

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, 21 June 2016 at 6.00pm.

PRESENT: Councillor J.M. Johnson (Mayor).
Councillors: Mrs. M. Auty, Mrs. K. Davies, Mrs. R. Dolphin, Mrs. M.D. Phelan, K. Roberts (for minutes 25 to 29), B. Scragg, Mrs. S.E. Wallbanks, E. Watkinson and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors P.J. Curtis, J.Griffiths, P.J. McGarry, E.B. Palmer and H.G. Roberts.

IN ATTENDANCE: D.C. Pierce (Clerk), and M.G. Fearnley (Community Engagement Officer) for minutes 27 to 39.

25. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

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

| Minute No. | Name of Councillor | Personal | Prejudicial | Nature of Interest |
|------------------|--------------------|----------|-------------|---|
| 31.2 (055006) | E. Watkinson | √ | √* | Live adjacent to planning area - may alter value of my property |
| 31.2 (055190) | E. Watkinson | √ | √* | “ “ “ |

*Member left the meeting room for the discussion and voting.

26. HOLYWELL CAMPUS NEW BUILD - UPDATE

The meeting was attended by County Councillor B. Attridge, Deputy Leader, Flintshire County Council and D. Glyn Jones, Senior Planner.

Members received a report that the development was on target to be operational by the start of the new term in September 2016. Earlier expressed concerns regarding parking arrangements on site, traffic management and safety issues and, in particular, their implications for getting to and going home from school were raised.

Councillor Attridge assured Members that all relevant issues would be dealt with although some aspects could not be considered until the school was fully operational. If it was the Council’s wish, he would return to a later meeting of the Authority with the appropriate officer(s) to report on how the

arrangements in respect of the school were working in practice and on any actions taken on matters arising.

RESOLVED:

That Councillor Attridge and Mr. D. Glyn Jones be thanked for their attendance and that, as suggested, a review report be provided for the Town Council in about six months after the start of the new term.

27. FLINTSHIRE NORTH POLICING UPDATE

Sergeant Mike Wilson was represented at the meeting by PC 2669 Craig Williams and a colleague officer.

Members' reports of alleged speeding were noted for attention by the Police. The Clerk undertook to follow-up with the County Highway Authority a Member's enquiry regarding the absence of 30mph 'repeater signage' on the road from Holywell to Greenfield, given their inclusion in another area of the County, and to circulate a copy of the reply to all Members once received.

RESOLVED:

That the Police officers be thanked for their attendance.

28. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 18/5/16 – 21/6/16

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 all involved with the recent Council arranged Line Dancing/Country Music Festival in the town centre be congratulated on another successful and well-attended event.
- (3) That the Flintshire Against Business Crime (FABC) information be noted and that a representative of FABC be invited to the Council's next meeting to provide more details.
- (4) That Councillor E.B. Palmer, as Chair of the Holywell Town Centre Partnership be requested to update the Council at its next meeting in respect of the Partnership.

- (5) That the CEO's draft arrangements for a Holywell Town Council Photographic Competition be supported.
- (6) That Councillor Mrs. M.D. Phelan's kind offer to arrange a stall at the Well Inn Music Festival on 3 September be accepted with thanks.
- (7) That the forthcoming Henry V 600th anniversary event (25 June) and the Holywell Walkers are Welcome co-ordinated Annual Walking Festival (11-18 July) be noted.
- (8) That the CEO include places for Council Members on the proposed visit for town centre retailers to the County's CCTV Control Room in Mold.

29. MAYOR'S REMARKS

The Mayor reported on his civic attendances at the Urdd National Eisteddfod; the Council's Line Dancing/County Music Festival; Buckley Town Council's Civic Service; the multi denominational service at St. Winefride's Well in connection with the Henry V Commemorative Pilgrimage; and at the Holywell 'Memory Café'.

30. MINUTES

30.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor (and in the absence of the Chairman of the Wales in Bloom Sub-Committee):

Annual Council Meeting held on 17 May 2016;
Wales in Bloom Sub-Committee held on 31 May 2016.

30.2. Wales in Bloom Sub-Committee

RESOLVED:

That the resolutions of the meeting held on 31 May 2016 be supported and approved.

31. PLANNING

31.1. Planning Applications Determined by the Clerk in consultation with the Mayor as the deadline for submitting the Council's observations was before the Council's June Meeting

No. Brief Description and Determination

055371 Erection of 2no. dwellings and garages – Ty Newydd, Bagillt Road, Greenfield, Holywell: for Mr. Brian Hughes (including AMENDMENTS AND/OR ADDITIONAL INFORMATION).

No objection.

055409 Replacement of church roof – Holywell Evangelical Church, Halkyn Road, Holywell: for Mr. Paul Stamatiou

No objection.

RESOLVED:

That the action taken be supported and approved.

31.2. 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.

No. Proposal

Notice under Article 12 of the Town and Country Planning (General Development Planning Procedure)(Wales) Order 2012 – Amendments to submitted application

055006 Amendment to planning application no. 051727 Listed Building Consent 051728 to include additional 1no. apartment to Block B, 12no. apartments to Block C, 5no. apartments to Block A (Chapel) and a new build residential block to include 27no. apartments to give a total of 89 residential units – former Llesty Hospital, Old Chester Road, Holywell: for Kehar Builders Ltd.

The Council, in maintaining its support of the principle of development on this site, believes it important for the planning position to be carefully managed to ensure the site is effectively and sympathetically developed.

The following are issues of concern having considered amendments to the application

- **Potential overdevelopment – the new application refers to accommodation well above the numbers originally proposed;**
- **Impact on the area’s character and appearance – the proposed significant addition of one-bedroomed apartments/units to the development may be out-of-keeping with the other residential developments that surround the site, at for example Old Chester Road, Halkyn Road, Yr Aber and Y Milwr;**
- **Car parking – the provision of car parking spaces per unit would appear to be insufficient for the proposed new units figure for the development compared to the number of spaces allocated in the original proposal;**
- **Traffic management – potential traffic flow problems around the area of Old Chester Road, Brynford Hill and the path alongside Lluesty suggest that a review of traffic management is merited to consider a one-way arrangement;**
- **Impact on water system/sewerage arrangements – a full evaluation of capacity to accommodate new development is considered essential prior to any planning approval.**

055190 Demolition of existing garage and erection of two storey extension – 7 Yr Aber, Holywell: for Mr & Mrs. Robert Marshall (AMENDMENTS AND/OR ADDITIONAL INFORMATION).

The Council remains of the view that the available space for accessible parking appears to be limited in relation to the proposal.

055452 Listed Building application for the replacement of existing ATM, power and data modified to suit ATM, internal window cill to be cut back, ATM slip bin to be removed and wall finish made good, new bespoke NatWest vinyl sign to window above ATM – 44 High Street, Holywell: for RBS

No objection, subject to compliance with conservation area requirements.

055454 Display of new vinyl sign – 44 High Street, Holywell: for RBS

No objection, subject to compliance with conservation area requirements.

31.3. Town and Country Planning Act 1990 (as amended) – Section 78 Appeal

Planning Ref: 054594 Appeal Reference Number:
APP/A6835/A/16/3149261

Appellant: Mr. James O’Leary. Proposal: Change of use from a guest house to a small group residential children’s home.

Location: Gerddi Beuno, Whitford Street, Holywell.

RESOLVED:

That the above Appeal to the Planning Inspectorate following the refusal of planning permission by Flintshire County Council be noted.

31.4. Planning Aid Wales – Planning Training, Flintshire

RESOLVED:

That the invitation from Planning Aid Wales to attend a general introduction to planning training, Flintshire in Mold on 29 June 2016 be received.

32. ACCOUNTS

32.1. 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> | <u>£</u> |
|---|------------|
| 6092 Chubb Fire & Security Ltd – Supply of Fire safety products for 14 Bank Place Offices | 162.24**** |
| 6093 Copyrite Systems – Copier Charges 15/3/16-12/5/16 | 170.51**** |
| 6094 Viking Stationery and sundries | 169.86**** |
| 6095 Delyn Press – Line Dancing leaflets and posters | 140.00^^ |
| 6096 Julie Gabriel: Entertainment at Line Dance & Country Music Festival – 4 June 2016 | 100.00^^ |
| 6097 Darren Jones -do- | 175.00^^ |
| 6098 Steve Darren -do- | 175.00^^ |
| 6099 Nigel Slater -do- | 250.00^^ |
| 6100 UKANUNI – Circus skills workshop at Line Dance & Country Music Festival | 175.00^^ |
| 6101 Stamford Gate, Holywell – Annual Meeting/Civic costs | 426.70*** |
| 6102 D.C. Pierce – Reimbursement for Attending Royal Garden Party – 19 May 2016 | 649.60*** |
| 6103 Stamps Direct Ltd – Rubber Stamp (to meet External Audit requirement) | 43.18**** |

| | | |
|---------------------|---|------------|
| 6104 | Flintshire CC: Building Cleaning Charges – 12/13 Bank Place | 174.89**** |
| 6105 | JDH Business Services Ltd – Internal Audit 2015/16 | 324.00^^ |
| 6106 | Tom Butler: Erection of floral displays (Wales in Bloom) Holywell town centre 50% payment | 250.00^^ |
| 6107 | D.C. Pierce – Salary – June | 1594.66*** |
| 6108 | M.G. Fearnley – Salary – June | 1206.48*** |
| 6109 | Mrs. M. Reed – Secretarial Expenses – June | 48.00*** |
| 6110 | HMRC (Inland Revenue) – PAYE/ Nat Ins – June | 959.31*** |
| 6111 _{D/D} | British Telecom – Business Bill 07436273793 – May | 19.84**** |
| 6112 _{D/D} | British Telecom – Business Bill to May | 127.72**** |
| 6113 _{D/D} | Opus Energy – Gas supplies at Bank Place Offices | 225.54**** |
| | | 7567.53 |

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

32.2 Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 31 May 2016.

32.3. Audit of Accounts – Annual Return for the Year Ending 31 March 2016

Consideration was given to approving the circulated accounting statements and Annual Governance Statement certified by the Clerk.

The Clerk also reported that the Internal Auditor – JDH Business Services Ltd of Pantymwyn had completed the Internal Audit Report/Section of the Annual Return. The two points that had been raised 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 (BDO LLP of Southampton) with the requested additional documents countersigned by himself and the Mayor.
- (3) That the Annual Return be signed by the Mayor as appropriate.

33. REVISED CODE OF CONDUCT FOR MEMBERS

A copy of the Revised Code of Conduct adopted by the Council on 17 May 2016 was circulated to Members at the meeting. A copy would also be sent to all Members not present at the meeting.

RESOLVED:

That the Code be received and noted for future reference.

34. FORTHCOMING MEETINGS

Meetings reported by the Clerk were noted as follows:

Audit Sub-Committee: Tuesday, 28 June 2016 at 5.30pm;

Finance Committee: Tuesday, 28 June 2016 at 6.30pm;

Council Meeting: Tuesday 19 July, starting time to be confirmed;

Town Centre Sub-Committee: Wednesday, 20 July at 10.30am;
Proposed Public Meeting – Wednesday, 27 July at 6pm – St Peter’s
Church (co-ordinated by the Town Council with the Reverend Aidan
Coleman, Chairing).

RESOLVED:

That the arrangements be confirmed together with the
starting time of 6.00pm for the Council Meeting on 19
July.

35. EXPRESSION OF INTEREST – COMMUNITY TRANSPORT

This item, although not on the agenda, was accepted by the Mayor in
order to avoid delay in dealing with the request following earlier reports to the
Council on the subject.

The following request was considered from the County Council:

“Does the Council/Community wish to become involved either:
as a member of a sub-regional group providing Community Transport
arrangements within your area?; **or**
as a potential sub-regional hub or lead community providing
Community Transport arrangements across a wider area, including
your own?

The two Councillors who had attended the Community Transport
Workshop in April were, however, both of the view that the next step should
have been for local area meetings to seek agreement on the way forward on a
collective basis with local Councils, local organisations and other interested
parties.

RESOLVED:

- (1) That the Town Council submits an expression of
interest in this matter, entirely without commitment
at this stage.
- (2) That more information be requested by/presented at
the next Council meeting.

36. REPORT(S) ETC RECEIVED

Members were informed that the following items had been received
and were available for perusal from the Clerk.

- (a) Halkyn Mountain Common Joint Consultative Board (JCB): Minutes
of latest JCB meeting;
- (b) Estuary Voluntary Car Scheme: Minutes of Trustees’ meeting held on
3 May 2016;

(c) Transition Holywell & District: Goodnewsletter – April 2016

37. REPRESENTATIVES' REPORTS

Councillor Mrs. M.D. Phelan reported on activities at Ysgol Perth y Terfyn and Ysgol y Fron.

38. COUNTY COUNCILLOR REPORTS

Reference was made by Councillor Mrs. R. Dolphin to the current position regarding School Governors at Ysgol Maes Glas.

39. CLOSE OF MEETING

The Mayor closed the meeting at 8.10pm.

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Mayor