

**Minutes of a meeting of Denbigh Town Council held on Monday 18<sup>th</sup> December 2017 at 7pm at the Town Hall, Denbigh.**

**Present:** Councillors Roy Tickle (Chairman), Catherine Jones (Deputy Chairman), Colin L Hughes, Marilyn Jones, Alyn Ashworth, Gaynor Wood-Tickle, Rob Parkes, Dyfrig Berry, Glenn Swingler, Rhys Thomas & Guto Lloyd-Davies; and Jenny Barlow (Town Clerk).

**Apologies:** Cllrs Gaynor Morgan Rees, Gwawr Cordiner & Philip Stevens.

The chairman welcomed all to the December full council meeting.

**138. Urgent Matters: None**

Cllr Guto Lloyd-Davies arrived at 7.05pm

**139. Declaration of Personal Interest: None**

**140. The Minutes of the Full Council Meeting held on Monday 27<sup>th</sup> November 2017 were agreed and noted.**

**141. The Minutes of the Special Council Meeting held on Wednesday 6<sup>th</sup> December 2017 were agreed and noted.**

**142. Matters arising – None**

**143. Mayor's Report:** A copy of the Mayors appointments were circulated and noted. Cllr Roy Tickle advised that he had receive a letter sending good wished from Biebertal and reminded the councillors that there is a carol service on Wednesday at St Marys, 7pm.

**144. Letters, E-mails and Notices:** It was agreed that the following items of correspondence to be noted and actioned accordingly:

- a) Email from Clwyd Wynne requesting a representative to join a subcommittee of the Denbigh Community Radio. Cllrs Colin Hughes & Glenn Swingler volunteered to join the group.
- b) Email from Neil Stringfellow – Crime updates since 01.10.17. The details will be discussed at the January meeting when Neil will be the guest speaker.
- c) Email from Ann Jones' assistant regarding Brown A55 sign.
- d) Email from Mike Jones traffic at DCC regarding Brown A55 sign.  
Cllr Glenn Swingler added that the County Council were currently looking at the actual costings for the signs.
- e) Email from Rachel Thomas at DCC regarding universal credit update was noted, no additional information was requested.
- f) Draft Supplementary Planning Guidance – Clwydian Range and the Dee Valley area of AONB – consultation document was noted.  
[www.denbighshire.gov.uk/en/your-council/consultations/draft-supplementary-planning-guidance-note-for-the-aonb.pdf](http://www.denbighshire.gov.uk/en/your-council/consultations/draft-supplementary-planning-guidance-note-for-the-aonb.pdf)
- g) Joint Letter from the Police & Crime commissioner and chief constable.  
Email circulated with details 11.12.17.
- h) Denbighshire Housing newsletter – copy available from the town clerk.  
Cllr Glenn Swingler also advised that Council vans will in future be clearly marked with the actual trade.

i) Email received from Cllr Gwyneth Kensler with an update on the museum car park was noted as well as a copy of the car park risk assessment. No additional information was required by the town councillors.

Cllr Rhys Thomas advised that the Middle Lane development company will be using part of the museum car park to hold porta cabins in addition to use some of the rooms there. This will add much needed income to the museum.

**145. Planning:** None

**146. Minutes / Reports of council sub committees.** The following were noted.

(a) Wireless in Wales 29.09.17.

**147. Reports by County Councillors on Matters Appertaining only to Denbigh:**

**Cllr Rhys Thomas** - confirmed that the Cae Topyn development had been approved. A second outline planning application for the field between Old Ruthin Road and Ruthin Road is being look at in January.

Also – Denbigh infirmary. The building is currently being reviewed as the upper floor above the kitchen is deemed dangerous. The Betsi Cadwaladr trust are currently investigating and are looking at alternative uses for the floor, eg day patients instead of a ward.

**Cllr Glenn Swingler** – Universal Credits – Private landlords are pulling away from tenants on universal credits as payments will now be made to the tenant and not the landlord directly. This will have an impact on other housing providers and the homeless.

**148. Accounts:**

**(1) Payments.**

a) Catalyst, November backup (Chq no 006339)	-	£16.44
b) CITS, Archive computer, Quote already confirmed. (Chq no 006340)	-	£658.80
c) Dwr Cymru, Dr Evan pierce Garden 01/06/17 – 27/11/17 Chq no 006341)	-	£82.95

**(2) Any other financial matters – None**

**149. January scheduled meetings – Special Budget meeting 11.01.18.**

The Town Clerk advised that a presentation will be made on the evening with a question and answer session thereafter.

**150. Heritage Lectures – Chair required for each.**

The Town Clerk advised that there were 4 session still requiring a chair. Cllr Catherine Jones volunteered for 2 with Cllrs Roy Tickle and Rob Parkes volunteering for an additional one each. The Town Clerk thanked all who agreed to take part. The Town Clerk also asked to which local organisations the collection at the lectures should be given too. It was agreed that the money raised would be divided equally between the Denbigh Community Radio and the Urdd Eisteddfod.

**151. Data protection act and General data Protection Regulations.**

The town clerk advised that the new regulations come into force in May 2018. With this in mind the town council need to make sure that they are ready for these important changes

and are adhering to policy. The town clerk recommended that an external computer firm be employed to manage these changes and give advice accordingly. The councillors agreed that the town clerk can contact local IT specialists for costs with a view of updating the councils systems and managing files.

**152. Correspondence by Town Councillors with the General public – protocol.**

The town clerk advised that recently an email had been sent out by a councillor and had been signed off with Town Councillor on the email signature. The Town Clerk advised that the comments made were personal ones and not the opinion of the town council. With this in mind an email signature should not contact Town Councillor unless it clearly states in the email that it is the personal opinion of the councillor and not that of the council. A debate took place where there were several opinions. The Town Clerk was requested to contact Gary Williams, Head of Legal services, Denbighshire County Council for clarification.

The chairman closed the meeting at 7.38 pm.

Signed:.....(chairman)

Date:.....