

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 20 July 2010 at 6.30pm

PRESENT: Councillor P.J. Curtis (Mayor).

Councillors: S.R. Baker, Mrs. K. Davies, Mrs. R. Dolphin (for minutes 35 to 41.1). J.M. Johnson, E.B. Palmer, H.G. Roberts, B. Scragg, L. Thorley, Mrs. S.E. Wallbanks and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors J. Griffiths, Mrs. M. Jabbitt, B.P. Lambert, M. Mills, K. Roberts and R. Spain.

IN ATTENDANCE: D.C. Pierce (Clerk) and M. Roberts (Town Centre Manager) for minutes 35 to 43.

35. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None received.

36. NORTH WALES POLICE – DISTRICT INSPECTOR, NORTH FLINTSHIRE

Members had before them a copy of a letter from Inspector David A. Roome informing the Council of his move within the Force. He added that the last twelve months had proved challenging and enjoyable in equal measures. North Flintshire was a proud, diverse and appealing area. He hoped that the Town Council shared his view and that together they had made a difference by working together.

In attendance at the meeting was his successor, Inspector Iwan Roberts together with colleague officers. He gave a short introduction to his service background with the Police. The Force faced challenging times over the next year and in particular he assured Members of his commitment towards protecting front-line services.

He hoped to return to the Council from time to time in the future with progress reports and to answer Members’ questions.

RESOLVED:

- (1) That the Town Council's thanks be recorded for the services provided under the command of Inspector Roome.

- (2) That Inspector Roberts be welcomed to his new post and that arrangements be made for him to give a progress report at the next appropriate meeting of the Council, this to include updated crime statistics for the community.

37. NEW LIFE CHURCH (THE CHURCH IN THE PARK), HOLYWELL

The Council received a presentation from Mr Daniel Morgan, Senior Minister and Chair of Trustees, regarding the Church's plans to establish a new community facility to complement other facilities and initiatives in the town. Mr. Morgan outlined some of the Church's existing activities provided for the local community/families, the reason for a new centre, its proposed funding arrangements, how it would be set up and the progress made to date with the proposal.

The Council's support was requested on the principle of developing a Centre along the lines referred to in the presentation, together with any input or ideas / suggestions which the Council may consider appropriate.

Mr. Morgan answered Members' questions on matters arising.

RESOLVED:

- (1) That Mr. Daniel Morgan be thanked for his informative presentation.
- (2) That the Council confirms its support, in principle, to the New Life Church's community facility proposal.
- (3) That Members of the Council contact Mr. Morgan direct should they have any additional observations to those put forward to him at the meeting.

38. WELSH ASSEMBLY GOVERNMENT TIDY TOWNS FUNDING – HOLYWELL TOWN CENTRE PROJECT

This item, although not included on the agenda, was accepted for consideration by the Mayor in order to avoid delay in dealing with the matter as the deadline for applications for funding was 5pm on 30 July 2010 and the next scheduled meeting of the Council was not until 21 September.

In attendance for this item were Alex Fairclough, Community Project Officer, North East Wales British Trust for Conservation Volunteers (BCTV) and Mrs. Roberta Owen of Transition Holywell & District.

With the Mayor's agreement, Ms. Fairclough addressed the meeting. She explained the background to the project named "Holywell Town Improvements" and to the work carried out by the Town Centre Manager in putting together proposals for approval. These arrangements had received the support of the Holywell Town Centre Partnership.

The Town Council's commitment to providing financial support was sought to cover future maintenance of the project (i.e. the element not covered by Tidy Towns funding, if approved, although a requirement of the application for funding). This figure was estimated to be in the region of £1,000 per annum from 2011/12. The BTCV would be overseeing the work, which included several environmental features, sustainable planting and general improvements in respect of the community, full details of which were circulated at the meeting.

The proposed involvement of Transition Holywell & District in the project, if Tidy Towns funding was forthcoming, was noted.

RESOLVED:

- (1) That Alex Fairclough be thanked for her detailed presentation.
- (2) That a decision regarding maintenance of the Holywell Town Improvements Project, as now presented, be deferred to the end of the meeting.

39. MAYOR'S REMARKS

The Mayor reported that he had attended the funeral of Lance Corporal Alan David Cochrane (whose death in Afghanistan was reported at the June Council meeting).

He also referred to his civic engagements as follows:

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| 27 June | Chairman's Civic Service (Connah's Quay Town Council) |
| 3 July | Garden Fete – Good Companions of Holywell Community Hospital |
| 4 July | Chairman's Civic Service (Flintshire County Council) |

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|---------|---|
| 7 July | Town Council delegation to Treetops Caravan Park, Gwespyr |
| 9 July | School Summer Fete – St. Winefride’s Primary School |
| 11 July | Civic Service (Holywell Town Council). The Mayor thanked all who had attended and also St. Winefride’s Guest House for the most enjoyable light refreshments afterwards |
| 13 July | Annual Prize Giving Event – Holywell High School |
| 15 July | Judging Holywell Schools (Wales in Bloom) Competition – Joint Winners – St. Winefride’s Primary School and Ysgol Gwenffrwd |
| 17 July | Launching the 999 Emergency Services Day co-ordinated by the North Wales Police. |

In addition, he was delighted to announce the following achievements:

Green Pennant Award – a national award that recognised high quality green spaces in England and Wales that are managed by voluntary and community groups – received by Friends of Pen-y-Maes Woods, for the second year running.

Flintshire Environmental Competitions – Best Kept Town Centre with a population of over 5000 (Section C) had been awarded to Holywell, equal first prize with Mold.

The outcome of the Town Council’s entry in the Wales in Bloom Competition (Small Towns Category) was expected soon.

RESOLVED:

That the Council’s congratulations be sent to the Friends of Pen-y-Maes Woods in recognition of their excellent achievements.

40. MINUTES

RESOLVED:

- (1) That the minutes of the following meetings be approved and signed as a correct record by the Mayor/Chairman of the relevant Sub-Committee as appropriate:

Council Meeting held on 15 June 2010;
Finance Committee held on 15 June 2010; and
Town Centre Sub-Committee held on 6 July 2010.

- (2) That the Committee/Sub-Committee resolutions in (1) above be supported/approved.

41. PLANNING

41.1. New Applications

Consideration was given to applications forwarded to the Town Council as part of the County's planning consultation process.

RESOLVED:

That the following responses be submitted to the Flintshire County Planning Authority.

No.	Proposal
047033	Listed Building Application – Erection of hood awning to side entrance, demolition of outbuilding (in retrospect) and display of advertisements on existing hoardings and display of trading name on proposed hood awning – Victoria Hotel, High Street, Holywell: for David Charles NW Ltd (Amended details of sign).
047034	Display advertisement on existing hoardings and display of trading name on proposed hood awning – address/application as above (Amended details of signs).

No objection, provided the above proposals comply with listed building regulations/conservation area policies and any requirements arising from highway issues. The Town Council also expresses its concern at the retrospective nature of part of application No. 047033.

047128 Outline – Erection of 2 no. two-bedroom mews houses and 1 no. two-bedroom apartment – land adjacent to 8 Old Quay, Greenfield Road, Holywell: for Flintshire County Council.

Objection on grounds of impact of the location on highway safety; the impact of further encroachment into the residential amenities of the Greenfield Valley; the compounding of drainage/flooding problems due to lack of capacity of the existing sewerage system; and the need to preserve opportunities for wildlife and plants on the site.

047434 Variation of condition no.5 of planning permission ref: 040487 to amend operating hours at the site to allow crushing, screening and trommelling operations to be carried out between 08:00 hrs to 20:00 hrs Monday to Sunday inclusive of Bank and Public Holidays (April to September); and 08:00 hrs to 18:00 hrs (October to March) – Civic Amenity Site, Greenfield Business Park, Bagillt Road, Greenfield, Holywell: for A.D. Waste.

No objection, provided there is no change in the nature of the processes carried on at the site under the arrangements approved under the existing planning permission.

047535 Outline – residential development – Land side of Glan y Don, Holywell: for Wales & West Housing Association

No objection.

047560 Outline – erection of a dwelling – Dyfrdwy, Bagillt Road, Greenfield, Holywell: for Mrs. A. Jones.

No objection, provided that the proposal satisfies highway requirements.

047646 Application for variation of condition 1 of planning permission reference: 042499 (Outline – Residential Development), allowing a further 4 years and 6 months for the submission of the reserved matters application – former Kwik Save Site, Coleshill Street, Holywell: for Lidl UK GmbH.

No objection although the Town Council would prefer the site to be retained for commercial use and developed with small retail units

as it is the only area of land near the town centre that could be used for such purpose.

(Note: Councillor H.G. Roberts did not vote on the above seven applications; abstentions from voting by Councillor B. Scragg, L. Thorley and Mrs. S.E. Wallbanks on Application 047434 and Councillors Mrs. K. Davies, B. Scragg, L. Thorley, Mrs. S.E. Wallbanks and P.A. York on Application 047535).

(Note: Councillor Mrs. R. Dolphin left the meeting at this point).

41.2. Proposed Burbo Bank Extension Offshore Windfarm – Proposal by Dong Energy – Environmental Impact Assessment

Consideration was given to a consultative letter from the Infrastructure Planning Commission in respect of the above project.

RESOLVED:

That the Council itself does not submit any comments in response to this consultation but that due to the nature of the consultation, it be left to each Member to respond individually should they wish to do so.

42. ACCOUNTS

42.1. 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.

<u>Voucher</u>	<u>£</u>
4616 2480 (Squadron) ATC – Donation	100.00^^
4617 Carmel Bowling Club – Donation	200.00^^
4618 Friends of Greenfield Dock – Donation	200.00^^
4619 Holywell Autumn Club – Donation	200.00^^
4620 Holywell Debonairs Morris Dancers	200.00^^
4621 Menter Iaith Sir y Fflint – Donation	50.00^^
4622 The Holywell & District Society – Donation	250.00^^

4623	Ysgol Perth-y-Terfyn – Donation	300.00 ^{^^}
4624	BPH – Servicing Watering Equipment	35.25 ^{^^}
4625	Deeside College – Floral Displays	2633.76 ^{^^}
4626	Sundawn Nurseries – Extra Troughs for Plants	27.96 ^{^^}
4627	G.B. Stones Ltd – Maintenance/Extra Brackets etc – Wales in Bloom	640.39 ^{^^}
4628	North Wales Police – Traffic Warden Service 2010/11	5285.00 ^{**}
4629	Valuation Office Agency – Report – Old Courthouse	552.25 ^{^^^}
4630	Councillor J. Griffiths – Travelling – AGM Community Chest	10.00 [*]
4631	Impact Communications – Town Centre Management – June	1300.00 ^{**}
4632	Impact Communications – Holywell Business News – Summer	500.00 ^{^^}
4633	North Wales Association of Town Councils – Subsistence (3)	37.50 [*]
4634	D.C. Pierce – Salary – July	977.48 ^{***}
4635	Mrs. M. Reed – Secretarial Expenses July	40.00 ^{***}
4636	Mrs. M. Edwards – Wages to 3/7/10	230.70 ^{***}
4637	HMRC (Inland Revenue) PAYE/ National Insurance – July	510.99 ^{***}
4638	G. Evans – Erection of floral displays (50%)	225.00 ^{^^}
4639	G. Evans – Watering of floral displays – June/July	400.00 ^{^^}
4640	Delyn Press – Order of Service Sheets – Civic Sunday	160.00 ^{^^}
		15066.28

Powers to make payments:-

- * The Local Authorities (Allowances for Members of Community Councils)(Wales) Regulations 2003
- ** 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
^^**	Local Government Act 1972 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

42.2. Income Received

Members received the schedule of income, circulated with the agenda, regarding income between 1 and 30 June 2010.

42.3. Annual Accounts – New Procedures – Audit for the Year Ended 31 March 2010

Members had before them for consideration the Annual Return (in draft), Balance Sheet and Statement of Income and Expenditure Accounts for the 2009/10 financial year.

The Clerk reported that the Internal Auditor – JDH Business Services Ltd of Mold, had completed the Internal Audit Report/Section of the Annual Return. The Internal Auditor's Issues and Recommendations Schedule for the Council was agreed. It was also agreed that the items would be further reported to the Audit Sub-Committee at its next meeting.

The Clerk reminded Members of the new procedural changes to the annual audit process.

RESOLVED:

- (1) That the Annual Return (in draft)/Balance Sheet and Statement of Income and Expenditure Accounts be received and approved.

- (2) That the Council, being satisfied as to the accuracy and completeness of the information reported, authorises the Clerk to submit a copy of sections 1, 2 and 4 of the Annual Return to the External Auditor UHY Hacker Young, by the appointed date.
- (3) That the Balance Sheet be signed by the Mayor and the Clerk.

43. TOWN CENTRE MANAGER'S REPORT – JUNE

Members were presented with the Town Centre Manager's report for June. The report gave an overview of developments and his work since the last meeting.

It was noted that work continued on compiling the summer issue of Holywell Business News.

More recently, the 999 Emergency Services Day on 17 July, co-ordinated by the Police, had been a success. With regard to light lunch arrangements supported by the Council, the Town Centre Manager reported that on the recommendation of the Police, refreshments had been provided by Cassidy's Tea Rooms of Holywell. An invoice in the sum of £230 had been submitted to cover the costs incurred including non-alcoholic drinks for the "signing choir" who had entertained at the event. Reimbursement for the day's entertainments licence (£21) would be submitted separately by the Town Centre Manager.

With regard to 'Y Ffin' - Welsh and Anglo Welsh Folk Festival on 24 July, the preparations appeared to be going well. The event would take place in Holywell town centre, primarily in Tower Gardens, where a stage would be erected. The Mayor and Councillors had been invited to the event.

RESOLVED:

- (1) That the Town Centre Manager's report be received with thanks.
- (2) That the invoice from Cassidy's Team Rooms in the sum of £230.00 be approved for payment.
- (3) That the proprietor of Cassidy's be thanked for

his assistance with the light refreshments provided for those taking part in the 999 Emergency Services Day.

(Note Mr. M. Roberts, Town Centre Manager, left the meeting at this point).

44. LOCAL AUTHORITY BYELAWS IN WALES – CONSULTATION

Consideration was given to responding to the circulated consultation paper which proposed a simplification to the byelaw process in Wales. The paper invited ideas and views on how to improve and make less bureaucratic the procedures for making and confirming local authorities bylaws in Wales.

The majority of Members felt that it was perhaps more appropriate generally for byelaw making to be co-ordinated by the County Council, in consultation with the relevant Town/Community Council. It was also considered important to justify necessity for any Byelaw proposal as well as ensuring that adequate enforcement arrangements were in place. Fixed penalty notices and the ability to retain receipts from fines could also act as an incentive to make appropriate use of Byelaws.

RESOLVED:

That the issues, as now reported, be forwarded as the Town Council's response to the consultation paper.

45. FUTURE OF FLINT MAGISTRATES' COURT

This item had been placed on the agenda at the request of Councillor Mrs. K. Davies. Councillor Mrs. Davies said that she viewed with concern the closure proposal by the Ministry of Justice in respect of Flint Magistrates' Court. She added that for a long time everything had been pushed towards Mold, but Flint had the oldest court in North Wales and had operated within an established principle of local justice for the local community.

If the closure went ahead she said this would be a loss of yet another valued service and presence in the local community and mean genuine hardship for some people having to travel further afield. It was understood that the courthouse was presently used about one day each week, for enforcement and some criminal work. It was also used by the coroner.

Flint Magistrates' Court was one of 157 courts in England and Wales which had been earmarked for closure.

RESOLVED:

That Council opposes the closure of Flint Magistrates' Court and that the Ministry of Justice (Director, Courts Transformation –Wales, be informed that Her Majesty's Courts Service has a responsibility to ensure an effective and efficient courts service to deliver justice. With this in mind, the Council is of the view that this could be better achieved locally by reviewing the situation and workloads between Mold and Flint to provide a more equitable arrangement that is also financially viable.

46. NATIONAL TRAINING PROGRAMME FOR COMMUNITY AND TOWN COUNCILS IN WALES

Consideration was given to the letter circulated to Members from the Training and Development Officer – One Voice Wales for the financial year 2010/11.

RESOLVED:

That the letter be received.

47. VISIT TO TREETOPS CARAVAN PARK, GWESPYR – 7 JULY 2010

The Clerk circulated an email from Mr. Andy Walker, Manager, Treetops Caravan Park, Gwespyr thanking those Members of Holywell Town Council who were able to visit the Caravan Park on 7 July for a short tour.

Mr. Walker added that those Councillors who were unable to attend were welcome to visit at any time they wished, although some advance notice would be helpful if at all possible.

Those who had attended on 7 July highly commended the site and its facilities.

RESOLVED:

That the information be noted.

48. REPORTS ETC. RECEIVED

Members were informed that the following items had been received and unless otherwise circulated*, were available for perusal from the Clerk.

- (a) Annual Report of the Public Services Ombudsman for Wales 2009/10;
- (b) Flintshire Summer Playscheme Programme 2010*;
- (c) Agenda for the Annual and Quarterly Meeting of the North Wales Association of Town and Larger Community Councils – 16 July;
- (d) Halkyn Mountain Common Joint Consultative Board – Agenda of Meeting 6/7/10 and minutes of meeting 30/3/10;
- (e) NHS Breast Screening Information for Holywell*;
- (f) Temporary Road Closure Notice at Holywell – 17/7/10 – 999 Emergency Services Day*.

With regard to (e), there was general agreement between Members to support any move that would reduce the age at which first screening applied.

RESOLVED:

That the Minister for Health and Social Services at the Welsh Assembly Government be informed of the Council's views as indicated above.

49. ACTION DURING THE RECESS PERIOD

RESOLVED:

That the Mayor and Clerk be authorised to deal with urgent matters that may arise during the recess period.

50. REPRESENTATIVES' REPORTS

Councillor Mrs. K. Davies reported that she had attended with Councillor B. Scragg and Mr. Colin Pierce, Town Clerk, a meeting of the North Wales Town and Larger Community Councils on 16 July, and outlined the main issues discussed.

In the absence of Councillor J. Griffiths the Clerk circulated a copy of the information received at the recent AGM of the Clwyd Community Chest including a copy of the grants allocated to applicant organisations in the current financial year.

The Clerk also reported that Councillor Griffiths had tied with two other nominees for election to membership of the Clwyd Community Chest to represent local authorities. The deciding vote was taken "out of the hat" and was in favour of Councillor D. White (Argoed Community Council).

RESOLVED:

That the information be noted.

51. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following item (minute 51.1) under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended.

51.1. Applications for Financial Assistance 2010/11

The Clerk read out supporting background and financial information provided by each organisation.

RESOLVED:

That the following donations be made:

	£
Holywell Town Football Club#	500.00
Fron Park Bowling Club (Waterhouse Cup Competition)#	250.00
Greenfield Ghetto Drama Group	<u>300.00</u>
	<u>1,050.00</u>

from the earmarked budget provision

51.2. Maintenance of Holywell Town Improvements Project

RESOLVED:

- (1) That subject to Tidy Towns funding being awarded, for approved applications, the Council agrees to support an annual maintenance programme in the sum of up to £1,000 per annum starting in 2011/12.
- (2) That the amount in (1) above, be included on the agenda of the precept setting meeting in February, 2011.

52. CLOSE OF MEETING

The Mayor closed the meeting at 8.30pm.

.....Mayor