

Minutes of the Denbigh Town Council Full Council Meeting held on Wednesday 11th December 2024, 6.30pm via Hybrid.

Present: Face to Face Councillor's: Jan Tomlinson, Alyn Ashworth, Gaynor Wood-Tickle, Roy Tickle, Philip Stevens, Gaynor Morgan-Rees, Sylvia Jennings, Andrew Hine, Sioned Garrod, Simon Harding, Matthew Jones, Pauline Edwards, Jenny Barlow (Town Clerk), Jo Davies (Assistant)

Zoom; None

The Chair, Cllr Jan Tomlinson, welcomed all to the October Full Council Meeting and also welcomed public guests, Nelly Smyth (Zoom), John Musgrave, Sharon Tyers and Lewis Fox, who all announced they had come to observe.

- 99 Apologies for absence.** Cllrs, Lara Pritchard, Simon Harding & Robert Davies
- 100 Declaration of Personal/Prejudicial Interest**
Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting: **None**
- 101 Minutes of the Council Meeting held on Wednesday 25th September 2024 –** Part 1 was confirmed and accepted. Part 2 to be discussed during part 2 of the meeting.
- 102 Minutes of the Special Town Council Meeting held on Wednesday 06th November 2024 –** Confirmed & Accepted
- 103 Minutes of the Extraordinary Town Council Meeting held on Monday 25th November 2024 -** Confirmed & Accepted – Although this was against the Advice of the Town Clerk as the meeting was not hybrid although it has been advertised as such.
- 104 Matter arising –**
- 104.1 Update regarding usage of the free 30 mins in Factory Ward Car Park 02.09.2024-01.12.2024 –** Procurement figures will be collected by the Town Clerk in order for discussion for the next financial year 2025/2026
- 104.2 Email from H Jones DCC – acceptance of contribution to the toilets at the Factor Ward Car Park –** Noted – Cllr Pauline Edwards commented here that unfortunately the Toilets are closing at 3pm every day due to vandalism.
- 104.3 Email from Clwyd Wynne regarding the intention to vacate the Museum -** Noted
- 104.4 Email from Clwyd Wynne regarding an update relating to the Museum moving to the Buttermarket –** Noted

104.5 Email from Medwyn Jones regarding furniture at the Museum – The Town Council has no objections to the Museum keeping the furniture

105 Correspondence received –

- 105.1 Email from S Roberts regarding 25th Nov meeting – Town Clerk will respond**
- 105.2 Email from G Thomas regarding 25th Nov meeting – Town Clerk will respond**
- 105.3 Note of thanks from Denbigh & Flint Show – re grant aid - Noted**
- 105.4 Email from K Harcus re Visit Denbigh Website – Cllr Andrew Hine volunteered**
- 105.5 Copy of Press Release from the Denbigh Open Doors Committee – Noted**
- 105.6 Email from the Police & Crime Commissioner – Have your say on funding for policing in North Wales – Noted – Clerk to send log in details to any Councillors that wish to have an input**
- 105.7 Email from Clwyd Wynne regarding an aerial photograph of Denbigh Castle – Town Council agreed to option 1 of restoration**
- 105.8 Email received from S Jones regarding planning application 01/2024/1333/PF – Noted**
- 105.9 Email from Housing Department at DCC – tenant newsletter (circulated 04.12.2024) – Noted**
- 105.10 Draft remuneration payments 2025/26 – details circulated 04.12.2024 – Noted**

106 Finance -

106.1 Bank reconciliation reports –September 2024 agreed and noted. October reports deferred pending receipt of duplicate bank statements as originals not received – Noted

106.2 List of payments made – September & October 2024 – Noted

Item No	Date	Chq No	Payment to	Description	Amount
106.2.1	03.09.2024	008356, 008357 & 008358	Jones & Graham	September Salary	£5931.39
106.2.2	18.09.2024	008359	Activities For You Ltd	Christmas tree decorations	£147.97
106.2.3	18.09.2024	008360	J Barlow	Aug Zoom refund	£15.59
106.2.4	18.09.2024	008361	Catalyst	July Telephony	£58.78
106.2.5	18.09.2024	008362	Catalyst	August broadband	£52.80
106.2.6	18.09.2024	008363	Catalyst	Phone rechargeable batteries	£16.80
106.2.7	18.09.2024	008364	Canda Copying Ltd	Photocopies 31.05 – 30.08.2024	£14.60

106.2.8	18.09.2024	008365	Canda Copying Ltd	Photocopier lease 01.09 – 30.11.2024	£47.46
106.2.9	18.09.2024	008366	Catalyst	August back-up	£6.01
107.2.10	18.09.2024	008367	Catalyst	September broadband	£52.80
106.2.11	18.09.2024	008368	P Liversidge	August grounds maintenance	£175.00
106.2.12	18.09.2024	008369	P Liversidge	Litter Pick Dr EP Garden	£15.00
106.2.13	26.09.2024	008376	J Barlow	Sept Zoom refund	£15.59
					Total £6549.79
106.2.14	02.10.2024	008377, 008378 & 008379	Jones & Graham	Oct Salary	£5931.39
106.2.15	30.10.2024	008380	J Davies	Refund cakes – WTFC tour	£18.50
106.2.16	30.10.2024	008381	H Evans	Civic Sunday service leaflets	£25.00
106.2.17	30.10.2024	008382	Jones & Graham	Salary Admin 01/07 – 30/09/2024	£82.20
106.2.18	30.10.2024	008383	Catalyst	Sept telephony	£58.78
106.2.19	30.10.2024	008384	Catalyst	October Broadband	£52.80
106.2.20	30.10.2024	008385	Citizens Advice Denbighshire	Dup chq 008250	£5000.00
106.2.21	30.10.2024	008386	P Liversidge	Sept grass maintenance	£175.00
106.2.22	30.10.2024	008387	Catalyst	Aug telephony	£58.78
106.2.23	30.10.2024	008388	Scottish Power	Dr EP Garden Elect 06.06 – 04.09	£263.10
106.2.24	30.10.2024	008389	H Evans	Santa half price tickets	£12.00
106.2.25	30.10.2024	008390	OVW	J Davies module 7	£40.00
106.2.26	30.10.2024	008391	J Barlow	October Zoom refund	£15.59

106.2.27	30.10.2024	008393	C E Jones	June – Sept Travel	£35.55
106.2.28	30.10.2024	008394	Lord Mayor of Chester	Event 19.11.2024	£35.00
106.2.29	30.10.2024	008395	OVW	J Davies module 5	£40.00
106.2.30	30.10.2024	008396	H Evans	Fireworks leaflets	£15.00
106.2.31	30.10.2024	008397	Rhuddlan Charity A/C	Event 23.11.2024	£25.00
106.2.32	30.10.2024	008398	Ministry of Colours	Collection buckets	£106.80
106.2.33	30.10.2024	008399	Catalyst	September Back-up	£6.00
106.2.34	30.10.2024	008400	Poppy Appeal/RBL	Remembrance Poppy wreath	£30.00
					Total £12,026.49

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

Item no	Date	Chq No	Chq payable to	Payment Description	Amount
106.3.1	13.12.2024	008452	Core Highways	Road Closures – Chrsitmas Light Switch on Event	£1440.00
106.3.2	13.12.2024	008453	Core Highways	Road Closure – Fireworks Event	£744.00
106.3.3	13.12.2024	008454	C Jones	Civic Buffet	£121.82
					Total: £ 2305.82

106.4 List of receipts in September 2024 – agreed and noted – October report deferred pending receipt of duplicate bank statements as originals not received.

Item No	Date	Description	Amount
106.4.1	29.09.2023	Credit interest	£359.05

106.5 Grant aid authorised by the Town Councillors:

Item No	Code	Chq No	Chq payable to	Amount
106.5.1	S137	008455	North Wales Superkids	£100.00
106.5.2	S145	008456	Urdd National Eisteddfod	£100.00
106.5.3	S137	008457	Wales Air Ambulance	£100.00

106.6 Confirmation of payments received – Denbigh Ruby Club – Noted

106.7 How grant payments were used (6 Month Review) – Denbigh Show – Noted

106.8 Quotations – None

107 Planning:

107.1 01/2024/1333/PF
Denbigh Carpets & Beds, Unit 3a Dyffryn Trading Estate, Denbigh
Change of use of redundant showroom to food and entertainment/games area and fast-food takeaway (Use Class A3)

No comments were made by the town councillors on the above application as it had been withdrawn by the applicant on the 10th December.

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107.2 01/2024/1386/AD
The Buttermarket, Chapel Place, Denbigh
Display of 5 internally illuminated fascia signs.

No objections were made by the town councillors on the above application.

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107.3 01/2024/1404/PF
Rural Outreach Services, Vale of Clwyd Mind Association, 4 Rosemary Lane, Denbigh
Change of use of office to form one dwelling (Use Class C3) and associated works.

No comments/decisions were made by the town councillors on the above application – awaiting further information regarding the change of use as requested by the Planning officer.

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107.4 01/2024/1418/PF
Thomas buildings, Bull Lane, Denbigh
Conversion of former post office sorting office and associated first and second floors to form 9 self-contained flats and associated works.

No objections were made by the town councillors on the above application.

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107.5 01/2024/1419/LBC
Thomas buildings, Bull Lane, Denbigh
Conversion of former post office sorting office and associated first and second floors to form 9 self-contained flats including internal & external alterations, landscaping and associated works (Listed building Consent)

No objections were made by the town councillors on the above application.

The town council would like it noted that the new flats should be allocated to local people and there should be parking provision in place.

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107.6 01/2024/1453/PF
Tal Y Fan Lodge, Lawnt, Denbigh
Conversion and alterations of lodge building to form furniture repair workshop and first floor managers accommodation.

No objections were made by the town councillors on the above application.

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107.7 01/2024/1454/LBC
Tal Y Fan Lodge, Lawnt, Denbigh
Conversion and alterations of lodge building to form furniture repair workshop and first floor managers accommodation. (Listed building application)

No objections were made by the town councillors on the above application.

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107.8 01/2024/1467/TC
Myddelton College, Park Street, Denbigh
Crown reduction works to several trees within Denbigh Conservation area.

No objections were made by the town councillors on the above application.

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107.9 01/2024/1481/PF
North Wales Fire & Rescue Service, Denbigh Fire Station, Smithfield Road, Denbigh
Demolition of existing steel framed training tower (including concrete base) and adjacent single-storey masonry store room. Construction of new steel framed training tower on new concrete base in new position including new external lighting.

No objections were made by the town councillors on the above application.

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01/2024/1481/PF

107.10 01/2024/1483/PF
Wings Club, Trenchard House, Rosemary Lane, Denbigh
Replacement of 3 no first-floor windows.

No objections were made by the town councillors on the above application.

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107.11 01/2024/1486/HH
17 Bryn Onnen, Denbigh
Erection of single storey extension to dwelling.

No objections were made by the town councillors on the above application.

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107.12 CAS – 03423-V9Z8M3
Denbigh Quarry, Graig Road, Denbigh
Consolidating application for the extension of winning and working of limestone, importation of inert waste and restoration to amenity land.

No new objections were made by the town councillors on the above application.

- ***The town councillors had no additional objections to those listed in September 2023 & July 2022.***

Objections were raised on the following grounds:

- ***Environmental issues to include health and wellbeing, damage to properties, dust pollution, noise pollution, loss of green spaces, loss of public space for recreational purposes,***
- ***Traffic – more traffic at an already busy road. High impact on local residents.***
- ***No benefit to Denbigh residents.***
- ***There is no need for the product from the quarry in Denbighshire.***

The town councillors would also like it noted that if the plans do not come to fruition and in time the quarry closes that the current employees are offered work at an alternative location and not made redundant.

108 Mayors Update – None

109 Other meetings attended by town councillors.

109.1 Cllr Andrew Hine attended a meeting regarding the Lenten Pool CCTV that is not in working order, he is in conversation with DCC moving forward with a view to resolving the matter.

109.2 Cllr Roy Tickle & Cllr Gaynor Wood-Tickle attended the Walled Towns Friendship Circle Quarterly meeting and AGM on 04.12.2024 via Zoom, which was held at Beaumaris Town Hall. It was noted by the Town Clerk that the annual subscription has decreased from £400.00 to £100.00, to be reviewed each year.

110 Update from County Cllr Pauline Edwards –

Cllr Edwards discussed the social housing on Lon Llewelyn, she confirmed that out of the 110 housed built, 32 have been allocated to local people with the view of being available on 08th January 2025.

Also the builds by Goppa Farm have had more work done to the outer build and are hoping to be available in the Summer of 2025

111 Office Christmas Closure – The Town Clerk confirmed that the Denbigh Town Council Offices will be closed from 12 Noon on Friday 20th December 2024 until 9am on Monday 06th January 2025 – Deputy Mayor Cllr Jan Tomlinson thanked the Town Clerk and Assistant for their hard work this year and wished them a well-deserved break over the festive period.

112 2025 Heritage Lectures – The Clerk confirmed that the Heritage lectures in 2025 will occur during the months of February and March and we are hoping to have between 5-7 lecturers. It was agreed and accepted that a donation of £50.00 will be given to each lecturer. It was also agreed and accepted that the bucket collection from the Heritage lectures will be donated to the chosen charities for 2024/2025.

113 Staff salary – ongoing.

****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 20.11

Signed.....

Date.....