

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 16th April 2019 at 6.00pm.

PRESENT: Councillor R. Dolphin (Mayor).

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

Youth Councillors: E. James.

APOLOGIES FOR ABSENCE were received from Councillors K. Davies and S.E. Wallbanks; and Youth Councillor S. Wynne.

Councillors A. Coleman and K. Roberts were absent without apology.

IN ATTENDANCE: J. Baker (Clerk).

131. 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
138.1	R. Dolphin	✓		Use Market
138.1	J.M. Johnson	✓		Use Market
138.1	P.A. Johnson	✓		I use the Market on the High Street
138.1	E.B. Palmer	✓		Business Owner

132. HOLYWELL TOURISM VIDEO

In the absence of a representative from Groundwork North Wales to deliver their scheduled presentation the Mayor had agreed for members to be shown the final draft of the Holywell tourism promo video. The video was intended to give a short introduction into local attractions including the town

centre, St. Winefride's Holy Well, Greenfield Valley and the Greenfield Docks/Coastal Pathways.

RESOLVED:

That members consider the preferred items to be included on the credits page and inform the Projects & Development Officer. Suggestions included the web site link, social media links and the Destination Holywell branding.

133. MAYOR'S REMARKS

20th March – the Mayor presented Holywell Debonaires Morris Dancers with a cheque for £1,010 as one of the chosen charities for the civic year. The Mayor will be making arrangements shortly to present a cheque for the same amount to the Good Companions of Holywell, who were the other chosen charity.

21st March - it was odd sock day in the town and the Mayor paid a visit to Tower Crafts.

22nd March – the Mayor attended Flintshire County Council Chair Paul Cunningham's dinner dance event.

6th April – the Mayor attended the Mayor of Middlewich Town Council's dinner dance event.

12th April - the Mayor attended the Rotary Club dinner event.

The Mayor was pleased to report Holywell had renewed its Fair-Trade Town status. The certificate was now on display in the Council Chamber. An event was being held on Saturday 15th June to celebrate this achievement.

The Mayor reminded members that the Easter event in the town centre would be taking place on Thursday 18th April 2019. This featured in the latest council newsletter (4th edition) which was available for members to take away following the meeting.

The Mayor asked Youth Councillor E. James to introduce the Youth Forum to members, who were in attendance to observe the council meeting. Youth Councillor E. James said a few words outlining the forum's aspirations.

Assuming nominations were received the Mayor confirmed the 23rd May as the day of the election for the vacant councillor post in Holywell East ward. This would be combined with the European Parliamentary Elections scheduled to take place on that date.

RESOLVED:

That the Clerk writes a letter on behalf of members to Pat Rogers, expressing their thanks for her efforts in the renewal of Holywell as a Fair-Trade Town.

134. MINUTES

134.1. 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 19th March 2019;
Special Holywell Town Council meeting held on Thursday 4th April 2019.

135. PLANNING

135.1. Planning Applications

Consideration was given to applications forwarded to the Town Council as part of the County Council's planning consultation. The Mayor had given prior permission for two further applications to be added to the agenda: planning application reference numbers 059663 and 059664.

RESOLVED:

That the following responses are submitted to the County Planning Authority.

Application Number	Proposal Details
059603	Change of use of a dwelling (Use Class C3[a]) to ground floor café (Use Class A3) with first floor administrative offices above (Use Class B1). Location: Plessington House, Greenfield Street, Holywell, CH8 7PN. No objection but members expressed concern about the retrospective nature of the application.
059621	Creation of two areas of permeable block paving. Location: Land at Queens Road, Greenfield, Holywell, Flintshire, CH8 7JF. No objection.

059737	Change of use to beauty salon. Location: 32 High Street, Holywell, CH8 7LH. No objection.
059751	Proposed change of use from A1 to A2. Location: 38 High Street, Holywell, Flintshire. No objection.
059761	Proposed two storey side extension. Location: 24 Cross Roads, Holywell, CH8 7UN. No objection.
059780	Detached double garage. Location: 38 The Ridgeway, Holywell, CH8 7SN. No objection.
059663	Repair and refurbishment of vacant historic (listed) former hospital buildings, with associated new build houses/apartments to create a total of 89 dwellings. Location: former Llesty Hospital, Old Chester Road, Holywell. No objection providing highways considerations are managed appropriately, including a review of the speed limit in the vicinity, the access from the junction on Chester Road, pedestrian considerations and pavement widening.
059664	Listed Building Application – Repair and refurbishment of vacant historic (listed) former hospital buildings, with associated new build houses/apartments to create a total of 89 dwellings. Location: former Llesty Hospital, Old Chester Road, Holywell. No objection.

136. ACCOUNTS

136.1. 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
7320	ONLINE	Newydd Catering & Cleaning Ltd	Office Cleaning Contract 2018/19	869.86	****
7321	ONLINE	Copyrite Systems	Photocopying charges 14/11 - 14/2	97.68	****
7322	ONLINE	Delyn Press	2000 no A5 Line Dancing Flyers	112.00	^^
7323	ONLINE	DJB Window Cleaning	Cleaning of windows - Bank Place Offices	15.00	****
7324	ONLINE	Jones Brothers Leeswood Ltd	Supply and install fence as directed	684.00	^
7325	ONLINE	M.G. Fearnley	Travelling costs - Aug18-Mar19	33.30	***
7326	ONLINE	HMRC	PAYE/NI Costs	1,358.93	***
7327 - 7329	ONLINE	Council Staff	Staff Paye/NI costs - Mar 2019	4,359.50	***
7330	ONLINE	J. Baker	Travelling costs - Dec18-Mar19	57.55	***
7331	ONLINE	UK Vending Ltd	Replenish Refreshment Stocks	25.92	****
7332	ONLINE	Viking	Equipment/Consumables /Stationery/Stamps	74.87	****
7333	ONLINE	Connected Securities Ltd	Rapid Deployment Mobile CCTV Camera & Laptop	3,120.00	^
7334	ONLINE	SLCC	ILCA Course Registration - Support Officer	118.80	***
7335	CHQ	E.B. Palmer	Members Allowance 2018/19	150.00	*
7336	CHQ	P.A. Johnson	Members Allowance 2018/19	150.00	*
7337	CHQ	R. Dolphin	Members Allowance 2018/19	150.00	*
7338	CHQ	L.A. Carter	Members Allowance 2018/19	150.00	*
7339	ONLINE	Flintshire County Council	CCTV Service Charge, Rental & Electricity 2018/19	18,008.16	^
7340	ONLINE	Viking	Mineral Water/Protective Clothing	14.82	****
7341	ONLINE	Delyn Press	1500 no. A5 Easter Event leaflets	105.00	^^
7342	DD	British Telecom	Phone & Broadband Feb19	145.82	****
7343	DD	NPower	Electric 12-13 Bank Place 1/11/18-1/2/19	389.54	****
7344	DD	NPower	Electric 14 Bank Place 1/11/18-1/2/19	38.10	****

7345	DD	Nest	Staff Pension Costs - Mar 2019	114.31	***
7346	DD	Opus Energy	Gas Charges - Feb19	208.87	****
7347	DD	Public Works Loan Board	Loan Repayment - Bank Place Offices	2,607.68	^
7348	DD	British Telecom	Phone & Broadband Mar19	145.95	****
7349	DC	1&1 Internet Ltd	Office Premium/Mail Pro	100.59	****
7350	DC	PNW Media	1 x Jumbo Cheque	52.99	****
7351	DC	Land Registry	Local Search Query	6.00	**
7352	DC	1&1 Internet Ltd	Mail Pro	12.00	****
TOTAL				33,477.24	

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
- #### Litter Act 1983 S.5-6

136.2. Income Received/Bank Transfers (1/03/19 - 31/03/19)

Members received the schedule circulated with the agenda, regarding income received during March 2019.

137. COMMUNITY ENGAGEMENT

137.1. Monthly Report

Members noted the Projects and Development Officer's monthly report.

RESOLVED:

That the Projects and Development Officer's report be received with thanks.

137.2. Youth Council Update

Youth Councillors E. James had provided an update on the latest developments on the youth council/youth forum earlier in the meeting.

138. CORRESPONDENCE AND OTHER MATTERS

138.1. Holywell Market

Members considered a motion from Councillor M. Brooke to recommend to Flintshire County Council closure of the Holywell High Street market, to support local businesses. There were a relatively small number of market traders however these traders had operated in Holywell for a number of years.

Councillor Brooke made reference to a petition which 52 businesses had signed to support the closure of the market and expressed a view that some business trading on Thursdays, when the market operated, was affected by the closing of the High Street to traffic.

Members referred to the County Council's review of markets in Flintshire in early 2018, where it was decided to keep the market open in Holywell and explore ways to develop it to ensure its sustainability in the longer term. The Business Group had also considered running the market and had held preliminary meetings with the County Council but had encountered issues over the insurance implications.

Members referred to the pending capital works to regenerate the High Street. A decision on the funding for this scheme was expected in May, and if approved would result in significant investment on a number of interventions designed to regenerate the town, which included the resurfacing of the High Street. Members felt the market could be promoted better and potentially re-launched following the

conclusion of the anticipated work programme. Members further stated that no vote had been taken up to this point to recommend change to any aspect of the market operations.

RESOLVED:

- 1) That the motion to recommend to the County Council closure of the market is not supported.
- 2) That, following the conclusion of the planned capital works programme on the High Street, the Town Centre Sub-Committee be delegated to re-evaluate the market operations, in conjunction with the County Council, the market traders and other stakeholders.

138.2. Use of Council Chamber for Training Session

The Clerk had received an initial request from Social Services, Flintshire County Council to use the Council Chamber for a local training session. The Mayor reported that another venue had been selected so no further action was required.

138.3. Use of Surplus Photocopier for Community Benefit

Members considered an appropriate local community organisation which could utilise the old copier, which was offered by the supplier as a community benefit with no ongoing lease rental costs incurred.

RESOLVED:

That West Flintshire Community Enterprises be offered use of the copier to be used as part of their ongoing project to operate a museum on the High Street.

138.4. Training Session – Dementia Friendly Community

Members considered a request from Barry Harrison, Chair Age & Dementia Friends Holywell, to offer a training session covering dementia friendly communities.

RESOLVED:

That the Clerk contacts Mr Harrison to make the arrangements to hold a training session in the Council Chamber.

138.5. Understanding Welsh Places (UWP) Website

Members considered participation by the Town Council in the development of the Understanding Welsh Places website.

RESOLVED:

That the Support Officer be tasked with providing the information required to support the Council's participation in the project.

138.6. Transition Holywell & District Membership

Members considered a request from Rob Owen for an additional Council representative to join the Transition Group and attend meetings.

RESOLVED:

That Councillor L.A. Carter be nominated to attend the Transition Group meetings. Clerk to inform the Group.

138.7. Sub-Committee Membership Vacancies

Members considered nominations to the sub-committees previously attended by former Councillor P. McGarry.

RESOLVED:

That Councillor E.B. Palmer and Youth Councillor E. James be nominated to attend the Wales in Bloom sub-committee. That a decision is made at the Annual Meeting in May to fill any vacancies arising on the other sub-committees.

138.8. 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 Cymru – Crime Bulletin	**	15 Mar 2019
B	A55 Westbound Works Notification	**	20 Mar 2019
C	Business Group Letter – High Street	**	20 Mar 2019
D	Feedback From Standards Committee	**	20 Mar 2019

E	Email -Chair of Business Group, High Street	**	21 Mar 2019
F	OWL Cymru – Crime Bulletin/Road Works	**	22 Mar 2019
G	Councillor Vacancy Notice	**	25 Mar 2019
H	Planning Committee Lluesty Development	**	26 Mar 2019
I	NWCHC Press Release	**	29 Mar 2019
J	OWL Cymru – Crime Bulletin	**	29 Mar 2019
K	OWL Cymru – Crime Bulletin	**	5 Apr 2019
L	Letter from Welsh Government – High St.	**	9 Apr 2019

139. REPRESENTATIVES’ REPORTS

Councillors J.M. Johnson and S. Johnson referred to the recent Wales in Bloom launch event held at Bodnant Gardens for the 2019 campaign. The scoring for each category had been changed to put more emphasis on the environment and community, and also to reference welsh heritage.

Councillor P.A. York referred to the recent North Wales Association of Local Councils meeting he attended at Colwyn Bay Cricket Club along with Councillor P.A. Johnson and the Clerk. There were discussions concerning the lowering of the national voting age to 16 and also confirmation from the HMRC on the correct treatment of members’ allowances.

140. COUNTY COUNCILLOR REPORTS

Councillor E.B. Palmer confirmed that the County Council’s grant submission to Welsh Government for the High Street Capital Works Scheme had been passed by the Regional Board and would now be submitted to the National Panel for further consideration.

Councillor P.A. Johnson referred to the recent Lluesty development planning approval, which was passed without any objection, and also to the pending clearance works due to take place on the A5026 road.

Councillor R. Dolphin referred to the appointment of Councillor Ian Roberts as Leader of Flintshire County Council in an interim capacity until the County Council’s Annual Meeting in May.

141. CLOSE OF MEETING

The Mayor closed the meeting at 7.00pm.

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Mayor