

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, 16 June 2015 at 6.30pm.

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PRESENT: Councillor P.J. McGarry (Mayor).  
Councillors: Mrs. M. Auty, Mrs. K. Davies, Mrs. R. Dolphin, J.M. Johnson, E.B. Palmer (for minutes 20 to 24.2), K. Roberts, B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors P.J. Curtis, J. Griffiths, Mrs. M.D. Phelan, H.G. Roberts, Mrs. S.E. Wallbanks and E. Watkinson.

IN ATTENDANCE: D.C. Pierce (Clerk), and M.G. Fearnley (Community Engagement Officer) for minutes 23.4 to 33.

20. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

21. FLINTSHIRE NORTH POLICING UPDATE

Sergeant Mike Wilson (1829) attended for this item. A brief update was given on the work of the Police within the community since the May (Annual) Council meeting.

There was little more to be reported to that covered at the May meeting with crime statistics showing a general decrease overall.

In reply to Members’ questions, Sergeant Wilson reported there was nothing to be concerned about following a recent report that an armed person(s) had been seen in the grounds of the former Llesty Hospital. The report was unfounded although the developers of the site had been spoken to about increasing security levels.

22. MAYOR’S REMARKS

The Mayor reported that his engagement schedule since his election had included attending the Scouts Annual General Meeting; Civic Services for Buckley Town and Flintshire County Councils; Opening of the Town Council’s Line Dance/Country Festival; Presentation of Awards at the end of season events for the Holywell Juniors Football Club.

He looked forward to attending at the dedication of the new banner for the Holywell Air Cadets on 17 June.

The Mayor announced that his Civic Service would take place on Sunday, 25 October 2015 at St James' Church, Holywell at 11am; also that his Charity Dinner/Ball would be held on Saturday 19 March 2016 at the Springfield Hotel (2 days after St. Patrick's Day). More details would follow in due course.

Councillor Mrs. K. Davies reported that, as requested by the Mayor, she had represented the Council at the end of season event held at Holywell FC ground. She had re-presented the shield presented to the Club at the Council's Annual Meeting commemorating the Club's League and Cup treble in season 2014/15.

## 23. MINUTES

### 23.1. General

#### RESOLVED:

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

Council Meeting held on 19 May 2015;  
Wales in Bloom Sub-Committee held on 27 May 2015;  
Holywell & Greenfield Development Sub-Committee held on 8 June 2015 (minutes emailed to Members prior to and also circulated at the Council meeting).

### 23.2. Wales in Bloom Sub-Committee

#### RESOLVED:

That the resolutions of the Wales in Bloom Sub-Committee at its 27 May meeting be supported and approved.

### 23.3. Holywell & Greenfield Development Sub-Committee

With reference to the circulated minutes, the Clerk referred to the proposed process for engaging stakeholders to assess the level of interest in Community Asset Transfers in Holywell that had since been received from the County Council.

In considering the asset list for the Holywell community, it had been identified that initially the assets could be divided into two groups:

- (i) the Leisure Centre, Library, Youth Centre and adjacent areas of open space;
- (ii) the remaining assets including play areas, open spaces, community centres, cemeteries.

Two stakeholder meetings were suggested, one in the beginning of July for (i) above, identifying which stakeholders were interested in considering the feasibility of asset transfers and then working with the Town and County Councils to see how this might be achieved.

The second meeting later in July for (ii) above, to identify which assets were worth discussing in more detail depending if any community groups or individuals came forward with a decision to be involved in considering the feasibility of Community Asset Transfer for specific assets.

The results of both meetings would be brought back to the Town Council to consider among other things its role in moving Community Assets Transfer forward.

Members stressed the importance of taking a cautious approach and making no commitments one way or another at this stage in respect of any of the listed assets.

RESOLVED:

That the resolutions of the Holywell & Greenfield Development Sub-Committee at its 8 June meeting, together with the proposed process for stakeholder engagement be supported and approved.

23.4. Proposed Wheeled Sports Facility (Skate Park), Englefield Road, Greenfield – Lease of Land

With reference to minute HGD4 of the minutes of the Holywell and Greenfield Development Sub-Committee (item 23.3 above), consideration was given to a request from Councillor Mrs. R. Dolphin for the Town Council to lease the above land from the County Council for the proposed development for 21+ years (21 years being the minimum lease required for an Aggregates Levy Fund Application).

Members felt that more information was required so that the Council could consider the matter further before any decision was taken.

RESOLVED:

That the Community Engagement Officer report back with details of the obligations, costs etc., associated with the above request.

24. PLANNING

24.1. Planning Applications Determined by the Clerk in consultation with the Mayor, since the last meeting as an early response was requested by the County Planning Authority

<b>No.</b>	<b>Brief Description and Determination</b>
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053713	Erection of single storey extension to rear of dwelling – 61 Wood Lane, Pen y Maes, Holywell: for Mr. Trevor Jones.
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**No objection.**

RESOLVED:

That the action taken by the Clerk in consultation with the Mayor, be approved.

24.2. New Applications

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

RESOLVED:

That the following response be submitted to the Flintshire County Planning Authority.

<b>No</b>	<b>Description</b>
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053727	Display of 3no. fascia signs and 1no. totem sign – former Co-op store, North Road, Holywell: for T.J. Morris Ltd.
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**No objection.**

(Note: Councillor J.M. Johnson did not vote on the above two applications).

25. ACCOUNTS

25.1. Payment of Accounts

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>	£
5806 C.M. Scott Jewellers – Engraving Civic presentation shields	29.10**
5807 Copyrite Systems – Copier Charges 1/4/15-12/5/15	17.08****
5808 British Gas: Electricity 12/13 Bank Place	109.67****
5809 Paul Bailey: Entertainment at Holywell Line Dance and Country Music Festival 13 June 2015	375.00^^
5810 J Walker -do-	120.00^^
5811 J Gabriel -do-	100.00^^
5812 D Biggs -do-	175.00^^
5813 <sub>D/D</sub> British Telecom – Business Bill 07436273793 April/May (including credit March/April)	4.52****
5814 <sub>D/D</sub> British Telecom – Business Bill to May	105.30****
5815 British Gas: Gas supplies 12-14 Bank Place	471.72****
5816 Stamford Gate, Holywell – Annual Meeting/Civic costs	461.40***
5817 Wastewater – Trade refuse bags Collection to 30/4/15	7.20****
5818 JDH Business Services Ltd – Internal Audit 2014/15	302.40^^
5819 D.C. Pierce – Salary – June	1435.91***
5820 M.G. Fearnley – Salary – June	1151.43***
5821 Mrs. M. Reed – Secretarial Expenses – June	48.00***
5822 HMRC (Inland Revenue) – PAYE/ Nat Ins – June	1080.97***
	5,994.70

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

## 25.2. Income Received

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

## 25.3. Annual Audit – Year Ending 31 March 2015 – Annual Return

Members had before them for consideration the Annual Return for the 2014/15 financial year certified by the Clerk as Responsible Financial Officer. The Clerk reported that the Internal Auditor – JDH Business Services Ltd of Pantymwyn had completed the Internal Audit Report/Section of the Annual Return. The minor points raised by the Internal Auditor, as reported by the Clerk, were noted and it was agreed that these items be further reported to the Audit Sub-Committee.

### RESOLVED:

- (1) That the Annual Return be received and approved and that the Clerk be thanked accordingly.
- (2) That the Council, being satisfied as to the accuracy and completeness of the information reported, authorises the Clerk to send the Annual Return to the External Auditor (UHY Hacker Young of Chester) with the requested documents in this year's Sampled Intermediate Audit.
- (3) That the Annual Return be signed by the Mayor and Clerk, as appropriate.

26. COMMUNITY ENGAGEMENT OFFICER'S REPORT 20/05/15 – 16/06/15

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

The Line Dance Event on 13 June had been well received and supported although it was generally agreed that, for the future, wider use of the High Street/Tower Gardens should be considered in conjunction with events.

It was noted that this year's Holywell & District Walking Festival (including the Delyn Walk Challenge) would take place on 19-21 June. Local schools were taking part involving 200-300 schoolchildren.

The implementation of the Holywell Finger-Post Strategy had been held back by the County Council because of lack of funding. The Town Council's views had been requested on:

- (i) reducing the 12no. finger post locations.
- (ii) considering other styles of finger posts and arms; and
- (iii) reviewing the destinations that are currently included on each of the finger-posts.

On receiving the Town Council's views, the County Council could revisit this scheme with a view to implementing it in another phase of works, subject to funding.

With the official opening of the Home Bargains store on 18 July (former Co-op site), Members expressed concern about the availability of car parking spaces for customers.

Members supported proposals to develop improved links with Holywell High School.

RESOLVED:

- (1) That the CEO's report be received with thanks.
- (2) That the Town Centre Sub-Committee be requested to consider and respond on the issues raised in respect of the Holywell Finger-Post Strategy.
- (3) That the Clerk write to the County Council's Chief Officer (Organisational Change) expressing the Town Council's concerns regarding the car parking situation when the Home Bargains Store opens and asking if there is anything planned or can be done as an interim measure at the currently free and normally fully occupied site to help meet the expected additional demand for vehicle spaces,

pending the introduction of the County's charging regime under its new strategy.

27. MATCH FUNDING SCHEME – IMPROVEMENTS TO CHILDREN'S PLAY ARAES 2015/16

Consideration was given to the County Council's request for the Town Council to consider nominating a play area for improvement under this year's scheme and the level of contribution. It was understood that this was the final year that the scheme would be operated in its present form.

RESOLVED:

- (1) That the Town Council's nominated play area for inclusion in the current financial year's scheme be confirmed as the one at Pen y Maes Gardens, Holywell.
- (2) That, subject to approval of the Council's nomination, a match funding contribution of up to £10,000 be confirmed for improvements.

28. MAYORAL ITEMS

- (i) Proposed Holywell Choral Festival – Easter 2016 (Estimated cost £1,500)

RESOLVED:

That the proposed event be supported, in principle, and considered further by the Town Centre Sub-Committee or full Council depending on meeting cycles.

- (ii) Members Protocol – Social Media

RESOLVED:

That the Mayor's concerns about possible misuse of social media by Town Councillors in relation to the Members' Code of Conduct be noted and kept in mind by Members if and when this facility is used.

- (iii) Second Bowls Match between Holywell Town Council and Whitford Community Council – Invitation letter to the Mayor from the Secretary of Carmel Bowling Club

RESOLVED:

That the invitation be accepted and that Sunday, 2 August be suggested – meet 1pm at Carmel Bowling Club for a 2pm start.

29. MEETING OF THE FINANCE COMMITTEE

In line with past arrangements, the Clerk reported that the Chairman of the Committee, Councillor J.M. Johnson, had agreed for the June meeting to be held on a separate date rather than immediately after the Council meeting. The date was Monday, 23 June at 6.30pm at the Council's Bank Place Offices.

30. 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) National Assembly for Wales: Update on the Wales Retail Relief Scheme and the Local Needs Scheme – Information from the A.M. for Delyn\*;
- (b) Flintshire County Council: Flintshire Connects – new office opening hours from 13 June 2015\*;
- (c) 2480 (Holywell) Squadron Royal Air Force Air Cadets: Invitation to Appointment of Squadron Chaplain, Cadet enrolment and Presentation/Blessing of new banner at the Drill Hall, Halkyn Street, Holywell on Wednesday, 17 June 2015 at 7.15pm.

RESOLVED:

- (1) That the Council's concerns be expressed regarding the reduced operating hours in (b) above and the lack of advance notice to the Town Council about them.
- (2) That, similarly, lack of advance information about the closure of the Youth Information Shop at the top end of the High Street be taken up direct with the organisation in charge.

31. REPRESENTATIVES' REPORTS

Councillor B. Scragg reported on his attendance at one of the Workshops held at County Hall recently to discuss subsidised bus routes.

Councillor Mrs. S.E. Wallbanks had submitted a copy of the minutes of the Trustees' Meeting held on 5 June of the Estuary Voluntary Car Scheme.

RESOLVED:

That Katie Wilby, County Transportation and Logistics Manager, be invited to the next Council meeting to provide more information regarding subsidised bus routes and to answer Members' questions.

32. COUNTY COUNCILLOR REPORTS

None.

33. CLOSE OF MEETING

The Mayor closed the meeting at 8.35pm.

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Mayor