

## HOLYWELL TOWN COUNCIL

### CYNGOR TREF TREFFYNNON

Minutes of the meeting of the **Town Centre Sub-Committee** held in the Council Chamber, Bank Place Offices, Holywell on Wednesday 28 February 2018 at 11.00am.

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PRESENT: Councillor E.B. Palmer (Chairman).

Councillors: M. Brooke, J.M. Johnson (Mayor), M.D. Phelan, B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, A. Coleman, K. Davies, R. Dolphin, S. Johnson and P.J. McGarry.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Community Engagement Officer), C.S. Lowry (Support Officer).

#### TC29. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

#### TC30. TOWER GARDENS COVERED EVENTS AREA

Simon Richards, Land Studio attended together with Sarah Jones, Cadwyn Clwyd who presented to members three options for the proposed roof covering in Tower Gardens:

Option 1 – Adaptable low-cost option £2k-£3k

Option 2 – Semi permanent option £30-£40k

Option 3 – Permanent option circa £400k

Members discussed generally the three concepts and the various components and configurations. Two schemes received support from members – the permanent option involving a glass or similar covering/canopy or a semi-permanent option with a permanent events area canopy supplemented by several wide parasols to be deployed as and when the need arises. The parasol option would require permanent fixing and be lockable and easy to operate. A hybrid scheme of the canopy and wider parasols would cost circa £43k.

Members considered whether a phased approach to funding would be favourable and were also mindful of the potential match funding

commitment required for many grant applications; the match funding was likely to be 30% of the capital scheme costs.

RESOLVED:

- 1) That the Community Engagement Officer makes arrangements for the Land Studio presentation to be viewed by the Town Centre Business Group, to commence the consultation process.
- 2) That the Community Engagement Officer researches the grant funding options currently available and, subject to member approval, proceeds with an appropriate grant application.

TC31. PROPOSED LEASE – KINGS HEAD BUILDING

Members had before them several documents outlining the key information on the lease:

- Proposed Lease with Wales and West Housing. This document had now been reviewed by the Council's solicitors and passed as fit for purpose.
- Solicitors Report/Notes.
- Draft licence and terms for prospective occupants of the Kings Head Building prepared by the Council's solicitors.

The Chairman outlined the key discussion themes covering the lease period including break clauses, costs, responsibilities of the landlord, Council and licensees. It had been suggested by the Council's solicitor that a simultaneous sign up process was appropriate for the lease and any granted licences, to mitigate the level of financial risk involved.

A key feature of the agreement was the benefit of an annual peppercorn rent to the Council/licensees who should demonstrate how their occupancy would benefit the local community.

RESOLVED:

- 1) That the Clerk drafts an expression of interest document, to then be circulated in the local media, to ascertain interest in the building from relevant organisations.
- 2) That the Community Engagement Officer arranges a visit to the Kings Head building, in order that members can view the ground floor area concerned.

TC32. CCTV INCIDENT REPORT

Members considered the report from the County Council on CCTV incident statistics for the period January to December 2017. The report contained a breakdown by incident type across all cameras. Members concluded that further analysis would be required to better evaluate the current issues and service.

RESOLVED:

That the Clerk invites Doug Dowling, Flintshire County Council to a future Town Centre Sub-Committee to give a presentation to members on the CCTV control room and its service provision.

TC33. NORTH WALES POLICE – PARKING PROVISION

The chairman outlined concerns around the parking provision in the town afforded to North Wales Police when responding to incidents. There had been police cars issued parking tickets in the past.

RESOLVED:

That the Clerk contacts Ruth Cartwright, Flintshire County Council to investigate whether police only car parking bays can be accommodated in designated locations, to assist the police in carrying out their operational duties.

TC34. COMMUNITY ENGAGEMENT OFFICER MATTERS

- Holywell Community Event Leaflet 2018 – Authorisation was sought from members to proceed with an order for printing the leaflets.
- Town Centre Bus Shelter Funding – The County Council had informed the Town Council that funding was available to develop the bus station area at the top of the High Street. Members views and ideas were sought on the details of the scheme.
- Electric Car Charging Points Update – An update was presented to members. The costs of the scheme could increase depending on final connection to services costs from Scottish Power. Further funding was required to cover the connection costs. Final location options were Home Bargains Car Park, either adjacent to the ramp access area or by the public toilets, Tower Gardens car park or Tesco car park. Final scheme costs could would be in the region of £8k depending on connection charges.

RESOLVED:

- 1) That the Community Engagement Officer proceeds with the order for the leaflets.
- 2) That the Clerk requests the County Council to provide design options for the bus station, these will then be reviewed by members at a meeting of full council.

TC35. CLOSE OF MEETING

The Chairman closed the meeting at 12.45pm.

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Chairman