

Minutes of a Denbigh Town Council meeting held on Wednesday 27th May 2020 at 5.00pm via Zoom. (The meeting started at 5.15 following some technical issues)

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

Apologies: None

The chair welcomed all to the second May Council Meeting via Zoom

174. Declaration of Personal Interest:

Councillor	Item	Personal or Prejudicial
Gaynor Wood-Tickle	10	Prejudicial
Roy Tickle	10	Prejudicial

175. The minutes of the Full Council meeting held on Wednesday 13th May 2020 were agreed and noted. (Mayor to sign once face to face meetings resume)

176. Coronavirus.

- a) Page and item numbering recorded in minutes: The Town Clerk advised that these will continue until the annual meeting takes place.
- b) Declaration of interest – a signed form needs to be completed or an email sent to the clerk confirming declaration. The Town Councillors agreed to send an email to the Town clerk before a meeting if they have a declaration to make. If a Councillor has no email facility a pink form will be sent.
- c) Recording absence at a meeting: not recorded if unable to attend due to lack of equipment. Recorded if unable to attend due to another reason. This will also be continued until the annual meeting is held. This was noted.

177. Audit.

The Town Clerk advised that she is unable to submit the annual audit until DCC provide the relevant figures (discussed further in Item 10 Town Hall asset transfer)
The Internal audit is due to take place on 9th June, the Town clerk has not yet received confirmation where this will take place.

178. Finance

a) Update re Scribe.
The Town clerk has circulated documents regarding the first month figures. There is currently a discrepancy on the reconciliation due to some payment not going through yet from the previous financial year. The town clerk will get more reports ready for next month so that the Town councillors can decide what they want to see in the future on a monthly basis.

b) May payments. The following were noted.

1) Jones & Graham, May salary - £2422.31

(Chq no 007027)		
2) Jones & Graham, May HMRC	-	£630.36
(Chq no 007049)		
3) Jones & Graham, May Clwyd Pension	-	£749.05
(Chq no 007050)		
4) Catalyst, April Backup	-	£4.74
(Chq no 007058)		
5) Catalyst, April phone	-	£29.98
(Chq no 007059)		
6) Delwedd, Archive web host	-	£119.40
(Chq no 007060)		
7) Safety Focus Ltd, 1 st payment	-	£400.00
(Chq no 007061)		
c) May payments agreed and noted,		
1) ASL, April photocopying	-	£4.02
(Chq no 007062)		
2) Catalyst, May broadband	-	£38.00
(Chq no 007063)		

179. Planning applications

a) 01/2020/0315

Former North Wales Hospital, Denbigh.

Conversion, restoration, part demolition and adaptation of main range listed buildings to residential use (34 dwellings); demolition of Nurses Home, Mortuary, Isolation ward, Aled ward and former gasworks buildings; and development of land within the hospital grounds for mixed use as enabling development, including up to 300 no. residential units and in the region of 1114 square metres of business units (comprising a mix of A1, A2, A3, B1, C1, C2, C3, D1 and D2 uses); siting of the Denbigh Cricket Club; and construction of access, drainage and associated works.

b) 01/2020/0316

Former North Wales Hospital, Denbigh.

Demolition of Nurses Home, Mortuary, Isolation ward, Aled ward and former gasworks buildings, and part demolition of buildings to the rear of the main range buildings (Listed Building application)

The town councillors are very pleased that the works are being completed by Jones Brothers of Ruthin to a high standard. The Former North Wales Hospital Site will be vastly improved to provide homes to many over the next 10 years as well as using local trades people to complete the works.

Concerns were raised on the following points.

- 1) The site is not within the LDP and the properties due to be built will be in addition to the LDP provision.
- 2) No provision made for affordable or social housing.
- 3) Current infrastructure in Denbigh – the town councillors felt strongly that discussions should be made between the contractor, DCC and the local health board to ensure that the roads in Denbigh, School provision, Doctor provision and Dentists are addressed before any major works start. The infirmary also needs to remain open with the reduced beds provision re opened.

4) Architecture – there is a fixture above the entrance to the nurse’s quarters that should either be removed and reused or given to the Denbigh Museum group.

The town councillors are requesting an independent traffic report to address the traffic issues in the whole of Denbigh.

Also, requesting a site visit at the earliest convenience. 6 town councillors to attend.

The town councillors would very much like an update on the above as well as confirmation of when a site visit (using social distancing) will take place.

The town clerk will send the above to the planning department.

Councillor Catherine Jones joined the meeting at 5.52pm.

Councillor Rob Parkes left the meeting at 6.00pm

180. Paperless Agenda

Councillor Dyfrig Berry gave an update regarding ensuring the package chosen is GDPR compliant. There are a few options available –

- 1) Contact OVW to see if they have any further information
- 2) Pay for the 365-business version which is approx. £3.80 per month
- 3) Look for another company that provides the service for free – Cllr Berry has done this but not found one that is GDPR compliant as yet.
- 4) Continue with the office online as planned but not sure if GDPR compliant.

The Town Clerk advised that she had spoken to other Town and Community councils who confirmed they use 365 but unsure if this is the free or paid version. The Town Clerk will make contact with OVW for further information.

181. Website

Councillor Dyfrig Berry advised the work is going ahead, should be online in a few days and ready to publish at the end of June. Cllr Berry asked if the Town Councillors could look at the website and provide suggestions regarding the text. It was decided that the documents, policies etc needed to remain the same as they are legal documents. There will be an accessibility statement and this could include a note if anyone needed assistance with these documents to contact the Town Council. The horizontal menu also needs fewer items. Cllr Berry will send the link to all town councillors to have a look and feedback.

Councillor Gaynor Wood Tickle asked Councillor Rhys Thomas to Chair the meeting from this point as she has declared an interest.

Councillor Roy Tickle left the meeting at 6.10pm

182. Town Hall Asset Transfer

The Town Clerk advised that the new service level agreement had not been confirmed due to lockdown. On 30th March the Finance officer confirmed the payment was £23k not £19k however the town clerk queried this and some figures had been wrongly directed therefore this had now been rectified. The Town Clerk will make contact with DCC to clarify the figures for future years and to confirm what the deficit will be as no bookings at present.

Councillor Gaynor Wood-Tickle left the meeting at 6.20pm.

No correspondence has been received from Tom Booty since 26th February and the meetings planned after this date had been cancelled due to lockdown. The Town Councillor’s agreed for the Town clerk to make contact again. It was also noted that there

was currently no need to update the Business plan. The Town Councillors requested that there was an option to defer due to the current situation, the Town Clerk will request this and update accordingly.

It was decided to hold the next meeting via zoom on Wednesday 17th June 2020.

The chairman closed the meeting at 6.30 pm.

Signed:.....(chairman)

Date:.....