

TOWN HALL MANAGEMENT COMMITTEE

The Minutes of the proceedings of a meeting of the Town Hall Management Committee, held in the Council Chamber, Town Hall, Flint, on Monday the 24th February, 2020.

PRESENT: The Town Mayor, Councillor Mrs. N. Davies, Deputy Mayor, Councillor Ms. M. Buckley, Councillor Mrs. V. Perfect (in the Chair).

Councillors: Mrs. J. Cunningham, P. Cunningham, D.L. Cox, J.P., J. Johnson, Mrs. E. Jones, S.K. License, M.W. Moore, Mrs. M. Perfect.

APOLOGIES FOR ABSENCE: Councillors: M. Evans, Reverend B. Harvey, Mrs. L. Jones, J.P., Ms. R. Johnson, Miss. S. Moore, I.B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S.C. Williams, P.A. to the Clerk.

136. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations.

137. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 13th February, 2020 be approved as a correct record and signed by the Chair.

138. TOWN HALL ARRANGEMENTS

The Town Clerk reported on the following:

1. Town Hall Opening and Closing

The Town Clerk asked if the Council were aware of the current practise that various organisations who hire the Town Hall, have the responsibility of closing the building when the use is outside staff working hours.

The Council proposed that this practise should stop to protect the security of the Town Hall and proposed a Janitor is appointed and that the Town Clerk is given powers to act on this and appoint a Janitor.

The question was also asked that the balcony door be inspected as they had been blown open by the wind which is a security risk.

RESOLVED: That the Town Clerk be given powers to act to appoint a Janitor and that the Town Clerk arrange for the balcony windows to be inspected.

2. Town Hall Booking Fees

The Town Clerk asked for the Council's approval to review the room hire charges and change accordingly.

The Council agreed that the Town Clerk should review the room hire charges and be given powers to act, also the Council asked that both the Town Clerk and Councillors look at increasing the bookings made at the Town Hall.

RESOLVED: That the Town Clerk be given powers to act and review the booking hire charges and endeavour to increase the bookings made.

3. Town Hall Security Alarm

The Town Clerk advised the Council that the alarm system that is currently in place has not been used since before the works commenced on the building. We currently have no contract in place. The Town Clerk also advised we should have a maintenance contract in place as well as a monitoring / key holding service, therefore should the alarm be activated out of office hours, a security personnel will be sent to check the building and act accordingly.

The Town Clerk reported she had one quotation from the suppliers of the current alarm system which was an initial cost of £670 plus VAT and thereafter a yearly cost of £610 plus VAT.

The Council agreed it is necessary to have these services in place as it is unfair for a member of staff, such as a Janitor to be potentially called out 24/7. Therefore, the Council proposed the Town Clerk proceeds to ascertain quotes and information for a maintenance and monitoring contract subject to budget figures for 2020/21.

RESOLVED: That the Town Clerk will seek further quotations for a maintenance and monitoring contract on the existing alarm system and report back to the Council.

Date of Council Meeting	Monday 24th February, 2020
..... Chair	

TOWN PLANNING COMMITTEE

The Minutes of the proceedings of a meeting of the Town Planning Committee, held in the Council Chamber, Town Hall, Flint, on Monday the 24th February, 2020.

PRESENT: The Town Mayor, Councillor Mrs. N. Davies, Deputy Mayor, Councillor M/s. M. Buckley, Councillor J. Johnson (in the Chair).

Councillors: Mrs. J. Cunningham, P. Cunningham, D.L. Cox, J.P., Mrs. E. Jones, S.K. License, M.W. Moore, Mrs. M. Perfect, Mrs. V. Perfect

APOLOGIES FOR ABSENCE: Councillors: M. Evans, Reverend B. Harvey Mrs. L. Jones, J.P., M/s R. Johnson, Miss. S. Moore, I.B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S.C. Williams, P.A. to the Clerk.

139. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations.

140. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 13th February, 2020 be approved as a correct record and signed by the Chair.

141. PLANNING APPLICATIONS

App No	Location	Proposal
060006	Former Flint Working Men's Club, Woodfield Ave, Flint	Erection of 19 apartment units in 3 blocks

The Council asked the Town Clerk to contact Flintshire Planning department for more information and liaise with the County Councillor.

RESOLVED: That the Town Clerk will contact Flintshire Planning department and the County Councillor.

App No	Location	Proposal
060924	Ty Newydd, Halkyn Road, Flint	Demolition of Conservatory – proposed single storey rear extension

RESOLVED: That the Town Clerk inform the Flintshire Planning department that the Council have no objections.

142. FLINT STATION – FOOTBRIDGE LIGHTING

Cllr M. Moore reported that the lighting on the footbridge is owned by Network Rail and that he is in contact with them in order to have the lighting repaired.

RESOLVED: That this is noted by the Council.

143. A548 MATTERS

Cllr M. Moore reported two issues. One issue is the road that meets Church Street, the white lines are not visible and proposed that the Council writes to Flintshire County Council to report this.

A Member informed that Flintshire County Council will be looking at all issues in conjunction with the plans for the parking in the Town which includes road markings.

The second issue, when drivers come out of the McDonalds/Asda exit, drivers should only turn left, however drivers are coming out of this exit and crossing the central reservation to turn right which is dangerous and will cause an accident. It was proposed that the Council writes Flintshire County Council to ask for signage.

A Member suggested initially the County Councillor for that ward should be contacted regarding this issue.

RESOLVED: That the Member will contact the County Councillor for this ward.

Date of Council Meeting	Monday 24th February, 2020
..... Chair	

GENERAL PURPOSES COMMITTEE

The Minutes of the proceedings of a meeting of the General Purposes Committee, held in the Council Chamber, Town Hall, Flint, on Monday the 24th February, 2020.

PRESENT: The Town Mayor, Councillor Mrs. N. Davies, Deputy Mayor, Councillor M/s. M. Buckley, Councillor Mrs. M. Perfect (in the Chair).

Councillors: Mrs. J. Cunningham, P. Cunningham, D.L. Cox, J.P., J. Johnson, Mrs. E. Jones, S.K. License, M.W. Moore, Mrs. V. Perfect.

APOLOGIES FOR ABSENCE: Councillors: M. Evans, Reverend B. Harvey Mrs. L. Jones, J.P., M/s R. Johnson, Miss. S. Moore, I.B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S.C. Williams, P.A. to the Clerk.

144. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations.

145. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 13th February, 2020 be approved as a correct record and signed by the Chair.

146. WILDFLOWERS ON VERGES

Cllr. Mrs. V. Perfect reported that local authorities can have the cost of mowing the verges reduced if they sow wildflowers in the verges. This would enhance the appearance of the areas and save the costs of cutting the verges. It was proposed the Town Clerk writes to Flintshire County Council to ask for further information.

RESOLVED: That the Clerk will contact Flintshire County Council to ask for information on wildflower verges.

147. COMMUNITY HOSPITAL

Cllr. Mrs. V. Perfect proposed that the Town Clerk writes to Betsi Cadwaladr Health Board and ask what they intend to do with the former Community Hospital building as the building is deteriorating.

The Chair proposed this be a standing item again on the agenda.

RESOLVED: That the Town Clerk will contact Betsi Cadwaladr Health Board to request an update and add the Community Hospital as a Standing agenda item.

148. COASTAL PATH

Cllr. Mrs. V. Perfect reported that the bank of the river along the coastal path, Flint Docks towards Bagillt is eroding, if this continues to erode, the path will be extremely dangerous to walk along.

A Member proposed the Council writes to National Resources Wales and the Flintshire Countryside Ranger. It was also suggested that the County Councillor raises this issue at the Flintshire County Council Climate Change workshop.

RESOLVED: That the Town Clerk will contact National Resources Wales and Flintshire Countryside Ranger to report this issue and that the County Councillor will also raise this issue at the Flintshire workshop.

149. TOWN FOUNTAIN

Cllr. Mrs. V. Perfect shared concern that the Town Fountain was still not working.

A Member said he believed it was due to electrical issues and proposed the Town Clerk writes to Flintshire County Council to ask why the fountain is not working and to also ask about the faulty lights at the Cenotaph.

RESOLVED: That the Clerk will contact Flintshire County Council to clarify the situation regarding the Town Fountain and the Lights at the cenotaph.

150. CORNIST HALL

Cllr. Mrs. V. Perfect proposed the Town Clerk could write to the owners of Cornist Hall to ask what their intentions are for the building as it is deteriorating.

RESOLVED: That the Clerk will contact the owners of Cornist Hall to ask for their intentions for the future use of the building.

Date of Council Meeting	Monday 24th February, 2020
..... Chair	

FINANCE & POLICY COMMITTEE

The Minutes of the proceedings of a meeting of the Finance & Policy Committee, held in the Council Chamber, Town Hall, Flint, on Monday the 24th February, 2020.

PRESENT: The Town Mayor, Councillor Mrs. N. Davies, Deputy Mayor, Councillor M/s. M. Buckley, Councillor D.L. Cox, J.P. (in the Chair).

Councillors: Mrs. J. Cunningham, P. Cunningham, J. Johnson, Mrs. E. Jones, S.K. License, M.W. Moore, Mrs. M. Perfect, Mrs. V. Perfect.

APOLOGIES FOR ABSENCE: Councillors: M. Evans, Reverend B. Harvey Mrs. L. Jones, J.P., M/s R. Johnson, Miss. S. Moore, I.B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S.C. Williams, P.A. to the Clerk.

151. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

The following declaration of interests were made.

Councillor Mrs. M. Perfect declared an interest in the Accounts for Payment item, voucher number 220. (Minute 153).

Councillor Mrs. M. Perfect declared an interest in the Financial Donation item - CAB (Minute 157).

RESOLVED: That these declarations are noted and the list of declarations of interest is updated.

152. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 13th February, 2020 be approved as a correct record and signed by the Chair.

153. ACCOUNTS FOR PAYMENT

RESOLVED: That the accounts for payment on the attached schedule be approved for payment.

154. BANKING ARRANGMENTS

The Town Clerk reported that following a request from the previous meeting to consider moving bank accounts to a bank that has a branch in Flint, she contacted both the TSB and Barclays bank.

The TSB were unable to facilitate a bank account for the Council. Barclays were able to, however an initial meeting, to be attended by two signatories was required at the Business Centre in Wrexham, it would take approximately 2 hours and the signatories would be required to present Identification and undertake a credit check. Any additional signatories

thereafter would have to visit the local branch and again present Identification and undertake a credit check. The Town Clerk asked the Council if any members who were signatories or would be willing to be signatories would be prepared to go through this process as she believed this was the stumbling block last time.

Members were not prepared go through the process in order to move banks and also said as it is the Town Clerk's intention to move to internet banking, the need for a local branch is not a necessity.

The Council proposed we continue to bank with the HSBC and update signatories and pursue internet banking.

RESOLVED: That the Council will remain a customer of the HSBC Bank and update signatories and pursue internet banking.

155. PLAYSCHEME 2020

The Town Clerk advised the Council that the costing for the Playscheme 2020, if the same level of scheme provided last year is to be maintained, would be a total £9526.00, this includes a grant from Welsh Government.

The 2020 scheme would provide 4 weeks at the following locations:

Coed Onn
Albert Avenue
Dee Cottages
Flint Mountain
Cornist Park

Albert Avenue and Dee Cottages would have the 'share your lunch scheme', that is all children will be provided with a hot meal for lunch.

The Council proposed that the scheme be approved as it is important to the young people of the Town.

RESOLVED: That the Clerk will contact Flintshire County Council to confirm Flint Town Council wishes to proceed with the scheme for 2020.

156. COUNTRYSIDE CONTRIBUTION

The Clerk advised the Council that they had previously made a £2,000 contribution to the Countryside Services. An invoice for £2,000 is now overdue for 2019 and Flintshire County Council have written to the Council regarding taking legal action if the account is not paid.

The Town Clerk advised that the former Town Clerk had been waiting for a report from the Countryside Services which would detail what the £2,000 contribution had been used for and that when this was received it would be shared with Council and if agreed, the account would be paid. To date the report has yet to be received.

The Council proposed that we pay this account after seeking advice from the former Town Clerk.

RESOLVED: That the Clerk will contact the former Town Clerk regarding this matter.

157. FINANCIAL DONATION

The Town Clerk had previously circulated a letter from the Citizens Advice bureau which was requesting a £100 donation.

RESOLVED: That the Council agreed a donation to the Citizens Advice bureau for £100.

158. SCHEDULE OF MEETINGS

Councillor M. Moore proposed the schedule of meetings is changed and the Council meets once a month as opposed to twice a month and we start the meetings at 6.30pm with Council followed by Committee Meetings.

Members agreed to one meeting per month and proposed to meet every 3rd third Monday of the month.

A Member encouraged Councillors to put forward agenda items for discussion.

RESOLVED: That the Council will meet once a month on the 3rd Monday of the month and will hold a joint Council and Committee Meetings commencing with Council at 6.30pm.

Date of Council Meeting	Monday 24 th February, 2020
..... Chair	

FLINT TOWN COUNCIL

The Minutes of the proceedings of a meeting of the Flint Town Council, held in the Council Chamber, Town Hall, Flint, on Monday the 24th February, 2020.

PRESENT: The Town Mayor, Councillor Mrs. N. Davies, Deputy Mayor, Councillor M/s. M. Buckley.

Councillors: Mrs. J. Cunningham, P. Cunningham, D.L. Cox, J.P., J. Johnson, Mrs. E. Jones, S.K. License, M.W. Moore, Councillor Mrs. M. Perfect, Mrs. V. Perfect.

APOLOGIES FOR ABSENCE: Councillors: M. Evans, Reverend B. Harvey Mrs. L. Jones, J.P., M/s R. Johnson, Miss. S. Moore, I.B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S.C. Williams, P.A. to the Clerk.

159. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations.

160. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 27th January, 2020 be approved as a correct record and signed by the Chair.

161. MINUTES OF COMMITTEES

1. Town Hall Management Committee

Meeting held on Monday 13th January, 2020.

2. Town Planning Committee

Meeting held on Monday 13th January, 2020.

3. General Purposes Committee

Meeting held on Monday 13th January, 2020.

4. Finance and Policy Committee

Meeting held on Monday 13th January, 2020.

RESOLVED: That the minutes of each of the above committees be approved and adopted by the Town Council and be signed by the respective Chairs.

162. WEBSITE

The Town Clerk informed the Council that the minutes from the January meetings and the Agenda for February's meeting was on the Council's website and asked for feedback from the Council as to what they would like to see on the website in the future.

A Member proposed the Website item is on the next meeting's agenda and asked Councillors to consider what they would like on the Council's website.

Cllr. S. License asked if on the agenda's, under each item, there is a brief description of what will be discussed to give Councillor's time to research any issues prior to the meeting. This information would also help members of the public if they were looking at the agenda on the website.

RESOLVED: That this item will be on the March agenda and all agenda items will include a brief summary.

Date of Council Meeting	Monday 24th February, 2020
..... Mayor	