

## 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, 17 July 2018 at 6.00pm.

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PRESENT: Councillor R. Dolphin (Mayor).

Councillors: M. Brooke, L.A. Carter, K. Davies, P.A. Johnson, E.B. Palmer, M.D. Phelan, K. Roberts, B. Scragg, S. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillor A. Coleman, J.M. Johnson, S. Johnson and P.J. McGarry.

IN ATTENDANCE: J. Baker (Clerk).

32. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

33. HOLYWELL LEISURE CENTRE PRESENTATION

Tudor Jones, Chairman, and Chris Travers, Leisure Centre Manger attended for this item and updated members on the current performance of the Centre’s financial business plan. The presentation covered business sustainability, cost savings, increasing income, budget pressures, business planning, risks, boiler room and health suite projects and social media development.

Members raised a number of issues including staff cost savings, the Town Council’s financial contribution, the swimming pool pricing policy, utilisation of the Centre for a playscheme programme and attendance by Centre staff at a forthcoming community event in the Holway.

RESOLVED:

- 1) That Tudor Jones and Chris Travers be thanked for attending and making their presentation.
- 2) That the Clerk writes to Holywell Leisure Centre expressing the Council’s gratitude to the board and staff of the Centre, for their work undertaken to date in maintaining a successful service to residents.

#### 34. MAYOR'S REMARKS

The Mayor together with other members recently attended the Holywell Wellbeing day on Saturday 23rd June 2018. The event was very well received and the first of its kind in the town, and the Mayor thanked the organiser Rob Owen and the rest of the Transition Holywell and District group for their efforts in making the day such a success.

The Mayor confirmed attendance at the following Civic Service engagements: Flintshire County Council Chairman Paul Cunningham at Flint on Sunday 1st July 2018; Flint Town Council Mayor David Cox at Flint on Sunday 8th July 2018.

The Mayor also referred to the Ysgol Treffynnon Airbus Business event on Thursday 5th July 2018 and her attendance at the Holywell Community Hospital Garden Fete held on Saturday 7th July 2018. The Mayor also attended this year's Waterhouse Cup at Fron Park Bowling Club.

The Mayor and Councillor J.M. Johnson welcomed this year's Wales in Bloom judge Richard Vero to Holywell on Tuesday 10th July 2018. An introductory briefing was held where this year's portfolio was presented to the Judge. The results will be announced in September at the awards ceremony due to be held in Colwyn Bay. The Mayor reserved special praise for the residents of Panton Place and their efforts in planting floral displays along the street.

Congratulations were given to the winners of this year's Wales in Bloom competitions:

- School – Ysgol Maes-y-Felin
- Town Centre Planter – Tower Crafts
- Private Garden – Gillian Lewis, 16 Crosfield Road, Greenfield
- Community Organisation Garden – Llys Gwenffrwd Residential Home

Carmel and Holywell Woodcraft Association had completed their work on the twinning sculpture, a replica of the one in Tower Gardens. Members considered whether to send it on as intended to St Gregoire as a parting gift or retain it in Holywell to commemorate the twinning period as a memento.

The Mayor reminded all members present that this was the final meeting where paper copies of agendas were sent out. From September all agendas were to be emailed electronically only. The Clerk was to be available during the recess period if any members wished to receive further training.

Finally, the Mayor read out an email from Greenfield Valley Trust which outlined a project currently being worked on to improve access and manage the litter problem in the Valley, under the title of "Pathways to the Past".

RESOLVED:

- 1) That the Clerk writes to Rob Owen, Transition Holywell and District to congratulate the Group on the success of the recent Holywell Wellbeing Day.
- 2) That the Clerk writes to Carmel & Holywell Woodcraft Association to:
  - a. thank the Association for their work and efforts in producing the replica.
  - b. advise of members' decision to retain the replica of the statue.
  - c. request a commemorative plate is made to send on to the St. Gregoire Group.
- 3) That the Clerk writes to Greenfield Valley Trust to confirm members' support for the "Pathways to the Past" project.

35. MINUTES

35.1. General

RESOLVED:

That the minutes of the following meetings be approved and signed as a correct record by the Mayor and Chairmen of the Sub-Committee(s) as appropriate:

Holywell Town Council Meeting held on Tuesday 19<sup>th</sup> June 2018;  
Finance Committee Meeting held on Tuesday 26<sup>th</sup> June 2018;  
Holywell & Greenfield Development & Transport Sub-Committee Meeting held on Tuesday 10<sup>th</sup> July 2018.

36. PLANNING

36.1. 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.

Application Number	Proposal Details
058555	Change of use from office to residential, conversion to 2 apartments - Court Place, Brynford Street, Holywell. <b>NO OBJECTION.</b>

### 37. ACCOUNTS

#### 37.1. 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.

Voucher Number	Payment Type	Creditor Name	Payment Details	Amount £	Power Key
6970	ONLINE	DS Embroidery	Council Badge - Town Crier Costume	8.00	^^
6971	ONLINE	West Flintshire Comm. Enterprises	Room Rent - June & July 2018	100.00	****
6972	ONLINE	Holywell St Johns Ambulance	Attend Line Dancing Event Sat 2nd June 2018	120.00	^^
6973	ONLINE	DJB Window Cleaning	Clean External Windows - Bank Place Offices	15.00	****
6974	ONLINE	UK Vending Ltd	Office Refreshments	28.84	****
6975	ONLINE	A.P.E.S.	Stage Hire Line Dancing Day 2nd June 2018	500.00	^^
6976	CHQ	Bernard Dykes & Son	Inscribe New Mayor 2018/19 to Honours Board	45.00	****
6977	ONLINE	Philip Jones Computers	ICT Support inc. iPad configuration	406.50	****
6978	ONLINE	Danny Inskip	Erect basket displays in town centre 15/6/18	250.00	^^
6979	ONLINE	Viking	Paper/Stationery	38.90	****
6980	ONLINE	HMRC	Paye/NI Costs - Jun 2018	1,064.55	***
6981 - 6983	ONLINE	Council Staff	Salaries - Jun 2018	3,870.99	***
6984	ONLINE	Amberol Ltd	Supply baskets, fountain units and brackets for Wales in Bloom displays	1,246.09	^^
6985	ONLINE	JDH Business Services	Year End Internal Audit 2017/18	330.00	^^

6986	DD	Nest	Staff Pension Costs - Jun 2018	92.72	***
6987	DD	NPower	Electric 14 Bank Place - 22/2/18-25/5/18	32.73	****
6988	DD	NPower	Electric 12-13 Bank Place - 22/2/18-25/5/18	138.03	****
6989	DD	Opus Energy	Gas Supply - May 2018	13.81	****
6990	DD	British Telecom	Phone/Broadband - Jun 2018	138.19	****
6991	DC	1&1 Internet Ltd	Office Premium/Mail Pro	50.19	****
6992	DC	Royal Mail	Postages	13.78	***
6993	DC	Land Registry	Local Searches x2	12.00	**
6994	DC	Royal Mail	Postages	3.74	***
6995	DC	Royal Mail	Postages	2.02	***
6996	DC	More Than Just Decals	Branded Coasters x40	80.00	****
6997	DC	Royal Mail	Postages	4.45	***
6998	DC	Royal Mail	Postages	2.02	***
			<b>TOTAL</b>	<b>8,607.55</b>	

**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.173,174
- ^^^\* 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

37.2. Income Received (1/6/18 - 30/6/18)

Members received the schedule of income, circulated with the agenda, regarding income received during June 2018.

38. COMMUNITY ENGAGEMENT

38.1. Monthly Report

Members noted the Projects and Development Officer's monthly report; several matters were discussed including active travel, community transport/bus network review and the Kings' Head museum project.

RESOLVED:

- 1) That the Projects and Development Officer's report be received with thanks.
- 2) That the Project and Development Officer supports the museum project initially by attending and facilitating meetings, subject to current work commitments.
- 3) That the Projects and Development Officer arranges a meeting to discuss the bus network review and the planned arrangements after the September review deadline has passed. That the Clerk includes this item on the agenda of the next meeting of the West Flintshire Town and Community Councils Working Group.

39. CORRESPONDENCE AND OTHER MATTERS

39.1. Community Meeting – High Street Traffic Trial

Members noted the planned arrangements for the forthcoming Community Meeting as set out in the draft public notice. Members also considered a request from Russ Warburton, Chair of the Business Group, for a meeting to discuss the community meeting and poll.

RESOLVED:

- 1) That the Clerk checks with the County Council's Elections Team on the suitability of the public notice including the proposed question.

- 2) That the community meeting takes place 6pm Wednesday 26<sup>th</sup> September 2018 in the Main Sports Hall, Holywell Leisure Centre.
- 3) That a small working party is formed of the Mayor, Councillor E.B. Palmer and the Clerk to attend the meeting with the business group, and also meet as necessary to deal with any procedural matters through the recess period in the build up to the community meeting.

39.2. Match Funding Scheme – Improvement to Children’s Play Areas 2018/19

Members considered participation in this year’s match funding scheme for the improvement of Play Area. Members discussed the sites identified as most in need of investment, as per the letter from Ian Bancroft, Flintshire County Council.

RESOLVED:

That the Clerk writes to Richard Roberts, Aura Leisure to confirm the Town Council will be participating in the 2018/19 scheme and also confirming that a final decision on the preferred scheme will be made at the October 2018 meeting of the Council.

39.3. Town Council Governor Representative – St. Winefride’s Catholic Primary School

Members considered the appointment of a representative to the school’s governing body.

RESOLVED:

That the Clerk writes back to the Headteacher of the School, confirming Councillor E.B. Palmer as the Council’s new Governor Representative.

39.4. National Military Working Dogs Memorial

Members noted the attached letter from Emma J. Ward, Trustee, and further considered their future involvement. The Mayor passed to members the supplied donation documentation.

RESOLVED:

- 1) That the Mayor makes an appropriate donation from the Mayor's Allowance Donation Account.
- 2) That the Clerk writes to the Trustees advising them of the Tesco Bags of Help grant award procedure.

39.5. All Wales Beach Clean – Keep Wales Tidy

Councillor P.A. Johnson outlined the details of the Beach Clean Scheme. It was noted that the nearest available beach was in Talacre. Members also discussed alternative schemes such as the Big Dee Day Clean Up.

RESOLVED:

That the Clerk investigates the possibility of the Council participating in the Big Dee Day clean up, taking place at Greenfield Valley and Docks.

39.6. North Wales Out of Hours GP Service

Councillor B. Scragg outlined a number of issues and concerns in response to the letter received from Gary Doherty, Chief Executive, Betsi Cadwaladr University Health Board.

RESOLVED:

- 1) That the Clerk in consultation with Councillor B. Scragg draft an appropriate response to the Chief Executive, together with a further letter to Hannah Blythyn AM outlining the Council's concerns.
- 2) That the Clerk includes this item on the agenda for the next meeting of the West Flintshire Town and Community Councils working group.



39.7. Creating a Dementia Friendly Community

Councillor L.A. Carter outlined the key details and benefits for the town in creating a dementia friendly community. Members were referred to the guidance notes circulated with the agenda.

RESOLVED:

- 1) That the Council fully endorse the creation of a dementia friendly community in Holywell and offer support as required as the project progresses.
- 2) That members consider attending a 1 hour training session 2.30pm Thursday 26<sup>th</sup> July 2018 in the Tesco Training Room. Clerk to circulate details to all members.

39.8. Headway Group Meetings

Members considered a request from the Headway Group to use the Council Offices for meetings. Members noted several other community groups currently utilise the ground floor area for this purpose.

RESOLVED:

That the Headway Group be given approval to use the offices for their monthly meetings. Clerk to make the necessary arrangements.

39.9. Support Officer Training

Members considered a training request for the Support Officer to attend a social media marketing session, to enhance and develop the Council's social media activities. The course was available for a nominal fee and was run by the Small Business Network Group.

RESOLVED:

That the Support Officer be given approval to attend the training course.

#### 39.10. Reports Received

Members were informed that the following items had been received and were available for perusal from the Clerk. A copy was enclosed where the item is marked \*, or \*\* if already circulated to Members:

Ref	Item	Status	Date Circulated
A	NWCHC – Press Release	**	15 Jun 2018
B	Flint Festival Programme	**	19 Jun 2018
C	Holywell Wellbeing Day Programme	**	21 Jun 2018
D	IRPW Newsletter	**	22 Jun 2018
E	OWL Bulletin – Wanted in Area	**	22 Jun 2018
F	50+ Action Group Newsletter	**	27 Jun 2018
G	Summer Playscheme Programme 2018	**	29 Jun 2018
H	Letter – Holywell Autumn Club	**	11 Jul 2018

#### 40. EXCLUSION OF PUBLIC AND PRESS

##### RESOLVED:

That the public and press be excluded for the following minute, 41, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

#### 41. MEETING PROTOCOL

The Mayor outlined a number of issues currently affecting the running of Council meetings.

##### RESOLVED:

That members note the issues raised and, if appropriate, consider holding a meeting following the recess period to address any concerns.

#### 42. REPRESENTATIVES' REPORTS

Councillor P.A. York referred to the forthcoming meeting of the North Wales Association of Local Councils, due to be held Friday 20<sup>th</sup> July 2018.

43. COUNTY COUNCILLOR REPORTS

The Mayor referred to the County Council's newly launched Holiday Hunger Programme across the Summer Playschemes, which was being introduced to tackle food poverty.

44. CLOSE OF MEETING

The Mayor closed the meeting at 9.30pm.

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Mayor