

**MOLD TOWN COUNCIL
CYNGOR TREF YR WYDDGRUG**

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Members of Mold Town Council

19th September 2025

Members of the Council

Dear Councillor

You are hereby summoned to attend the meeting of Mold Town Council to be held at **6.00pm on Wednesday 24th September, 2025** in Mold Town Council Offices, Unit 10, Daniel Owen Precinct, Mold CH7 1AP. Also available by Video Conferencing as a hybrid meeting see link below.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jane Jones'.

Town Clerk and Finance Officer

AGENDA

PUBLIC PARTICIPATION

Mold Town Council is committed to community engagement and therefore warmly welcomes members of the public to attend this meeting. Mold Town Council Standing Orders allow for 15 minutes to be allocated under the 'Public Participation' item on the agenda with up to 5 minutes allocated per subject.

Those wishing to address the meeting under Public Participation must:

- Have notified the Town Clerk of their interest to speak by 4.30pm the day before the Town Council Meeting.
- Direct all comments/ questions to the chairman of the meeting.

Members of the public should note that the council will only discuss and is only allowed to take decisions on topics that are publicised on the agenda. In the event of no issues being raised, the Town Council meeting to commence at 6pm.

1. APOLOGIES FOR ABSENCE

To **receive** apologies for absence.

2. DECLARATIONS OF INTEREST

To **receive** any known declarations of interest in items on the agenda.

3. MAYOR'S ANNOUNCEMENTS

To **receive** the Mayor's Announcements

4. MINUTES

4.1 To **receive** and approve as a correct record the Minutes of the Planning Committee Meeting held on the 28th July 2025 (attached).

4.2 To **receive** and approve as a correct record the Minutes of the CDR Committee Meeting held on 29th July 2025 (attached).

4.3 To **receive** and approve as a correct record the Minutes of the Town Council Meeting held on 30th July 2025 (attached).

4.4 To **receive** and approve as a correct record the Minutes of the Planning Committee Meeting held on the 26th August 2025 (attached).

4.5 To **receive** and approve as a correct record the Minutes of the Cemetery Committee Meeting held on the 3rd September 2025 (attached).

4.6 To **receive** and approve as a correct record the Minutes of the Youth and Children's Council Committee Meeting held on the 9th September 2025 (attached).

4.7 To **receive** and approve as a correct record the Minutes of the CDR Committee Meeting held on the 10th September 2025 (attached).

4.8 To **receive** and approve as a correct record the Minutes of the Finance Committee Meeting held on the 16th September 2025 (attached).

5. GREEN INFRASTRUCTURE PROJECT PRESENTATION – FCC REGENERATION TEAM

(15 minutes to include presentation and questions)

To **receive** a presentation from representatives of Regeneration Team, Flintshire County Council on the planned Green Infrastructure Project to take place in the Daniel Owen Precinct.

6. CORRESPONDENCE:

To **note** the following correspondence received and **consider** where necessary on actions needed:

- (a) Fit, Fed and Read – feedback from Gwella.

7. CONSULTATIONS

To **note** the following open consultations and **consider** where necessary on actions needed:

- (a) Flintshire Local Development Plan - [Review of Supplementary Planning Guidance](#) – Closing date: 5pm on Friday 10th October.
- (b) Welsh Government Consultation on extending the duty on local authorities to broadcast meetings - [Extending the duty on local authorities to broadcast meetings | GOV.WALES](#) – OVW Closing Date: Friday 14th November, Actual Closing Date: 28th November.
- (c) Statutory Consultation on the proposed North East Wales (Clwydian Range & Dee Valley) National Park - [Proposed Glyndŵr National Park \(Designation\) Order - Statutory Consultation 2025 - Natural Resources Wales Citizen Space - Citizen Space](#) – Closing Date: 8th December.
- (d) Independent Review of CCTV in North Wales (attached)
- (e) Flintshire Housing Strategy. Consultation on draft updated Housing Strategy 2025 - 2030 "The right type of home in the right location for the right people" now open on Flintshire County Council website - [Draft Flintshire Housing Strategy 2025-2030 "The right type of home in the right location for the right people"](#) – Closing Date: 1st October.

8. ACTION LIST

To **note** the attached updated Action List.

9. OFFICER REPORTS

- (i) To **receive** a report from the Events and Community Engagement Officer (attached).
- (ii) To **receive** a report from the Town Clerk and Finance Officer (attached).

REQUEST: I am seeking approval to attend the upcoming Transfer of Assets webinar provided by SLCC, which provides an overview of transferring assets and devolving services to town, parish, and community councils. Scheduled to take place on 1st October at a cost of £30 + VAT.

10. CEMETERY NEW POLICIES/ PROCEDURES/ FORMS

To **consider** adopting the below new policies/ procedures and forms for the Cemetery which have been reviewed and agreed by the Cemetery Committee:

- (a) Notice of Internment – updated
- (b) Transfer of Burial Rights Policy
- (c) Transfer of Burial Rights Application Form
- (d) Transfer of Burial Rights by Statutory Declaration Policy
- (e) Statutory Declaration Form
- (f) Procedure for Handling Disputes Related to Burial Rights or Grave Ownership

11. PUBLIC CONVENIENCES WORKING GROUP MEETING

To **consider** the below recommendations from the Public Conveniences working group meeting:

(a) **Asset Transfer – Mold Bus Station Toilets** - To complete the Expression of Interest form from Flintshire County Council in respect of a potential Asset Transfer.

(b) **Working Group for Public Conveniences**

- To establish a smaller Working Group to consider options for public conveniences.
- Nominations for representatives to be agreed.

(c) **Daniel Owen Community Association – Funding Support**

- To increase the Council's financial support to the Association from £5,000 to £10,000 per annum.
- The additional £5,000 to be ring-fenced specifically to support the running costs of the public toilet facilities.
- Funding for the current year to be drawn from EMR 332 – DOC Public Toilets.

12. NEW LAPTOP FOR EVENTS AND COMMUNITY ENGAGEMENT OFFICER

To **consider** the purchase of a new laptop to replace the current device, which is unreliable for USB connections, battery power, and event use.

- Current laptop USB ports do not work reliably, preventing connection to the Black Box and event equipment.
- Battery does not hold charge and laptop sometimes fails to switch on.
- FHJ Computer Support advises the ports cannot be repaired; replacement recommended.

Cost: Lenovo i5, 16GB RAM, 512GB SSD: £455 + VAT.

13. WREXHAM STREET MINI MARKET/ VAPE SHOP – ENFORCEMENT CONCERNS

To **discuss** ongoing concerns regarding the mini market / vape shop on Wrexham Street, which has reportedly been raided multiple times by authorities but continues to operate shortly afterwards.

14. MOTION FROM COUNCILLOR ROBIN GUEST – AUDIT OF PUBLIC BENCHES

To **consider** an audit of public benches in Mold to assess their condition and determine liability for repair and ongoing maintenance proposed by Councillor Robin Guest.

15. REQUEST FOR FINANCIAL SUPPORT FROM MOLD ALEX FOOTBALL CLUB

To **consider** the attached request for Financial Support from Mold Alex Football Club.

16. TENDER SPECIFICATION FOR DEVELOPMENT OF A NEW MOLD TOWN COUNCIL WEBSITE

To consider the attached Tender Specification for Development of a new Mold Town Council Website.

To consider whether members of the Finance and Governance Working Group, who recommended a new website, should sit on the panel to review and discuss tenders received.

17. SICKNESS ABSENCE POLICY

To **consider** the attached draft Sickness Absence Policy.

18. NOTIFICATION OF PLANNING DECISIONS

To **note** the attached report.

19. ACCOUNTS/ PAYMENTS

To **approve** the attached schedules showing all accounts – Month 4 and 5, noting that payments are made in accordance with the powers of local councils.

20. EXCLUSION OF PUBLIC AND PRESS

To **consider** the exclusion of the public and press from the meeting under Schedule 12A of the Local Government Act 1972, due to discussion of confidential or commercially sensitive information.

21. PHOTOCOPIER

To **consider** the attached quotes for new terms of lease for a photocopier for the Town Council Offices.

22. CCTV MAINTENANCE FOR BAILEY HILL CENTRE

To **consider** the attached quotes for a 3 year maintenance of the CCTV Cameras on the Bailey Hill Centre.

NOTE:

Members of the press and public may attend this meeting (but not speak unless by prior arrangement with the Town Clerk and Finance Officer).

ZOOM INSTRUCTIONS

<https://us02web.zoom.us/j/89282178432?pwd=30a4yPzsufbbWdZq8oKW7hIPAgb5Ut.1>

Meeting ID: 892 8217 8432
Passcode: 417632