

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 March 2017 at 6.00pm.

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PRESENT: Councillor J.M. Johnson (Mayor).  
Councillor B. Scragg (who presided for minute 163).  
Councillors: Mrs. M. Auty, Mrs. K. Davies, Mrs. R. Dolphin, E.B. Palmer, Mrs. M.D. Phelan, H.G. Roberts (for minutes 162 and 163), Mrs. S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors P.J. Curtis, J. Griffiths, P.J. McGarry and E. Watkinson.

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

162. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

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

Minute No.	Name of Councillor	Personal	Prejudicial	Nature of Interest
163	J.M. Johnson	√	√*	Mother owns land in the LDP area.

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

163. FLINTSHIRE LOCAL DEVELOPMENT PLAN UPDATE

Andy Roberts, Service Manager – Strategy (Flintshire County Council – Environment Directorate), was present for this item. He summarised the LDP process to date and explained the next stages towards the eventual adopted plan.

Members noted that the County Council’s preferred strategy was expected to be circulated around late summer for consultation with probably another year or so to the detailed plan. The referral to the Planning Inspector would follow and the Inspector’s report would be binding to finalise the LDP.

The Town Council’s submitted Candidate Site proposals for Holywell and Greenfield were under consideration as part of the LDP process. A Member referred to the importance of bringing these proposals to reality. The

question and answer session that followed covered points from the period covered by the plan once adopted to the workings of the consultation arrangements.

RESOLVED:

That Mr. Andy Roberts be thanked for his informative update and requested to provide a copy of the timeline for the LDP for circulation to Members in due course.

164. FLINTSHIRE NORTH POLICING UPDATE

Inspector Andy Griffiths presented Members with a summary of the annual crime statistics for Holywell covering various offence categories.

He also reported back on the issues raised with him at the February meeting and answered questions from Members on the annual report.

RESOLVED:

That Inspector Andy Griffiths be thanked for his attendance and asked to circulate, via the Clerk, annual crime statistics for the Greenfield area that can be shared with Members.

165. MAYOR'S REMARKS

The Mayor's report covered the successful Welsh Day event, including Prize Draw, in the town on 4 March, and the St. David's Charity Ball that evening. The function had raised £790 for the Memory Café, Holywell. Together with the £75 raised in lieu of Christmas card exchanges between Members, the total amount raised amounted to £865.

He had also attended the opening of the new Ysgol Treffynnon – campus, and the Library following its transfer to the Leisure Centre. He thanked Councillor E.B. Palmer for standing in for him at the Air Cadets Dining-in evening.

166. 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 February 2017.

167. PLANNING

167.1. New Planning Applications

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

RESOLVED:

- (1) That the action taken to meet an early reply deadline in respect of the following application be noted and approved.

**No. Brief Description and Determination**

056565 Change of use to boxing and fitness centre – Holywell Library, North Road, Holywell: for Toe to Toe, 52 Maes y Dyffryn, Greenfield.

- (2) That the following responses be submitted to the County Planning Authority.

**No. Proposal**

056579 Erection of single storey extension to side, front and rear of dwelling – 6 Bryn Teg, Holywell: for Mr. & Mrs Foulkes.

**No objection, subject to any identified parking issues being resolved to the satisfaction of the planning authority.**

056623 Erection of single storey side extension – Plough Farm, Greenfield Road, Greenfield, Holywell: for Mr. Garland.

**No objection.**

167.2. Pre-application Community Consultation – Proposed development of former Llesty Hospital, Old Chester Road, Holywell, CH8 7SA : for W.W. Construction

Members had before them a notice of intention to apply for planning permission for the Residential Development at the above location to consist of a mix of 1, 2 and 3 bed apartments and 15 houses, infrastructure and landscape works.

This new arrangement under the Town and Country Planning (Development Management Procedure)(Wales) Order 2012 gave the opportunity for the Town Council to comment directly to the developer on a proposed development prior to the submission of a planning application. Any comments made at this stage would not prejudice

the Council's ability to make representations to the planning authority on any related planning application.

Members felt that for consistency, its earlier expressed views to the County Planning Authority about the development (Application Ref 055006) should be maintained. Additionally, a Member raised the matter of the nearby woodland in Town Council ownership and to the possibility that the developer may be interested in its future management as a recreational (bird sanctuary/nature reserve) link to the proposed development on the former Llesty site.

**RESOLVED:**

That the Council forwards its observations, drawing attention to its comments to the County Planning Authority on a recent application in respect of the site (Planning application 055006) from Kehar Builders Ltd as follows:

**055006      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-bedroom 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 Llesty suggest that a review of traffic management is merited to consider a one-way arrangement;**

**Impact on water system/sewerage arrangements – a full elevation of capacity to accommodate a new development is considered essential prior to any planning approval.**

**In addition, the Council enquires about any interest the developer**

**may have in giving consideration to future management of a nearby parcel of woodland currently in the Council's ownership and covenanted as a Bird Sanctuary/Nature Reserve in connection with the overall Llesty development.**

167.3. Planning Aid Wales – Pre-application  
Community Consultation Network Event – “Getting the Benefits”

Following on from minute 167.2 and the introduction by the Welsh Government of mandatory pre-application Community consultation for significant planning applications, Members considered their availability to attend the above event.

RESOLVED:

- (1) That the Council be represented by the Mayor at the above event at Venue Cymru, Llandudno on Tuesday, 28 March 2017 – 12.30 to 4pm.
- (2) That it be suggested to the County Council's Head of Planning and Environment that a briefing session on the role of Town and Community Councils in the planning process may be something he would wish to consider arranging, particularly for newly elected Members in the various communities within the County, as part of the induction arrangements.

168. ACCOUNTS

168.1. 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>	£
6320 'Out There' – Annual advertising subscription to promote events etc.	840.00 <sup>^</sup>
6321 Dr. Zigs Extraordinary Bubbles – Booking fee for Welsh Day event 4/3/17	50.00 <sup>^</sup>
6322 Mayor of Holywell Charity A/c – Transfer of BACS payment from Flintshire CC for attendance of Chairman and Consort at Mayor's Charity Event	50.00 <sup>^</sup>

6323	Holywell Leisure Centre/ Canolfan Hamdden Treffynnon- Contribution 1	3,000.00^^
6324	Wales in Bloom 2017-Entry to Town category	145.00^^
6325	Estuary Voluntary Car Scheme- Donation	600.00^^
6326	Barry Hamilton Photography-Full Council Photo 2009/10	95.00***
6327	Barry Hamilton Photography-Full Council Photo 2011/12	85.00***
6328	CopyriteSystems- Copier charges 15/11/16-14/2/17	198.97****
6329	Flintshire CC-Match funding contribution towards Holway play area, Holywell	10,000.00^^
6330	Milwr Tree Services- Treework Maintenance at the Council's Woodland off Halkyn Road, Holywell	2,750.00^^
6331	Owain Llyr - Balance of entertainment fee Welsh Day event 4/3/17	200.00^^
6332	Dr. Zigs Extraordinary Bubbles – Balance of fee Welsh Day	200.00^^
6333	Cambria Band – Live performance at Welsh Day	100.00^^
6334	Stages 2 U – Mobile Stage Hire at Welsh Day	500.00^^
6335	Ukanuni – Circus skills workshop at Welsh Day	150.00^^
6336	Professor Llusern – Punch/Judy, magic and entertainment at Welsh Day	150.00^^
6337	NWN Media Ltd – Jobs advert	672.00***
6338	Griffiths & Hughes Parry Solicitors: Legal Services – Holywell Leisure Centre	522.00^^
6339	S.N. Haygarth – Holywell shop front visual merchandising & window display observational study and recommendations (Holywell Town Partnership)	1000.00^^
6340	D.C. Pierce-Salary-March	1610.60***
6341	M.G. Fearnley-Salary-March	1216.38***
6342	Mrs. M. Reed-Secretarial Expenses- March	48.00***
6343	HMRC(Inland Revenue)-PAYE/ Nat Ins-March	972.85***

6344D/D:British Telecom-Business Bill	
07436273793 to February	24.57****
6345D/D:BNP Paribas-Lease payment (4)	
Replacement p/copier	154.80****
6346D/D:Opus energy-Gas Bank Place	
offices to 9/2/17	312.96****
6347 Stopped cheque charge (lost) for	
Voucher no. 6251	10.00^^
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	25,658.13
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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

168.2 Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 28 February 2017.

169. COMMUNITY ENGAGEMENT OFFICER'S REPORT – 22/02/17 – 21/03/17

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 for additional information.

It was noted that the CEO was in the process of putting together a flyer/poster listing the main events for the year ahead in the Holywell town centre, the Valley, Well and local history societies etc.

Consideration was given to a request from the County Council's Countryside Ranger for sponsorship of a footpath in Pen y Maes Woods where £1,600 required to be raised.

The main part of the report concentrated on the town centre and to the increasing concern about the future of the High Street particularly following the bank closures. Members commended the circulated independent report as part of the visual merchandising and window displays project for the town centre. The remainder of the report referred to the Holywell Artisans Shop, Local Action Group membership and feedback from the Wales in Bloom - North Wales launch event.

RESOLVED:

- (1) That the CEO's report be received with thanks.
- (2) That the CEO advise the County Council's Countryside Ranger of grants that may be available to assist with the project and suggest also that Ysgol Treffynnon may wish to lead on the project.
- (3) That a meeting of the Town Centre Sub-Committee be arranged to consider the future of Holywell town centre and that Delyn's MP David Hanson and AM Hannah Blythyn be invited to attend.
- (4) That the item on the CEO's report on Local Action Groups – North East Wales be referred to the next meeting of the Town Centre Sub-Committee.

170. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW)  
ANNUAL REPORT – 2017/18 PAYMENTS TO MEMBERS OF  
COMMUNITY AND TOWN COUNCILS

Consideration was given to decisions necessary on the above part of the IRPW's Annual Report 2017/18. A full copy of the report had been emailed to Members.

RESOLVED:

- (1) That determinations 46 to 51 inclusive be adopted for the Town Council.
- (2) That determinations 44 and 45 be not adopted for the Town Council.



(3) That the Town Council maintains its view that additions to the adopted determinations may be necessary following consideration of future reports from the IRPW and Members' workloads.

171. YSGOL MAES GLAS, GREENFIELD – APPOINTMENT OF A MINOR AUTHORITY GOVERNOR TO THE GOVERNING BODY

The Council was requested to consider nominating a member of the Council to be a Minor Authority Governor for a period of four years on the Governing Body of Ysgol Maes Glas.

RESOLVED:

That Councillor Mrs. R. Dolphin be nominated as Minor Authority Governor to serve on the Governing Body of Ysgol Maes Glas for the period indicated.

172. NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS (NMWALC) – QUARTERLY MEETING ON FRIDAY, 21 APRIL 2017 AT WELSHPOOL

Members noted the agenda for the forthcoming meeting of the NMWALC. As it appeared that the Council would not be represented at the meeting, Councillor P.A. York, as one of the Council's appointed representatives on the Association, suggested forwarding comments to the Secretary in respect of item 10 on the agenda 'Hospital Update for North and East Wales'.

RESOLVED:

That the information be noted and that Councillor York forward his comments to the Clerk for forwarding on to the Secretary of NMWALC.

173. ESTABLISHING CLOSER WORKING LINKS WITH LOCAL COMMUNITIES THROUGH THE RELEVANT COUNCILS

This item had been placed on the agenda at the request of Councillor E.B. Palmer.

Members were asked to consider the possibility of establishing a forum involving Holywell Town Council and other local Town/Community Councils. To begin with, a representative from Bagillt, Brynford, Caerwys, Cilcain, Halkyn, Llanasa, Mostyn, Trelawynd & Gwaenysgor, Whitford and Ysceifiog was suggested .

The main purpose of the forum would be to see if there was common ground on certain issues between the authorities, such as tourism for example, where a joint approach could help bring wider benefits.

It was felt that, as a first step, the relevant Council Chairs and Clerks could be invited to an informal evening meeting in Holywell on a date to be set after the May elections/annual meetings to discuss the matter and its possible development.

RESOLVED:

That the Clerk action accordingly.

174. MEETING DATES

The following proposed arrangements were noted:

- Audit Sub-Committee (including shortlisting for the current vacancies \*Town Clerk and Responsible Financial Officer and \*\*Support Officer) – Wednesday, 29 March at 11.30am;
- Special Council Meeting (\*Interviews) – Tuesday, 4 April at 6pm;
- Special Audit Sub-Committee (\*\*Interviews) – Wednesday, 5 April at 10am;
- Town Centre Sub-Committee – Monday, 10 April at 5.30pm subject to the availability of David Hanson MP and Hannah Blythyn AM.

175. 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) Flintshire County Council: Notices of Election dated 17/3/17 for County and Town/Community Councils on 4 May 2017\*;
- (b) North & Mid Wales Association of Local Councils: Agenda for Quarterly meeting 21/4/17 (Welshpool) and associated papers;
- (c) Community Health Council News Release 7/3/17: Dementia – One Simple Thing\*;
- (d) One Voice Wales Bulletin February 2017\*;
- (e) Halkyn Joint Consultative Board : Agenda for meeting 7/3/17 and minutes of previous meeting;
- (f) Letters of thanks: Chairman of Board of Directors, Holywell Leisure Centre\*, Chief Executive, Flintshire Citizens Advice\*.

176. REPRESENTATIVES' REPORTS

Members received a summary of developments in relation to the Greenfield Valley Heritage Park.

177. COUNTY COUNCILLOR REPORTS

None.

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

RESOLVED:

That the public and press be excluded for agenda items 178.1 and 178.2 on the 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 receipt and consideration of legal advice and supporting financial information to be reported with applications for financial assistance.

178.1. Co-operative Agreement : Holywell Leisure Centre – Update

The Clerk circulated a copy of the ‘Letter of Intent’ that had been sent under minute 160.1 to reflect the outcome of discussions on this matter.

RESOLVED:

That the position and the contents of the letter be noted.

178.2. Applications for Financial Assistance 2016/17

Members considered the requests received for financial assistance. The Clerk referred to supporting background and financial information provided by each organisation.

RESOLVED:

That the following donations be made:

	£
Holywell Town Juniors F.C.	500
Relate Cymru	300
Shelter Cymru	200
Holywell Town F.C.	500#

#from the earmarked budget provision.

179. CLOSE OF MEETING

The Mayor closed the meeting at 8.15pm.

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Mayor