

**Minutes of a meeting of the Environment and Finance Committee held on Monday the 19<sup>th</sup> February 2018 at 7pm at the Town Hall, Denbigh.**

**Present:** Councillors: Roy Tickle (Chairman), Cllr Catherine Jones (Deputy Chairman), Gaynor Morgan Rees, Colin L Hughes, Gaynor Wood-Tickle, Marilyn Jones & Guto Lloyd-Davies: & Jenny Barlow (Town Clerk).

**Apologies: None**

The chairman welcomed all to the February meeting.

**1. Declaration of Interest:**

| <b>Name</b>             | <b>Agenda item</b> | <b>Prejudicial</b> | <b>Personal</b> |
|-------------------------|--------------------|--------------------|-----------------|
| Cllr Roy Tickle         | 55a1 & 55a2        |                    | Yes             |
| Cllr Marilyn Jones      | 55a1 & 55a2        |                    | Yes             |
| Cllr Gaynor Wood-Tickle | 55a1 & 55a2        |                    | Yes             |
| Cllr Catherine Jones    | 55a1 & 5 5a2       |                    | Yes             |

**2. The minutes of the Environment and Finance Committee meeting held on the 15<sup>th</sup> January 2018 were received and approved.**

**3. Matters arising: - None**

**4. A – Environment**

The town clerk gave an overview of the current issues at the Dr Evan Pierce memorial gardens to include insurance, grounds maintenance, tree surgeon, monument, and maintenance of adjoining properties, events at the garden, fountains & support from Prue Probert.

(1) Letter from Denbigh in Bloom.

The town councillors requested the town clerk to write to Mrs Lyndsey Tasker, chair of the Denbigh in Bloom group acknowledging the letter and advising that the gardens are an ongoing project. The issues raised in the letter will be considered later in the year. The town council need to consider the garden as a whole and not one part. The maintenance contractors have been used for over 10 years to a satisfactory level.

(2) Emails from the Denbigh Civic Society.

The above response to be sent to the Denbigh Civic Society.

Also permission was granted by the town councillors for the gardens to be used on Saturday 16<sup>th</sup> June as part of the summer festival events. The town clerk was requested to ask for a copy of their risk assessment for the event as well as their insurance cover.

(3) Email from Prue Probert.

The town councillors requested that the town clerk contact the tree officer of Flintshire County Council to look at the Cedar tree to see if it has indeed died from the Sirococcus blight. Advice will need to be sought if it had died from this disease as how to dispose of the tree. The town clerk was requested to liaise with Mr Peter Spencer and Prue Probert on this matter.

## **B - Finance**

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

|                                                           |   |            |
|-----------------------------------------------------------|---|------------|
| (1) Clwyd Wynne, lecture fee 25.01.18                     | - | £40.00     |
| (Chq no 006371 – payable to Denbigh Archive)              |   |            |
| (2) Fiona Gale, lecture fee 22.02.18                      | - | £20.00     |
| (Chq no 006372)                                           |   |            |
| (3) Viking, Stationery – stamps                           | - | £56.00     |
| (Chq no 006373)                                           |   |            |
| (4) Viking, Stationery – date stamp                       | - | £36.44     |
| (Chq no 006374)                                           |   |            |
| (5) Viking, Stationery – pens                             | - | £6.08      |
| (Chq no 006375)                                           |   |            |
| (6) Sodexo, grounds maintenance Dr EP garden, January     | - | £339.60    |
| Chq no 006376)                                            |   |            |
| (7) Idiom, translation 22.01.18                           | - | £163.44    |
| (Chq no 006377)                                           |   |            |
| (8) DCC, Christmas lights                                 | - | £11,460.00 |
| (Chq no 006378)                                           |   |            |
| (9) Catalyst, January backup                              | - | £17.22     |
| (Chq no 006379)                                           |   |            |
| (10) Jones & Graham, quarterly salary admin 01/10 – 31/12 | - | £42.30     |
| (Chq no 006380)                                           |   |            |
| (11) Denbigh Twinning association, corporate membership   | - | £10.00     |
| (Chq no 006381)                                           |   |            |
| (12) Sandra Williams, translations 11/01, 15/01 & 16/01   | - | £309.60    |
| (Chq no 006382)                                           |   |            |
| (13) Zen, internet 03/03/18 – 03/04/18                    | - | £18.37     |
| (Chq no 006383)                                           |   |            |

**Total payments: £12,519.05.**

### **2. Financial report for the period 01.01.18 – 31.01.18** - were received and approved. Total chq payments to date £152,289.85 balances to cash book.

3. **Credits** – HMRC VAT refund £502.39.
4. **6 month interim audit** – the town clerk went through the details received in the internal audit action plan. The items quoted have already been implemented.

5. **Grant Aid:**

a) Grant aid applications, the following were agreed by the town councillors.

|                                                                                        |   |      |
|----------------------------------------------------------------------------------------|---|------|
| 1) Denbigh Events Group – Denbigh Spring Beer Festival, SL137<br>(Chq no 006386)       | - | £400 |
| 2) Denbigh Events Group – Denbigh St David's Day Celebration, SL137<br>(Chq no 006387) | - | £700 |
| 3) National Eisteddfod Cardiff, SL137<br>(Chq no 006388)                               | - | £100 |
| 4) Tenovus, SL137<br>(Chq no 006389)                                                   | - | £100 |

b) To note receipt of letters and e-mails of thanks:

- 1) Zen, invoice 24248927 £18.37.
- 2) Zen, invoice 24433451 £18.37.
- 3) Theatr Twm o'r Nant – email from Gwyneth Kensler.
- 4) Theatr Twm o'r Nant – email from Emyr Owen acknowledging receipt of payment, grant aid £1,819.62.
- 5) Email from Sion Aled, Urdd Eisteddfod regarding £6,000 allocated in the budget for 2018/2019 from Denbigh Town Council.
- 6) Email from Dolwen, grant aid of £80.00.

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

Signed: .....(chairman)

Date:.....