

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, 20 March 2018 at 6.00pm.

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

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

APOLOGIES FOR ABSENCE were received from Councillors A. Coleman, L.A. Carter, S. Johnson and P.J. McGarry.

IN ATTENDANCE: J. Baker (Clerk).

153. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

No declarations were made.

154. PRESENTATION TO HOLYWELL TOWN BAND

The Mayor was delighted to present a cheque to representatives of his chosen charity for this civic year, Holywell Town Band.

The Band had played an active part in the community throughout the year and performed at several events which included the introductory performance at the Mayor’s Charity Ball. The Mayor remarked it gave him great pleasure to hand over the cheque for £627.13 for donations received through the year which included the proceeds from the charity ball.

155. PLAY SCHEME / PLAY EQUIPMENT PRESENTATION

Janet Roberts, Play Development Officer, Flintshire County Council had planned to attend this evening’s meeting but sent apologies at short notice.

Richard Roberts, Aura Leisure attended the meeting and briefed members on the proposals for the play equipment upgrades which were planned for Bryn Mawr Road play area, Strand, Holywell. The order had now been placed with the supplier and installation planned for April/May 2018. Improvements were also planned to pathways later this year.

Richard also responded to members concerns which related to several other play areas.

RESOLVED:

- 1) That Richard Roberts be thanked for his attendance.
- 2) That the Clerk makes arrangements for Janet Roberts to be invited to next month's meeting of the Council to provide the play scheme information.

156. BUS STATION PRESENTATION

Jess Pritchard, Flintshire County Council attended for this item to brief members on the proposals to improve the infrastructure to the bus station located at the top of the High Street in the town centre.

The key points to the briefing were:

- The funding available for the scheme was confirmed at £90k, from the local transport fund.
- The kerbing was to be realigned as a scheme priority to improve accessibility.
- Car charging points would be considered subject to any residual funding being available.
- Tourist information points would be considered.
- New style shelters would be considered.
- I-beacon point to be added to bus station area.
- Cigarette butt bins would be considered.
- Any wireless installation to facilitate large display screens would be subject to ongoing revenue costs.
- The improvement works were to be completed in May/June 2018.

RESOLVED:

- 1) That a small working party be formed to work with the County Council as the need arises to progress the scheme. Councillors E.B. Palmer, M.D. Phelan, B. Scragg and P.A. York were nominated to form the working party.
- 2) That the Community Engagement Officer investigates the possibility of an I-beacon point installation at the new bus station.

157. MAYOR'S REMARKS

The Mayor remarked the Charity Ball had taken place Saturday 3rd March 2018 at the Stamford Gate, Holywell and was well attended and enjoyed by all.

The Mayor referred to the recent Spring into Summer event in the town centre on Saturday 10th March 2018. The event was a huge success, from the craft stalls in the marquee area, the performers in Tower Gardens and the land train up and down the valley. The Mayor passed on his gratitude to all members and staff who assisted with this event, particularly the Support Officer who played a significant role in the planning and arrangements for the day.

The Mayor referred to the invites from David Hanson MP and Square UK to the House of Commons, London for a reception on Wednesday 25th April 2018. The introduction of the Square payment systems had a positive impact on Holywell following the bank closures. Final names and numbers attending the reception were required for the Clerk to confirm arrangements.

The Mayor passed round for information the second edition of the Council's newsletter.

The Mayor also referred to future attendance by North Wales Police at Council meetings and suggested these could move to bi-monthly invites going forwards.

RESOLVED:

- 1) That Councillors M. Brooke, S. Johnson and P.A. Johnson are added to the list of invitees for the Square reception event in London. Clerk to confirm arrangements.
- 2) That the Clerk notifies DI A. Griffiths, North Wales Police, of the requirement to attend bi-monthly meetings of the Council in future, with the proviso that adhoc requests may be necessary subject to any urgent matters requiring consideration.

158. MINUTES

158.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor and Chairmen of the Sub-Committee(s) as appropriate:

Holywell Town Council held on Tuesday 20 February 2018.

Town Centre Sub-Committee held on Wednesday 28 February 2018.

158.2. Meetings of Committees & Sub-Committees

RESOLVED:

That the resolutions of the Town Centre sub-committee meeting held on 28 February 2018 be supported and approved.

159. PLANNING

159.1. 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
058109	Erection of 2 No. 2 bedroomed houses. Location: Land to the rear of London House Mews, 29 High Street, Holywell, CH8 7TE. Applicant: Mr Griffiths. Members Comments: No objection providing the application meets the required access requirements between the High Street and Rue St. Gregoire.

160. ACCOUNTS

160.1 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	Payment Type	Creditor Name	Payment Details	Amount £	Power Key
6811	CHQ	Carmel Bowling Club	Financial Assistance - Grant/Donation	200.00	^^
6812	CHQ	Holywell Walkers Are Welcome	Financial Assistance - Grant/Donation	1,000.00	^^
6813	ONLINE	Copyrite Systems	Callout to Copier 15/12/18	108.00	****
6814	ONLINE	Viking	Mineral Water refills x2	23.39	****
6815	ONLINE	Pottles Premier Plants	Supply of Fertiliser	13.92	^^
6816-6818	ONLINE	Council Staff	Salaries - February 2018	3,721.67	***
6819	ONLINE	HMRC	Paye/NI - February 2018	1,011.25	***
6820	ONLINE	Delyn Press	Print 2000 A5 Event Leaflets	96.00	^^
6821	ONLINE	Daydream Designs	Development of Branding/2 no. Brand Bibles	803.40	^^
6822	ONLINE	Siân Jones Translation Services	Translation to Welsh of Various Documents	9.30	***
6823	ONLINE	UK Vending Ltd	Replenish consumable stocks for drinks machine	73.80	****
6824	DD	Nest	Staff Pension Contributions - Feb 2018	35.03	***
6825	DD	British Telecom	Staff Mobile Credit - Contract Termination	-18.15	****
6826	DD	BNP Paribas Leasing	Copier Lease Charge - 25/02/18 to 24/05/18	154.80	****
6827	DD	Opus Energy	Gas supply - Jan 2018	262.40	****
6828	DC	1&1 Internet Ltd	Domain Name Registration	55.68	****
6829	DC	Home Bargains	Plants/Clocks/Consumables	65.12	****
6830	DC	Domu Brands (Amazon)	Mini Fridge	79.99	****
6831	DC	Flintshire County Council	Duplicate Licence	10.50	^^
6832	DC	Travis Perkins	Hire of Tower Scaffold	66.00	****
6833	DC	AGTC Ltd (Amazon)	Office Cupboard	46.99	****
6834	DC	Royal Mail	Postages	2.60	***
6835	DC	Amazon	Paper Bags	7.59	**
6836	DC	Royal Mail	Postages	2.60	***
6837	DC	Amazon	Flag Bunting	23.96	^^
			TOTAL	7,855.84	

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.173,174
- ^^^* 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

160.2. Income Received (1/2/18 - 28/2/18)

Members received the schedule of income, circulated with the agenda, regarding income received during February 2018.

161. COMMUNITY ENGAGEMENT

161.1. Monthly Report

Members noted the Community Engagement Officer’s monthly report; there were further developments with community transport and information was provided on different grant funding options.

RESOLVED:

That the Community Engagement Officer’s report be received with thanks.

162. CORRESPONDENCE AND OTHER MATTERS

162.1. Staffing Matters

Members noted the planned incremental progression of the salary grades for both the Clerk and Support Officer.

RESOLVED:

That the increments to take effect from 1 April 2018 be endorsed.

162.2. Insurance Renewal

Members had before them a report from the Clerk, setting out the quotations received for the 2018/19 insurance renewal.

RESOLVED:

That the recommendation of the Clerk be supported, with Zurich Municipal appointed as the preferred insurance provider, on a three year contract.

162.3. One Voice Wales

Members considered membership of One Voice Wales and reviewed the benefits of membership and cost involved.

RESOLVED:

That on this occasion an application for membership of One Voice Wales is not supported.

162.4. Funding to Support Joint Arrangements

Members considered the letter from Welsh Government, which outlined funding available to support joint working arrangements with other local Councils.

RESOLVED:

That the Clerk and Community Engagement Officer consider options and if appropriate submit a funding application to Welsh Government.

162.5. Wales Audit Office Survey

Members considered the completion of the Wales Audit Office national survey, which covered topics such as community asset transfer, funding, devolved services, links with County Councils, etc.

RESOLVED:

That a working party consisting of the Clerk and Councillors P.A. Johnson and P.A. York be delegated to complete and submit the survey.

162.6. Independent Remuneration Panel for Wales Annual Report

Members considered the letter and report from the IRPW which outlined the new determinations for 2018/19 civic year and noted those determinations which are now mandated.

RESOLVED:

- 1) **Determination 44 £150 mandated payment** – this payment **WILL** be made to all members by the end of **February 2019** unless members write to the Clerk individually before this date to decline the payment.
- 2) **Determination 46 £500 mandated payment for specific responsibilities** – this payment **WILL** be made to the Mayor only by the end of **February 2019** unless the Mayor writes to the Clerk before this date to decline the payment. This is in addition to the £150 payment in 1) above.
- 3) **Discretionary Determinations 48 (travel costs), 49 (overnight stay), 50 (financial loss)**, to be adopted by the Council for the coming year.
- 4) **Determination 51 Mandated Care Costs** – upon the production of a valid receipt the Clerk **WILL** reimburse any member to a maximum of £403 per month for care costs incurred as a result of carrying out their approved duties.
- 5) **Discretionary Determination 52 Mayor's Allowance** – to be adopted by the Council and the value set at **£1,500**. Clerk to make the necessary bank account arrangements.
- 6) **Discretionary Determination 53 Deputy Mayor's Allowance** – to be adopted by the Council and the value set at **£500**. Clerk to make the necessary bank account arrangements.

162.7. Item from Councillor M. Brooke

Councillor M. Brooke outlined his concerns over the situation in the town centre with the operations of Kingdom, the cigarette police company.

RESOLVED:

That this matter be delegated for proper consideration to the next meeting of the Town Centre Sub-Committee.

162.8. Reports 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	Welsh Government News	**	16 Feb 2018
B	GDPR Update from Clerk	**	23 Feb 2018
C	Welsh Government News	**	23 Feb 2018
D	Wales Audit Office Report	**	2 Mar 2018
E	Easter Treasure Hunt/Walk	**	2 Mar 2018
F	Welsh Government News	**	2 Mar 2018
G	Holywell Autumn Club AGM Report	**	5 Mar 2018
H	50+ Action Group Newsletter	**	7 Mar 2018
I	Code of Conduct Video/Slides	**	8 Mar 2018

163. REPRESENTATIVES' REPORTS

Councillor B. Scragg provided an update on the community transport scheme, implementation was now scheduled for April/May 2018.

Councillor P.A. Johnson provided an update on the Greenfield Railway project and referred to the forthcoming visit by Ken Skates AM and Hannah Blythyn AM on Friday 27 April 2018 to discuss the progress made to date.

Councillor P.A. York referred to the forthcoming meeting of the North and Mid-Wales Association of Local Councils in Welshpool, on Friday 20th April 2018.

164. COUNTY COUNCILLOR REPORTS

There were no reports presented.

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

RESOLVED:

That the public and press be excluded for the following minute, 166, 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.

166. APPLICATIONS FOR FINANCIAL ASSISTANCE

Members considered requests received for financial assistance from two organisations. The Clerk read out supporting background and financial information provided by each organisation.

RESOLVED:

That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the Mayor's allowance & donations fund be made:

Organisation	£
Ysgol Treffynnon	59.00
Ysgol Gwenffrwd PTA	171.00
Total	230.00

167. CLOSE OF MEETING

The Mayor closed the meeting at 8.00pm.

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Mayor