

Minutes of a meeting of Denbigh Town Council held on Monday 25th April 2016 at 7pm at the Town Hall, Denbigh.

Present: Councillors Raymond Bartley (chairman), Margaret Bowe, Rob Parkes, Medwyn Williams, Colin L Hughes, Brian Davies, Roy Tickle, Mark Young, Gaynor Wood-Tickle, Catherine Jones, Philip Stevens, Marilyn Jones, Alyn Ashworth and Medwyn Jones (Town Clerk).

Apologies: Cllrs Gaynor Morgan Rees, Colin Hughes.

Observing: Mrs Jenny Barlow.

The chairman welcomed all to the last meeting of the current municipal year. The chairman also welcomed the town clerk designate, Mrs Jenny Barlow.

223. Urgent Matters: There were none

224. Declaration of Personal Interest: The following declarations were received:

- (1) Cllr Raymond Bartley – all matters relating to Denbighshire County Council and any planning matters - personal.

225. The Minutes of the Council meeting held on the 21st March 2016 were received and approved.

226. Matters arising: (1) Minute 207(6) Denbigh Charters – Cllr Medwyn Williams confirmed that he had attended the viewing at the County Archive.
(2) Minutes 212 Lenten Pool – Cllr Rob Parkes asked for an update. The chairman replied that it would be covered in his county council report.

227. Mayor's Report: The Mayor's written report was accepted. The Mayor highlighted three matters: (1) Visit by a delegation from the Congo – very nice meeting. The delegates had an interest in the town and even suggested that they would wish to twin with Denbigh. (2) Learning Disabilities Eisteddfod – great success. The Mayor thanked Cllrs Gaynor Wood-Tickle and Roy Tickle for all the preparation work. Denbigh College had thanked the town council for the financial contribution. (3) The Mayor's last engagement would be Beaumaris Town Council Annual Meeting on the 3rd May.

228. Letters, E-mails and Notices: 1. It was agreed that the following items of correspondence be noted and actioned accordingly:

- (1) HMP Berwyn engagement event at the Vale of Clwyd Livestock Market Ruthin on the 4th May. Town and Community Councils were invited to send a representative. There were no takers for the event.
- (2) E-mail from Susan Muse re Crown Square and parking charges in Denbigh. The e-mail was discussed. A number of comments were received: (1) Denbigh Business group will be writing formally to the town clerk, (2) A number of complaints had been received regarding the new parking charges, (3) DCC was not considering the impact on individuals and was only concerned with the income from the charges – the county council was responsible, (4) The parking charges were having an effect on Denbigh businesses and shops. Cllr Bartley stated that DCC were inundated with complaints re the new charges. The scrutiny committee at a recent meeting brought up the matter very strongly and had asked Steve Parker to attend a meeting of the committee to give figures and look at the matter another way – a response was awaited. The charges affected every individual and would be brought up at the next meeting of the members'

area group. A question was asked – should the town council have been consulted over the charges. It was agreed to note the e-mail and for Cllr Bartley to report back to the town council and if necessary the town council to invite Steve Parker and his team to meet with the town council. It was agreed that the e-mail be acknowledged.

- 229. Planning:** Land between Old Ruthin Road and new Ruthin Road – development of 2.1ha of land for residential purpose (outline application including details of access). This application referred to full council by the planning committee at its meeting on the 19th April 2016. The application was discussed at length. Cllr Bartley reported that two fields were involved but only one at the moment. The main issue that the town council should consider was the highways issue. Entrances from both fields would be on to the Old Ruthin Road. It was anticipated that the total number of dwellings for both fields would be 174. Biodiversity, environmental matters and infrastructure were all concerns but highways was the main issue.

A number of comments were made: (1) crazy, ridiculous development, (2) highways aspects had not been resolved (3) approximately 450 journeys back and forth would be made daily and would have a substantial impact on the junction of the A525 and also Llandyrnog Road, (4) no mention of the other development as yet, (5) access and safety a priority, (6) the Old Ruthin Road was inadequate (7) impact on the infrastructure, (8) yet to see anyone in Denbigh supportive of the development, (9) the development will destroy a beautiful area of the town, (10) The SPG gave guidance on why it should be refused. It was **Resolved** (12 for with Cllr Bartley abstaining as he had declared an interest) **to object to the application on the grounds of lack of information and safety.**

- 230. Council Committee Minutes.** (1) The minutes of the Environment and Finance Committee held on the 18th April 2016 were noted.
(2) The minutes of the Planning Committee held on the 19th April 2016 were noted.
- 231. Minutes / Reports of council sub committees.** Appointment of Honorary Burgesses Sub Committee. The minutes of a recent meeting were considered and accepted. Members to consider and submit names and reasons for the honour to the committee.
- 232. Reports:** (1) WW1 Commemoration Group. The town clerk's written report was considered and accepted.
(2) NWWTFC: Cllr Roy Tickle reported on a successful seminar and quarterly meeting. Wonderful presentation by the officer from Irish Walled Towns. Irish Walled Towns were putting in a lot of money into what they wanted to achieve. Cllr Margaret Bowe added that the North Wales counties needed to work together. Cllr Tickle went on to say that arrangements for the annual car rally were underway and the golf tournament would be staged at Denbigh. The town clerk remarked that it was disappointing that no representative from DCC had attended whilst the other counties were represented.
(3) Town Hall Management: Cllr Medwyn Williams reported that a date for the installation of the new security door was awaited, the order had been submitted. All other matters seem to work well. The partnership appears to be working well. Cllr Bartley commented on how often the stage lift was used during the recent learning disabilities eisteddfod.

There were no other reports.

233. Reports by County Councillors on Matters Appertaining only to Denbigh:

1. Cllr Raymond Bartley reported (1) Lenten Pool – no date as yet and more concrete details in place by May. (2) Former North Wales Hospital site – it should be emphasised that the site was not as yet owned by DCC – more people were entering the site which was in a

dangerous stage – it will be years before any planning takes place. (3) A house on Ruthin Road boarded up due to an eviction notice being served. (4) Wayne Williams, enforcement officer, returning to work for 2 days a week. (5) Vale Street to be resurfaced between 31st May and 7th June. (6) Former Kwik save site – minor adjustments granted – on site mid-June. (7) A footpath to be installed soon on the grassed area near Visage on Rhyl Road. (8) attending an induction course on extra care housing on Wednesday 27th followed by three companies showing an interest in the Middle Lane site giving a presentation on Thursday 28th – a decision to be made at a later date after a period of consultation – will probably take 2 years to implement. (9) Number of individual problems being dealt with. Cllr Stevens asked if there was any news on Dolwen – Cllr Bartley replied that the scrutiny committee had recommended that all options be explored. Cllr Stevens commented that the matter should be put on hold until after the National Assembly elections and proposed that the council write suggesting a postponement until the results of the election are known and further funding be requested from Welsh Government – this was seconded by Cllr Medwyn Williams. The proposal was carried with 10 members voting and three abstentions.

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

(1)	United Kingdom Debt Management Office – PWLB repayment (Cheque no. 005867)	-	£7,716.80
(2)	Catalyst Systems – off site secure data storage (March 2016) (Cheque no. 005868)	-	£22.09
(3)	Ernest Martin – lock Dr E P Garden gate (April) (Cheque no. 005869)	-	£60.00
(4)	Town Clerk – reimburse costs of postal stamps (Cheque no. 005870)	-	£55.00
(5)	Cllr Brian Davies – members’ allowance 2016/2017 (Cheque no. 005871)	-	£100.00
(6)	Cllr Raymond Bartley – members’ allowance 2016/2017 (Cheque no. 005872)	-	£100.00
(7)	Cllr Catherine Jones - members’ allowance 2016/2017 (Cheque no. 005873)	-	£100.00
(8)	Cllr Rob Parkes - members’ allowance 2016/2017 (Cheque no. 005874)	-	£100.00
	Cheque no 005875 cancelled due to an error.		
(9)	DVSC – 2016/2017 membership (Cheque no. 005876)	-	£15.00
(10)	JDH Business Services - internal audit report (Cheque no. 005877)	-	£540.00
(11)	Sodexo Ltd – grounds maintenance Dr E P Garden (April) (Cheque no. 005878)	-	£605.88
(12)	Cllr Philip Stevens – members’ allowance 2016/17 (Cheque no. 005879)	-	£100.00
(13)	Cllr Colin L Hughes – members’ allowance 2016/17 (Cheque no. 005880)	-	£100.00
(14)	Cllr Margaret Bowe – members’ allowance 2016/17 (Cheque no. 005881)	-	£100.00
(15)	Zen Internet Ltd – ADSL provision (May) (Cheque no. 005882)	-	£18.37

Total payments: £9,733.14

2. **Annual Accounts 2015/2016:** (1) It was **Resolved that the annual accounts for the financial year 2015/2016 be approved.**
- (2) 2015/2016 Annual Return. The town clerk, in accordance with the regulations, submitted the draft annual return for the financial year 2015/16 which also incorporated the annual governance statement. It was **Resolved that the return be approved in draft form.** The chairman signed the draft return. The town clerk explained that a copy of the draft return together with other information would be submitted to the external auditor. The external auditor would then consider the draft return and submit any comments. The matter would then come back to the council for further consideration.
- (3) The annual governance statement for the financial year 2015/2016 was considered. The answer to each of the questions contained within the statement was approved. It was **Resolved that the annual governance statement be approved.**
- (4) The town clerk guided members through the statement as to significant variation and it was **Resolved that the statement be approved.**
- (5) **Internal Auditor's Report.** The town clerk referred to the internal audit report, copies of which had been circulated. The internal auditor having carried out the audit in accordance with the council's needs and planned coverage had completed and signed section 4 of the annual return. The one recommendation considered in the report was discussed and agreed that the town clerk formulate a method of expanding the Asset report for future use.
3. **Any other Financial Matters:** (1) The receipt of £750 from Grŵp Cynefin for the Community Archive Group was noted with thanks.
235. **iBeacon.** Cllr Medwyn Williams referred to the last meeting when it was agreed that the council would be supportive of the project by the Royal Commission. There was a need for the equipment to be ordered by mid-April. There was no cost implication for the council at the moment. Training will take place for those interested in the near future.
236. **Mayors' Board.** The town clerk referred to the suggested format for the additions to the board. It was **Resolved (unanimously) that the format as suggested be accepted.**
237. **Appointment of chairman of the council's Environment and Finance Committee for the 2016/2017 municipal year:**
Cllr Colin L Hughes proposed, seconded by Cllr Roy Tickle that Cllr Colin Hughes be appointed chairman. The proposal was carried unanimously.
238. **Appointment of chairman of the council Planning Committee for the 2016/2017 municipal year:** Cllr Philip Stevens proposed seconded by Cllr Medwyn Williams that Cllr Mark Young be appointed chairman. The proposal was carried unanimously.
239. **Appointment of members on to the council's Environment and Finance Committee for the 2016/2017 municipal year:** Following a short discussion the following eight members were appointed: Cllrs Roy Tickle, Brian Davies, Gaynor Wood-Tickle, Colin Hughes, Colin L Hughes, Marilyn Jones, Catherine Jones and Raymond Bartley.
240. **Appointment of members on to the council's Planning Committee for the 2016/2017 municipal year:** Following a short discussion the following seven members were appointed: Cllrs Margaret Bowe, Mark Young, Medwyn Williams, Philip Stevens, Rob Parkes, Gaynor Morgan Rees and Alyn Ashworth.

241. Appointment of members on to the council's sub committees and working groups for the 2016/2017 municipal year: Following a discussion it was agreed that the following be appointed:

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| (1) | Documents Scrutiny | - | Margaret Bowe
Colin L Hughes
Rob Parkes
Philip Stevens
Medwyn Williams
Gaynor Wood-Tickle |
| (2) | Honorary Burgesses | - | Margaret Bowe
Gaynor Morgan Rees
Roy Tickle
Medwyn Williams
Gaynor Wood-Tickle |
| (3) | Town Hall Management | - | Raymond Bartley
Philip Stevens
Medwyn Williams
(Reserve – Brian Davies) |
| (4) | Christmas Lighting | - | Raymond Bartley
Margaret Bowe
Brian Davies
Catherine Jones
Marilyn Jones
Roy Tickle
Medwyn Williams
Gaynor Wood-Tickle |
| (5) | Fireworks | - | Raymond Bartley
Brian Davies
Colin Hughes
Colin L Hughes
Rob Parkes
Roy Tickle
Mark Young |
| (6) | WW1 Commemoration Group | - | Margaret Bowe
Gaynor Morgan Rees
Medwyn Williams
Mark Young
(Reserve – Brian Davies) |

242. Dates of the first meetings of the sub-committees / working groups for the 2016/2017 municipal year: It was agreed that this be left to the town clerk to arrange as required.

243. Appointment of members on to various organisations etc. for the 2016/2017 municipal year: Following a discussion it was agreed that the following be appointed:

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| 1. | Llanrhaeadr Hospital Charity | - | Raymond Bartley
(Reserve: Rob Parkes) |
| 2. | Theatr Twm o'r Nant | - | Medwyn Williams
(Reserve: Mark Young) |
| 3. | Quarry Liaison Committee | - | Colin Hughes & Margaret Bowe |
| 4. | Denbigh Show Committee | - | Rob Parkes & Catherine Jones
(Reserve: Brian Davies) |
| 5. | Stroke Club | - | Brian Davies & Roy Tickle
(Reserve: Margaret Bowe) |
| 6. | Popeth Cymraeg (Canolfan Iaith Clwyd) | - | Medwyn Williams
(Reserve: Alyn Ashworth) |
| 7. | Governors: | - | Catherine Jones |
| | Ysgol y Parc | - | Alyn Ashworth |
| | Ysgol Frongoch | - | Medwyn Williams |
| | Ysgol Twm o'r Nant | - | Catherine Jones |
| | St. Brigid's | - | Roy Tickle |
| | Ysgol Pendref | - | |
| 8. | Denbigh Aged & Disabled | - | Margaret Bowe |
| 9. | Twinning Association | - | Roy Tickle, Gaynor Wood-Tickle &
Town Clerk.
(Mayor automatically as the President
of the Association) |
| 10. | NWATC&LCC | - | Raymond Bartley, Margaret Bowe
(Reserve: Roy Tickle) |
| 11. | NWWTFC | - | Mayor, Raymond Bartley, Roy Tickle,
Gaynor Wood-Tickle & Town Clerk.
(Reserve – Colin Hughes) |
| 12. | Denbigh Youth Project | - | Colin L Hughes & Mark Young
(Reserve: Rob Parkes) |
| 13. | Capel Seion Project | - | Colin L Hughes & Colin Hughes |
| 14. | John Evans Charity | - | Mayor & Marilyn Jones |
| 15. | St Thomas Day Charity | - | Mayor & Marilyn Jones |
| 16. | Eirianfa | - | Brian Davies & Margaret Bowe |
| 17. | Denbigh Business Group | - | The Mayor, Gaynor Wood-Tickle,
Roy Tickle,
(Reserve: Rob Parkes) |

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| 18. | Clwyd Community Chest | - | Raymond Bartley
(Reserve: Margaret Bowe) |
| 19. | Denbigh Festival Committee | - | Brian Davies & Gaynor Wood-Tickle |
| 20. | Denbigh Safety Group | - | Rob Parkes & Margaret Bowe
(Reserve: Raymond Bartley) |
| 21. | Lower Park Association | - | Raymond Bartley & Roy Tickle |
| 22. | Ramps & Rails | - | Rob Parkes & Alyn Ashworth |
| 23. | Denbigh Local History Society | - | Gaynor Morgan Rees
(Reserve Margaret Bowe) |
| 24. | Fairtrade | - | Margaret Bowe, Colin L Hughes & Marilyn Jones. |
| 25. | Open Doors | - | Margaret Bowe, Catherine Jones & Medwyn Williams |
| 26. | Upper Denbigh Community Partnership | - | Margaret Bowe |
| 27. | Denbigh Food Bank Project | - | Margaret Bowe & Rob Parkes |
| 28. | Tourism Group | - | Rob Parkes & Margaret Bowe |
| 29. | Tidy Towns | - | Rob Parkes & Mark Young |
| 30. | Denbigh Museum Board | - | Brian Davies
(Reserve Mark Young) |
| 31. | Hwb Dinbych | - | Mark Young |
| 32. | Denbigh Carnival | - | Roy Tickle |
| 33. | Denbigh in Bloom | - | Raymond Bartley, Roy Tickle & Gaynor Wood-Tickle |
| 34. | NWWTFC – Car Rally sub group | - | Colin L Hughes & Roy Tickle |

At this point the meeting moved to Part 2

Following the completion of the business under Part 2 the chairman closed the meeting at 8.53pm.

Signed:.....(chairman)

Date:.....

Part 2

244. Retirement of the Town Clerk. The meeting was reminded of what happened under Part 2 at the last council meeting on the 21st March. On this occasion the chairman requested that the town clerk did not leave the chamber. At the request of the chairman the town clerk gave details on how gratuity payments worked. The town clerk went on to suggest that the matter under discussion should be approached as follows: Firstly that a decision be made as to whether there was any merit in a honorarium/bonus/ex gratia payment being made, secondly, if the answer was in the affirmative, that the meeting would then go on to discuss such a payment and thirdly a vote to be taken (recorded if requested).

Cllr Mark Young proposed seconded by Cllr Roy Tickle that the decision taken at the last meeting be confirmed.

Cllr Medwyn Williams pointed out that the decision had not been minuted.

Cllr Margaret Bowe stated that an honorarium in the sum of £3,490 had been agreed upon. Before the vote was taken Cllr Rob Parkes asked that the vote be recorded.

A vote was then taken as follows:

Cllrs Margaret Bowe, Marilyn Jones, Colin L Hughes, Philip Stevens, Mark Young, Alyn Ashworth, Gaynor Wood-Tickle, Brian Davies, Medwyn Williams, Roy Tickle and Raymond Bartley for the proposal. Cllrs Rob Parkes and Catherine Jones abstained. The proposal was carried and that an honorarium of £3,490 be paid.