

## HOLYWELL TOWN COUNCIL

### CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of Holywell Town Council** held in the Council Chamber, Bank Place Offices, Bank Place, Holywell on Tuesday, 20 November 2018 at 6.00pm.

---

PRESENT: Councillor R. Dolphin (Mayor).

Councillors: M. Brooke, A. Coleman, J.M. Johnson, P.A. Johnson, E.B. Palmer, B. Scragg, S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, K. Davies, S. Johnson, P.J. McGarry, M.D. Phelan and K. Roberts.

IN ATTENDANCE: J. Baker (Clerk).

70. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

71. FLINTSHIRE NORTH POLICING UPDATE

In the absence of District Inspector Gareth Cust Sergeant Sue Carrington addressed members and provided an update on policing matters affecting the Holywell community, including a status report on criminal behaviour orders.

Members raised a number of matters including drug dealing in certain areas and were advised to ring 101 with any concerns. Members queried the scope of premises bans for specific individuals, these were linked to prior incidents and charges. Sgt Carrington also referred members to the pub watch and shop watch schemes.

Members stated there were a small handful of incidents which negatively affected the community but were keen to stress these were isolated incidents. Members also expressed concern that the High Street was not always being policed, despite the presence of Officers. A situation from the Remembrance Sunday event was used as an example.

The Public Space Protection Order Notices were on order and would be installed by the County Council’s Anti-Social Behaviour Unit.

RESOLVED:

- 1) That Sgt Carrington be thanked for attending and providing the update.
- 2) That the Clerk arranges for the purchase of a speed gun to be utilised in the Holywell community.
- 3) That the Clerk follows up on the original request made for the County Council to allow free parking to police when responding to incidents.
- 4) That the Clerk writes to DI Cust to express concern over the police resources and presence in Holywell, when compared to other towns.

72. MAYOR'S REMARKS

17th October 2018 – the Mayor attended a coffee evening and chat with Flintshire Ladies, who supported people with mental health issues, and who gave advice and shared experiences.

20th October 2018 – the Mayor visited Middlewich who added 14 new names to their war memorial, there was also a march through the street.

22nd October 2018 - This was a big day for Holywell, with the Great British High Street judges visiting town for most of the afternoon, what a fantastic welcome they were given. The town achieved second place, with a highly commended award, the Mayor passed on thanks to everyone involved on a job well done.

28th October 2018 – the Mayor attended Caerwys Civic service, which was as always a lovely event with the Mayor of Caerwys making everyone very welcome.

3rd November 2018 - the Mayor attended the Artisans shop to assist with the raffle the Buffalos were holding to raise funds for their chosen charity, Holywell Community Hospital, which this year was chosen by Mr Alun Williams.

11th November 2018 - Remembrance Sunday, what a fantastic day, Holywell did the services proud, remembering those that fell, and those that survived, so we could enjoy the freedom we have today. The Beacon at Greenfield Docks was lit later that evening and the Mayor passed on thanks to everyone involved throughout the day.

The Mayor also looked forward to the Holywell Autumn Club Christmas Dinner taking place on Monday 17<sup>th</sup> December 2018 and thanked the Club for the invites to herself, the mayor's consort and Councillor Ted Palmer.

A number of donations were requested for St Peter's Church, Llys Gwenffrwd residential home, Christmas Lights Switch On Event collection buckets and a reverse advent calendar to support Flintshire Foodbank at the Council Offices.

The Mayor also confirmed receipt of three certificates to confirm Holywell's Bee friendly status, membership of the Fly the Red Ensign movement and the Great British High Street Wards Runner Up for Wales. There was also a commemorative print of the Ideal Lighting shop on the High Street presented at the awards, which were attended by the Deputy Mayor and Support Officer.

RESOLVED:

- 1) That the donations listed above are supported and endorsed by members.
- 2) That a copy print is obtained of the Ideal Lighting shop to present to Russ Warburton, Chair of the Holywell Business Group.

73. MINUTES

73.1. 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 16<sup>th</sup> October 2018;  
Special Meeting of Holywell Town Council held on Friday 19<sup>th</sup> October 2018;  
Council Offices & Communications Sub-Committee meeting held on Tuesday 30<sup>th</sup> October 2018;  
Audit Sub-Committee meeting held on Tuesday 6<sup>th</sup> November 2018.

73.2. Meeting(s) of Sub-Committees

Members discussed the security measure resolutions agreed at the Council Offices and Communications Sub-Committee held on the 30<sup>th</sup>

October 2018, with specific regard to the provision of personal attack alarms, ID badges and the undertaking of an office risk assessment.

RESOLVED:

That the provision of ID badges be not supported at the present time.

74. PLANNING

74.1. Planning Applications

RESOLVED:

That the following responses submitted to the County Planning Authority during the recess period are supported and endorsed.

Application Number	Proposal Details
057006	Residential development including 15 no. new housing units and the change of use/conversion of the Hospital Infirmary wing into 14 no. apartments – former Llesty Hospital, Old Chester Road, Holywell, CH8 7SA. Applicant: WW Construction Ltd. <b>NO OBJECTION.</b>
057043	Listed Building Consent - Change of use/conversion of the former Llesty Hospital Infirmary Wing into 14 no. residential apartments - former Llesty Hospital, Old Chester Road, Holywell, CH8 7SA. Applicant: WW Construction. <b>NO OBJECTION.</b>
058975	Construction and operation of a Gas Fuelled Capacity Mechanism Embedded Generation Plant and associated infrastructure - Ty Coch Farm, Greenfield Road, Greenfield, Holywell, CH8 7QU. Applicant: Mr S. Batov. <b>NO OBJECTION.</b>
059019	Retrospective application for the erection of a log cabin - Pygmalion, Crecas Lane, Carmel, Holywell, Flintshire, CH8 8NN. Applicant: Miss J. Elliott. <b>NO OBJECTION BUT CONCERN EXPRESSED ABOUT RETROSPECTIVE APPLICATION.</b>
059162	Proposed extension to rear of lodge (2 storey) to provide additional accommodation, master bedroom and ensuite - Brynford Hall Lodge, Brynford, Holywell, CH8 8AD. Applicant: Mr A. Morgan. <b>NO OBJECTION.</b>

75. ACCOUNTS

75.1. 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
7128	CHQ	Geoff Evans	Take down Wales in Bloom Basket Displays	250.00	^^
7129	ONLINE	Tadmark Ltd	Supply 1 no. PVC Banner	24.43	^^
7130	ONLINE	Jolora	Website maintenance	1,296.00	^^
7131	ONLINE	Siân Jones Translation Services	Translate Documents	16.50	***
7132	ONLINE	Andrew Stacey	Erect steel storage shed	57.50	****
7133	ONLINE	Delyn Press	2 no. A1 notices - Community Meeting	24.00	**^^
7134	ONLINE	Newsquest Media Group	Community Meeting Advert - Leader	788.16	**^^
7135	ONLINE	Tony Davies Ltd	Construct Flag Pole Base	600.00	****
7136	ONLINE	Philip Jones Computers	ICT Support Costs - Jun to Sep 2018	356.50	****
7137	ONLINE	Viking	Stationery - Community Meeting	61.13	**^^
7138	ONLINE	NWPS Construction Ltd	Exterior Window Repairs /Redec. Bank Place Offices	3,087.62	****
7139-7141	ONLINE	Council Staff	Staff Salaries - October 2018	3,870.79	***
7142	ONLINE	HMRC	Staff Paye/NI Costs - October 2018	1,064.75	***
7143	ONLINE	West Flintshire Comm. Enterprises	Room Rent - Oct & Nov 2018	100.00	****
7144	ONLINE	Thornccliffe	Site Fencing - Well Inn Festival Stage Area	54.00	^^
7145	ONLINE	M.L. Davies & Son	Reimbursement of 999 Day Vouchers (Replaces 7076)	53.10	^^
7146	ONLINE	Viking	Postages/Paper	27.12	***
7147	ONLINE	Delyn Press	2 no. A1 notices - Drop In Session	24.00	**^^
7148	ONLINE	Viking	Refreshments	23.39	****
7149	ONLINE	UK Vending Ltd	Refreshments - Meeting	12.96	***

7150	ONLINE	UK Vending Ltd	Refreshments - Meeting	12.96	***
7151	ONLINE	The Flag Shop Ltd	Supply of Lest We Forget Poppy Flag	7.99	^^
7152	CHQ	NW Association of Local Councils	3 x lunches for Meeting	48.00	****
7153	CHQ	Hartleys	Winter Bedding Tower Gardens Tiered Planters	170.00	^^
7154	DD	British Telecom	Phone & Broadband Costs - 13/8-10/9	138.19	****
7155	DD	Public Works Loan Board	Loan Repayment - Bank Place Offices	2,607.68	^
7156	DD	Nest	Staff Pension Costs - October 2018	92.72	***
7157	DD	Opus Energy	Gas Charges - Sept 2018	51.26	****
7158	DD	British Telecom	Phone & Broadband Costs - 11/9-10/10	150.39	****
7159	DC	1&1 Internet Ltd	Office Premium/Mail Pro	50.19	****
7160	DC	C.M. Scott Jewellers	Repair Bell	7.50	^^
7161	DC	Facebook Business	Promotional Boost x2	51.00	^^
7162	DC	W Bevan	Cable Ties	3.00	****
7163	DC	Virgin Trains	Off Peak Rail Ticket Flint to	86.90	^^**
7164	DC	Virgin Trains	London - GB High St Awards	86.90	***
7165	DC	Royal Mail	Postages	40.20	***
<b>TOTAL</b>				<b>15,396.83</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.34
- \*\* Local Government Act 1972 S.137
- \*\*\* Local Government Act 1972 S.112, 151
- \*\*\*\* Local Government Act 1972 S.133
- ^ Local Government Act 1972 Schedule 13
- ^^ Local Government Act 1972 S.144, S.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, 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 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923 - maintain war memorials

75.2. Income Received (1/10/18 - 31/10/18)

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

76. COMMUNITY ENGAGEMENT

76.1. Monthly Report

Members noted the Projects and Development Officer's monthly report; several matters were discussed including the Christmas lights switch on event and the gateway signs project.

RESOLVED:

- 1) That the Projects and Development Officer's report be received with thanks.
- 2) That Councillors E.B. Palmer, M. Brooke, J.M. Johnson and P.A. Johnson be confirmed as volunteers for the Christmas Lights Switch On Event on Friday 30th November 2018.
- 3) That the gateway signs project be deferred to the Holywell and Greenfield Development and Transport Sub-Committee to enable a more detailed assessment by members of the proposals.

76.2. Community Endeavour Awards

Members discussed the format for this year's awards and the Clerk provided the relevant paperwork.

RESOLVED:

That a new category for 'special recognition' be introduced for the 2018 awards, which was to be a single nomination submitted by the four county councillors, with one overall winner selected.

77. CORRESPONDENCE AND OTHER MATTERS

77.1. Boundary Commission Review

Members considered the Boundary Commission review of the electoral arrangements for the County of Flintshire, and determined a separate meeting was warranted to fully consider the detail behind the review, in order to then submit their views and suggestions in relation to the four Holywell wards.

RESOLVED:

That the Clerk makes the necessary arrangements for a one-off working group meeting, for all those members wishing to attend, at 5.30pm on Wednesday 12<sup>th</sup> December 2018.

77.2. Holywell High Street Traffic Order

Councillor M. Brooke outlined the current situation and requested a determination is made in relation to the pending closure of the High Street to traffic on 31<sup>st</sup> December 2018, while funding is being sought by the County Council. There was concern expressed by the County Council that the existing surface was now breaking up and not sustainable for longer term use beyond the pilot period and the double yellow lines painted for the trial were now starting to fade.

Members expressed concern at the lack of enforcement with regard to the parking situation and were disappointed that the trial period could not be extended in the circumstances.

RESOLVED:

That the Clerk writes to Steve Jones, Chief Officer - Streetscene & Transportation, Flintshire County Council, outlining members concerns and specifically covering the following points:

- 1) express disappointment that the traffic order could not be extended beyond 31st December 2018.
- 2) a wish to be kept informed on the outcome of the grant funding application.
- 3) express disappointment at the policing of the trial period, and that there had been a lack of enforcement in some respects, e.g. parking on the double yellow lines.
- 4) give consideration to the allowing of 30 minutes free parking at car parks within the town centre areas,



during the course of the works being undertaken on any permanent scheme, subject to a successful outcome on the grant funding application.

77.3. Office Valuation

Members had requested the Clerk to investigate costs for an up to date office valuation. The Clerk reported that the cost of the valuation, which was to be carried out by Celt Rowlands & Co. Chartered Surveyors, was £425 plus VAT.

RESOLVED:

That the Clerk be authorised to commission the valuation in accordance with the stated terms of engagement.

77.4. Reports/Correspondence Received

The following items have been received and are available for perusal from the Clerk. A copy is enclosed where the item is marked \*, or \*\* if already circulated to Members:

Ref	Item	Status	Date Circulated
A	OWL Bulletin – Cold Callers	**	11 Oct 2018
B	North Wales Police - Message	**	12 Oct 2018
C	High Street Feedback Packs	**	12 Oct 2018
D	OWL Bulletin - Ladders	**	17 Oct 2018
E	WW1 Commemorative Event Details	**	17 Oct 2018
F	Public Space Order –Holywell Town Centre	**	23 Oct 2018
G	Bus Service Changes	**	23 Oct 2018
H	OWL Bulletin - Arrests	**	24 Oct 2018
I	Gambling Policy Consultation	**	25 Oct 2018
J	OWL Bulletin – Crime Watch News	**	26 Oct 2018
K	FCC – Rights of Way Plan Consultation	**	2 Nov 2018
L	Greenfield Dock Beacon Lighting	**	5 Nov 2018
M	Mr J. Edmondson – Observations Email	**	5 Nov 2018
N	Coffee Bean Art Exhibition	**	6 Nov 2018
O	Further Information – Town of Sanctuary	**	6 Nov 2018
P	Final Itinerary–WW1 Commem. Event	**	7 Nov 2018
Q	Woodland Mgt Works – Greenfield Valley	**	8 Nov 2018

78. POLICY REVIEWS

Members considered the latest batch of council policy updates, following their approval by the Audit Sub-Committee:

- Welsh Language Scheme
- Document Retention Policy
- Grievance Policy
- Social Media Policy

RESOLVED:

That the above policies be approved and published by the Clerk in due course.

79. REPRESENTATIVES' REPORTS

Councillor M. Brooke attended the latest meeting of the Business Group and submitted a request on behalf of the group for a representative to attend the Council's Events Working Group, and also for the market to be relocated to Tower Gardens. Councillor E.B. Palmer stated that the market request had already been declined by the County Council.

Councillor P.A. Johnson attended the North Wales Association of Councils meeting and reported there was a presentation from Betsi Cadwaladr Health Board and discussions on the fixed pricing of alcoholic beverages.

Councillor B. Scragg provided an update on community transport, including the revised bus network routes to take effect from January 2019. Councillor Scragg also provided an update on the active travel work due to commence shortly in Greenfield Valley; this work would now include opening up the bridge crossing to Greenfield Business Park.

RESOLVED:

That the Clerk writes to Russ Warburton, Chair of the Business group, to confirm approval and request the nominated person to attend the Events Working Group meetings.

80. COUNTY COUNCILLOR REPORTS

Councillor J.M Johnson provided an overview of the County Council's #BackTheAsk campaign to support fairer funding for local government services, and all County Councillors requested that the Town Council confirms their full support for this important campaign.

Councillor E.B. Palmer provided an update from the inaugural meeting of the newly formed Greenfield Valley Trust Partnership Group. Terms of Reference were agreed, and it was a positive first meeting. Councillor Palmer also stated Ysgol Treffynnon were asked to nominate a recipient for a family hamper as part of the County Council's food distribution campaign.

Councillor P.A. Johnson provided an update on a number of positive initiatives taking place in the Holway community, including 'Kicks for Kids', the restructuring of the Community House, landscaping and fencing works and also a forthcoming bid for development of the Holway levels. A breakfast club would also be starting soon, and a new baby swing rocket was to be installed in the Holway Play Area.

RESOLVED:

- 1) That the Clerk writes to Colin Everett, Chief Executive, Flintshire County Council, David Hanson MP and Hannah Blythyn AM to confirm members' unanimous support for the #BackTheAsk campaign.
- 2) That the Clerk circulates the Greenfield Valley Trust Partnership Group Terms of Reference to members, for information.

81. CLOSE OF MEETING

The Mayor closed the meeting at 8.05pm.

.....  
Mayor