

Draft Minutes of the Denbigh Town Council Full Council Meeting held on Wednesday 19th February 2025, 6.00pm via Hybrid.

Present: Face to Face Councillor's: Jan Tomlinson, Alyn Ashworth, Philip Stevens, Gaynor Morgan-Rees, Sylvia Jennings, Sioned Garrod, Matthew Jones, Pauline Edwards, & Robert Davies, Jenny Barlow (Town Clerk), Jo Davies (Assistant)

Zoom: Cllr's, Gaynor Wood-Tickle, Roy Tickle, Lara Pritchard & Andrew Hine

Present – Other members attending: PCSO Peter Jones

The Chair, Cllr Jan Tomlinson, welcomed all to the February Full Council Meeting. Cllr Tomlinson also welcomed and introduced PCSO Peter Jones.

139 Presentation re North Wales Police – PCSO Peter Jones – Denbigh Crime Report

PCSO Peter Jones read out a local crime report covering Denbigh from 03.01.2025-present. A brief on current anti-social behaviour within the Town was also given.

PCSO Peter Jones finished his report and allowed a Q&A session with the Town Council. Issues such as anti-social behaviour, and substance misuse/disorder were discussed at length. PCSO Peter Jones was thanked by the Town Council for his informative and interesting report and the Town Council look forward to welcoming North Wales Police into the Chambers in the future to be updated on Denbigh Town's crime and anti-social behaviour with a view to work closely with North Wales Police on what crimes affect Denbigh the most and how this can be tackled effectively.

The Town Council also thanked North Wales Police for the recent influx that has been witnessed of Police on Patrol in Denbigh Town.

Cllr Andrew Hine entered on Zoom at 18:18
PSCO Peter Jones left the Chambers at 18:30

140 Apologies for absence: None

141 Declaration of Personal/Prejudicial Interest

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

Item No	Councillor	Personal/Prejudicial
9.5.2	Gaynor Morgan-Rees	Personal

Cllrs Gaynor Wood Tickle & Roy Tickle entered via Zoom at 18:28

142 To confirm Minutes of the Council Meeting held on Wednesday 22nd January 2025 (part 1.) – Confirmed and accepted

143 To confirm Minutes of the Special Town Council Meeting held on Wednesday 29th January 2025.- Confirmed & accepted

144 To confirm Minutes of the Special Town Council Meeting held on Monday 10th February 2025. – Confirmed & Accepted

145 Urgent business under Section 100B(4) of the Local Government Act 1972: Noted

Section 100B(4) of the Local Government Act 1972 allows for the consideration of urgent business at meetings of a council or its committees. This can happen when the meeting's chair believes the item is urgent due to special circumstances. The reason for the urgency must be recorded in the meeting's minutes.

146 Matter Arising

146.1 Adult outdoor gym – The Town Clerk discussed a meeting that was held along with herself and County Cllr Pauline Edwards. A public consultation will be held on Monday 24th February with regards to Cae Hywel Park, this will include the adult out door gym and the consultation will be discussed with plans as a whole. – **Noted**

146.2 Update re school crossing patrol Rhyl Road, Denbigh. – The Town Clerk confirmed that on 17th February 2025 a vacancy was released by DCC for a School Crossing Patrol Attendant for Denbigh, in light of discussions regarding this in January's full council meeting – **Noted**

147 Correspondence received:

147.1 2025 Electoral Review Programme – **Noted**

147.2 Email from Denbigh Rotary Club – Vale of Clwyd Mind Music Project 2025 – **Noted**

147.3 Public consultation – Public toilets – Although public consultations for the Public Toilets is now complete, its is still open to Town Council until 27th February 2025. The Town Council agreed that the Clerk should complete the questionnaire on their behalf – **Agreed & noted.**

147.4 Email from Ysgol Frongoch re project – **Noted**

147.5 Email from Chris Madoc Jones re N W Hospital – Information was received from County Cllr Pauline Edwards regarding this, this was to be discussed further in agenda item 13, The Town Council agreed that The Clerk could reply to Chris Madoc Jones with this information - **Agreed and noted**

147.6 Email from OVW re Area Committee Survey – The Town Council agreed that as Cllr Alyn Ashworth is the Area Committee Representative, that he should complete the questionnaire on the Town Councils behalf. – **Agreed & noted**

Cllr Andrew Hine left the meeting via Zoom at 18:53

147.7 Email from J Cusworth regarding grant for Cae Dai – letter of support – It was agreed by the Town Council that the Clerk would send a letter of support on the Town Councils behalf – **Agreed & noted**

147.8 Email from OVW re Planning aid Wales joint event – **Noted**

147.9 Inspection report Dr EP Garden following high winds – inc quotation for works – **Noted**

147.10 Email from Strategic Planning DCC – Stakeholders survey 2024/25 – It was agreed by the Tow Council that the Clerk would complete this questionnaire on behalf on the Town Council, however if any Councillors have any questions before hand they are to raise them with the Clerk via email. – **Agreed & noted**

Cllr Andrew Hine rejoined the meeting via Zoom at 18:56

148 Finance -

148.1 Bank reconciliation reports – January 2025 – Noted

148.2 List of payments made – January 2025 – Noted

Item No	Date	Chq No	Payment to	Description	Amount
148.2.1	02.01.2025	008458, 008459, 008460	Jones & Graham	Salaries	£8,018.11
148.2.2	27.01.2025	008461	M. Morton	Blue Duo Events (Xmas Mascots)	£200.00
148.2.3	27.01.2025	008462	Catalyst	January 2025 Broadband	£52.80
148.2.4	27.01.2025	008463	Catalyst	Nov 2024 Telephony	£58.78
148.2.5	27.01.2025	008464	Catalyst	Dec 2024 Back-up	£4.13
148.2.6	27.01.2025	008465	Catalyst	Dec 2024 Telephony	£58.78
148.2.7	27.01.2025	008466	J. Barlow	December Zoom Refun	£15.59
148.2.8	27.01.2025	008467	J. Barlow	January Zoom Refund	£15.59
148.2.9	27.01.2025	008468	P. Liversidge	E.P Garden Upkeep	£15.00
148.2.10	27.01.2025	008469	David Hughes	Crown Square Xmas Tree	£200.00
				Total	£8,638.78

148.3 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
148.3.1	20.02.2025	008496	Bodfari Environmental	Dr Evan Pierce Garden Upkeep OCT- Dec 2024	£1018.20
148.3.2	20.02.2025	008497	Hampshire Flags	St Davids Day Parade Flags	£513.00
148.3.3	20.02.2025	008498	Safety Focus Lts	Final payment for H&S provisions	£600.00
				Total	£2131.20

148.4 List of receipts in January 2025 – Noted

Date	Description	Amount
31.01.2024	Credit interest	£452.78
	Total	£452.78

148.5 Grant aid authorised by the Town Councillors: Agreed & Noted

Item No	Code	Chq No	Chq payable to	Amount
148.5.1	S137	008499	Theatr Bara Caws	£100.00
148.5.2	S145	008501	Theatr Twm o'r Nant	£2161.51
148.5.3	S145	008502	Menter Iaith Dinbych	£1740.00
148.5.4	S137	008503	Cor Meibion Dinbych	£1047.00

148.6 Confirmation of payments received – Denbigh Rotary Club & Wales Air Ambulance - **Noted**

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

148.8 Quotations

148.8.1 Uproar – Fireworks - **Agreed**

149 Planning:

149.1 01/2024/1622/PF

Brookhouse Mill Restaurant, Old Ruthin Road, Denbigh
Refurbishment and extension of existing public house.

- **No Objections**

149.2 10.2 01/2025/0008/HE

Denbigh Football Club, Football Ground, Park Street, Denbigh
Proposed removal of hedge to facilitate pitch extension.

- **No Objections**

149.3 10.3 01/2024/1368/TP

31 Love Lane, Denbigh.
Removal of one ash tree within Denbigh conservation area.

- **No Objections**

149.4 10.4 01/2024/1482/PF

Brady Global Ltd, Unit 34 Bryn Gwyrdd, Colomendy Ind Estate, Denbigh.
Change of use of land by the siting of shipping containers for storage hire; a container for the sale of take-away food and associated works.

- **No Objections**

149.5 0.5 01/2025/0018/HH

29 Post Office Lane, Denbigh
Installation of replacement windows to rear.

- **No Objections**

150 Mayors Update –

- 150.1** Cllr Jan Tomlinson discussed the Open Day of the newly refirbished St Kentigerns store in Denbigh that she attending with Deputy Mayor Cllr Pauline Edwards. Both mentioned the success of the refirb and that in invite had been extended from the staff at St Kentigerns for the Mayor and Deputy Mayor to visit St Kentigerns Hospice.
- 150.2** Cllr Tomlinson discussed what a wonderful meet and greet the Councillors extended to The Stanley Congolese and Ugandan Heritage Alliance on 13th February 2025. Much thanks to Henllan Bread ad Llewyn Banc for their very kind donations of local produce to offer as refreshments.
- 150.3** Cllr Pauline Edwards attended a Citizenship Ceremony on behalf of Cllr Tomlinson at Ruthin Town Hall.

151 Other meetings attended by town councillors.

- 151.1** Cllr Matthew Jones attended a Carnival Committee meeting as there had been a large public outcry for volunteers. Unfortunately, the attendance at the meeting was poor and so although the Carnival Committee is hoping to go ahead with this years event, it will be very trimmed down without public support.
- 151.2** Cllr Gaynor Morgan-Rees attended an Open Doors Committee meeting at the Guildhall. A more in-depth discussion was had with regards to leaflets and distribution, the libraries involvement and tour guides during the period. It was a very positive meeting.
- 151.3** Cllr Sylvia Jennings attended the Darganfod Dinbych presentation at the Guild Hall. Cllr Jennings noted that there was a large turn out of attendees with lots of engagement. A successful and positive meeting.
- 151.4** Gaynor Wood Tickle noted that she had attended a Twinning meeting and that updates with regards to dates for the visit will be updated at a later date.

152 Update from County Cllr Pauline Edwards –

- 152.1** An update was heard by Cllr Edwards regarding the housing at Llwyn Eirin in Denbigh and the successful award to Vectorex Construction Ltd to fit out the housing development.
- 152.2** Cllr Edwards confirmed that an additional fund for £10 million has been made available by the Welsh Government to help kickstart the development of new affordable housing schemes in Wales. Grwp Cynefin in Denbigh has been included in this with regards to the Pennant Flats (11 homes)
- 152.3** Cllr Edwards confirmed that things were moving forward with a Section 106 agreement between Denbighshire local planning authority and Jones Bros. The purpose of a S106 agreement is to mitigate the impact of the development on the local community and infrastructure.

153 Renumeration payment to all Town Councillors (£156.00 + £52.00) – The Town Clerk confirmed that remuneration payments are due to all Town Councillors in March 2025, however if any Councillors would like to “opt out” they must do so in written form.

154 Policies – It was agreed & noted by the Town Council that any amendments which have occurred, should firstly go to the scrutiny group for approval. The Clerk advised that in this case, the scrutiny group would need to submit any further amendments to the Clerk before 11th March 2025, taking into account the end of the financial year on 05th April and the fact that March Full Council will be held on 19th March. This would then give the Clerk a weeks’ notice to implement any altered amendment requests.

- 154.1 Financial Regulations
- 154.2 Risk Assessment
- 154.3 Asset register
- 154.4 Standing Orders
- 154.5 Grant Aid form & Guidance noted.
- 154.6 Environment (Wales) Act 2016

155 Proposed change of date – Christmas Light Switch on Event – Overview by Jo Davies

The Project and Events Assistant gave a brief overview proposing the change of day. Issues were highlighted based around resident, volunteer and trader attendance, the effect on local businesses and the NHS, increased footfall for market traders and the impact on public transport. It was noted that in having the event on a Sunday, less impact would be had on local businesses, GP surgeries etc and that the availability for more residents and volunteers to attend the event would increase significantly. This was agreed and noted by the Town Council.

156 Free Parking Dates for 2025: Agreed and noted

- 156.1 20th September – Open Doors
- 156.2 04th October – Denbigh Plum Fest
- 156.3 30th November (TBC) - Christmas Light Switch on Event

157 Review of Staff Salary – Resolved

****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 **20.21**

Signed.....

Date.....