

Minutes of the Denbigh Town Council Full Council Meeting held on Wednesday 22.05.2024, 6.30pm via Hybrid.

Present: Face to Face Councillors; Catherine Jones, Phillip Stevens, Sylvia Jennings, Sioned Garrod; & Jenny Barlow (Town Clerk); Jo Davies (Civic & Events assistant).

Zoom; Councillors Alyn Ashworth, Gaynor Wood-Tickle, Roy Tickle & Lara Pritchard

Observing: County Councillor – Pauline Edwards

The Chair, Cllr Catherine Jones, welcomed all to the May Full Council meeting.

15 Apologies for absence. Councillors Gaynor Morgan-Rees & Jan Tomlinson

16 Declaration of Personal/Prejudicial Interest

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting. **None**

17 Minutes of the Council Meeting held on Wednesday 24th April 2024 were confirmed and accepted.

18 Minutes of Annual Meeting held on Friday 10th May 2024 were confirmed and accepted.

19 Matters arising:

19.1 Update re 30 min free parking – Factory Ward Car Park – Noted (The councillors would like this facility available as soon as possible)

19.2 Email update from James Evans DCC re Placemaking Plan for Denbigh – The Town Councillors were advised of the open session on 10th June 4pm-5pm at the library.

19.3 Update re Planning 01/2024/0108 – Fascia sign – Noted (Details already circulated to the Town Councillors 26th April 2024)

20 Correspondence received.

20.1 Letter received from HMRC re PAYE – Noted

20.2 Road closure notice A525 Trefnant – Noted

20.3 Email from Vale of Clwyd Foodbank – Trustee – No Volunteer came forward to be a Trustee, the Town Clerk to respond accordingly.

20.4 Request from CAD re testimonial/endorsement – The Town Councillors agreed for the Town Clerk to action a testimonial.

20.5 Email from Streetscene re project at Cae Howell – Noted

21 Finance

21.1 Bank reconciliation report – March 2024 – Agreed & Noted. The April reconciliation will be actioned following the completion of the internal audit for 2023-2024 in the next couple of weeks.

21.2 List of payments made in April 2024 - To Follow

21.3 Payments requiring authorisation: the below payments were agreed and noted by the Town Councillors:

21.3.1 Fattorini Ltd (Chq No 008281)	Honorary Burgess & Past Mayor badge	£1308.14
21.3.2 Npower (Chq No 00828)	Christmas Lights 2023	£646.00
21.3.3 Safety Focus Ltd (Chq No 008283)	H&S Provision 1 st PMT	£600.00
21.3.4 Catalyst (Chq No 008284)	Laptop	£740.40

21.4 List of receipts in March & April 2024 – To Follow

21.5 Grant aid authorised by the Town Councillors

21.5.1 Cynnig Events S137 £1000.00
(Chq No 008280)

21.5.2 Denbigh Carnival S137 £3186.95
(Chq No 008278)

21.5.3 Denbigh Midsummer Festival S137 £1000.00
(Chq No 008279)

21.6 Confirmation of chq payments received were noted:

21.6.1 Denbigh In Bloom

21.6.2 Denbigh aged and Disabled

21.6.3 Denbigh & Flint Show

21.7 How grant payments were used – None

21.8 Quotations –

21.8.1 Upoar – 2024 Fireworks – Town Councillors agreed that we stay with Upoar for service – Accepted. The Town Clerk advised that the internal auditor had advised that the Town Council should go to procurement for this service. Upoar have provided excellent service for nearly 20 years. The costs for the display minus the donation by Lockstock and bucket collection brings the costs to under £5000.00 where value for money is required.

21.8.2 Christmas Lights Banners – PR Signs – Town Clerk confirmed costings for 3 banners and declared that PR Signs have agreed to sponsor the third banner and so payment will be for 2 banners – Accepted

21.8.3 Fireworks Cancellation Insurance from Event Insurance - Accepted

21.9 Review Bank Signatories – Signatories agreed as follows:

Councillors; Catherine Jones, Alyn Ashworth, Gaynor Wood-Tickle, Roy Tickle and Jan Tomlinson (Town Clerk to contact Cllr Tomlinson to confirm)

22 Planning. (None) – DCC Planning Portal is currently not in working order

23 Mayor’s update – Reports were noted

24 Other Meetings attended by town councillors -

Councillor Catherine Jones advised that she had attended a Governors meeting at Ysgol Y Parc.

25 Co-options – The below were agreed by the Town Councillors:

Simon Harding – Central

Robert Davies – Lower

Matthew Jones – Upper

Pauline Edwards – Upper

The Town Council now have a full complement of Town Councillors (15).

Councillor Lara Pritchard joined the meeting at 19.03

26 Public Toilets – DCC consultation with Town Council (information circulated via email 15.05.2024) Town Councillors agreed that the scrutiny group will look at the information received and feedback at the next meeting on 19th June 2024. Town Clerk to advise DCC of this.

Councillor Pauline Edwards left the Meeting at 19.11

27 *Honorary Burgess Award – The Town Councillors agreed on a nomination

***Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) a motion was proposed and put forward to exclude members of the public during discussion of this agenda item, this was accepted and agreed by all councillors.**

The Chair closed the meeting at **19.14**

Signed:.....

Date:.....