**MOLD TOWN COUNCIL**

Minutes of the Meeting of Mold Town Council held at Mold Town Hall, Mold on Wednesday 25th May 2016.

**PRESENT:**

Councillors: Anthony Parry (Mayor), Bob Gaffey, Brian Lloyd, Carol Heycocks, Phil Thomas, Andrea Mearns, Haydn Bateman, Geoff Collett, Geoff Matthias, Richard Brookes and The Clerk and Finance Officer and Support Officer.

**ALSO PRESENT:** Andrew Lightfoot Flintshire County Council Streetscene Area Coordinator, Sheila Powell and Jamie Rasmussen from The Church of Jesus Christ of Latter Day Saints and one member of the press.

**APOLOGIES**: Councillors Ray Dodd, Gareth Williams, Chris Bithell, Robin Guest, Bryan Grew, Karen Hodgkinson and the Town Manager.

**13. DECLARATIONS OF INTEREST**

Councillor Andrea Mearns declared an interest in Agenda Item 18 relating to an update on the Bubblegum Club service provided at Parkfields.

**14. MAYORS ANNOUNCEMENTS**

The Mayor advised members of his recent activities which included attending ex Mold Town Councillor Ken Corbett’s funeral, Chairmanship training delivered by One Voice Wales and meeting with Sharon Owen from Welsh Hearts charity. Councillor Parry confirmed the Welsh Hearts charity has been chosen as the main charity which he will support during his Mayoral term with the aim to raise sufficient funds to install 25 defibrillators around the town.

**15. TOWN BENCH MAINTENANCE ARRANGEMENT**

The Church of Jesus Christ of Latter-day Saints, Ewole, which covers the Mold area have agreed to take on the ongoing maintenance of the town’s public benches and an agreement of understanding has been drawn up between the Church, Mold Town Council and Flintshire County Council. The congregation from the Church will undertake an ongoing day to day management of public benches in Mold, within the capability and capacity of volunteers from the Church.

This alternative approach to service delivery is an interesting development for the town and it is hoped that other groups may follow a similar route of self-help, for the future where service delivery is threatened through County Council cut-backs. Flintshire County Council Streetscene will undertake any repairs beyond the capability of the Church.

Sheila Powell and Jamie Rasmussen from The Church of Jesus Christ of Latter Day Saints, Andrew Lightfoot Streetscene Area Coordinator and The Town Clerk signed the official agreement.

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The Mayor expressed the Town Council’s gratitude to the Church volunteers for donating their time to maintain the benches within the town, of which there are approximately 100.

**Sheila Powell and Jamie Rasmussen left the meeting at 6.15pm**

**16. STREETSCENE AREA COORDINATOR**

The Mayor welcomed Andrew Lightfoot Streetscene Area Coordinator to the meeting. Andrew gave members an update on the ongoing projects which he has been working closely with the Town Manager on:-

a) New directional signage – the signs on the A494 would be put up by the end of next week, after which the new signs and decluttering of old signs would be complete.

b) Gateway signs – currently looking into transport and installation but these would be installed within the next 4-6 weeks.

c) Heritage lighting – new electric junction boxes had been installed in the Daniel Owen Precinct ready for the lights to be installed in the next few weeks.

d) New Street car park – new shrubs were being planted. Regarding new pay machines and the markings for new pedestrian walkway, Andrew was waiting for information from Ruth Cartwright, Flintshire County Council Parking Services Manager, before these can proceed.

e) Visitor information boards – would be 2-3 weeks before delivery of the additional boards.

f) Street cleaning machine – Andrew had not taken this any further due to other commitments, however he had purchased a street vacuum for the town, which could also be used by volunteers to assist with clearing up after events.

g) Footpath improvements – Andrew has had discussions with the contractor regarding slurry seal on pavements and it is estimated 90% of the pavements will be done within budget. The contractor has also confirmed the slurry seal will last approximately 7 years.

Councillor Mearns asked Andrew to ensure the flower beds on New Street car park had an extra depth of soil on top of the weed control membrane. Andrew confirmed an experienced team from Parks Service would be carrying out the works.

Councillor Mearns asked if the bed outside the Town House on the High Street would be planted now it had been cleared. The Town Clerk confirmed she had received an offer of a bush donation from a resident for that specific area and had discussed with Andrew, who needed to confirm who owned this land as it may be privately owned. Andrew confirmed if the land was owned by Flintshire County Council he would look at planting the area to compliment the High Street.

Councillor Mearns also asked for the benches around the trees on the Daniel Owen Square to be regularly cleaned, especially before market days. Andrew confirmed he had revised the cleaning schedule and had requested they are cleaned on Monday, Wednesday and Fridays. Councillor Collett suggested the benches may require special cleaning, due to the wood, and this should be taken into consideration.

Councillor Parry asked Andrew to look into the netting between the Nationwide and Fit & Beautiful U as a lot of time had been spent clearing this area of pigeons and pigeon waste, however it looked like a hole had been cut in the top of the net which was allowing the pigeons back into the area and once again causing considerable mess. Andrew confirmed he would look into this.

Councillor Mearns asked for an update on what happens to the recycling from the black bins in the town. Andrew informed members he believed that the co-mingled collections were taken to an outside company who recycled the items, however he would make enquiries and confirm to members.

Councillor Lloyd asked Andrew to take forward an issue with the tree which over hangs significantly onto the Bovril path, just off the Denbigh Road and for the overhanging branches to be cut back as this was causing issues for some residents in relation to anti social behaviour taking place there and the overhang acting as a ‘den’.

**Andrew Lightfoot left the meeting at 6.30pm**

**17. MINUTES**

 **Resolved:** It was resolved that:

a) The minutes of the meeting of the Council held on held on 27th April 2016 be received and approved;

b) The minutes of the meeting of the Special Meeting of the Council held on 20th April 2016 be received and approved;

c) The minutes of the meeting of the Policy & Audit Committee held on 23rd May 2016 be received and approved;

d) The minutes of the meeting of the Planning Committee held on 25th April 2016 be received and noted;

**18. INFORMATION ARISING FROM THE MINUTES**

18.1 Minute 189– Councillor Andrea Mearns asked if anything had been taken forward with Cadwyn Clwyd regarding Leader funding. The Town Clerk confirmed she would contact Cadwyn Clwyd to obtain an update.

**19. REPORT OF THE TOWN CENTRE MANAGER**

Members noted the previously circulated report from the Town Manager.

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

**20. POLICY AND AUDIT COMMITTEE**

The Council considered the report and recommendations from the meeting of the Policy and Audit Committee held on 19th May 2016 relating to the report of the appointment of Internal Auditor, the Annual Return and intermediate audit 2015/16.

The annual return is supplemented by additional questions in the Annual Governance Statement to test the assertions. The complete set of papers, annual return and additional questions form the whole of the information given to BDO LLP for the external audit.

Within the report from the Internal Auditor, an observation was made that the council should review the adequacy of their fidelity cover as the current cover of £250,000 does not cover the maximum projected cash balance of approximately £300,000. The internal auditor also made an observation that the asset register had not been updated to include the purchase of the Christmas lighting.

**Resolved:** It was resolved that:

1. The report of the Internal Auditor be received and approved.
2. The draft annual return and additional questions to test assertions be received and approved and the Mayor to sign.
3. The observations of the Internal Auditor be received and approved.
4. It was approved for the Internal Auditor, JDH Business Services be re appointed for 2016/17

**Councillor Collett left the meeting at 6.50pm**

**21. THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) (WALES) (AMENDMENT) ORDER 2016**

The Council considered the previously circulated information regarding the Model Code of Conduct for Members and Co-opted Members with voting rights. The instrument amends existing subordinate legislation made under Part III if the Local Government Act 2000, consequential upon provisions in the Local Government (Democracy) (Wales) Act 2013. The Act transferred responsibility for maintaining the register of interests of members of community councils from the monitoring officer to the proper officer of each community council with the effect from May 2016. A number of consequential amendments are made to the Model Code to reflect this change.

Members agreed to adopt the amended Conduct and for the information to be published on the town council website and in the press. The Clerk informed members that Flintshire County Council would be issuing a press release which will include the names of the town and community councils who adopt the amended Conduct and therefore a separate press release was not necessary.

**Resolved:** It was resolved to adopt the amended conduct.

**22. ONE VOICE WALES – ANNUAL GENERAL MEETING**

Correspondence had been received from One Voice Wales requesting Motions for the 2016 Annual Conference, which must be received by Friday 1st July 2016. Motions must reflect a national issue or problem and each motion must be accompanied by a short explanatory note (up to 150 words).

It was agreed to defer the discussions until June meeting of full council and the Clerk advised any motions which members would like to put forward for discussion in June are emailed, with accompanying explanatory note to the Clerk to be sent out with the June agenda.

**Resolved:** It was resolved to defer discussion until June meeting and members to submit their motions to the Clerk in time for the June agenda.

**23. TOWN COUNCIL PAY POLICY**

At the One Voice Wales Larger Council’s meeting on 13th April 2016, consideration was given to a policy statement recently released by the Welsh Government which suggested that the publication of an annual pay policy might be relevant to the larger councils in Wales.

Members considered the previously circulated statement provided by One Voice Wales to all larger councils inviting them to consider whether they wish to adopt and publish this statement on websites and this would address the suggestion received from Welsh Government.

Members approved to adopt the pay policy and use the wording as suggested.

**Resolved:** It was resolved to adopt the pay policy.

**Councillor Collett re entered the meeting at 7.00pm**

**24. COMMUNITY TRANSPORT – EXPRESSIONS OF INTEREST**

During the special meeting of the Town Council on 20th April 2016 where Community Transport was considered it was agreed that representatives would attend a workshop to discuss the next steps of the County Council’s proposals to introduce community transport arrangements across the County.

The County Council is asking for expressions of interest from Town and Community Councils who wish to become involved in the proposed pilot schemes, which they intend to roll out during the Summer months. Once the County Council receive an expression of interest, staff from the service will make contact to arrange a ‘drop in’ session within the community too allow potential users, suppliers and volunteers to become engaged in the process.

Flintshire County Council wish to receive confirmation that a community wish to become involved either: -

1) as a member of a sub-regional group providing community transport arrangements within their area.

2) as a potential sub-regional hub or lead community providing community transport arrangements across a wider area, including their own.

Expression of interests are required by Friday 3rd June 2016

Councillor Mearns, who attended the initial workshop, said it was essential for Mold Town Council to express an interest in becoming a sub-regional hub /lead community as we needed to ensure people from outside of Mold are able to travel into the town to access the services and businesses.

Members moved for the Town Clerk to submit an expression of interest for Mold Town Council to become involved as a potential sub-regional hub or lead community providing community transport arrangements across a wider area, including their own.

**Resolved:** It was resolved submit an expression of interest for Mold Town Council to become involved as a potential sub-regional hub or lead community providing community transport arrangements across a wider area, including their own.

**25. NOTIFICATION OF PLANNING DECISIONS**

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

**26. MEETINGS ATTENDED**

No information was provided by members

**27. 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.

**28. EXCLUSION OF PUBLIC AND PRESS**

**Press left at 7.10pm**

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

## **29. PARKFIELDS – BUBBLEGUM CLUB**

Members considered the previously circulated report from the Parkfields Management Committee following the meeting with Councillors Parry, Gaffey and Lloyd representing Mold Town Council and Councillor Mearns and Mervyn Phillips representing Parkfields Management Committee to discuss the Bubblegum Club.

During the meeting Parkfields Management Committee agreed to provide a quarterly written report to Mold Town Council with a progress update on the Bubblegum club and the service level provided.

Councillor Mearns informed members at the first session of the Bubblegum Club with the new providers, 31 children had brought in registration forms.

Following discussion and recommendations from members who attended the meeting, it was resolved that funding would be released by the Town Council in quarterly instalments following a satisfactory report being received from Parkfields Management Committee.

Members agreed, based on the initial report received that the first quarterly payment could be released and the Town Clerk was requested to arrange the payment.

**Resolved:** It was resolved funding would be release by the Town Council in quarterly instalments following a satisfactory report being received from Parkfields Management Committee and members agreed, based on the initial

**The Meeting ended at 7.30pm**

**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 May 2016** |

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| **MEMBER** | **ITEM** | **MINUTE NO. REFERS** |
| Cllr. Andrea Mearns  | Agenda item 18 – Bubblegum Club - Parkfields | 29 |

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