

Draft Minutes of the Denbigh Town Council Full Council Meeting held on Tuesday 23rd July 2024, 6.30pm via Hybrid.

Present: Face to Face Councillors; Catherine Jones, Jan Tomlinson, Alyn Ashworth, Gaynor Wood-Tickle, Roy Tickle, Sylvia Jennings, Gaynor Morgan-Rees, Sioned Garrod, Andrew Hine, Pauline Edwards and Robert Davies; Jenny Barlow (Town Clerk)

Zoom; Councillor Simon Harding & Phillip Stevens (issue with joining via zoom).

The Chair, Cllr Catherine Jones, welcomed all to the July Full Council meeting and welcomed Cllr Robert Davies.

42 Apologies for absence. Cllr Matthew Jones.

43 Declaration of Personal/Prejudicial Interest

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

Councillor	Item no	Predjudicial/Personal
Catherine Jones	6.5.3	Personal
Gaynor Wood-Tickle	6.5.3	Personal
Roy Tickle	6.5.3	Personal

44 Minutes of the Council Meeting held on Wednesday 26th June 2024 were confirmed and accepted.

45 Matters arising:

45.1 Update received from James Parsons DCC regarding the free 30 minutes parking at Factory Ward Car Park. The subsidy will start on the 2nd September to allow for the software to be updated. This was agreed by the town councillors.

45.2 Email received from Mr Gwyn Evans regarding litter issues in Denbigh. The Cllrs agreed to action a litter pick in Denbigh during the summer with Cllr Pauline Edwards leading on this. Litter pickers etc are now available for the general public to use from the HWB.

46 Correspondence received.

46.1 Email from DCC re Wildflower Meadow Project. This was noted.

46.2 Email from Cathryn Johnson – Jones Bros re update NW Hospital Site. The Town councillors are requesting a site meeting in September. The town clerk to contact Cathryn for available dates for a morning, afternoon and evening time. Once received the details will be circulated and will go with the majority available to attend.

47 Finance

47.1 Bank reconciliation report – June 2024 – Noted – to include Quarterly budgets and detailed budget summary.

47.2 List of payments made - June 2024 – Noted

Item no	Date	Chq No	Chq payable to	Payment Description	Amount
47.2.1	03.06.2024	008286, 008287 & 008288	Jones & Graham	June Salary	£5931.39
47.2.2	05.06.2024	008289	Catalyst	April Phone	£58.78
47.2.3	05.06.2024	008290	Catalyst	May Broadband	£52.80
47.2.4	05.06.2024	008291	J Barlow	Stationery refund	£6.99
47.2.5	05.06.2024	008292	J Barlow	May zoom refund	£15.59
47.2.6	05.06.2024	008293	OVW	JD course	£40.00
47.2.7	05.06.2024	008294	Denbigh in Bloom	Flower pots	£84.00
47.2.8	05.06.2024	008295	Hywel Evans	Civic Photos	£15.00
47.2.9	05.06.2024	008296	P Liversidge	May grounds maintenance	£175.00
47.2.10	05.06.2024	008297	J Barlow	Flag Poles refund	£487.68
47.2.11	05.06.2024	008298	Canda Copying	Photocopier lease	£47.46
47.2.12	05.06.2024	008300	Canda Copying	Photocopies	£30.10
47.2.13	05.06.2024	008301	S Owen	Civic Marshall pmnt	£80.00
47.2.14	05.06.2024	008302	M Andrews	Civic officer pmnt	£75.00
47.2.15	05.06.2024	008303	P Glynne	Civic officer pmnt	£75.00
47.2.16	05.06.2024	008304	B Williams	Civic officer pmnt	£75.00
47.2.17	26.06.2024	008305	Denbigh Floral Art	Annual meeting flowers	£30.00
47.2.18	26.06.2024	008306	Catalyst	May Back-up	£5.09
47.2.19	26.06.2024	008307	Catalyst	May phone	£58.78
47.2.20	26.06.2024	008308	T Griffiths	Annual photo framed	£45.00
47.2.21	26.06.2024	008309	Catalyst	June broadband	£52.80
47.2.22	26.06.2024	008310	J Barlow	June zoom refund	£15.59
47.2.23	26.06.2024	008311	Catalyst	Monitor	£76.80
47.2.24	26.06.2024	008312	J Barlow	Refund Dwr Cymru (chqs not accepted)	£144.35
47.2.25	26.06.2024	008313	Scottish power	Electric Dr EP Garden	£291.69
					Total £7969.89

47.3 Payments requiring authorisation: the below payments were agreed and noted by the Town Councillors:

Item No	Date	Chq No	Chq Payable to	Description	Amount
47.3.1	24.07.2024	008337	Bodfari Environmental	Dr EP Garden Maint 2023/2024	£3878.40
47.3.2	24.07.2024	008338	Bodfari Environmental	Dr EP Garden Maint April – June 24	£1018.20
47.3.3	24.07.2024	008339	DCC	Quarterly contribution Town Hall	£9250.00
47.3.4	24.07.2024	008344	Uproar	2 nd Fireworks payment	£2370.00

47.4 List of receipts June 2024 – Noted

Item no	Date	Receipt Description	Amount
47.4.1	12.06.2024	Grwp Cynefin Part Refund Skate Park	£2461.00
47.4.2	28.06.2024	Bank Credit interest	£306.77
			Total £2767.77

47.5 Grant aid authorised by the Town Councillors:

Item No	Code	Chq No	Chq payable to	Amount
47.5.1	S137	008340	Denbigh in Bloom	£2480.00
47.5.2	S137	008341	Denbigh Cricket Club	£1000.00
47.5.3	S137	008342	Denbigh British Legion	£3000.00

47.6 Confirmation of payments received were noted and accepted:

- 47.6.1 Wales Air Ambulance
- 47.6.2 The Denbigh Show

47.7 How grant payments were used (6 Month Review) –None

47.8 Quotations re Fireworks accepted by the town councillors:

- 47.8.1 First Aid Provision – Medic 1.
- 47.8.2 Barriers & Cones – DCC.

47.9 The clerk advised that the internal audit should be received in September.

48 Planning:

- 48.1 01/2024/1098/PF
Plot 13 Llwyn Goch, Colomendy Ind Estate
Erection of 6 no light industrial units (B1, B2 & B8 Class use) and associated works.

No objections raised

48.2 01/2024/1101/HH

5 Llys Y Berllan, Denbigh, Denbighshire, LL16 3AX

Erection of a garden room and pergola to rear (North East) of dwelling.

No objections raised

48.3 01/2023/0753

7 Vale Street, Denbigh

Conversion of first and second floors to form 1 self-contained flat including alterations to shopfronts and fenestrations, erection of single storey extension to rear and associated works.

No objections raised

49. Mayors Update: Cllr Catherine Jones advised of her attendance at the Myddelton College event, attendance with Cllr Jan Tomlinson at the Conwy river cruise. Cllr Jones also advised that last week she had been unable to attend events due to being unwell.

50. Other Meetings attended by town councillors.

50.1 Cllr Gaynor Morgan Rees attended an open doors meeting and the group were grateful to the town council of their financial support for the event. The publication of the booklet has been done earlier this year allowing for the event to be better publicised.

50.2 Cllr Andrew Hine attended a Denbigh Show meeting and they too were grateful of the financial support. Cllr Hine also attended a CCTV meeting. There is a surplus £60k which will fund 2 x deployable cameras. The service provider is also changing from Cheshire Police to Conwy Council. There is a need for further statistics regarding CCTV from NWP.

51. Update from County Cllr Pauline Edwards as follows: Cllr Edwards notified the town council that the public consultation regarding public toilets is now available online with a closing date of the 15th September.

52. Notification from Clwyd Wynne regarding vacating the Museum building.

The town councillors accepted the museum's notice to vacate. The town councillors requested the town clerk to make arrangements for a visit to the museum one Wednesday evening at 6pm in September.

53. August Meeting – suspend Standing Orders and Financial regulations. Meeting will be held on Wednesday 14th August at 10am – Cllrs Catherine Jones, Jan Tomlinson & Alyn Ashworth, Gaynor Morgan Rees & Gaynor Wood Tickle will be in attendance representing the town council as agreed by the town councillors.

54. Jo Davies – 3 month probation – completed to a satisfactory level.

55. Cyber Security Policy – query regarding the update of the website. The town clerk to look into this and feedback accordingly at the September full council meeting. Also Cllr Jan

Tomlinson requested that her home address was removed from the website – currently published via Code of Conduct – Notification of interest document. The town clerk will contact OVW for guidance and feedback accordingly at the September meeting.

56. Update by the town clerk:

56.1 Dates for the diary:

56.1.1 Open Doors 21.09 & 22.09 – The town councillors agreed for the chambers to be available on the Saturday only. Cllrs Alyn Ashworth 10 – 1pm & Catherine Jones 1 – 4pm.

56.1.2 Fireworks 05.11.2024

56.1.3 Clearing up following Fireworks 06.11.2024

56.1.4 Remembrance Sunday service 10.11.2024

56.1.5 Remembrance 11.11.2024

56.1.6 Christmas Lights Switch on event 29.11.2024

56.2 New Councillors – Town Council badge was presented to Cllr Robert Davies.

57. Review of staff salary & associated payments. The town councillors will look further into this and the details will be added to a future meeting for clarification and agreement.

*** 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.**

The Chair closed the meeting at 20.27.

Signed:.....

Date.....