

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Meeting of Holywell Town Council held in the Main Hall, St. Peter's Church, Rosehill, Holywell on Tuesday, 19 January 2016 at 6.30pm.

-----

PRESENT: Councillor J.M. Johnson (Deputy Mayor), presiding.  
Councillors: Mrs. M. Auty, P.J. Curtis, D.W. Jones, E.B. Palmer,  
Mrs. M.D. Phelan, K. Roberts, B. Scragg, L. Thorley, Mrs. S.E. Wallbanks  
and E. Watkinson.

APOLOGIES FOR ABSENCE were received from Councillors Mrs. K. Davies, Mrs. R. Dolphin, J. Griffiths, P.J. McGarry (Mayor), H.G. Roberts and P.A. York.

IN ATTENDANCE: D.C. Pierce (Clerk), and M.G. Fearnley (Community Engagement Officer) for minutes 133 to 143.

133. COUNCILLOR P.A. YORK

The Clerk updated Members on Councillor York who had recently been admitted to Glan Clwyd Hospital (Ward 14). The Council's best wishes had been sent to him.

134. DECLARATIONS OF INTEREST – MEMBERS' CODE OF CONDUCT

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
140.2 (054726)	Mrs. M. Auty	√	√*	Trustee on applicant organisation
-ditto-	P.J. Curtis	√	√*	Chair of Trustees of applicant organisation
-ditto-	J.M. Johnson	√	√*	Trustee on applicant organisation
-ditto-	K. Roberts	√	√*	Town Council appointed Trustee on applicant organisation

\*Member did not take part in the discussion nor voting.

135. FLINTSHIRE NORTH POLICING UPDATE

Sergeant Mike Wilson attended for this item. He reported that there were no particular concerns to bring to the Council's attention crime-wise. In response to the Council's earlier request, he referred to the public's increased confidence in reporting alleged cases of domestic abuse to the Police for

investigation although complaints were not high for the County as a whole. The process of investigation and risk assessment of complaints was explained as well as the teams involved at each stage.

Turning to general matters, Members referred to the danger to other road users and pedestrians caused by some vehicles turning right and being driven in the direction of oncoming traffic at the junction of Pen y Maes Road and Whitford Street/Coleshill.

RESOLVED:

- (1) That Sergeant Mike Wilson be thanked for attending the meeting and for the information shared.
- (2) That the County Council be informed of the reported dangers at the end of Pen y Maes Road, for investigation and possibly renewal and/or improvement of signage at this location.

136. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 16/12/15-19/01/16

The Community Engagement Officer (CEO) presented his report covering the above period.

Members were glad to hear of the positive responses to the Council's Community Endeavour Award presentations and the Santa Stroll event last December.

The annual "Best Dressed Window" competition had been won by the Premier Launderette with Trendy Blinds coming 2<sup>nd</sup> and D.S. Embroidery in 3<sup>rd</sup> place. The Mayor had officiated at the presentations.

The "Night Out" scheme Circo Rum Ba Ba performance, in partnership with the County Council on 10 January at St. Peter's Church, had been very well received – the best yet.

Attention was drawn to the Henry V 600<sup>th</sup> Anniversary Programme. The local (Holywell) Steering Group was due to meet on 21 January to discuss and agree a programme of events for 25 June, following the pilgrimage from Shrewsbury to Holywell. The possibility of making a request for financial support from the Council was also being considered by the Group.

The Holywell Leisure Centre Community Asset Transfer Group continued to make steady progress. John Gray of the FLVC had attended a recent meeting and provided the Group with an overall summary of group structures and how the Group could be set up (i.e. Social Enterprise Ltd by Guarantee or a Charity Incorporated Organisation).

Members were invited to submit to the CEO, by the end of February, their ideas for Council-led projects. He intended to present these to a future

meeting of the appointed Sub-Committee/Council together with those received from the public as part of the Authority's earlier "Planning for the Future" consultation with their respective estimated costings/possible funding sources. The next step would be to consider supporting and prioritising projects etc and to begin the search for grant support.

Members asked the CEO to look at the possibility of getting better promotion for the weekly markets and organising a Henry V play at the Holywell end of the pilgrimage.

137. APPROVED ABSENCE OF MEMBER FROM MEETINGS OF THE COUNCIL ETC: COUNCILLOR J. GRIFFITHS – REVIEW

Following receipt of the Clerk's report, Members reviewed its earlier decision to approve the absence from meetings of Councillor J. Griffiths because of ill-health.

RESOLVED:

That the continued absence of Councillor J. Griffiths from meetings on health grounds be approved under the provisions of Section 85 of the Local Government Act 1972 and that, if required, this decision be further reviewed by the Authority at its meeting in July 2016.

138. DEPUTY MAYOR'S REMARKS

In the absence of the Mayor, the Deputy Mayor informed Members that £70 in lieu of Christmas cards had been collected to date for St. Kentigern's Hospice.

He also reported on the return home from Holywell Hospital of Councillor Mrs. K. Davies.

139. MINUTES

139.1. General

RESOLVED:

That the minutes of the following meetings be approved as a correct record and signed by the Deputy Mayor, in the absence of the Mayor for the Council meeting, and as Chairman of the appointed Sub-Committee.

Council meeting held on 15 December 2015;  
#Council Offices Sub-Committee held on 13 January 2016

#(minutes emailed to Members prior to and also circulated at the Council meeting).

139.2. Council Offices Sub-Committee held on 13 January 2016

RESOLVED:

That consideration of the recommendations contained in the minutes be deferred to the end of the meeting.

140. PLANNING

140.1. Applications brought forward from the Council Meeting held on 15 December 2015

The Clerk reported on further information received from the respective Planning Case Officers in reply to the Council's request.

RESOLVED:

That County Planning Authority be informed as follows:

<b>No.</b>	<b>Proposal</b>
052922	Erection of 1no.wind turbine (78m to tip) and ancillary infrastructure and access – Kingspan Ltd, 2-4 Greenfield Business Park 2, Bagillt Road, Holywell: for Kingspan Ltd.

**Further deferred to Council meeting on 16 February 2016.**

054642	Erection of 6no.apartments with associated car parking and formation of new vehicular access – 1 Stamford Cottages, Halkyn Road, Holywell for Mr. Damian Davies.
--------	--

**No further observations after considering the Planning Case Officer's comments.**

140.2. New Planning Applications

RESOLVED:

That the following responses be submitted to the County Planning Authority.

**No.                      Proposal**

054700                      Erection of warehouse, offices and off-licence – Mainetti UK, Greenfield Business Park, Bagillt Road, Greenfield, Holywell: for W. Hall & Son (Holywell) Ltd.

**No objection.**

054726                      Display of 7 No, replacement entrance signs – Greenfield Valley Heritage Park, Greenfield Road, Greenfield: for Greenfield Valley Heritage Trust.

**No objection – it is assumed that the requirements of County Council’s bilingual (English/Welsh) policy will apply to the signage proposals.**

054747                      Construction of pitched roof over garage and rear kitchen, part conversion of garage and formation of bay window to front – Gwyndaf, 19 Rose Hill, Holywell: for Mr. & Mrs. P. Johnson.

**No objection.**

(Note: Councillor B. Scragg requested that his name be recorded as having voted against the decision not to object to Planning Application No. 054700);

The Chairman did not vote on the above five applications and took no part in in any aspect of application 054726).

140.3. Town & Country Planning Act 1990 (as amended) – Section 78 Appeal Application 054317 – Mr. R. Pierce – Outline Application for the erection of a dwelling at Milwr Farmhouse, Milwr Road, Holywell

For information, the Clerk reported that an appeal had been made to the Planning Inspectorate following a refusal of the above application by the County Council. The proposed date for the informal hearing and site visit was 10 May 2016.

141    ACCOUNTS

141.1. 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>	£
5965 Viking - Stationery	163.54****
5966 Wasteater: Trade Refuse bags collection to 30/11/15	5.40****
5967 Chubb Fire & Security – work to security system/intruder alarm – 14 Bank Place Offices contract	176.10****
5968 W. Bevan & Sons Ltd: Electrical/ Safety items – Well Inn Music Festival 5/9/15	95.96^^
5969 C.M. Scott Jewellers – Councillor Long Service Awards	52.94**
5970 Karen Price – Engraving on Councillor Long Service Awards	30.00**
5971 Cresta Stores Ltd x 20 A4 presentation frames - Council competitions	80.00^^
5972 Tom’s Locksmith, Welding & Fabrication Service – T-bar tool fabricated (key for electric points – High Street)	12.00^^
5973 Jolora - CMS Website Upgrade (Expression Engine Wordpress) 50% final payment	800.00^^
5974 J.W.M. Roberts, Building & Joinery Contractor Ltd – payment No. 1 for Contract work at 14 Bank Place	6000.00****
5975 GBS Design Services – site visit, inspection and issue of payment certificate No. 1 for contract work at 14 Bank Place	150.00****
5976 M.G. Fearnley – Travelling 13/9/15-19/12/15	68.40***
5977 C.M. Scott Jewellers – Engraving Award Shield for Best Dressed Window (2015)	13.65^^
5978 Holywell PCC – Hire of St Peter’s Church Hall for Council meeting 15/12/15	75.00****
5979 Viking x 4 Christmas Hampers for Community Endeavour Awards	143.95^^
5980 Sian Jones Translation Service – Work during 2015	148.00***
5981 C. Baglin (Professor Llusern) – Street entertainment Christmas lights Switch-on event 27/11/15	50.00^^
5982 Councillor Mrs. M.D. Phelan – Reimbursement for food refreshment at the Council’s information stand 19/12/15	3.00^^
5983 D.C. Pierce – Salary – January	1594.66***
5984 M.G. Fearnley – Salary – January	1179.07***

5985	Mrs. M. Reed – Secretarial Expenses – January	48.00***
5986	HMRC (Inland Revenue) – PAYE/ Nat Ins – January	940.93***
5987 <sub>D/D</sub>	British Telecom – Business Bill 07436273793 December	18.00****
5988 <sub>D/D</sub>	BNP Paribas – lease payment (11) P/copier	162.00****
5989 <sub>D/D</sub>	British Telecom – Business Bill to December	139.50****
		12,150.10

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

#### 141.2 Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 31 December 2015.

142. NOTICE OF MOTION – CHARITABLE SUPPORT

Councillor Mrs. M.D. Phelan requested the Council to support the following Notice of Motion:

“That Holywell Town Council ask the Holywell community join in ‘an event’, possibly musical, to express their support for those driven out of their country because of war and poverty, by raising funds for medical aid etc. The Council to contact individuals, faith groups and others already involved:

- (i) The Welsh Local Government Association;
- (ii) MPs, Assembly Members and prospective Assembly candidates, and MEPs”.

Councillor Mrs. Phelan added that it was not intended that the event would have any financial cost implications for the Authority.

RESOLVED:

That the Council agrees to assist with the proposed event and that the matter be referred to the recently established Events Working Group to consider the practical aspects further.

143. PEN Y MAES GARDENS PLAY AREA UPGRADE

Consideration was given to the quotation and design proposal from the County Council. In this proposal the existing play structure would be replaced with a new Toddlers play structure. There was an option however to recycle the existing play structure with the addition of new panels and metal handles and re-use it at another play site in Holywell, such as Maes yr Odyn play area. The wooden play structure at this site was showing signs of decay and deterioration.

The cost of the revised proposal was £17,681.36 which was £2,681.36 over budget. This meant that the Town Council would need to increase its contribution of £10,000 if the scheme was to be implemented as now proposed.

RESOLVED:

That the Town Council agrees to the current proposal and to increase its scheme contribution to £12,681.36.

(Note: Councillors D.W. Jones and E.B. Palmer requested that their names be recorded as having voted against the resolution to increase the Council’s contribution).



144. COMMUNITY ASSET TRANSFER SCHEME – PUBLIC CONVENIENCES, HOLYWELL – UPDATE

In addition to the information contained in the Community Engagement Officer's report, the Clerk reported that it had been agreed that the Council's 'without commitment' applications (Expressions of Interest) in respect of the two public conveniences in Holywell could proceed to Business Model Stage (Stage 2). The next step was for the Council to arrange a meeting with FLVC officers who would assist the Authority in the planning of its Stage 2 Business Plan.

The Clerk referred to the assurances previously given by County Council Chief Officers that all relevant current/past financial and other details about the assets would be provided. In his view, this information was key to the Council's consideration of Stage 2 and its discussions with FLVC.

RESOLVED:

- (1) That the meeting with FLVC officers be held with the Council's Community Asset Transfer Committee.
- (2) That the meeting be arranged once satisfactory financial information was received from the County Council.

145. ITEMS SUBMITTED BY MEMBERS FOR CONSIDERATION

145.1. Asset Transfer Request – from Councillor Mrs. M. Auty

Reference was made to the Community Garden on School Lane and the playing field on Park Hall Road, Greenfield. These were claimed to differ from the other sites on the County Council's Assets List submitted to the Town Council as until recently they were managed by the local residents' association. Concern was expressed about the future of these two sites if not retained for community use in a heavily built-up area that enjoyed use of the facilities but no longer had the resources to maintain them.

RESOLVED:

That the Town Council submits, without commitment, an 'Expression of Interest' in respect of the Community Garden, School Lane, Greenfield and the playing field, Park Hall Road, Greenfield under the County Council's Community Asset Transfer Scheme.

145.2. Meeting with Flintshire County Councillors – from Councillor E.B. Palmer

Reference was made to the report at the December meeting of the Town Council and to the apparent increasing difficulties at County Hall in securing County Council resources and support for local services (minute 131). Members were asked to consider whether an informal joint meeting would be helpful between representatives of Holywell Town Council and County Councillors from neighbouring electoral divisions, to discuss matters of common concern arising from austerity and other local issues.

RESOLVED:

That the proposed informal joint meeting be supported and that arrangements be put in hand when the Member who raised the matter is satisfied that other ways and means to address local concerns have been fully explored by the County Council.

145.3. Christmas tree planted in Tower Gardens/Festive Lighting – from Councillor E.B. Palmer

Reference was made to the need to look at arrangements to safeguard the recently planted Christmas tree at Tower Gardens and area surrounding for possible smaller festive displays by for example schools (eg.fencing enclosure, with access gate) whilst at the same time setting up an electrical connection for the tree and improving the festive lighting arrangements in Tower Gardens from the events area/street crossing end to the High Street and in the Bus Station/Victoria Hotel/Brynford Street area at a later date.

RESOLVED:

That the matters raised by the Member be referred to the Council's Finance Committee for consideration at its precept-setting meeting.

146. NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS (NMWALC) – QUARTERLY MEETING ON FRIDAY, 22 JANUARY 2016 AT LLANDUDNO

Consideration was given as to whether the Council wished to raise any specific matter(s) at the next quarterly meeting at Llandudno on 22 January.

The Clerk also referred to the absence, through illness, of two out of three of the Council's representatives on the NMWALC, namely Councillors Mrs. K. Davies and P. York. He enquired whether the Council wished to appoint temporary replacements.

RESOLVED:

- (1) That the Council does not raise any additional matter(s) at the forthcoming NMWALC meeting to the items shown on the Agenda.
- (2) That no temporary appointments be made to the NMWALC at the present time as Councillor P.J. Curtis, the other appointed Council Member, intends to represent the Authority at the forthcoming meeting.

147. REMINDER DATE – BUDGET MEETING

Members were reminded that the meeting of the Finance (Budget) Committee would be held on Thursday, 28 January 2016 at 6.30pm at St. Peter's Church Hall, Rosehill, Holywell.

148. NORTH WALES POLICE: NORTH FLINTSHIRE POLICE CONSULTATION MEETING AT DEESIDE POLICE STATION – MONDAY, 8 FEBRUARY 2016

RESOLVED:

That the Council be represented at the above consultative meeting by Councillor L. Thorley.

149. CREATING AGE-FRIENDLY COMMUNITIES – FREE WORKSHOP(S)

RESOLVED:

That the Community Engagement Officer be requested to assess the value of the workshop to the community and, if appropriate, arrange his attendance at one of the workshops.

150. 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) High Sheriff of Clwyd Community Award 2016: 'Community Heroes' – Invitation to Nominate for the Individual and Organisation Award\*;
- (b) Flintshire County Council: 'Your Council' – News from the County Council – December Edition 2015 (please see County Council website);
- (c) North & Mid Wales Association of Local Councils: Agenda for Quarterly meeting 22 January 2016 (Llandudno) and accompanying minutes;
- (d) Citizens Advice Flintshire: Annual Report 2014/2015\*;
- (e) Thomas Pennant Society: 2016 Programme\*;
- (f) St. Kentigern Hospice and Palliative Care Centre: Annual Report 2014-15;

(g) Holywell Autumn Club – Letter of thanks/appreciation\*.

151. REPRESENTATIVES' REPORTS

None.

152. COUNTY COUNCILLOR REPORTS

Councillors P.J. Curtis and Mrs. R. Dolphin updated Members on the budget process at County Hall and in relation to the Community Asset Transfer Scheme generally.

153. PUBLIC BODIES (ADMISION TO MEETINGS) ACT 1960 – EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute 153.1, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted relating to contractual matters.

153.1. Council Offices, 14 Bank Place, Holywell – Contract for Public Meeting Facility/Associated Works

The Chairman of the Sub-Committee summarised the issues covered at the meeting and the decisions taken as well as the reasons for them. The Clerk added that the cost of the additional work was £2,501 + VAT. He explained how this had been split between the various jobs.

RESOLVED

That the resolutions of the above meeting together with the costs now reported be supported and approved.

154. CLOSE OF MEETING

The Deputy Mayor, as Chair, closed the meeting at 8.40pm.

.....  
Mayor