

**Minutes of a Denbigh Town Council meeting held on Wednesday, 26 May 2021 at 6.30pm via Zoom. (Meeting started at 6.32pm to allow all to join)**

**Present:** Councillors Rhys Thomas (Chair), Catherine Jones, Gaynor Wood-Tickle, Roy Tickle, Rob Parkes, Philip Stevens, Dyfrig Berry, Alyn Ashworth, Lara Pritchard, Sylvia Jennings, Carla Hargraves, Ruth Griffiths & Robert Griffiths; Jenny Barlow (Town Clerk); & Carys Jones (Civic and Events Assistant)

**Apologies:** Cllr Gaynor Morgan Rees

**Observing:** None

**The chair welcomed all to the May meeting, welcomed Councillor Robert Griffiths and congratulated him on the election and said a farewell to Carys as this will be her last meeting.**

**12 Declaration of Personal Interest: None**

**13 Confirmation of minutes**

Item 77 updated. The minutes of the Council meeting held on Wednesday, 28th April 2021 were agreed and noted. (Mayor to sign once face to face meetings resume)

**14 Confirmation of minutes**

The minutes of the Annual Council meeting held on Friday, 7<sup>th</sup> May 2021 were agreed and noted. Cllr Gaynor Wood-Tickle requested an extension of time for last year's chosen charities to accommodate a fund-raising event beginning of June. This was agreed by Cllr Rhys Thomas. (Mayor to sign once face to face meetings resume)

**15 Matters arising:**

**15.1** Item 32 – Dog walking area update – DCC have advised there is a new format to adhere to for projects and the Town Clerk will begin the process. The commuted sums will be retained until October so needs to be actioned. We will need to do some community engagement; this will be discussed at a later meeting.

**15.2** Item 72.5 – Update by Cllr Alyn Ashworth re tourism post Covid – Deferred until June meeting.

**15.3** Item 72.8 – Cllr Dyfrig Berry re Website – The Town Councillors voted and agreed to follow protocol and the advice and guidance given by the County Council and Once Voice Wales.

**15.4** Item 73.8 – Internal Audit update. (June 2021) 6-month Internal Audit has been circulated and all the relevant actions will be completed shortly - 2 new documents are being produced. The Town Clerk advised the End of Year Audit will be handed in 03.06.21.

**16 Correspondence received:**

**16.1** Electoral Reform Newsletter April 2021- This was noted.

**16.2** Letter received from A Bowcott regarding the Flecsi Bus Service in Denbigh – This was discussed and the Town Clerk advised that she had spoken to Peter Daniels from DCC who advised that Transport for Wales are looking at improvements to include being able to book the return journey at the first phone call. The Town Councillors asked that the Town Clerk request to be kept updated. The Town Councillors also requested that the telephone number used to book the service should be free for all users.

**16.3** World Refill Day – Refill Hero - This was noted.

**16.4** Section 47 – meetings – Once face to face meetings resume, they will need to be available via electronic means in addition to face to face – accessibility to all. The Town Clerk will look into this in more detail and feedback at the next meeting along with any cost implications.

**16.5** NHS & Social Care Frontline Workers Day 05.07.2021 – The Town Clerk will liaise with St Mary’s Church regarding this, will order a flag and a note will be put on the website.

Cllr Alyn Ashworth left the meeting at 7.25pm following IT issues.

**16.6** Letter from Denbigh Harriers – This was discussed and noted, the Town Clerk will send a reply advising that the Councillors understand they are currently negotiating an annual fee.

**16.7** Tempo Time Credits - This was noted.

**16.8** Email from Sue Muse regarding the Visit Denbigh Website – The Town Clerk will send a further email to the Business Group for an update regarding the future payment and maintenance of the website as well as keep Sue updated.

## **17 Finance**

**17.1 Finance reports** – No reports issued due to End of Year; these will be issued next month.

**17.2 Payments made in April** – The following were agreed and noted.

Jones & Graham – April Salary (Chq no 007362)	£2556.74
Jones & Graham – April HMRC (Chq no 007363)	£688.14
Jones & Graham – April Pension (Chq no 007364)	£793.50
D Cawthray – Safe battery (Chq no 007366)	£65.00
J Barlow, refund re batteries (Chq no 007367)	£16.49
ASL – photocopies March (Chq no 007368)	£13.54
J Barlow, refund Zoom April (Chq no 007369)	£14.39
Catalyst, April Broadband (Chq no 007370)	£38.00
P Liversidge, cleaning at Dr EP Garden (Chq no 007371)	£55.00
Catalyst, annual maintenance 2021/2022 (Chq no 007372)	£420.00
Grenke, photocopier lease April – June (Chq no 007373)	£189.86
OVW, training R Griffiths (Chq no 007374)	£30.00
MAC3, email hosting 2021/22 (Chq no 007375)	£36.00
EON, CCTV Vaults annual payment (Chq no 007376)	£91.54
Catalyst, March backup (Chq no 007377)	£5.08

Jones & Graham, salary admin Jan – March (Chq no 007378)	£87.60
Catalyst, March telephony (Chq no 007379)	£58.78
<b>Total</b>	<b>£5159.66</b>

**17.3 List of receipts in April** – The following were agreed and noted.

29.04.2021 DCC first precept receipt	£76,648.00
30.04.2021 Credit Interest	£1.45
<b>Total</b>	<b>£76,649.45</b>

**17.4 Grant Aid.** The following were discussed and agreed as follows

- 17.4.1 Mencap, S137, £200.00  
(Chq no 007399)
- 17.4.2 Hope House, S137 £2,000.00  
(Chq no 007400)

Cllr Lara Pritchard left the meeting at 7.46pm.

**17.5 S137 report after 6 months** – The following were noted.

- 17.5.1 Denbigh Events Group
- 17.5.2 Denbigh Museum Group

**17.6 Confirmation of payment received** – The following were noted.

- 17.6.1 Denbigh in Bloom Group
- 17.6.2 Denbigh Cricket Club

**18 Planning:**

- 18.1 01/2021/0326  
Cilgoed, St David's Lane, Denbigh  
Loping of Maple tree in Denbigh Conservation area.

The town councillors would like it noted that they are unhappy with the severity of the reduction.

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- 18.2 01/2021/0445  
Tŷ Glyndwr, 108bVale Street, Denbigh  
Erection of detached ancillary garden room and associated works.
- No Objections
- .....

- 18.3 01/2021/044  
The Courts, Park Street, Denbigh  
Removal of 2 conifers within Denbigh Conservation Area.

The Town councillors would like it noted that they are unhappy with the request to fell the two healthy trees.

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The Town councillors asked the Town Clerk to contact the Planning Department at DCC - They are very concerned with the volume of trees being reduced or removed in Denbigh's conservation area. The Town Clerk will contact regarding the current process.

**19 Remuneration** – Mayor/Deputy Mayor Allowance 2021/22 & £500 allowance.  
It was resolved that the Mayors allowance was set at £1,300 & Deputy Mayor's allowance at £300.00. The decision was made for the amounts to be Pro-rata due to the current situation and the amounts will be discussed at a later meeting.

Cllr Berry was nominated to receive the allowance of £500.00 for the work that he has done and continues to do on the website and IT. No other nominations.

**20 Fireworks** – The Town Clerk advised that Emma from Uproar was happy to wait until 1<sup>st</sup> September for a decision however this will be discussed at the July meeting so that a decision can be made. Dave Phillips from Safety Focus had advised that any events would potentially require tickets and track and trace.

**21 Mayor's update** – The Mayor advised that he had attempted to join the Rhyl AGM however had IT issues on the evening. No other events.

**22 Reports by County Councillors appertaining ONLY to Denbigh – None**

Cllr Carla Hargraves left the meeting at 8.44pm.

**23 Appointments on Groups and Associations** - The list was amended and the town clerk requested to contact the relevant group with the updated details. Details will be displayed on the website.

**24 Membership of Committees** - The list was amended. Details will be displayed on the website.

**25 Insurance update – Safe** – The Town Clerk is in the process of looking for a new safe and will liaise with Zurich and feedback at the June meeting.

**26 HM Stanley** – feedback from the working group re questionnaire and proposed consultation date – The Group are planning on holding a 3 day Public Consultation 29-31<sup>st</sup> July. Questionnaires have been prepared and will be distributed at certain locations (TBC) Posters will be made to advise the General Public of all the options available. Cllr Catherine Jones asked if there were any Town Councillors who would like to join the group, Cllr Gaynor Wood-Tickle volunteered and the Town Councillors agreed.

Cllr Pip Stevens requested that the General Public were made aware of the cost implications of moving the statue.

**27 Dr EP Garden** – Fountain's update – The Town Clerk has a meeting planned with Welsh Water, Civil Engineer, Electrician and DCC in the coming weeks and will feedback at the June meeting.

The chairman closed the meeting at 9.18pm.

Signed:.....(chairman)

Date:.....