

Minutes of the Denbigh Town Council Full Council Meeting held on Monday 24 November 2025

Present: Face to Face Councillor's: Pauline Edwards, Roy Tickle, Gaynor Wood-Tickle, Gaynor Morgan Rees, Sioned Garrod, Ruth Griffiths, Matthew Jones, Robert Davies, Medwyn Jones (Interim Finance Officer) Jo Davies (Interim Office Manager)

Zoom: Councillor's Alyn Ashworth, Philip Stevens, Andrew Hine, Carys Jones (Interim Admin Support)

Members of the Public: None

All Town Councillors agreed to record this meeting.

*The Chair Cllr PE Welcomed all to November's Full Town Council meeting, stating:
"There is no planned fire alarm and so if at any point the fire alarm does go off, please remember to leave the chamber in a calm manner via the stairs and meet by the angel.
There is an attendance register in the chambers, please sign in. This is of utmost importance and is part of our standing orders. Whilst we may not always agree with each other's comments, please do not interrupt speakers and be respectful of their views. Please treat each other with dignity and respect at all times".
If any Councillors have completed the declaration of interest form for this current meeting, we would ask those Cllrs to please exit the Chambers whilst that particular item is discussed – as per "Code of Conduct Training"
Let's have a great meeting and feel free to get up or pour a drink etc. throughout the Meeting.*

87 Apologies for absence: Councillor's Jan Tomlinson & Sylvia Jennings,

88 Declaration of Personal/Prejudicial Interest

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

Name	Item	Personal/Prejudicial
GWT	16	Prejudicial
RT	16	Prejudicial
SG	7.3	Personal

89 Confirmation of Minutes

89.1 Environment & Finance 15.09.2025 – Confirmed and Accepted

89.2 Full Council 22.09.2025 (Part 1 Only) – Confirmed and Accepted

89.3 Extraordinary Meeting 22.10.2025 (Part 1 Only) – Confirmed and Accepted

90 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. –

90.1 Medwyn advised that the Budget would normally be set before Christmas and had received a notification from DCC requiring the Precept figure by 09.01.26. Medwyn will work on the figures and Budget and proposes a meeting on 05.01.26 where the Budget and Precept figure will both be agreed. Date will be fully confirmed in due course. All agreed.

91 Matters Arising:

91.1 - E&F 15.09.25 – Discussion regarding Dogs being allowed in Dr Evan Pierce Gardens – Jo advised she will pick this up again. Cllr PS asked if we could have a bin in the Gardens which Cllr GWT said there would be a cost involved and as a management group it is our responsibility to empty etc. Cllr PS advised that other Counties do have them. Cllr GMR advised the report from Bodfari Environments reported no Dog mess. Cllr AH said that there is a bin outside the gates so adding a bin inside would not be the answer. Cllr PE proposed that Jo makes enquiries with DCC regarding making the Garden Dog Free in which everyone agreed.

91.2 - E&F 15.09.25 – Grant aid application from Studio made, no further information received from them.

91.3 - E&F 15.09.25 – DTC Safe – Medwyn has found the keys for the current safe therefore all valuables are now back inside. Review in a few months if another is required. All agreed.

91.4 – Full Council 22.09.25 – Denbigh in Bloom – Cllr GWT advised that volunteers are needed ASAP.

91.5 – Extraordinary 22.10.25 – Medwyn advised he had initially agreed for 3 months, not 6 months as stated in the minutes but this can be discussed again.

92 Environment & Finance Meeting update

92.1 Evan Pierce Garden – Email from Bodfari Environmental

Ongoing in the Gardens, rear left gate is missing and a light not working. Cllr GWT proposed we wait until January to look at repairs. All agreed.

92.2 Evan Pierce Garden – Email from Cae Glas

Cllr PE proposed a site visit is required, Cllrs AH, GMR and Jo agreed to meet and invite the Manager from Cae Glas so all options can be investigated. Cllr RG asked if Planning would be required to trim the tree. More details after the site visit.

92.3 Evan Pierce Garden – Email from C.H

It was agreed that more quotes are required before any decision is made. Cllr AH requested a copy of the original quote and would like to know what happens to the tree.

92.4 Payments made September/October

All below agreed and noted

92.4.1 List of authorised cheque payments made: 1-9-25 — 18.11-25

Date	Cheque no.	Payable to	Description	Amount £
10.9.25	008554	Jones & Graham	Staff salary - Sept	1,564.93
10.9.25	008555	Jones & Graham	HMRC - Sept	448.19
10.9.25	008556	Jones & Graham	Pension - Sept	545.54
10.9.25	008557	Vision (Canda)	Toner for printer	135.14
10.9.25	008558	Canda	Printer rental Sept	47.46
10.9.25	008859	Paul Liversidge	Grass cutting - Aug	175.00
17.9.25	008560	Blachere	Christmas lights	25,992.12
17.9.25	008561	DCC	Town hall contribution	9,250.00
22.9.25	008562	Jo Davies	Zoom refund	23.78
22.9.25	008563	Jo Davies	Stationery & office door sign	37.00
23.9.25	008564	Scottish Power	Dr E P Garden	154.53
			Sub total	38,373.69

7.10.25	008565	Jones & Graham	Staff salary - Oct	1,759.21
7.10.25	008566	Jones & Graham	HMRC - Oct	599.86
7.10.25	008567	Jones & Graham	Pension - Oct	636.44
29.10.25	008568	Jones & Graham	Various charges	152.40
29.10.25	008569	Bodfari Environmental	Dr E P Garden: Apr-June 251018.20	1,018.20
29.10.25	008570	DCC	Car park contribution 2.9.25 – 1.9.26	12,586.12
29.10.25	008571	DCC	Install & remove bunting	1,747.20
29.10.25	008572	DCC	Install & remove banners	468.00
29.10.25	008573	Paul Liversidge	Footpath clearing - Sept	175.00
29.10.25	008574	Canda	Copier charges	135.14
29.10.25	008575	Cancelled Cheque	*****	*****
29.10.25	008576	Cllr Pauline Edwards	Reimburse parking charges & purchase of padlock	4.89
29.10.25	008577	Cllr Gaynor Wood-Tickle	Reimburse travelling expenses	73.20
			Sub total	19,355.66

4.11.25	008578	Uproar Fireworks	Final payment – fireworks display	2,633.33
4.11.25	008579	Carys Jones	Admin duties - Oct	180.00
4.11.25	008580	Pat Astbury	Admin duties - Oct	553.30
6.11.25	008581	White Removals	Removal costs o Denbigh Museum	1,620.00
10.11.25	008582	Core Highways	Road closure – Fireworks display	744.00
10.11.25	008583	Poppy Appeal	Remembrance day wreath	30.00

10.11.25	008584	P R Signs	4 heavy duty fireworks display banners	316.80
11.11.25	008585	Cambrian Woodland Services	Christmas trees	1,412.00
12.11.25	008586	ABC First Response	Fireworks display	1,650.00
18.11.25	008587	Cambrian Woodland Services	VAT element of invoice for Christmas trees	282.40
18.11.25	008588	PWLB	Repayment re former courthouse	6,181.60
			Sub total	15,603.43

Total cheque payments	£73,332.78
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92.4.2 List of Auto payments made through bank: Sept – Oct 2025

1.9.25	Direct Debit	Dwr Cymru		6.00
9.9.25	Direct Debit	Catalyst Systems	Cattelphone	14.25
18.9.25	Auto	Joanne Davies Mayor Charity Fund		170.00
23.9.25	Dirct Debit	Catalyst Systems	Cattelphone initial payment	58.78
30.9.25	Auto	Nat West	Bank charges	18.20
1.10.25	Direct Debit	Dwr Cymru		6.00
24.10.25	Direct Debit	Catalyst Systems	Cattelphone	217.20
31.10.25	Auto	Nat West	Bank charges	23.52
Total				£503.95

92.4.3 Credits Received September/October

10.9.25	Auto credit	E B Jones	Christmas stall	15.00
11.9.25	Auto credit	Dragon's Destiny	Christmas stall	30.00
12.9.25	Auto credit	Cocktail Cartell	Christmas stall	30.00
18.9.25	Auto credit	Joanne Davies	Mayor Charity Fund	170.00
30.9.25	Auto credit	Nat West	Interest	327.16
29.10.25	Cheque payments x3		Christmas stalls	120.00
Total				£672.16

92.4.4 Payments requiring authorisation

Amanda Nugent (RGN)	Attendance at Christmas lights switch on	350.00
Jo Davies	DPD postage — Posting audit files & stationery item	35.98
Jones & Graham	Staff Salary — November	370.10
Jones & Graham	HMRC — November	99.22
Rhyl Journal group including Denbighshire Free Press	Denbigh Christmas lights feature BACS payment by Deputy Mayor	359.98
Cllr Roy Tickle	Cheque payments to Core Highways re road closures not being accepted — only BACS payments. Payments made by Cllr Tickle in order to secure road closures for Christmas Lights switch on event. Reimbursement of payments to Cllr Tickle.	1,566.00

92.5 Quotations – None

92.6 Grant Aids –

92.6.1 Air Ambulance Wales - £100 Agreed and Noted

93. Correspondence received.

93.1 Email from MP Gill German - Noted

93.2 Email from St Asaph City Clerk

A conversation was held regarding the importance of the event and whether the Congolese will also want to be involved. Cllr AH asked what the anniversary was for, Medwyn advised that it was likely 150 years of his Death. Cllr AA proposed to authorise up to £500.00 for the event at this stage, Medwyn suggested DTC speak to St Asaph to see what their plans are. There is an option to use funds from the Heritage Budget. A counter proposal was made by Cllr MJ to go ahead with Medwyn's suggestion in which Cllr GWT seconded followed by a vote and amendment was carried.

93.3 Email from CEJ – Denbigh Men/ Women's Shed

Cllr SG left the Chamber for this agenda item at 19.09.

It was discussed that more benches are required. Cllr GWT asked what the timescale was with the project. It was decided to get back in touch with the Men's Shed for more plans and quotes.

Cllr SG returned to the Chamber at 19.13

94. Planning

94.1 01/2025/0489/PF – Ty Uchaf Prion – No Objections

94.2 01/2025/0471/HH – 9 Crud Yr Awel – No Objections

94.3 01/2025/0464/TC – Gallt Y Coed, 60 Vale Street – No Objections

94.4 01/2025/0461/HH – 16 Bro Wen – No Objections

94.5 01/2025/0459/HH – Bryn Hyfred Mount Pleasant – No Objections

95 Deputy Mayor's update –

95.1 Invitation to Rhyl Lifeboat Station – very enjoyable and interesting. Incredible commitment – how long it takes to qualify etc.

95.2 Civic Service Caerwys – met lots of Cllrs, Mayors etc. from a wide area.

95.3 Floral Art Club Demonstration – accompanied by Cllr Sylvia Jennings, very enjoyable. Amazing flower arrangements, so many made within a couple of hours – a very entertaining chap.

I won a raffle prize, which was one of the arrangements. I took it to St. Mary's Church so that it could be enjoyed by many. Remembrance Sunday service, Wedding blessing and Christening. Letter of thanks sent.

95.4 Attended a Citizenship Ceremony in Rhyl – could tell the attendees valued the Cllr's attendance. Only the Chairman of DCC and me there. Good networking with residents. One of the participants is related to one of the significant residents involved with the Quarry appeal. It was great to see them there – it felt it was good for the reputation of the Town Council.

96 Other Meetings attended by town councillors –

96.1 Cllr RT attended the Eirianfa meeting – All as normal after the recent works.

96.2 Cllr GMR attended an Open Doors meeting – The event was very successful despite the weather. Town was very busy on the Saturday and Tours were well attended.

96.3 Cllr AH attended a CCTV meeting at Colwyn Bay Headquarters – Very impressed with the service and proposes that DTC continue when the contract comes for renewal.

96.4 Cllr RG attended a meetinf at Frongoch School – They were very happy with the support and DTC representative.

97. Update from County Councillor Pauline Edwards

97.1 Llwyn Eirin – new residents moving in as we speak.

97.2 New CEO - Helen White. Local lady – Welsh speaker. Her introduction at her interview was her claim to fame is that she once won the roll the barrel in Denbigh! Will be in post in the New Year.

97.3 Lots of concern has been voiced about the Nail Bars and the new BBM shop.
All the Cllr's have been involved – Chris Evans, Conservation Officer has held meeting with BBM. They have removed the vinyl from the windows – a little has been left to shield the tills within the shop. They are working on a new design for the shop sign that one cannot remain.
The same with the nail bars. Work ongoing.

97.4 Car park permits – as there has been an increase in permits allowed since the Buttermarket opened, permit holders can now park in any available space within the Factory Place car park – no longer have to use the 8 spaces allocated previously. But they cannot use the free for 1-hour spaces.

Part 2

***98 Confirm part 2 minutes –**

***98.1 Full Council 22.09.2025**

***98.2 Extraordinary Meeting 22.10.2025**

***99 Staffing Update**

***100 Discuss Email – Mayor Cllr J.T – Governance & Operational Implications**

***101 Magistrates Court Update**

***102 Town Hall**

***103 Events Update**

*** 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.**

Copy to all town councillors

The Chair closed the meeting at 20:14

Signed.....

Date.....