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DENBIGH TOWN COUNCIL
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Clerc y Dref Jenny Barlow Town Clerk

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15th January 2018.

To all Members of Denbigh Town Council.

Dear Councillor,

Agenda Council Meeting

Please note that the next meeting of the Council will be held on **Monday 22nd January 2018 at 6.30pm at the Town Hall, Denbigh.** You are summons to attend the meeting and I sincerely hope you will be able to attend.

Yours sincerely,

Jenny Barlow
Town Clerk

AGENDA

- 1. Apologies for absence.**
- 1a. Sergeant Neil Stringfellow – North Wales Police.**
- 2. Urgent Matters – None.**
- 3. Declaration of Personal Interest -** Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting.
- 4. To confirm Minutes of the Full Council Meeting held on Monday 18th December 2017.**
- 5. To confirm Minutes of the Special Council Meeting held on Thursday 11th January 2018.**
- 6. Matters Arising.**

7. **Mayor's Report and feedback** - including official visit to Biebertal for the inauguration of the newly appointed Mayor February 2018.

8. **Letters, E-mails and Notices:**
To consider any correspondence received.

a) Email from Nathan Jones, Cynnig requesting a representative from Denbigh Town Council be on the Activities Committee. Also they are applying for National Lottery funding in the near future and it would benefit them to have a letter of support from Denbigh Town Council.

b) Email – future Generations Commissioner: Policy Priorities and Future Plans.

c) Update from Rachel Thomas, DCC, on Universal Credit. The DWP have amended the start date for Denbighshire from February to April 2018.

d) Email from Barclays Bank – Denbigh Branch closing 27.04.18.

e) Letter from Ann Jones AM – A55 working group meeting 19th January 2018.

f) Notification received – Denbighshire Local Development Plan 2006 – 2021 Review report and delivery agreement for the replacement Local Development Plan.

9. **Planning: To consider the following applications received for planning permission. Please ensure that you have viewed the below applications, online or in the town clerk's office, prior to attending the meeting.**

http://planning.denbighshire.gov.uk/Planning/lg/plansearch.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&Param=lg.Planning

a) None

10. **To receive and consider any council sub committees minutes / reports.**

a) None

b) Any other report

11. **Reports by County Councillors on matters appertaining ONLY to Denbigh.**
No matters received that require a decision.

12. **Accounts:**

1. To consider payments of any accounts received:

a) Catalyst, December backup	-	£16.80
b) Photostatic, photocopy charge 28/11/17 – 31/12/17	-	£28.02
c) Zen internet 04/02/18 – 03/03/18	-	£18.37
d) Cambrian Woodland Services – Tree works Dr EP garden as per quote	-	£330.00
e) Cambrian Woodland Services – Christmas trees as per quote	-	£1,412.40

2. Any other financial matters – Internal Audit.

Ready for the external auditor, our internal auditor needs to produce the following information – Letter of engagement and an audit plan/letter of independence. An engagement letter has been received and requires the Mayor, Cllr Roy Tickle to authorise.

13. **Data protection act and General data Protection Regulations – update inc quote.**

- 14. Policies – updates.** (Several policies require updating and acceptance by Town Councillors prior to the new financial year – this is a requirement by the Auditor. These will be added to the agenda between January & March).
 - a) Reserve Policy – new
 - b) Financial Regulations - new
- 15. Denbigh Skate Park** – following on from the budget meeting, this item has been requested as an agenda item.
- 16. Internal correspondence – November Full Council meeting.** (Cllr Dyfrig Berry discussed creating a small group to look into enabling everything to be received bilingually. The working group would then bring suggestions to full council for a decision. This was discussed by the councillors, agreed in principle and will be added to the January agenda for discussions in February.)
- 17. Appointment of new admin employee.**
 - a) Employment committee.
 - b) Job description/specification.
 - c) Advertising.
 - d) Computer provision.