

HOLYWELL TOWN COUNCIL

CYNGOR TREF TREFFYNNON

Minutes of the Annual Meeting of Holywell Town Council held in the Stamford Gate, Halkyn Road, Holywell on Tuesday, 19 May 2015 at 6.30p.m.

PRESENT: Councillor P.J. McGarry (Mayor))

Councillor: J.M. Johnson (Deputy Mayor) (see minute no's. 3.2/4).

Councillors: Mrs. M. Auty, P.J. Curtis, Mrs. K. Davies, Mrs. R. Dolphin, D.W. Jones, E.B. Palmer, Mrs. M.D. Phelan, H.G. Roberts (for minutes 1 to 9), K. Roberts, B. Scragg, L. Thorley, E. Watkinson and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors J. Griffiths and S.E. Wallbanks.

IN ATTENDANCE: D.C. Pierce (Clerk) and M.G. Fearnley (Community Engagement Officer).

1. WELCOME

A warm welcome was extended to all present at the meeting by Town Mayor, Councillor E.B. Palmer.

2. PRESENTATION TO HOLYWELL TOWN FOOTBALL CLUB

The Mayor presented an inscribed Council plaque to representatives of the Football Club to mark the Club's historic achievements in season 2014/15. Their "treble" successes included the Welsh Alliance League Division One Championship; FAW Trophy and the Mawddach Challenge Cup.

Councillor Mrs. K. Davies led the Council's tributes to the management and team for a memorable season.

3. ELECTION OF MAYOR – MUNICIPAL YEAR 2015/16

3.1. Retiring Mayor's Remarks – Review

In closing his last two years in office, Retiring Mayor, Councillor E.B. Palmer, said it had been very enjoyable and rewarding to see all the things he had been involved with coming to fruition. These included the town's streetscape project, the skatepark at Fron Park and development of town centre events. The town's sculpture was now also settled in its place and the junction of Tower Gardens and the High Street.

It had been encouraging to see work start on the new £30m+ Holywell High School. The public meeting instigated by him on behalf of the

Town Council had been very successful and he hoped that this would lead to similar events in the future. He hoped that the Council would continue to develop its interest in the County's asset transfer arrangements as well as the established links with neighbouring Community/Town Councils – in his view that was the future, when there would be need for the strength of unity.

Along with daughter Kelly, as Mayoress, there had been many functions attended – far too many to list but had been reported to the Council during his regular updates to Members.

He referred in particular to the visit to St. Gregoire, Brittany, with the Holywell & District Twinning Association where he took part in the opening of Place Holywell, an experience that would stay with him forever. In addition, it had been a pleasure to attend the Middlewich Boat Festival, as Mayor, resurrecting the twinning connection between the two towns.

Turning to fundraising, he was delighted with the outcome of his Valentine's Charity evenings at the Springfield Hotel. The first (2014) had raised £1,400 that was shared between Holywell Town and Greenfield Football Clubs. The second, earlier this year, had raised £2,900 for the Liverpool Liver Cancer Centre. Along with the different concerts with the Cheesecutters, all for Holywell charities, this brought the overall total to over £5,000.

Thanks followed to the Council as a whole, with special mention to Councillor Ed Watkinson – Deputy 2013/14, Councillor Phil McGarry – Deputy 2014/15, the Clerk and the Community Engagement Officer for their valued support.

In closing, he added that the Holywell Town Football Club had given him a fitting end to his time as Town Mayor, with its well-deserved promotion and cup winning season. He hoped that the Mayoress and himself had been a credit to the town and that the town was as proud of them as they were to have served as its civic leaders.

3.2. Mayor's Election

RESOLVED:

That Councillor Philip James McGarry (East Ward) be elected Mayor of Holywell Town Council for 2015/16.

3.3. Investiture of Chain of Office, Signing of Declaration of Office and other formalities

The newly elected Mayor, Councillor P.J. McGarry, was invested with the Mayoral Chain of Office by the retiring Mayor. He signed the Declaration of Acceptance of Office (countersigned by the Clerk).

Councillor P.J. McGarry chaired the remainder of the meeting.

Following the Mayor's announcement, the Mayoress, Mrs, Lisa McGarry was invested with her Chain of Office by the retiring Mayoress, Mrs. Kelly Moore, the ladies thereafter exchanging floral gifts.

The Mayor presented the retiring Mayor, Councillor E.B. Palmer, with an inscribed Council plaque to mark his term of office 2014/15 and also a personal gift.

3.4. Newly Elected Mayor's Statement

Members wished the new Mayor well during his term of office and he thanked everyone for their kind words.

He added that he was looking forward to his term of office. He thanked his wife, Lisa, for being his Mayoress and to the past Mayor, Councillor Palmer for his excellent work and service to the Council and the community generally. The Mayor referred to the present challenging times in local government and the need to promote and foster youth activities.

The Mayor's Civic Service was proposed to be held at the end of October. His main charity for the year was 'Help for Heroes'. He was looking to move the Annual Charity Dinner event date from February to March 2016, as near as possible to St. Patrick's Day. Further announcements would be made at a later meeting(s) of the Council.

4. ELECTION OF DEPUTY MAYOR – MUNICIPAL YEAR 2015/16

RESOLVED:

That Councillor Joseph Malcolm Johnson (East Ward) be elected Deputy Mayor of Holywell Town Council for 2015/16.

The Deputy Mayor was invested with his Chain of Office by the Mayor. He signed the Declaration of Acceptance of Office as part of the Town Council's formalities (countersigned by the Clerk).

5. DECLARATIONS OF INTEREST

None.

(Note: Letter from the Public Services Ombudsman for Wales – Revised Guidance on the Code of Conduct had been copied to all Members for their future reference. Anyone having difficulty in

downloading the Guidance were advised to contact the Clerk as soon as possible.

6. FLINTSHIRE NORTH POLICING UPDATE

The meeting was attended by Neighbourhood Policing Sergeant John Williams (632) and T/Sergeant Mike Wilson (1829). A brief update was given on the work of the Police within the community since the April Council meeting and both officers dealt with Members' questions.

Sergeant Williams announced that it would be his last meeting as he was soon retiring from the service. He had enjoyed his term covering Holywell and Greenfield and was pleased to have seen improvement over the years from a Police perspective. He thanked Members for their support. Councillor P.J. Curtis led the tributes to Sergeant Williams and the Mayor presented him with a card on behalf of the Council wishing him well in retirement and for the future.

7. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Consideration was given to appointing representatives to outside bodies for the ensuing municipal year. Members had before them for this purpose, a copy of current representation.

RESOLVED:

That the following Members be appointed to serve on the bodies listed for 2015/16.

- | | |
|---|---|
| (a) Holway Community Centre | subject to ongoing review |
| (b) The Holywell Band | Councillor P.J. Curtis |
| (c) North & Mid Wales Association
of Local Councils | Councillor P.J. Curtis
Councillor Mrs. K. Davies
Councillor P.A. York |
| (d) Greenfield Valley Trust Ltd | Councillor K. Roberts |
| (e) Clwyd Community Chest | Councillor P.A. York |
| (f) Holywell & District Twinning
Association | Mayor (Association President) |
| (g) Halkyn Mountain Common
Joint Consultative Board | Councillor D.W. Jones
Councillor L. Thorley |
| (h) Estuary Voluntary Car Scheme | Councillor Mrs. S.E. Wallbanks |
| (i) Public Transport Users' Forum
(or any County Transport related Forum) | Councillor B. Scragg |
| (j) Flintshire County Council
(Supported Living Schemes)
Advisory Committee | Councillor P.J. McGarry |
| (k) Holywell Walkers are Welcome
Committee | Councillor B. Scragg |
| (l) Policing Partnership Working
Meetings | Councillor J.M. Johnson (East)
Councillor K. Roberts (Central) |

(m) Flintshire County Forum	Councillor B. Scragg (Greenfield) Councillor P.A. York (West) Mayor Councillor Mrs. M. Auty Councillor P.A. York Deputy: Deputy Mayor
(n) Holywell Town Centre Partnership	Councillor E.B. Palmer Councillor B. Scragg Councillor L. Thorley Deputy: Councillor P.J. McGarry
(o) North Wales Play Association	Deputy Mayor
(p) Flintshire County Council – County Standards Committee Joint Meetings	Councillor P.J. Curtis
(q) Woodland (Lluesty) Steering Group	Councillor E. Watkinson
(r) Flintshire Local Access Forum	Councillor B. Scragg
(s) Hope 37 Youth Trust/Hope Café Project	Councillor L. Thorley
(t) Holywell Relief in Need Charity	Councillor D.W. Jones

8. APPOINTMENT OF CHAIRMAN OF FINANCE COMMITTEE

RESOLVED:

That Councillor Joseph Malcolm Johnson be appointed Chairman of the Finance Committee of Holywell Town Council for 2015/16, such Committee to comprise all Members of the Council and have authority to act in respect of all financial matters unless otherwise undertaken by the Council.

9. APPOINTMENT OF SUB-COMMITTEES

Consideration was given to appointing Sub-Committees for the ensuing municipal year. Members had before them for this purpose, a schedule of the current representation.

RESOLVED:

That the Sub-Committees for 2015/16 be appointed as follows:-

Audit Sub-Committee

Councillor J. Griffiths (East)
Councillor E.B. Palmer (Central)
Councillor B. Scragg (Greenfield)
Councillor P.A. York (West)

Councillor J. M. Johnson, Chairman of Finance
Committee (East)

Council Offices Sub-Committee

Councillor P.J. Curtis
Councillor Mrs. K. Davies
Councillor Mrs. R. Dolphin
Councillor J.M. Johnson
Councillor E.B. Palmer
Councillor L. Thorley
Councillor Mrs. S.E. Wallbanks

Holywell & Greenfield Development Sub-Committee

Councillor Mrs. M. Auty
Councillor Mrs. R. Dolphin
Councillor D.W. Jones
Councillor K. Roberts
Councillor B. Scragg
Councillor Mrs. S.E. Wallbanks
Councillor P.A. York

Town Centre Sub-Committee

Councillor Mrs. M. Auty
Councillor P.J. Curtis
Councillor Mrs. K. Davies
Councillor R. Dolphin
Councillor J.M. Johnson
Councillor E.B. Palmer
Councillor Mrs. M.D. Phelan
Councillor B. Scragg
Councillor L. Thorley
Councillor E. Watkinson
Councillor P.A. York

Wales in Bloom Sub-Committee

Councillor Mrs. K. Davies
Councillor J. Griffiths
Councillor J.M. Johnson
Councillor D.W. Jones
Councillor E.B. Palmer

Note: The Mayor is an ex-officio Member of all Sub-Committees.

10. **AUTHORITY FOR SIGNING ORDERS FOR PAYMENT**

RESOLVED:

- (1) That the Council's appointed bank (HSBC) be authorised to honour all cheques and other orders or

instructions signed on behalf of the Council by two Members and the Clerk.

(2) That the Mayor and Clerk be authorised to sign payments from the Mayor's Allowance and Charity Accounts, as appropriate.

(3) That the current authorised Member signatories for the purpose of (1) above be confirmed as follows:-

Councillors P.J. Curtis, Mrs. K. Davies,
Mrs. R. Dolphin, L. Thorley and Mrs. S.E.
Wallbanks.

11. MINUTES

RESOLVED:

That the minutes of the following meeting be approved and signed as a correct record by the Mayor:

Council Meeting held on 21 April 2015.

12. PLANNING

12.1. Applications dealt with without prior notification to the Town Council

053405 Change of use of land to garden area in connection with 25 Pen y Maes Road, Holywell – West Bank, 25 Pen y Maes Road, Holywell: for Mrs. Barbara Claire Yarnell

053428 Demolition of existing conservatory and erection of single storey extension – Melrose, Pen y Ball, Holywell: for Mr. David Bamford

The Clerk reported that he had been informed by the County Council that the above applications had been approved. The Town Council had not been consulted and the Planning Department had apologised for a failure in the normal consultation procedure. The Clerk reported that he had expressed the Town Council's concerns as there had been a similar occurrence reported to the Authority in minute 163.2 of 2014/15 (Application Ref 053019). Internal procedures were being reviewed to ensure as far as possible that the situation would not arise again.

RESOLVED:

That the position be noted and the Clerk's action endorsed.

12.2. Applications received for the Town Council's observations

RESOLVED:

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

053499 Application for a lawful development certificate for the existing use of premises as catering business with café/shop serving hot and cold food – 9 New Shop Parade, Greenfield Road, Greenfield, Holywell: for Savoy Caterers.

Supported.

053576) Extension to rear to form a store room and passage –
) 14 Bank Place, Holywell: for Holywell Town Council
)

053577) Listed Building Application for the erection of rear extension to form a store room and passage and internal alterations to form a new Council Chamber with offices above: for Holywell Town Council.

Noted.

053622 Application for determination of prior approval for proposed telecommunications development – Telecommunications Mast 4582, Pen y Ball Hill, Holywell: for CTIL (Cornerstone Telecommunications Infrastructure Ltd – a joint venture Company owned by Telefonica UK Ltd and Vodafone Ltd).

Supported.

13. ACCOUNTS

13.1. 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>	£
5787 Jolora – JANET(UK) Domain Registration Renewal Fee for holywell-town.gov.uk	48.00****

5788	DD	British Telecom – Business Bill to April	106.74****
5789		Wasteater: Black Bags – 12/13 Bank Place	45.00****
5790		British Gas: Electricity – 14 Bank Place	28.03****
5791		Chubb Fire & Security Ltd: Work to security system	249.98****
5792		Chubb Fire & Security Ltd: Work to security system	47.47****
5793		Computer Technical Solutions – 20Gb Backup Solution Annual Subscription	168.00****
5794		Delyn Press – Line Dance Festival Posters/Leaflets	100.00^
5795		St. Winefride’s Primary School – Donation – Wales in Bloom Schools Project	50.00^
5796		Ysgol Gwenffrwd -do-	50.00^
5797		Ysgol Maes Glas -do-	50.00^
5798		Ysgol Perth y Terfyn -do-	50.00^
5799		Ysgol y Fron -do-	50.00^
5800		Wales in Bloom – Council Entry 2015 Competition	140.00^
5801		D.C. Pierce – Salary – May	1,436.11***
5802		M.G. Fearnley – Salary – May	1,151.63***
5803		Mrs. M. Reed – Secretarial Expenses – May	48.00***
5804		HMRC (Inland Revenue) – PAYE/ Nat Ins – May	1,080.57***
5805		Mayor’s Allowance A/c – Mayor’s Allowance 2015/16	1,325.00^^*
			<u>6,224.53</u>

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 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

13.2. Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 30 April 2015.

14. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 22/04/14 – 19/05/15

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

Members were pleased to learn of the possibility of the Holywell Youth Club being opened up during the school Summer holidays. They also welcomed the launch of the new skate park at Fron Park on 13 May. It was hoped that activities could be developed with the youth, including competitions, to make the best possible use of the facility and encourage 'ownership'. It was noted that the next Youth Agencies meeting would be held at Holywell High School on 10 June at Holywell High School.

Information about a group from Ohio visiting Holywell on 19 June was received with interest. The Holywell Walkers are Welcome Committee was arranging a short tour around the town, Well and Heritage trail for them. Members agreed that, if possible, the Mayor and /or Deputy Mayor arrange to meet the group at the Council Offices as a welcome at the start of their visit (some refreshments to be provided if required). A possible walking event from Shrewsbury to Holywell in 2016 to mark the 600th anniversary of the Henry V walk was noted as well.

Members expressed disappointment regarding the extent of progress on the Greenfield Dock and Valley Link. The Clerk was asked to write to the relevant County Chief Officer expressing the Town Council's concerns over the matter and seeking positive development with reference to the Dock and the Greenfield Valley. Clarification was also sought regarding the planning permission for this project and whether it was something the County Council would be undertaking or whether the Town Council could be the applicant

and, if so, what were the key planning stages and processes involved including the cost and ownership implications.

RESOLVED:

That the CEO's report be received with thanks and Matters arising above be actioned accordingly.

15. SEMINAR – REVIEW OF THE COUNTY COUNCIL'S SUBSIDISED BUS ROUTES

RESOLVED:

That Councillor B. Scragg be appointed to represent the Town Council at one of the workshops to be held at the Alyn & Deeside Room, County Hall, Mold on either the 2nd or 5th June 2015.

16. REPORT(S) ET RECEIVED

Members were informed that the following items had been received and unless otherwise circulated*, were available for perusal from the Clerk.

- (a) Welsh Government: Statutory Guidance – Access to Information on Community and Town Councils (duties on local authorities to make certain information available electronically);
- (b) Saltney Town Council: Latest Report from the Flood Prevention Society*;
- (c) Holywell Walkers are Welcome: Holywell and District Walking Festival – June 2015/Delyn Walking Challenge*;
- (d) Estuary Voluntary Car Scheme: Minutes of Drivers' Meeting 10 March 2015;
- (e) Transition Holywell & District: Goodnewsletter – Spring 2015*;
- (f) Nightingale House Hospice: Nightingale News – Spring 2015.

17. REPRESENTATIVES' REPORTS

None.

18. COUNTY COUNCILLORS' REPORTS

Councillor Mrs. R. Dolphin updated Members regarding future extended arrangements at the Recycling Centre, Greenfield.

Councillor P.J. Curtis was congratulated on being elected Vice-Chairman of the County Council 2015/16.

19. CLOSE OF MEETING

The Mayor closed the meeting at 7.55pm.

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Mayor