

MOLD TOWN COUNCIL

Minutes of the Mold Town Council Meeting held at Town Council Offices, Unit 10 Daniel Owen Precinct, Mold at 6pm on Wednesday 29th October 2025 (also, by Video conferencing).

PRESENT:

Councillors: Cllrs. Paul Beacher (Mayor and Chair), Joanne Edwards (Deputy Mayor), Brian Lloyd, Catherine Frances Claydon, Chris Bithell, Nanette Davies, Richard Clarke, Robin Guest, Sarah Taylor, Teresa Carberry and Tina Claydon.

Via Zoom: Cllr. Megan Lloyd Hughes and Jane Evans, Events & Community Engagement Officer.

Officers: Jo Lane, Town Clerk & Finance Officer and Leila Jones, Support Officer.

PUBLIC PARTICIPATION: One member of the Public present.
Councillor Paul Beacher (Mayor) read out the Public Participation policy.

18.02: Jane Evans, Events & Community Engagement Officer joined the meeting via Zoom.

85. APOLOGIES FOR ABSENCE:

Councillors: Geoff Collett, Haydn Jones, Pete Dando and Suzanne Thomas.

Apologies were received in advance from Councillors Robin Guest and Catherine Frances Claydon advising they would be late to the meeting.

86. DECLARATIONS OF INTEREST

There were no declarations of interest.

87. MAYOR'S ANNOUNCEMENTS

Mayor's appointments since the last meeting were **noted**.

88. MINUTES

RESOLVED: that;

88.1 The Minutes of the Planning Committee Meeting held on 22nd September 2025 be received and **approved** as a correct record;

- 88.2 The Minutes of the Town Council Meeting held on 24th September 2025 be received and **approved** as a correct record;
- 88.3 The Minutes of the Policy & Audit Committee Meeting held on 14th October 2025 be received and **approved** as a correct record;
- 88.4 The Minutes of the Planning Committee Meeting held on 20th October 2025 be received and **approved** as a correct record;
- 88.5 The Minutes of the CDR Committee Meeting held on 21st October 2025 be received and **approved** as a correct record;
- 88.6 The Minutes of the Personnel Committee Meeting held on 22nd October 2025 be received and **approved** as a correct record;

89. CORRESPONDENCE

Members **noted** the previously circulated correspondence;

- (a) Nicola Price – Queens Park and Bromfield Lane.
Town Clerk has followed up on this issue with Flintshire County Council.
The unadopted road is owned by FCC who have put in a bid to do a survey to see what needs to be done to bring it up to adopted road standard.
Business rates go to Welsh Government and are spread across Wales.

90. ACTION LIST

The ongoing Action List was **noted**.

91. OFFICER REPORTS

- (i) Members **noted** the previously circulated Events and Community Engagement Officer report and verbal update was received.

Noted that historically Mold Town Council received funds from Flintshire County Council car parking charges, however, currently Mold Town Council do not receive any funds from the car parking charges.

Councillor Chris Bithell has written to Kate Wilby, FCC Chief Officer for Streetscene and Transportation to enquire why the funding to Mold Town Council from the car parking charges was stopped.

RESOLVED:

Funding is not available this financial year to impose free parking in the Town Centre over the Christmas period, however, it was agreed for the Events & Community Engagement Officer to explore costings for budget setting for the next financial year.

18.16: Councillor Robin Guest joined the meeting.

- (ii) Members **noted** the previously circulated Town Clerk report and verbal update from the Town Clerk was received.

18.26: Councillor Catherine Frances Claydon joined the meeting.

RESOLVED:

The Council authorise the Town Clerk to sign the lease agreement with Rawson's and complete the Direct Debit mandate to facilitate monthly lease and copying payments for the new photocopier.

RESOLVED:

The Council support the Town Clerk to write to Flintshire County Council to reinstate County Forums, restoring a structured communication channel and keeping the town informed on local service decisions.

RESOLVED:

The Council support the Town Clerk to approach Flintshire County Council for guidance, funding, and backing for a campaign, such as "Mold After Dark", to raise the town's profile and encourage visitor engagement.

RESOLVED:

Town Clerk to write to Flintshire County Council Streetscene regarding the evening parking charges at FCC car park at Theatre Clwyd.

92. MOTION FROM COUNCILLOR NANETTE DAVIES

RESOLVED:

Town Clerk to invite Sam Langdon, Biodiversity Officer, North Wales, from One Voice Wales, to visit Mold and provide guidance on actions the Council could undertake as part of the new Biodiversity Action Plan.

93. DRAFT ANNUAL REMUNERATION REPORT 2026-27

Members **noted** the previously circulated report.

94. FLINTSHIRE PLAY DEVELOPMENT, SUMMER PLAYScheme

Members **noted** the following previously circulated documents;

- (a) End of Summer Report – Mold Town Council
- (b) Flintshire Play Development Newsletter
- (c) Email from Darren Morris – 07.10.25
- (d) Summer Playscheme costs for 2026
- (e) Summer Playscheme 2026 Confirmation Form

RESOLVED:

Town Clerk to write to Darren Morris, Lead Officer for Play Development and Play Sufficiency, Flintshire County Council and his team thanking them for the report, the excellent playscheme provided and what can Mold Town Council do to promote the playschemes for next year.

RESOLVED:

For the Town Clerk to complete the Summer Playscheme 2026 Confirmation form.

95. NATIONAL FOREST FOR WALES

RESOLVED:

Members support the request from Flintshire County Council, Countryside Services in applying for National Forest status for Bailey Hill and **noted** the supporting documents with relevant information.

Members **noted** that there is no cost commitment for Mold Town Council.

96. MOLD TOWN COUNCIL ANNUAL REPORT 2024-25 – DRAFT

Members **noted** the previously circulated report. Comments and updates were provided for the Town Clerk and any other changes to be emailed to the Town Clerk.

RESOLVED:

Town Clerk to make the **agreed** changes. Once changes are made, Town Clerk to go live with the report.

Members thanked the Town Clerk and the Town Council Staff for the excellent work on the Annual Report.

97. POLICY AND AUDIT

RESOLVED:

To **adopt** the below new policies which have been reviewed and agreed by the Policy and Audit Committee.

- (a) Anti-fraud and Corruption Policy
- (b) Appraisal Scheme and Self-Assessment Form
- (c) Bullying and Harassment Policy

- (d) Capability Policy
- (e) Concerns and Complaints Policy and Procedure
- (f) Concerns and Complaints Form
- (g) Compliments Form
- (h) Disciplinary and Grievance Policy and Procedure
- (i) Whistleblowing Policy
- (j) Audio Recording, Filming, Photography and Reporting of Council and Committee Meetings
- (k) Privacy notice
- (l) CCTV Privacy notice

Members thanked the Town Clerk for her continued work compiling the new procedures and ensuring the Town Council is compliant.

98. PERSONNEL COMMITTEE

RESOLVED:

Align Mold Town Council annual leave with Flintshire County Council policy by:

- Incorporating the 2 statutory leave days into overall annual leave entitlement.
- Adjust annual leave to match FCC's scale.
- Consider introducing a formal Christmas/New Year Shutdown for office staff (Office closed: 24th December – Reopens: 2nd January – Full time staff required to use 4 days annual leave).

RESOLVED:

Mold Town Council would like to formally thank Mr Jones, Caretaker, for his 11 years of service and contribution to Mold Town Council.

RESOLVED:

Town Clerk to move forward with the Job Description and Person Specification for the Facilities Officer role.

Members thanked the Town Clerk for a good and detailed Job Description.]

99. NOTIFICATION OF PLANNING DECISIONS

Members **noted** the previously circulated report.

100. ACCOUNTS / PAYMENTS

Members **considered** the schedules previously circulated.

Month 6 – Community Bank account CB1 £47,329.47 (excl. VAT)

Month 6 – Events Bank account £593.83

Month 6 – Prepaid Mastercard £319.12

Month 6 – Mayors Charity Account £0.00

Month 6 – Petty Cash £0.00

Month 6 – Business Money Manager Account £75,000 (internal transfers)

RESOLVED: That the schedules of payments be **approved**.

Meeting ended 19:01

Mayor's signature: Date:

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S
CODE OF CONDUCT**

MOLD TOWN COUNCIL		DATE: 29.10.2025	
MEMBER	ITEM	MINUTE NO. REFERS	
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WORD/MINUTES/MTC/MIN/ LGJ