

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 30 January 2019 at 5.30pm.

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

Councillors: M. Brooke, J.M. Johnson, S. Johnson, B. Scragg and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors L.A. Carter, K. Davies, R. Dolphin and M.D. Phelan. Councillors A. Coleman and P.J. McGarry were absent without apology.

IN ATTENDANCE: J. Baker (Clerk), M.G. Fearnley (Projects & Development Officer).

TC20. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None.

TC21. CCTV UPDATE

Members received a presentation from Doug Dowling, CCTV & Campus Manager, Flintshire County Council on developments with CCTV operations. The CCTV Unit was to relocate to the County Council’s Ewloe Offices shortly which would involve a fibre link up. Members expressed concern on the equitableness of the current recharge system for participating councils. A new high-quality camera was now positioned on the Well Hill. Some of the Christmas Lights displays hindered the visual range of cameras on the High Street.

Members received a report showing the incidents reported for each camera over the last 12 months. It was noted the High Street camera had the greatest number of incidents reported. Members queried the number of cautions issued compared to incidents. This information was held by North Wales Police.

Members raised a couple of operational matters. There was a camera by the bus station opposite Coleshill Street installed by a third party, and concerns expressed over accessibility to footage following reported incidents. Access to cameras by the Town Council was available following the completion of a subject access request form.

RESOLVED:

- 1) That Doug Dowling be thanked for attending the meeting.
- 2) That Mr Dowling supplies further statistics on the type of incident reported to the Clerk for onward circulation to members.
- 3) That Mr Dowling investigates the situation with regards to the camera installed by the bus station and informs the Clerk of any actions/outcomes.
- 4) That the Clerk follows up with North Wales Police to ascertain if any further information on the incidents reported would be available.

TC22. TOWER GARDENS EVENTS AREA PROJECT UPDATE

Members received a presentation from the Projects & Development Officer outlining progress to date on the above project. The presentation covered the project plan and timescales, quotations from suppliers and other options associated with the installation. Once a preferred option and supplier was determined the next steps would involve a drop-in session to consult with businesses and the wider community, the production of a detailed design specification and any planning considerations.

RESOLVED:

- 1) That Morton Products Ltd are chosen as the preferred supplier for both the permanent canopy and the parasols. Lighting was to be included in the canopy and parasol specification.
- 2) That, in order for the Projects & Development Officer to carry on progressing the project, the Chair of this sub-committee Councillor E.B. Palmer and the Projects & Development Officer fine tune the final specification to determine:
 - a) the preferred dimensions of the permanent canopy;
 - b) the final dimensions and exact quantity of parasols, taking into account the positioning of trees and other operational requirements.

TC23. CAR PARK CHARGES

Councillor M. Brooke relayed a request from the Business Group for consideration to be given to free parking for businesses in the town centre car parks. The temporary traffic order was due to be reinstated following the relining of the High Street imminently, which would enable free parking for up to 30 minutes for users of the High Street. A request was also relayed to provide free parking in the town centre car parks while the pending works on the High Street were being undertaken.

RESOLVED:

- 1) That the request for free parking while the permanent traffic scheme works are undertaken is taken to the next meeting of the Working Group.
- 2) That the Clerk advises the Business Group that the free car parking for businesses request should be raised with the County Council's Streetscene Department.

TC24. HIGH STREET INITIATIVES

- i) NearMeNow App. The Clerk summarised the benefits and features of the App, which was brought to the council's attention by the Business Group.
- ii) Great British High Street Awards 2019. Members considered entering the awards later this year. There was a number of current projects due to complete later in the year.
- iii) Save The High Street Project. The Clerk summarised the benefits of joining this project, which included newsletters, features and updates on developments for High Street shopping centres.
- iv) High Street Planter. Members considered adopting the remaining planter currently located by the Tower Gardens car park.

RESOLVED:

- 1) That members endorse and support the NearMeNow App project, should the businesses move forward with implementation at a later date.
- 2) That an entry to the Great British High Street Awards be deferred for this year, to enable the completion of key projects already underway linked to the council's business plan. A more robust application could then be considered for 2020.

- 3) That the Clerk arranges to join the Save The High Street project, and for the Support Officer to circulate updates as appropriate.
- 4) That the remaining planter be adopted by the Town Council and repositioned by the Connects building on the High Street. Clerk to make arrangements.

TC25. PROJECTS & DEVELOPMENT OFFICER UPDATES

Members received an update on the following matters:

- i) Tesco Bags of Help Grant – Ideas and suggestions were requested to support future grant submissions, potentially in future through the Holywell Town Partnership.
- ii) Status of vacant town centre shops. Updates provided on the former Frank Beech, Nat West and Jim Williams premises.
- iii) Character Bins – a meeting was scheduled with Nigel Seaburg, Streetscene Supervisor, Flintshire County Council to finalise the locations for the bins:
 - Bin 1 - by former Nat West premises, High Street;
 - Bin 2 – by St. Winefrides/Ysgol Gwenffrwd;
 - Bin 3 – either inside or just outside Holywell Leisure Centre.Installation to follow by the end of February 2019.
- iv) Spring Event. Members considered holding an event in the town centre.

RESOLVED:

That a Spring event is held in Tower Gardens on Thursday 18th April 2019. Support Officer to make the necessary arrangements.

TC26. CLOSE OF MEETING

The Chairman closed the meeting at 6.45pm.

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Chairman