**MOLD TOWN COUNCIL**

Minutes of the Mold Town Council held at Mold Town Hall, Mold on Wednesday 25th November 2015.

**PRESENT:**

Councillors: Brian Lloyd (Mayor), Anthony Parry, Geoff Collett, Phil Thomas, Haydn Bateman, Gareth Williams, Bob Gaffey, Ray Dodd, Chris Bithell, Robin Guest, Richard Brookes, the Town Manager, the Clerk and Finance Officer and the Support Officer.

Also present: Inspector Jonathan Bowcott from North Wales Police, one member of the press and one member of the public.

**APOLOGIES**: Councillors Andrea Mearns, Carol Heycocks, Bryan Grew, Karen Hodgkinson and Geoff Matthias.

**107. DECLARATIONS OF INTEREST**

There were no declarations of interest expressed.

**Councillor Richard Brookes arrived at 6.10pm**

**108. NORTH WALES POLICE**

The Mayor welcomed Inspector Jonathan Bowcott from North Wales Police. Inspector Bowcott introduced himself to members and gave an update on the

Anti-Social Behaviour (ASB) which had been occurring in the town.

The Town Manager asked Inspector Bowcott for his view on the CCTV within the town, Inspector Bowcott informed members CCTV played a massive part in Police investigations. His opinion was that the more CCTV, the safer people are and it was effective at court hearings as Police do not have to rely on witness accounts if CCTV footage is available.

**Councillor Chris Bithell arrived at 6.20pm**

Councillor Guest asked what the general view was regarding the state of the town, Inspector Bowcott said the focus was on persistent offenders of which there was not many in Mold, less than 5 approximately and there were no other serious issues concerning Mold. Councillor Guest was surprised by the low level of petty crime which was reported via OWL email messages. Inspector Bowcott informed members that across the whole of Flintshire theft has increased but still relatively low in comparison to other areas.

Councillor Bithell informed the Inspector that he used to have regular meetings with the PSCO for his ward who has now left and it would be a good idea to reinstate face to face meetings with the Police to share information on a regular basis, perhaps once every quarter. Inspector Bowcott said he would take this forward and look at reintroducing the meetings.

The Town Manager informed members the Police Crime Commissioner was in Mold on 11th January 2016 and was holding an open meeting at the Daniel Owen Centre if members would like to attend.

The Mayor thanked the Inspector for attending the meeting and sharing information with members.

**Inspector Bowcott left the meeting at 6.40pm.**

**109. MAYORS ANNOUNCEMENTS**

Members noted the previously circulated diary of the Mayor’s recent activities since the last meeting of the town council.

The Mayor expressed his thanks to all who had attended the Remembrance Service. He also thanked everyone involved in the Christmas Light Switch On, which despite the weather had been a wonderful night. The Mayor also spoke briefly about the Your Champions Awards hosted by Scottish Power & Trinity Mirror which he had attended and how it was a very humbling and lovely evening.

**110. MINUTES**

 **Resolved:** It was resolved that:

1. The minutes of the meeting of the Council held on the 21st October 2015 be received and approved.
2. The minutes of the meeting of the Personnel Committee held on the 9th November 2015 be received and approved.
3. The minutes of the meeting of the Cemetery Committee held on the 2nd November 2015 be received and noted.
4. The minutes of the meeting of the Policy & Audit Committee held on the 16th November 2015 be received and approved.

**111. INFORMATION ARISING FROM THE MINUTES**

**Meeting of the Council 21st October 2015**

Minute 87 – Councillor Bithell asked the Town Manager if there was any further update regarding CC Viyella and whether he had spoken to the landlord regarding rentable price on the property. The Town Manager had spoken to the Manager of CC Viyella who was unable to inform him who the new landlord of the property was.

**112. REPORT OF THE TOWN MANAGER**

Members noted the previously circulated report from the Town Manager.

The Town Manager gave a brief update on his report and informed members that he and the Town Clerk had met with Parking Services and expressed the urgency regarding the parking revenue projects, but was still awaiting an update. Heritage lighting had now been approved.

The Town Manager had been pleased with the outcome of the recent Make it Mold marketing incentive, where local cafes offered free tea/coffee and a slice of cake.

Buckley & Mold Lions Prostrate Cancer event at St David’s Church Hall had been very well attended with 11 people identified as “red” which indicates needing treatment.

Small Business Saturday was being promoted in the town on Saturday 5th December and local folk band The Cheesecutters had been booked to perform on the square along with a children’s puppeteer and the Town Manager asked for volunteers to help with the event.

**Resolved:** It was resolved to note the report

**The Town Manager left the meeting at 7.00pm**

**113. POLICY AND AUDIT COMMITTEE RECOMENDATIONS**

Members considered the previously circulated minutes from the Policy & Audit Committee meeting held on the 16th November and the recommendations.

**113.1 Appointment of Internal Auditor.**

The Town Clerk had spoken to a number of other Town Councils who had recommended JDH Business Services. The Policy & Audit committee recommended the full Council appoint JDH Business Services for 2015/16 for end of year auditing and review the contract again in 2016/2017.

Councillor Bithell asked the Town Clerk to follow up on his previous request regarding the accountant was not in Wales but based in England and asked the Town Clerk to speak to the Welsh Audit Office to ask why a company in Wales was not appointed.

**113.2 Welsh Language Scheme.**

The Town Clerk informed members that a number of residents, following the distribution of the Town Plan leaflet had been disappointed that a Welsh version had not been delivered and that the Town Council had not met their obligations under the adopted Welsh Language Scheme of 2007 which included having a bilingual website introduced by 2009.

The Town Clerk informed members that statutory guidance regarding the Welsh Language Measure 2011 was only available to County Councils and that One Voice Wales were awaiting guidance for the Town & Community Council sector on the Measure.

The Town Clerk had made enquiries regarding a bilingual website and the Policy & Audit Committee recommended to approve the introduction of bilingual website and associated costs (estimated to be £3,500) and for the funds to come from the monies held in reserves. The Town Clerk gave members a breakdown of the cost; for the translation of the existing website it would be approximately £2,500 (based on 0.09p per word) and the website provider would be able to implement at a cost of £950 approximately. The implementation of a bilingual website would take a few of months to complete and work would commence in January 2016.

The Town Clerk would make enquires with Menter Iaith regarding a volunteer to maintain the Welsh side of the website.

The Town Clerk informed members that the budget for translation costs would need to be increased for 2016/2017

Councillor Guest suggested the Town Clerk approach other Town Councils to see if costs of employing a translator could be shared.

Councillor Guest asked whether the Welsh Language Scheme of 2007 should be reviewed, whether it was sustainable and what are the consequences if not followed. The Town Clerk informed members the Welsh Language Scheme was a three tiered scheme depending on the amount of Welsh spoken within the community and that the Council had committed to the lowest scheme in 2007 and were not able to review or change until the 2011 Welsh Guidance Measure was updated and available.

All members of Mold Town Council recognized their duty under the 2007 policy and acknowledged their error in not adhering to.

**113.3 – H.R. Policy**

The Policy & Audit Committee recommended the Mayor and former Mayor should carry out a performance appraisal as soon as possible with the Town Clerk and for the Clerk to then carry out appraisals with all remaining staff.

The committee also recommended the Deputy Mayor attend a Chair training course before becoming Mayor.

The committee also recommended training attended by members be kept and where possible, back dated.

Councillor Bithell asked the Town Clerk whether a copy of the training which members, who are also County Councillors, carry out at County Hall could be recorded on training records. The Town Clerk said she would speak to Members Services at County Hall.

**113.4 – Paperless office**

The Policy & Audit Committee asked the Full Council to support their recommendation for members to make use of electronic agenda which is sent by the Clerk and if they need a paper copy to collect from the Town Hall.

Councillor Williams reminded members that the policy regarding paperless agendas had previously been agreed by Full Council and if hard copy was needed, members were to print themselves. Councillor Williams recommended this should be discussed further at the Policy & Audit Committee.

**Resolved:** It was resolved to;

113.1 Approve the recommendation of the Policy & Audit Committee an appoint JDH Business Services for 2015/16 and review for 2016/2017.

113.2 Approve the introduction and associated costs of a bilingual website and for the monies to be taken from reserves as recommended by the Policy & Audit Committee.

113.3 Approve the recommendations of the Policy & Audit Committee regarding staff appraisals, training for the Deputy Mayor and training records.

113.4 It was approved for the Policy & Audit Committee to further discuss the request regarding paperless agendas.

**114. DRAFT PUBLIC SERVIES OMBUDSMAN (WALES) BILL**

Members considered the previously circulated correspondence from the Finance Committee of the National Assembly for Wales, who are consulting on the Draft Public Services Ombudsman (Wales) Bill.

Members approved a sub group from the Policy & Audit Committee have delegated powers to reply on behalf of the Town Council.

**Resolved:** It was resolved to approve the sub group and for them to have delegated power to respond on behalf of the council.

**115. MOLD FLOOD ALLEVIATION SCHEME**

Members considered the previous circulated correspondence received from Sandy Mewies AM providing and update on the proposed scheme following correspondence with Carl Sargeant AM, Minister for Natural Resources, Welsh Government.

The letter from Carl Sargeant informs that Flintshire County Council have been awarded over £1 million from this year’s Welsh Government program.

Councillor Bithell told members no one was able to confirm which schemes would be funded at the moment and was unaware of how much would be awarded to the Mold flood alleviation scheme.

Councillor Guest requested the Town Clerk write to Andrew Farrow, Flintshire Council's Chief Planning Officer for an update.

Councillor Brooks said if the issue with flooding in Cae Bracty escalates this would effect property value. Councillor Bithell expressed concerns regarding flood map and insurance companies having their own flood maps which may cause issues re obtaining insurance. The Town Clerk has previously written to the Insurance Ombudsman regarding the issue.

**Resolved:** It was resolved to note the information and for the Town Clerk to write to Flintshire County Council for an update.

## **116. PLAY AREA COMMUNITY GRANT SCHEME – EQUIPPED PLAY AREAS 2016/17 AND SUMMER PLAY SCHEME PROGRAMME 2016**

Members considered the previous circulated correspondence received from Flintshire County Council providing details on the new equipped play area match funding scheme 2016/17 and advice on the future for Summer Play Schemes.

The Town Clerk advised members where a community asset transfer of a play area is agreed, the local authority proposes to make a “one off” payment of up to £5,000 per play area with a maximum of £10,000 per community per year.

Regarding Play Schemes, Flintshire County Council is currently awaiting confirmation of the level of grant funding it will receive in 2016 from Families First. Mold Town Council currently contribute £1,800 towards the 3 week scheme.

In previous years there have been two Play Scheme areas, one at Bromfield Park and one at Parkfields, Councillor Bithell suggested combining into one Play Scheme for Mold and for the recreational field at Maes Bodlonfa be used.

**Resolved:** It was resolved to note the information.

## **117. CCTV PROVISION IN MOLD**

The Town Clerk has spoken with Cheryl Burrows CCTV Manager Flintshire County Council who confirmed a review of the CCTV in the town has been completed by a contractor with whom she was meeting on 26th November to discuss the review and would provide the council with an update following this meeting.

As requested at the previous meeting, the Town Clerk has made enquiries regarding a mobile CCTV camera and the cost would be in the region of £4,000, or a rental price of around £210 - £350 per month based on a minimum 6 month rental period.

Councillor Guest suggested there should be input from the Police as to how money is spent on CCTV. The Town Clerk advised recommendations from North Wales Police will be part of the review. Councillor Guest suggested once the report has been received, the Town Clerk contact Inspector Bowcott for his feedback.

Councillor Bithell suggested contacting other Town and Community Councils regarding a shared arrangement for a mobile CCTV unit.

Councillor Williams suggested the Council look at purchasing a mobile unit with the aim to hire out to other Councils.

**Resolved:** It was resolved once the review has been received the Clerk would submit to members for further discussion regarding a mobile unit.

**118. NOTIFICIATION OF PLANNING DECISIONS**

**Resolved:** It was resolved to note the report.

**119. MEETINGS ATTENDED**

No information was provided by members

**120. ACCOUNTS / PAYMENTS**

The Council considered the schedule previously circulated and noted that expenditure complied with the statutory powers available to local councils.

**Resolved:** It was resolved that the schedule of payments be approved.

**121. EXCLUSION OF PUBLIC AND PRESS**

**Resolved:** It was resolved to exclude the public and press from the meeting in order to allow discussion on confidential matters.

**The press and member of the public left the meeting**

**122. CHRISTMAS LIGHTING CONTRACT**

Members considered the previously circulated proposal for the erection and maintenance of the Christmas lighting in the town for 2015/16.

Flintshire County Council had recommend two contractors and the Town Clerk had contacted both asking for quotes. Only one of the contractors had replied and due to timescales, the Town Clerk had asked members via email to approve the contractor to carry out the works as the Christmas lights needed to be put up before the meeting of the Town Council on 25th November.

Members expressed their thanks to the contractor who at short notice had carried out an excellent job erecting the Christmas lights and asked the Town Clerk to send a letter of appreciation for the excellent service received especially considering the short notice that had been given.

**Resolved:** It was resolved to approve the contractor for the 2015 Christmas Lights contract and review next year regarding 2016 contract.

**The Meeting ended at 8.05pm**

**SUMMARY OF DECLARATIONS MADE BY MEMBERS**

**IN ACCORDANCE WITH MOLD TOWN COUNCIL’S**

**CODE OF CONDUCT**

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| **MOLD TOWN COUNCIL** | **DATE: 25th November 2015** |

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| **MEMBER** | **ITEM** | **MINUTE NO. REFERS** |
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