

Minutes of the Denbigh Town Council Full Council Meeting held on Monday 27 April 2026

Present: Face to Face Councillor's: Ruth Griffiths, Roy Tickle, Gaynor Wood-Tickle, Philip Stevens, Gaynor Morgan Rees, Sioned Garrod, Jo Davies (Town Clerk and Responsible Finance Officer) Zoe Wynne (Civic, Events & Admin Assistant) Carys Jones (Interim Admin Support)

Zoom: Councillor Pauline Edwards,

Members of the Public: Alyn Ashworth

The Chair, Cllr Ruth Griffiths, welcomed all to the April Full Council Meeting and stated -

“There is no planned fire alarm and so if at any point the fire alarm does go off, please remember to leave the chamber in a calm manner via the stairs and meet by the angel. There is an attendance register in the chambers, please sign in. This is of utmost importance and is part of our standing orders. Whilst we may not always agree with each other's comments, please do not interrupt speakers and be respectful of their views. Please treat each other with dignity and respect at all times”.

If any Councillors have completed the declaration of interest form for this current meeting, we would ask those Cllrs to please exit the Chambers whilst that particular item is discussed – as per “Code of Conduct Training”

Let's have a great meeting and feel free to get up or pour a drink etc. throughout the Meeting.

166 Apologies for absence: Councillor's Matthew Jones, Robert Davies and Sylvia Jennings

167 Declaration of Personal/Prejudicial Interest

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting:

Name	Item	Personal/Prejudicial
Roy Tickle	6.7.2	Personal
Gaynor Wood-Tickle	6.7.2	Personal

168 Confirmation of Minutes

168.1 Full Council 23.03.2026 – Agreed and Accepted

169 Urgent business under Section 100B (4) of the Local Government Act 1972: Noted

Section 100B (4) of the Local Government Act 1972 allows for the consideration of urgent business at meetings of a council or its committees. This can happen when the meeting's chair believes the item is urgent due to special circumstances. The reason for the urgency must be recorded in the meeting's minutes. –

169.1 Valuation & Insurance Update

Jo gave an overview regarding the current valuation and that the Insurance needed to be reviewed before the renewal date of 2205.26. Currently waiting for a renewal price from Zurich. **Noted**

169.2 Councillor files

Jo has updated folders for each Councillor, these will be handed out, some documents require signing and returning to Jo. **Noted**

169.4 Policies for ratification:

169.4.1 Data Protection Policy – **Agreed and Accepted**

169.4.2 Environment Wales Act Section 6 (Duties) – **Agreed and Accepted**

169.4.3 Grant Aid Policy – It was agreed and accepted based on the following amendment – Instead of Plastic free it will now say ‘Environmentally friendly as much as possible’ also No cap or percentage that can be applied for – **Ensure the policy states** “The awarding of grant aid is entirely at the **Council’s discretion**, and submission of an application does not guarantee funding”

169.4.4 Training & Development Policy/Plan – **Agreed and Accepted**

Cllr RG thanked Jo for all her hard work in updating the Polices.

170 Matters Arising:

170.1 Community Award – Cllr RT Proposed Lawrence from DCC should receive the recognition award. Discussed in detail, Cllr PE proposed a certificate, £200.00 cash and DTC Plaque gifted which all agreed.

170.2 Fingerposts – **Noted and Agreed**

170.3 Tour Guide meeting – Update – **Noted and agreed for Jo to send a letter to DCC**

170.4 Denbigh Twinning Association – Update – **Noted and deferred until Jo finds out more information from Biebental**

170.5 Housekeeping – Admin Office – **Agreed and Accepted**

170.6 Casual Vacancies - **Noted**

Jo also discussed that the next meeting in May to discuss the co-options will be a bank holiday and although Standing orders state that in the event of a bank holiday that the meeting will take place the next day (Tuesday) there is a huge event is on in the Town Hall on that day.

Cllr GMR proposed that Standing orders be stood down in order propose an alternative date for Full Council in May which was seconded and agreed.

It was agreed and accepted that May’s meeting will be held on Monday 18th May 2026

171 Environment & Finance

171.1 **Evan Pierce Garden Updates**

171.1.1 Checklist - **Noted**

171.1.2 DCC Update re: Fouling - DCC are looking into this. – **Noted**

Other updates -

- Redwood tree (awaiting inspection – Peter Spencer)
- Cleaning completed (Paul Liversidge)
- Fountains operational, awaiting to hear from GGS heating about a clean of the fountains, draining and refill ready to switch on for the season.

171.2 Bank Account Update - **Noted**

171.3 Payments made March/April 2026 to date - **Noted**

25.03.2026	008743	Grant Aid	Denbigh Cricket Club	£4000.00
26.03.2026	008745	Hampshire Flag Company	Bunting	£632.88
30.03.2026	BACS	M.R Griffiths	Remuneration 2025-2026	£566.40
30.03.2026	BACS	G Wood-Tickle	Remuneration 2025-2026	£566.40
30.03.2026	BACS	R Tickle	Remuneration 2025-2026	£166.40
30.03.2026	BACS	A M Hine	Remuneration 2025-2026	£208.00
30.03.2026	BACS	P Edwards	Remuneration 2025-2026	£566.40
30.03.2026	BACS	G Morgan-Rees	Remuneration 2025-2026	£104.00
30.03.2026	BACS	K P Stevens	Remuneration 2025-2026	£166.40
30.03.2026	BACS	S E Jennings	Remuneration 2025-2026	£166.40
30.03.2026	BACS	S M Garrod	Remuneration 2025-2026	£166.40
30.03.2026	BACS	L J Pritchard	Remuneration 2025-2026	£166.40
30.03.2026	BACS	M Jones	Remuneration 2025-2026	£166.40
30.03.2026	BACS	R P Davies	Remuneration 2025-2026	£166.40
30.03.2026	008746	Jones & Graham	HMRC Payment for Remuneration payments – FY 2025-2026	£950.95
02.04.2026	008747	Rogers Jones & Co	Valuation of contents for insurance	£336.00

02.04.2026	008748	Mega Electrical	Removal of Xmas Lights	£2100.00
02.04.2026	008749	Denbigh In Bloom	S137	£4000.00
02.04.2026	008750	Citizens Advice Denbigh	S137	£5000.00
02.04.2026	008751	Denbigh Food Bank	S137	£1000.00
02.04.2026	008752	Denbigh British Legion	S137	£700.00
02.04.2026	008753	J Davies	Refund – Giant Promo Cheque	£48.98
07.04.2026	008754	Denbighshire County Council	Town Hall Contribution (April payment)	£9250.00
07.04.2026	008755	MAC3	Email Hosting	£120.00
10.04.2026	008759	Carys Jones	Admin Support	£135.00
10.04.2026	008760	Bodfari Environmental	Grounds Maintenance E.P Gardens	£1018.20
10.04.2026	008761	J Davies	Refund – Tour Guide refreshments	£23.75
13.04.2026	008762	J Davies	Refund – Gift AGM Doris	31.00
16.04.2026	008763	J Davies	Refund – washinf of tour guide uniform	18.00
16.04.2026	008764	PWL B	Loan repayment – Magistrates Court	£6100.80

171.4 Credits Received March 2026 - Noted

Date	Paid From	Description	Ref If Applicable	Amount
05.03.2026	DCC	Refund – Overpayment	15694	£1742.22
31.03.2026	Natwest	Bank Interest		£218.66

171.5 Payments requiring authorisation –

171.5.1 Scribe – Agreed and Accepted

171.6 Quotations

171.6.1 Bodfari Environmental – Agreed and Accepted

171.6.2 Parking Subsidy – Agreed and Accepted

171.6.3 Civic Regalia – Defer until the Burgess Committee have met.

171.7 Grant Aids

171.7.1 Grant Aid Break Down - New Financial Year begins now. - **Noted**

171.7.2 Aged & Disabled Trip – £1850.00 – **Agreed and Accepted**

172 Correspondence received.

172.1 Email from JP DCC – Jo will find out what the Hire fee will be.

172.2 Visit Denbigh Website - **Noted**

172.3 Free Parking Dates 2026-2027 - **Noted**

172.4 Open Doors – **Agreed & Accepted, Volunteers to be discussed nearer the time**

172.5 OVW – Jo encouraged the Town Councillors to look at the courses available. **Noted**

172.6 Screwfix Banners – **Agreed and Noted** as long as the farmer and DCC give authorisation.

173 Planning

173.1 Cais / Application: 01/2026/0144/PF

Lleoliad / Location: Simple Fish & Chips, 31 Rhyl Road, Denbigh, LL16 3DT

Jo to write to Planning and ask what the difference was between the original and the new re-submission

174. Chair's update

Cllr RG attended one of the Heritage Lectures, attended a Chaining Course with Councillor PE which was by OVW and presented 2 cheques, Citizens Advice and the Food Bank.

175. Staffing Committee Update

175.1 Clerks appraisal – Jo had a positive appraisal.

It was noted that Jo currently has a lot of hours of toil, this stems from solely overseeing the lectures this year, Twinning meetings, Tour Guide meetings, project meetings and Full Council. Jo explained that she has been unable to take toil between the hours of 9am-1pm as she is currently training Zoe. When Jo does take toil back (2 hours) between 1pm & 3pm, it increases again because of a future meeting and so it is becoming difficult to manage. **Agreed & accepted**

175.2 CiLCA Training - **Agreed & Accepted** – Jo should also have protected time to complete this in working hours and will email councillors when she will be studying

176. Other Meetings attended by town councillors –

Cllrs Roy Tickle and Gaynor Wood Tickle attended the Twinning Committee meeting as discussed in item 170.4.

Cllr Gaynor Morgan Rees was unable to attend a recent Open Doors meeting but has passed on the update regarding free parking days.

177. Update from County Councillor Pauline Edwards

Reassurance that the issue with B&M Bargains signage is still ongoing. Positive Comments regarding the old Royles Chemist (New Barbers) The old Cinema site is currently being cleared and a site on Beacons Hill is also being cleared. There was due to be an Evening meeting regarding NWH which was cancelled and the question has been asked why.

Standing orders suspended at 20.30 to allow an extra 10 minutes to finish the meeting.

178. Nominations for Mayor/Deputy Mayor for the remainder of the Civic Year 2025-2026

178.1 Nominations for Mayor - remainder of Civic Year 2025-2026

It was proposed by Cllr Pauline Edwards that Cllr Ruth Griffiths be appointed as Mayor for the remaining Mayoral year 2025-2026. This was seconded by Cllr Sioned Garrod and a Town Council vote was unanimous in favour with no counter proposals. Cllr Ruth Griffiths accepted the Proposal.

178.2 Nominations for Deputy Mayor - remainder of Civic Year 2025-2026

It was proposed by Cllr Gaynor Wood Tickle that Cllr Pauline Edwards be appointed as Deputy Mayor for the remaining Mayoral Year 2025-2026. This was seconded by Cllr Sioned Garrod and a Town Council Vote was unanimous in favour with no counter proposals. Cllr Pauline Edwards accepted the Proposal.

Part 2

***179 To confirm Part 2 Minutes of Council Meetings held on:**

***179.1** Full Council 23rd March 2026

***180** Old Magistrates Court

***184** SJ Sabbatical Request

Copy to all town councillors

The Chair closed the meeting at 20.37

Signed.....

Date.....