

Minutes of a meeting of the Environment and Finance Committee held on Monday the 15th February 2016 at 7pm at the Town Hall, Denbigh.

Present: Councillors Colin Hughes (chairman), Roy Tickle (deputy chairman), Raymond Bartley, Brian Davies, Gaynor Wood-Tickle, Catherine Jones, Marilyn Jones and Medwyn Jones (Town Clerk).

Apologies: None.

The chairman welcomed all to the meeting.

1. Declaration of Interest: The following declarations were received:

- (1) Cllr Raymond Bartley - any matters relating to Denbighshire County Council.
- (2) Cllr Raymond Bartley – agenda item B3(2)(6) – grant aid – Coleg Llandrillo Dinbych - personal.
- (3) Cllr Roy Tickle - agenda item B3(2)(1) - grant aid - Denbigh People's Market - personal.
- (4) Cllr Gaynor Wood-Tickle - agenda item B3(2)(1) - grant aid - Denbigh People's Market - personal.

2. The minutes of the Environment and Finance Committee meeting held on the 18th January 2016 were received and approved.

3. Matters arising: Queen's 90th Birthday Beacons 21.4.16. Cllr Roy Tickle asked if DCC was organising any celebration. Cllr Bartley, in reply, stated that he was not aware of any arrangements.

A. Environment.

1. Review of the 2015 arrangements:

- (1) Grass cutting: Agreed that the contractor had done a good job.
- (2) Footpath clearing: Here again a job well done.
- (3) Town Hall Balcony display – Good.
- (5) Denbigh Library planters - Good
- (6) Dr Evan Pierce Memorial Garden: It was generally agreed that the garden had been kept in good order.

2. 2015 Arrangements.

- (1) Grass Cutting. It was agreed that a quotation from the same contractor (DCC) be sought for the coming season.
- (2) Footpath clearing: It was agreed to seek a quotation from the contractor for the coming season.
- (3) Town Hall balcony display. It was agreed to continue with the flower troughs during the coming season and once again to seek a quotation from Greenfingers Garden Centre
- (4) Denbigh Library. It was agreed continue for the coming season and once again to seek a quotation from Greenfingers Garden Centre.
- (5) Dr Evan Pierce Memorial Garden: Sodexo was contracted to the council for ten years and this year would be the 9th. It was agreed to retain the services of Prue Probert as adviser.

A. Finance

1. Accounts: The following accounts were approved for payment:

(1)	Catrin Gilkes – translation service 25.1.16 (Cheque no.005809)	-	£95.00
(2)	DCC – grounds maintenance 2015/2016 (Minute A2 dated 15.6.15 refers) (Cheque no.005810)	-	£1,354.04
(3)	DCC – skate park maintenance 2015/2016 (Cheque no.005811)	-	£5,290.42
(4)	Sandra Williams – translation service 18.1.16 (Cheque no.005812)	-	£103.20
(5)	Cambrian Woodland Services – Christmas trees (Cheque no.005813)	-	£1,345.20
(6)	Cllr Gaynor Morgan Rees – travelling expenses (Aberystwyth) (Cheque no.005814)	-	£73.80
(7)	Viking Payments – replacement cheque for cheque issued 21.12.15 (no.005782) and not received (Cheque no.005815)	-	£51.25
(8)	Denbigh Twinning Association – 2016 membership (Cheque no.005816)	-	£10.00
(9)	DCC – cost of Upper Ward by-election 4.2.16 (Cheque no.005817)	-	£2,722.69
(10)	BT – phone bill (Cheque no.005818)	-	£197.02
(11)	SLCC – town clerk job advert (Cheque no.005819)	-	£108.00
(12)	Catalyst Systems – off site secure data storage (January) (Cheque no.005820)	-	£20.54

Total payments: £11,371.16

2. The financial report for the period 1.4.15 – 31.1.16 was accepted and noted.

3. Grant Aid: 1. The letters and e-mails of thanks received from (1) Theatr Twm o'r Nant, (2) Cynnig, (3) Eisteddfod Genedlaethol Cymru were noted.

2. The following applications for grant aid were considered in detail and decisions on each made as follows:

(1)	Denbigh People's Market	-	£500 (S.137)(Cheque no.005823)
(2)	RainbowBiz Ltd – Marked as withdrawn as not within the council's remit.		
(3)	Denbigh Men's Shed – further deferred for applicant to explore other sources of web development		
(4)	Tenovus	-	£100 (S.137)(Cheque no.005824)
(5)	Dafydd Wyn Jones – application turned down as applicant resided outside of the town council boundary and the council did not have the power to make grants to individuals.		
(6)	Coleg Llandrillo	-	£700 (S.145)(Cheque no.005825)
(7)	Denbigh in Bloom	-	£1,500(S.137)(Cheque no.005826)
(8)	Urdd Gobaith Cymru – 2016 Eisteddfod	-	£150 (S.145) (Cheque no.005827)

- (9) Shihan Shirley Smith – application turned down as the application did not disclose that people from Denbigh were involved and the council was not empowered to make grants to individuals. The applicant to be advised to contact Amy Selby at DCC

Total grant aid payments: £2,950.

4. **Risk Assessment.** The town clerk produced the risk assessment, last amended and approved by the council on the 25th March 2015. It was agreed that no further amendments were required and that the risk assessment be approved.
5. **Annual Investment Strategy 2016/2017.** The meeting considered the draft investment strategy for the forthcoming financial year 2016/2017. It was agreed that that the document be approved.
6. **Balances Policy on balances carried forward as at 31st March 2016.** The meeting considered the draft policy and agreed to the adoption of the balances policy.
7. **Financial Risk Check List.** The meeting considered the financial risk check list produced by the town clerk. It was agreed that the check list be approved.
8. **Council Website.** The town clerk referred to the e-mail received regarding possible additional links. It was agreed to refer the matter to the full council for a decision and for members to look at the suggested links.
9. **Free Parking.** The town clerk referred to the request received earlier that day from the Denbigh Business Group for free parking for the St David's day Festival on the 20th February 2016. Comment was made that the request was late coming in. It was agreed to accede to the request

There being no further business, the meeting closed at 8.07pm.

Signed:(chairman)

Date:.....