

## **Draft Minutes of the Denbigh Town Council Full Council Meeting held on Wednesday 22<sup>nd</sup> January 2025, 6.00pm 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, & Robert Davies, Jenny Barlow (Town Clerk), Jo Davies (Assistant)

**Zoom;** Cllr Lara Pritchard.

*Attending members of the public: Nellie Smythe (face to face) and Steve Roberts (Zoom)*

***The Chair, Cllr Jan Tomlinson, welcomed all to the January Full Council Meeting. Cllr Tomlinson proceeded to inform the Council that during the meeting, the speaker is not to be interrupted and hands should be raised to speak.***

***The meeting will also be recorded; however, an email will be sent after usage to confirm deletion of any recordings.***

**114 Presentation re Visit Denbigh Website:** Kate Harcus and Marguerite Pearce (Ty Gwyrdd) were welcomed by all and began their presentation on the "Darganfod Dinbych Website" During which the aims of the website were established and shared:

- Provide a one-stop resource
- Promote local events
- Boost the local economy
- Boost engagement in
- Showcase the trails
- Highlight community venues

The presentation was appreciated by the Town Council. Cllr Andrew Hine is already very much involved with the working group and further information has been sent to all Councillors who may wish to join the working group also.

**115 Apologies for absence:** Cllr Alyn Ashworth

**116 Declaration of Personal/Prejudicial Interest**

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

<b>Item No</b>	<b>Councillor</b>	<b>Personal/Prejudicial</b>
<b>7.3.1</b>	<b>Gaynor Wood-Tickle</b>	<b>Prejudicial</b>
<b>7.3.4</b>	<b>Gaynor Wood-Tickle</b>	<b>Prejudicial</b>
<b>7.3.1</b>	<b>Roy Tickle</b>	<b>Prejudicial</b>
<b>7.3.4</b>	<b>Roy Tickle</b>	<b>Prejudicial</b>

- 117 **Minutes of the Council Meeting held on Wednesday 11<sup>th</sup> December 2024 (Part 1) – Confirmed and accepted.**
- 118 **Urgent business under Section 100B (4) of the Local Government Act 1972 – None**
- 119 **Matters arising – Update from OVW regarding receiving advice – To be discussed in Pt 2**
- 120 **Correspondence received:**
- 120.1 **Email from Gwyn Evans regarding Museum car park –** Clerk will respond to inform Mr Evans that more information will be available after the meeting on 10.02.2025
- 120.2 **Email from Ruth Griffiths regarding School crossing patrol – Rhyl Road – Town Council agreed to support and Clerk will respond on their behalf to DCC & County Councillor’s.**
- 120.3 **Email from Sarah Griffiths regarding School crossing patrol – Rhyl Road - Town Council agreed to support and Clerk will respond on their behalf to DCC & County Councillor’s**
- 120.4 **Email from Bodfari Environmental – proposed planting 2025 – Meeting to be held 03.03.2025**
- 120.5 **Email from S Griffiths – Bimeda re planning application 01/2022/0523/MA & appeal CAS-03423-V9Z8M3. – Noted – See item 121.10.7**

**121 Finance -**

**121.1 Bank reconciliation reports –October, November, December 2024 –** Deferred due to issue of non or late receipt of statements from bank.

**121.2 List of payments made – November & December – Noted**

Item No	Date	Chq No	Payment to	Description	Amount
121.2.1	01.11.2024	008413,008414,008415	Jones Graham	Staff Salary November	£5931.39
121.2.2	27.11.2024	008416	Amanda Nugent	First Aid Provision (Xmas lights)	£300.00
121.2.3	27.11.2024	008417	Sion Cummings	Xmas Lights Assistance	£200.00
121.2.4	27.11.2024	008418	Carla Cummings	Xmas Lights & Fireworks assistance	£100.00
121.2.5	27.11.2024	008419	John Davies	Xmas Lights Compare	£300.00
121.2.6	27.11.2024	008420	Carl Hodgson	Xmas Lights PA System etc	£320.00
121.2.7	27.11.2024	008421	Tina Roberts	Santa Gifts (Xmas Lights)	£400.00
121.2.8	27.11.2024	008422	C. Baglin	Santa & Elves	£460.00

<b>121.2.9</b>	27.11.2024	008423	Blue Duo Events	Buddy & Stitch	£200.00
<b>121.2.10</b>	27.11.2024	008424	R. Williams	Lights on Donation	£40.00
<b>121.2.11</b>	27.11.2024	008425	E. Western	Lights on Donation	£40.00
<b>121.2.12</b>	28.11.2024	008426	J Barlow	November Zoom Refund	£15.59
<b>121.2.13</b>	28.11.2024	008427	J Barlow	Refund (Care home Gifts, Xmas)	£67.00
<b>121.2.14</b>	28.11.2024	008428	J Barlow	Children's Fruit (Xmas Choirs)	£7.50
<b>121.2.15</b>	28.11.2024	008429	J Barlow	Refund, Refreshments (Fireworks)	£35.89
<b>121.2.16</b>	28.11.2024	008430	J Barlow	Refund Refreshments (Xmas lights)	£7.45
<b>121.2.17</b>	28.11.2024	008431	Catalyst Systems	October Telephony	£58.78
<b>121.2.18</b>	28.11.2024	008432	Catalyst Systems	October back-up	£4.10
<b>121.2.19</b>	28.11.2024	008433	SLCC Enterprises	Joint Conference SLCC & OVW	£78.00
<b>121.2.20</b>	28.11.2024	008434	Catalyst Systems	November Broadband	£52.80
<b>121.2.21</b>	28.11.2024	008435	J Barlow	Travel Claim	£24.65
				<b>Total</b>	<b>£8643.15</b>
<b>121.2.22</b>	02.12.2024	008436,008437,008438	Jones Graham	Staff Salary December	£5931.39
<b>121.2.23</b>	13.12.2024	008439	G. Wood	Travel Claim – Sept 2024	£68.40
<b>121.2.24</b>	13.12.2024	008440	J Barlow	Travel Claim Dec 2024	£69.55
<b>121.2.25</b>		008441	J Barlow	Care Home Christmas Gifts 2024	£54.60
<b>121.2.26</b>	13.12.2024	008442	Canda Copying	Photocopies 30.08.2024-29.11.2024	£22.64
<b>121.2.27</b>	13.12.2024	008443	Canda Copying	Lease 01.12.2024-28.02.2025	£47.46

<b>121.2.28</b>	13.12.2024	008444	Cerys Jones	Website Updates (July-Nov 2024)	£130.00
<b>121.2.29</b>	13.12.2024	008445	Elevator Design Ltd	Visit Denbigh Website Renewal	£144.00
<b>121.2.30</b>	13.12.2024	008446	Paul Liversidge	EP Garden Clean-up	£15.00
<b>121.2.31</b>	13.12.2024	008447	Catalyst Systems	Nov Back-Up	£4.12
<b>121.2.32</b>	13.12.2024	008448	Catalyst Systems	Dec Broadband	£52.80
<b>121.2.33</b>	13.12.2024	008449	J Barlow	Travel (Sept 2024)	£53.75
<b>121.2.34</b>	13.12.2024	008450	Gwenhydd	Website Hosting 2024/2025	£170.00
<b>121.2.35</b>	13.12.2024	008451	G. Wood	Refund (Xmas lights)	£60.81
				<b>Total</b>	<b>£6824.52</b>

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

<b>Item no</b>	<b>Date</b>	<b>Chq No</b>	<b>Chq payable to</b>	<b>Payment Description</b>	<b>Amount</b>
<b>121.3.1</b>	27.01.2025	008471	Denbighshire County Council	Town Hall Contribution Jan-March 2025	£9250.00
<b>121.3.2</b>	27.01.2025	008472	Scottish Power	Dr EP Garden Sept-Dec 2024	£690.95
<b>121.3.3</b>	27.01.2025	008473	Cambrian Woodland	2 x Christmas Trees	£1644.00
<b>121.3.4</b>	27.01.2025	008474	Denbighshire County Council	Additional Town Hall Contribution	£10,000.00
				<b>Total</b>	<b>£21,584.95</b>

**121.4 List of receipts in October, November, December 2024 –**

Deferred due to lack of bank statements. The Clerk however noted that a credit had been received from Lockstock for £3000.00. The Clerk will send a note of thanks.

**121.5 Grant aid authorised by the Town Councillors:**

Item No	Code	Chq No	Chq payable to	Amount
121.5.1	S137	008475	Denbigh Archive Group	£1,624.67
121.5.2	S137	008476	Denbigh Rotary Club	£347.92
			Total	£1,972.59

**121.6 Confirmation of payments received – Eisteddfod Genedlaethol Urdd Gobaith Cymry Parc Margam – Noted**

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

**121.8 Quotations – Agreed**

- 121.8.1 Bodfari Environmental – Dr E.P Garden
- 121.8.2 Safety Focus – Health & Safety Provisions
- 121.8.3 Paul Liversidge – Grounds Maintenance
- 121.8.4 DCC Car park subsidy 2025/26

**121.9 Bank Signatories – Currently -** Cllr's Jan Tomlinson, Alyn Ashworth, Gaynor Wood-Tickle, Roy Tickle.

Cllrs Pauline Edwards and Matthew Jones volunteered to be added signatories. – **Agreed and accepted.**

**121.10 Planning:**

**121.10.1** 01/2024/1514/HH

66 Trewen, Denbigh, Denbighshire

Erection of two storey front and side extensions, single-storey rear extension, demolition of existing detached rear garage and associated works.

- ***No objections, however the Town Council would like next doors objections taken into consideration.***

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**121.10.2** 01/2024/1206/HH

17 Rhodfa Elgwern, Denbigh

Erection of first floor extension to side of dwelling.

- No objections***

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**121.10.3** 01/2024/1520/PF

Ty Newydd Farm, Trefnant

Erection of a silage clamp and associated works.

- No objections, however the Town Council would like to see the Ecology Officers comments taken into consideration.***

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**121.10.4** 01/2024/1523/PF

Meirion Davies & Co Ltd, Llwyn Goch, Colomendy Ind Est, Denbigh

Erection of extension to existing industrial shed.

- No objections***

**121.10.5** 01/2024/1530/PF

Henllan Bread, Unit 6 Llwyn Goch, Colomendy ind Est, Denbigh

Conversion of part of existing first floor Mezzanine storage area into a Test Bakery.

**-No objections**

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**121.10.6** 01/2024/1590/PF

Caledfryn, Smithfield Road, Denbigh

Change of use from class B1 offices to class D1 Non-residential medical/health service.

**-No objections**

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**121.10.7** CAS-03423-V9Z8M3

Breedon Trading Ltd

Consolidation for the extension of winning and working of limestone, importation of inert waste and restoration to amenity land.

**-No additions information to add – Prior Objections still stand**

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**121.10.8** 01/2024/154/HH

Manhyfryd, 3 Llys Wynnes Parc, Denbigh

Erection of a single storey extension to rear of dwelling.

**- No objections**

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19:12 – Cllr Lara Pritchard left the meeting.

19:12 – Members of the Public, Steve Roberts and Nellie Smythe left the meeting.

**122 Appointment of Mayor & Deputy Mayor for the remainder of the Mayoral year.**

**122.1** - Cllr Sylvia Jennings proposed Cllr Jan Tomlinson for Mayor effective immediately until May 2025, this was seconded by Cllr Sioned Garrod. There were no counter proposals. Cllr Jan Tomlinson accepted.

**122.2** – Cllr Sioned Garrod proposed Cllr Pauline Edwards for Deputy Mayor effective immediately until May 2025, this was seconded by Cllr Philip Stevens. There were no counter proposals. Cllr Pauline Edwards accepted.

**123 Other meetings attended by town councillors.**

**123.1** Councillor Roy Tickle discussed his attendance at the Erianfa management committee. A new website is being created for Erianfa which is very professional and well under way. However, the building is in need of a new boiler and coffee machine.

**123.2** Councillor Andrew Hine is very much involved with Incredible Edible and its umbrella organisations such as “Community food”. It was noted that sadly, Incredible Edible has lost its co-ordinator but that the group is still doing very well.

There will be a “Supper club” held at Capel Mawr this Saturday. Cllr Hine has also had meetings with Kate Harcus, who brought a presentation to the Council this evening regarding the “Darganfod Dinbych Website”.

Cllr Hine also confirmed that after a meeting with James Parsons (DCC) that the Lenten Pool security camera has been repaired.

**123.3** Cllr Gaynor Morgan-Rees, mentioned that “Denbigh Open Doors” Committee are looking for new venues to participate in 2025.

Theatre Twm O’r Nant has also begun Denbigh Film Club for 2025

**124 Update from County Cllr Pauline Edwards –**

**124.1** – Cllr Pauline Edwards updated Councillors on the sale of Caledfryn and the future plans for the site to comprise of a GP practice, midwifery, mental health and learning disability service.

**124.2** – Cllr Edwards informed the Town Council that the Grant for the Levelling Up Fund has now been agreed and allocated to the redevelopment of the former North Wales Hospital, Denbigh.

**125 Co-options** – It was agreed by the Town Council that the Town Clerk is to now advertise for this vacancy.

**126 Renumeration payment £500.00** – Cllr Gaynor Wood-Tickle proposed Cllr Jan Tomlinson due to her added responsibility as Mayor for the remainder of the Mayoral Year (May 2025) this was seconded by Cllr Pip Stevens and the vote was unanimous.

**127 Attendance Register** – The attendance register was read out for all Councillors and will be circulated electronically.

**128 Save the Date – Confirmed**

**128.1 Annual Meeting** – Friday 09<sup>th</sup> May 2025

**128.2 Civic Sunday** – Sunday 27<sup>th</sup> July 2025

**129 Heritage Lectures – Chair required for each** – Heritage lectures will begin 27<sup>th</sup> Feb 2025 and continue every Thursday until 24<sup>th</sup> April 2025. Assistant, Jo Davies will circulate these dates to all Councillors for volunteer chairs for each lecture.

**130 Review of 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 **20.33**

Signed.....

Date.....