Street, Panton Place Memorial Gardens and the Fron Park. The judge remarked he expected a strong entry from the town and this year was expected to be no different. The winners are announced at the awards ceremony in September later this year.

The Mayor referred to the recent Celebrate Holywell day on Saturday 1st July 2017 and how well this was received and attended on the day. The Council has received a compliment about how well the event was received.

Civic service invites will be sent out shortly and the Mayor reminded Members that the service will take place Sunday 3rd September 2017, the day after the Well Inn festival.

Meetings are now taking place to plan for the Well Inn festival on Saturday 2nd Sept 2017. The Banners will be displayed shortly around the community and leaflets distributed.

The Mayor referred to a letter received from Flintshire County Council to confirm Holywell placed 3rd in the Best Kept Communities Competition 2017, and were awarded prize money of £35.00. Two members were invited to the awards ceremony on Thursday evening 27th July 2017 at 6pm.

RESOLVED:

That the Clerk informs Flintshire County Council that the Council will not be sending a representative to the Best Kept Communities awards this year, and have decided not to enter this competition in the future, in order to concentrate on other service priorities.

57. MINUTES

57.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor and Chairman of the Audit Sub-Committee as appropriate:

Council Meeting held on 20 June 2017;
Audit Sub-Committee held on 27 June 2017;
Finance Committee held on 27 June 2017.

57.2. Audit Sub-Committee

RESOLVED:

That the resolutions of the meeting held on 27 June 2017 be supported and approved.

58. PLANNING

58.1. 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
57095	Single storey extension to front of house – Mr Peter Burns, 11 Rhodfa Wenlo, Greenfield, Holywell, CH8 7XW. No objection.
57102	Conversion of existing upper floor apartment and part of ground floor to 3 no. flats – 5 High Street, Holywell, CH8 7TD. No objection.

58.2. LDP Update

Andy Roberts was unable to attend to provide an update on the LDP. However the County Council had advised there will be a briefing arranged for Town and Community Councils to attend on Tuesday 25th July 2017 in County Hall, Mold.

RESOLVED:

That the Clerk advises the County Council that Councillors B. Scragg and P.A. York will be attending the LDP briefing event.

59. ACCOUNTS

59.1. 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 Number	Creditor Name	Payment Details	Amount £	Power Key
6434	J. Baker	Reimbursement of Expenses	67.48	***
6435	Arts Council of Wales	Christmas Panto Contribution	30.00	^^
6436	C.S. Lowry	Reimbursement of Expenses	15.28	***
6437	W.E. Carrington	Northern Soul Event 17/6/17	200.00	^^
6438	Ukanuni	Line Dancing Event 3/6/17	100.00	^^
6439	Delyn Press	Stationery	104.40	****
6440	C.M. Scott	Engrave Plaque	13.65	**
6441	HMRC	Staff Tax and NI – June 2017	1,443.74	***
6442- 6445	Council Staff	Salaries – June 2017	4,978.82	***
6446	Geoff Evans	Erect Basket Displays	256.99	^^
6447	Stages 2 U	Line Dancing Event 3/6/17	500.00	^^
6448	Stages 2 U	Northern Soul Event 17/6/17	500.00	^^
6449	SLCC	Conference 12/7/17	82.80	***
6450	Stamford Gate	AGM Room/Refreshments	361.35	***
6451	Flintshire CC	Office Cleaning – April 2017	69.60	****
6452	Laptops Direct	ICT Equipment	38.97	****
6453	Corbetts Cars	Taxi – M. Fearnley	36.00	***
6454	JDH Business Services	Internal Audit Fees 2016/17	342.00	^^
6455	Pottles Premier Plants	Supply Basket Displays	2407.80	^^
6456	Viking	Office Chair	133.51	****
6457	J.M. Johnson	Best Scooter Prize	20.00	^^
6458	D.C. Pierce	Travelling Costs – Apr/May	6.75	***
6458a DD	Nest	Staff Pensions June 2017	24.88	***
6459	D.C. Pierce	Reimbursement of Expenses	214.40	***
6459a DD	British Telecom	Mobile Phone CEO	24.00	****
6460 DD	Opus Energy	Gas Supply May 2017	94.96	****
6461 DD	NPower	Electricity 12/13 Bank Place	136.54	****
6462 DD	NPower	Electricity 14 Bank Place	32.27	****
6463 DD	British Telecom	Phone/Broadband May/June 17	136.87	****
		TOTAL	12,373.06	

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

59.2. Income Received (1/6/17-30/6/17)

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

60. LINKS WITH OTHER COUNCILS

The Clerk referred to the Council's recent request to other local Councils to explore links, common issues and collaborative working. It was noted that all the responses received had been positive and supported this proposal.

RESOLVED:

That, as a first step, Councillor Palmer, Councillor Scragg and the Clerk produce terms of reference and a first agenda for an inaugural meeting, which will then be convened shortly following the August summer recess period.

61. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 14/6/17 – 10/7/17

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/or additional information.

RESOLVED:

- (1) That the CEO's report be received with thanks.
- (2) That the CEO actively pursues the possible re-use of the town centre phone box as a cash point outside the Post Office.
- (3) That the CEO continues discussion and develops further the Town museum idea and opportunity.
- (4) That the Clerk and CEO move forward with the appointment of two youth representatives age 16-24 onto the Town Council as non voting members.

62. CORRESPONDENCE AND OTHER MATTERS

62.1. Training for New Members

The Clerk requested nominations to attend a member training session in the Clwyd Room, County Hall, Mold at 6pm on Thursday 14th September 2017.

RESOLVED:

That the Clerk informs the County Council that Councillors M. Brooke, L.A. Carter, A. Coleman and S. Johnson will be representing the Council and attending the training event.

62.2. Use of Electronic Handheld Devices for Council Meetings

Members considered the potential use of handheld devices for delivery of agendas, minutes, use at meetings, etc.

RESOLVED:

That the Clerk produces a cost benefit analysis and networks with other local councils, in order to bring a report for consideration to a future meeting of the Audit Sub-Committee.

62.3. Unveiling of Crimean War Memorial

Members considered nominating civic attendees for the unveiling event at Panton Place Memorial Gardens, of the SGT Thomas Edwin Roberts Memorial at 5.30pm on Friday 8th September 2017. Members have also been requested by the event organiser Mr Robert Lake to sponsor the event by covering the reception costs.

RESOLVED:

- (1) That the Mayor and Mayoress together with Councillors L.A. Carter, P.A. Johnson and E.B Palmer attend this event and represent the Council. Clerk to confirm attendees.
- (2) That the Council contribute the sum of £400 to sponsor this event, to be funded from balances. Clerk to arrange payment.

62.4. Questions for Ombudsman

Members considered any questions to be directed to the Ombudsman ahead of the Joint Meeting of the Standards Committee on Monday 2nd October 2017.

RESOLVED:

That Members send any questions on to the Clerk by Monday 4th September 2017, to collate and forward to the County Council.

62.5. Report(s) 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	Greenfield PO – Future Arrangements	**	16 June 2017
B	Joint Meeting of Standards Committee	**	3 July 2017
C	Halkyn Summer Walk – 4 July 2017	**	3 July 2017
D	Active Travel Update	**	3 July 2017
E	Leader Press – Retiring Clerk/Fishing Ban	**	6 July 2017
F	Active Travel Integrated Network Map	**	11 July 2017
G	Planning Guidance – Great Crested Newts	**	11 July 2017
H	Local Election Candidates Survey	**	11 July 2017

62.6. Forthcoming Meeting Diary Dates

The following meetings have now been scheduled, and formal agendas will follow in due course:

- Council Offices Sub-Committee - Tuesday 25 July 2017 at 5.30pm
in the Council Chamber, Bank
Place Offices, Holywell.
- Town Centre Sub-Committee - Tuesday 25 July 2017 at 6.30pm
in the Council Chamber, Bank
Place Offices, Holywell.

63. ACTION DURING THE RECESS PERIOD

Members considered the forthcoming recess period and the requirement to deal with urgent business matters to ensure continued operational service delivery.

RESOLVED:

To authorise the Clerk or in his absence the Community Engagement Officer or Support Officer, in consultation with the Mayor and/or Deputy Mayor, to deal with urgent matters during the August 2017 recess period.

64. REPRESENTATIVES' REPORTS

Councillors K. Davies, P.A. Johnson, M.D. Phelan and the Clerk attended the AGN and quarterly meeting of the North and Mid-Wales Association of Local Councils at Connah's Quay Civic Hall on Friday 14th July 2017. A number of issues were discussed including education and local transport. The next meeting will be held at the Stamford Gate, Halkyn Road, Holywell on Friday 27th October 2017.

Councillor B. Scragg referred to the recent Community Transport event outside the Flintshire Connects building on the High Street. The event was organised to raise public awareness of the new bus routes and community bus provision, and promotion of the Ring & Ride service.

65. COUNTY COUNCILLOR REPORTS

Councillor P.A. Johnson updated Members on the recent budget sessions and review of the Council Plan.

66. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, 67, 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 and other information provided with the applications.

67. TO CONSIDER FURTHER APPLICATIONS FOR FINANCIAL ASSISTANCE – 2017/18

Members considered further requests received for financial assistance from various organisations. The Clerk read out supporting background and financial information provided by each organisation. In the case of B-Fest Wales the organisation had provided further detail to the Clerk, confirming the existence of a bank account, since the Finance Committee held on 27th June 2017; the Mayor had therefore granted a reconsideration of this application. The Mayor agreed to add Greenfield Bowling Club to the further list for consideration following receipt of their application.

RESOLVED:

That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the general budget be made:

Organisation	£
Ysgol Treffynnon	140
Fron Park Bowling Club	250
Greenfield Bowling Club	250
B-Fest Wales (Re-consideration)	500
Total	1,140

68. COMMUNITY GARDEN, SCHOOL LANE, GREENFIELD

The Mayor agreed to add this item to the agenda following a letter received from former Town Councillor Mary Auty. The letter requested the community garden is considered for community asset transfer from the County Council, and also raised further issues around access, drainage and safety fencing. The Council had already resolved at its meeting on 20th June 2017 to include this item on a future agenda of the Community Asset Transfer Committee.

RESOLVED:

That the Clerk responds to Mary Auty confirming the Council's intentions concerning the garden, and also contacts the County Council to pass on the immediate concerns around access, drainage and safety fencing.

69. CLOSE OF MEETING

The Mayor closed the meeting at 7.45pm.

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Mayor