

Minutes of a Denbigh Town Council meeting held on Wednesday 17th June 2020 at 5.00pm via Zoom. (The meeting started at 5.15 following some technical issues)

Present: Councillors Gaynor Wood-Tickle, Rhys Thomas (Chair), Roy Tickle, Catherine Jones, Gaynor Morgan Rees, Alyn Ashworth, Dyfrig Berry, Glenn Swingler, Philip Stevens, Irene Williams & Sylvia Jennings; Jenny Barlow (Town Clerk); & Carys Jones (Civic and Events Assistant)

Apologies: Councillor Rob Parkes

Councillor Rhys Thomas chaired the meeting due to Councillor Gaynor Wood-Tickle having technical issues.

The chair welcomed all to the June Council Meeting via Zoom

183. Declaration of Personal Interest:

Councillor	Item	Personal or Prejudicial
Catherine Jones	7 (b)	Personal
Gaynor Wood-Tickle	12	Prejudicial
Roy Tickle	12	Prejudicial

184. The minutes of the Full Council meeting held on Wednesday 27th May 2020 were agreed and noted. (Mayor to sign once face to face meetings resume)

185. Matters arising:

- a) Letter sent to Bethan Jones, Central Area Director, Betsi Cadwaladr 14.05.20 regarding beds at the infirmary. No reply received as yet. This was noted
- b) Confirmation received that Denbigh Town council have been successful in gaining a wildlife pack for Denbigh Lower Park. This was noted
- c) Due to the current pandemic, no payment required towards the Walled Towns events this year. This was noted
- d) Item 155, Dog walking area – confirmation of grant £7k. This was noted, the Town Clerk advised she will make contact with Jon Chapman to arrange a visit to look at measurements once restrictions are lifted.
- e) Item 162/3.a – update from Bodfari Environmental. This was noted, also Councillor Catherine Jones has been to the garden and removed some debris.
- f) Item 179/a – update received from Paul Mead, DCC. This was noted
- g) Item 180.1 update received from OVW. This was noted and agreed by the Town Councillors to use Office 365. The Town Clerk and Councillor Dyfrig Berry will discuss the best way to move forward.

186. Coronavirus.

To receive updates from the government, OVW, SLCC, NALC and DCC with regards to their proposed contingency arrangements/update and recommendations. (already circulated if applicable).

No further updates at the moment. Cllr Rhys Thomas advised that DCC had requested further information from Betsi Cadwaladr regarding Denbighshire but nothing received at the moment. A lot of work going on in the Schools at the moment in preparation for 29th June reopening. Cllr Catherine Jones advised that she is on the North Wales Regional partnership board and will report back if there are any updates.

187. Audit.

The Town Clerk confirmed that the internal audit was completed on the 8th of June. 2 issues highlighted which have now been amended.

A copy of the annual report and annual audit was circulated and accepted by the town councillors. The cash book and end of year figures/report was also agreed by the town councillors.

Due to the current lockdown, the cash book cannot be signed. The town clerk will add the names of the attendees at the meeting to the book as confirmation of acceptance.

The annual report will be signed by the Chair prior to sending to the external auditor.

188. Finance

a) Payments: The list of payment made in June was agreed and noted.

1) Jones & Graham, June salary (Chq no 007031)	-	£2422.31
2) Jones & Graham, June HMRC (Chq no 007051)	-	£630.36
3) Jones & Graham, June Clwyd Pension (Chq no 007052)	-	£749.05
4) Cllr D Berry, Duplicate chq 007015 (Chq no 007064)	-	£120.00
5) J Barlow, Audit Travel (Chq no 007065)	-	£41.40
6) Dŵr Cymru, Dr EP Garden (Chq no 007066)	-	£10.03
7) Catalyst, June Broadband (Chq no 007067)	-	£38.00
8) Catalyst, May back-up (Chq no 007068)	-	£4.68
9) P Liversidge, April & May grass (Chq no 007069)	-	£330.00
10) J Barlow, Refund - Zoom (Chq no 007070)	-	£14.39
11) ASL, Photocopies 14.05.20-04.06.20 (Chq no 007071)	-	£6.28

Total £4,366.50

2)The below payments were agreed by the town councillors:

a) DCC, final contribution, town hall 2019/2020 (Chq no 007072)	-	£19,000.00
b) JDH, two internal audits and year-end audit 2019/2020 (Chq no 007073)	-	£936.00

3)Catalyst quotation for 12-month encryption agreed by the town councillors.

b) Grant aid – Denbigh Carnival subgroup: Carnival Craft Club, S137 £1,247.00. Chq no 007074.

c) Denbigh Carnival – craft group, thank you notification and S137 feedback was noted.

d) Pension Regulator – confirmation received that the town clerk has completed the re-declaration of compliance document.

189. Planning applications

No objections were raised on the below applications:

01/2020/0405

Erection of agricultural cubicle and storage building.
Ty Newydd Farm, Trefnant, Denbigh.

01/2020/0348

Alterations and extensions to outbuildings to form a holiday let and associated works.
Tan Y Parc, Denbigh.

The town councillors would like it noted that the holiday let cannot be used all year round as a permanent home.

190. Purchasing Christmas Tree lights – This was agreed by the Town Councillors.

191. Butter market – update by Cllr Catherine Jones.

The building will be used as a Community Enterprise. The group are currently having a Business case done and a request was made to view the DTC Town Hall Business Case. This was discussed by the Town Councillors and it was agreed to share the written part as DTC need to be working alongside for future partnerships. Cllr Rhys Thomas thanked Cllr Catherine Jones for attending the meetings and updating the Town Councillors.

192. Website – update of disability accessibility – Cllr Dyfrig Berry gave a further update; he will be sending passwords to the Town Council in due course to have a look and then will come back to full council to agree. Will be ready to go live in time for the September deadline. Need to ensure all details remain on the website as the auditor will be looking at it this year.

193. Town Hall asset transfer –update by Tom Booty. The Town clerk discussed the email that was received and the matters that were still outstanding. It was noted that Tom Booty had advised that April 2021 was probably now unrealistic. The Town clerk advised that she was still waiting for the 2020-21 service level agreement. It was discussed if a meeting needed to be arranged via Zoom for the group so that the outstanding issues can be requested again. It was agreed to arrange a meeting for July.

194. Recommendation for a Covid award – letter of support. This was discussed at length by the Town Councillors and it was proposed and agreed that the Town Council will send a letter of support.

The chairman closed the meeting at 6.53pm.

Signed:.....(chairman)

Date:.....