

Minutes of the Denbigh Town Council Full Council Meeting held on Monday 23 February 2026

Present: Face to Face Councillor's: Ruth Griffiths, Roy Tickle, Gaynor Wood-Tickle, Gaynor Morgan Rees, Alyn Ashworth, Philip Stevens, Sioned Garrod, Matthew Jones, Sylvia Jennings, Robert Davies, Medwyn Jones (Interim Finance Officer) Jo Davies (Interim Office Manager) Carys Jones (Interim Admin Support)

Zoom: Councillor Pauline Edwards,

Members of the Public:

The Chair, Cllr Ruth Griffiths, welcomed all to the February 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.

138 Apologies for absence: Councillor's Andrew Hine, Jan Tomlinson & Lara Pritchard

139 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	14.1 & 15	Prejudicial
Gaynor Wood-Tickle	14.1 & 15	Prejudicial

140 Confirmation of Minutes

140.1 Budget Meeting 19.01.2026 – Agreed and Accepted

140.2 Full Council 26.01.2026 – Agreed and Accepted

141 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. –

141.1 NALC Update –

Following agreement at January Full Council, Jo contacted NALC to enquire about membership. NALC have since responded to advise that they are unable to assist us unless we are members of One Voice Wales. It would therefore appear that One Voice Wales are the preferred advisory body for Town and Community Councils in Wales. **Agreed and Accepted**

141.2 Valuation –

The Town Council is currently insured with Zurich. The policy expires on 24th May 2026, and renewal quotations will shortly be required. However, the last valuation was carried out in 2019. For insurance compliance purposes, an up-to-date valuation should now be undertaken for: Chambers contents, Office contents, Safe contents. **Agreed and accepted – Jo to seek valuation from Rogers Jones**

141.3 Email received –

Email received from Mr JJ to express concern about recent signage in the town which he feels does not reflect Denbigh's character. Town Councillors advised that DCC Conservation officer has been notified of these concerns already and DTC will await feedback and discuss again in March full council 2026.

142 Matters Arising:

142.1 Heritage Lecture Chairs – Jo requested volunteers for each lecture. The confirmed list will be circulated in due course.

142.2 Councillor Email addresses – Jo provided all Town Councillors with an envelope containing instructions and information relating to individual email addresses. If any TC has any issues please contact Jo.

143 Environment & Finance Meeting update

143.1 Evan Pierce Garden Updates

143.1.1 Cae Glas Update (Potens) –

Jo advised that Potens have commenced work on Cae Glas following Council permission to erect a small scaffolding structure within Dr Evan Pierce Gardens. **Noted**

143.2 List of authorised cheque payments made:

List of authorised cheque payments made: 27.1.26

Date	Cheque no.	Payable to	Description	Amount £
27.1.26	008630	Theatr Twm o'r Nant	Grant Aid – S137	2380.36
27.1.26	008631	Menter Iaith Sir Ddinbych	Grant Aid – S.137	1930.00

4.2.26	008632	Paul Liversidge	Clear up rubbish outside former courthouse, Grove Road	53.10
4.2.26	008633	Carys Jones	Admin assistance January 2026	150.00
4.2.26	008634	Cynnig	Create baubles for Crown Square Christmas tree	113.68
4.2.26	008635	Catalyst Systems	New computer for office and upgrade to Windows 11 Pro	814.80
10.2.26	008636	Safety Focus	Safety Advice final payment	600.00
10.2.26	008637	DCC	Agreed additional payment towards Denbigh Town Hall	10000.00
10.2.26	008638	DCC	Installation of Christmas lighting	8160.00
10.2.26	008639	DCC	Quarterly contribution towards Denbigh Town Hall 1.1.26 – 31.3.26	9250.00
10.2.26	008640	DCC	Annual CCTV contribution to Denbighshire CCTV Partnership	4399.00
10.2.26	008641	DCC	Quarterly contribution towards Denbigh Town Hall 1.7.25-30.9.25	9250.00
10.2.26	008642	DCC	Quarterly contribution towards Denbigh Town Hall 1.4.25-30.6.254	9250.00
10.2.26	008643	DCC	Recharge grounds maintenance 24/25 financial year	5290.42
10.2.26	008644	Jones & Graham	Salary – February 2026	1656.81
10.2.26	008645	Jones & Graham	Salary – February 2026	680.00
10.2.26	008706	Jones & Graham	HMRC – February 2026	742.35
11.2.26	008706	Jones & Graham	Payroll admin charges	126.00
TOTAL				£64846.52

List of Auto payments made through bank: January 2026

2.1.26	DD	Dwr Cymru	Dr Evan Pierce Garden	6.00
9.1.26	DD	Catalyst Systems	Cattelphone	4.30
15.1.26	DD	Vots Canda	Photocopier charges	100.06
26.1.26	DD	Catalyst Systems	Cattelphone	58.78
TOTAL				£169.14

143.3 Credits Received

List of payments received: January 2026

21.1.26	Auto	Lock Stock	Fireworks Sponsorship 2025	3000.00
TOTAL				£3,000.00

143.4 Payments requiring authorisation

143.4.1 Core Highways £1338.00 – Agreed and Accepted

143.4.2 Hampshire Flag £539.40 – Agreed and Accepted

143.4.3 Payments to DCC – Agreed and Accepted

143.5 Bank Account Update –

Medwyn advised of a discrepancy of £41.40 which he is currently investigating.

143.6 Quotations

143.6.1 Cambrian Woodland – Jo to gain clarity on quotation and information. It was agreed that Jo would arrange a site meeting with Peter Spencer and other Cllrs to discuss

143.6.2 Catalyst – Agreed and Accepted

143.7 Grant Aids

143.7.1 Grant Aid Break Down

Grant aid breakdown given by JD as follows

- £18,964.50 spent to date
- £6,035.50 remaining for this financial year
- No grant aid applications received this month

The above was Noted

144 Correspondence received.

144.1 Caledfryn Bench - The previous bench required replacement. Grwp Cynefin secured funding via North Wales funding streams and have now confirmed the new bench is ready to be installed. It has been requested whether the Town Council can arrange installation. **The Town Councillor's agreed for Jo to ascertain 3 quotes for installation of Bench.**

144.2 Ysgol Pendref – Email received asking whether the Town Council: Knows of any local funding providers they could approach and can DTC offer support or guidance in securing funding – Cllr PE and Jo to seek relevant organisations for funding. Council will offer written support and JD to enquire whether DTC can give a grant/donation to a school

144.3 Darganfod Dinbych - Cllr AA volunteered to Manage the Website, Jo to email and pass on Cllr AA email address

144.4 Free Parking Dates 2026-2027 – Dates agreed and Noted

- Open Doors x 2 (Sat & Sun)
- Plum Fest
- Christmas Lights Event
- Midsummer Event
- Dec 19th Christmas shopping day

144.5 Parking – Castle View – Town Councillors agreed for Jo to send an email showing the Town Council support

145 Planning -

145.1 01/2026/0016/PF Brookhouse Mill Restaurant, Old Ruthin Road, LL164RD – No objections

145.2 01/2026/0036/PF Y Brwcws Capel, Old Ruthin Road, LL164RD – No objections however the Town Council would like the following noted –

- Footpath needs to be Maintained
- All relevant Surveys to be completed – Heritage and Geology.

145.3 01/2026/0040/PS The Airfield, Lleweni Park - Jo to view comments in detail and put together a response for DTC to approve before sending to planning

146. Deputy Mayor's update – Cllr's PE and RG attended the presentation at Denbigh High School. Nothing else to report however Cllr RG advised there is a busy Period coming up.

Staffing update – Jo Davies will commence her role as Town Clerk and Responsible Finance Officer on 2nd March. Civic and Events officer Zoe Wynne-Price to start on 1st April.

All Town Councillors thanked Medwyn for all of his hard work over the last few months.

147. Other Meetings attended by town councillors - None

148. Update from County Councillor Pauline Edwards – A meeting was held in the HWB to welcome the New Residents of Llwyn Eirin. It is hoped these will continue as a community.

149. Nominations for Mayor/Deputy Mayor 2026-2027

149.1 Nominations for Mayor 2026-2027

It was proposed by Cllr Pauline Edwards that Cllr Ruth Griffiths be appointed as Mayor for the Mayoral year 2026-2027. This was seconded by Cllr Gaynor Wood Tickle and a Town Council vote was unanimous in favour with no counter proposals. Cllr Ruth Griffiths accepted the Proposal.

149.2 Nominations for Deputy Mayor 2026-2027

It was proposed by Cllr Pip Stevens that Cllr Pauline Edwards be appointed as Deputy Mayor for the Mayoral Year 2026-2027. This was seconded by Cllr Sylvia Jennings and a Town Council Vote was unanimous in favour with no counter proposals. Cllr Pauline Edwards accepted the Proposal.

It was agreed that following the AGM a rota can be set up to support the Mayor and Deputy. This will be added to the May Full Council Agenda.

It was agreed the Standing Orders should be updated to include specific training requirements following the AGM

149.3 Mayor/Deputy Mayor Allowance – Agreed and Accepted for Allowance be paid in two instalments going forward.

149.4 Civic Regalia/Chains - Fattorini to be contacted by Jo to provide design proposals and quotations. These will be brought to Full Council once received for approval.

Part 2

150 To confirm Part 2 Minutes of Council Meetings held on:

150.1 Full Council 26th January 2026 -

***151 Town Hall**

- * Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item.**

Copy to all town councillors

The Chair closed the meeting at 20.24

Signed.....

Date.....