

Minutes of the Denbigh Town Council Full Council Meeting held on Monday 15 December 2025

Present: Face to Face Councillor's: Ruth Griffiths, Roy Tickle, Gaynor Wood-Tickle, Gaynor Morgan Rees, Alyn Ashworth, Philip Stevens, Sioned Garrod, Matthew Jones, Sylvia Jennings, Medwyn Jones (Interim Finance Officer) Jo Davies (Interim Office Manager) Carys Jones (Interim Admin Support)

Zoom: Councillor Andrew Hine

Members of the Public: None

All Town Councillors agreed to record this meeting.

The Chair Cllr RG Welcomed all to December'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.

104 Apologies for absence: Councillor's Jan Tomlinson, Pauline Edwards, Lara Pritchard & Robert Davies

105 Declaration of Personal/Prejudicial Interest

Members to declare any personal or prejudicial interests in any business identified to be considered at this meeting: **None**

106 Confirmation of Minutes

106.1 Full Council November 24th 2025 (Part 1 Only) – Agreed and Accepted

107 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. –

107.1 Ratification of Lone Worker Policy – Agreed and Accepted

107.2 Standing Orders Item 12 - Noted

107.3 Standing Orders Item 31 – Noted

107.4 Windows 11 – The matter was discussed in depth and a full discussion took place. Members gave careful consideration to the issues raised and it was agreed and accepted that Catalyst be booked to upgrade office equipment in order to enable the upgrade to Windows 11.

108 Matters Arising:

Medwyn advised that DCC have given an extension to provide the Precept figure therefore the Budget meeting will now take place on 19.01.26 with Full Council on 26.01.26.

109 Environment & Finance Meeting update

109.1 Evan Pierce Garden Updates

109.1.1 Dog Fouling – A request has been submitted on 05.12.25 to make the Garden ‘Dog Free’. Jo is waiting for a response back from DCC. If it is agreed then DCC will provide the signage and DTC will need to put them up. **Noted**

109.1.2 Email from Cae Glas – Jo went to visit Cae Glas and took pictures. Chris Evans from DCC was also present along with the owners from Cae Glas. Chris Evans advised that Bodfari Environmentals should complete the work and ‘Potens’ should cover the costs in which they agree. Chris Evans will be present to oversee the works being completed. **This was agreed and Noted.**

109.1.3 Redwood Tree – Jo is currently waiting for a quote from Peter Spencer to complete the works. Cllr AH requested it is taken out in large chunks and replaced with the same species. Peter Spencer has advised that the parts that can’t be used could be used as fire wood. There is also a Metal fence set in concrete in front of the tree that would also need to be dealt with. Tom Hiles from DCC has advised that we would need to inform DCC of the removal however there would be no objections as it needs doing. Cllr AH requested to meet Peter Spencer on site to discuss further and ask any questions - **Agreed**

109.2 List of authorised cheque payments made: 21.11.25 - 9.12.25

Date	Cheque no.	Payable to	Description	Amount £
21.11.25	008589	Amanda Nugent	Medical cover Christmas lights switch on	350.00
21.11.25	008590	Jo Davies	Reimburse DPD courier costs – audit files to Audit Wales	35.98
21.11.25	008591	Jones & Graham	Salary – November 2025	370.10
21.11.25	008592	Jones & Graham	HMRC – November 2025	99.22
25.11.25	008593	Cllr Pauline Edwards	Reimburse costs of Christmas lights feature in local press	359.98
25.11.25	008594	Cllr Roy Tickle	Reimburse costs of BACS payments to Core Highways re street closure Christmas Lights	1,566.00
25.11.25	008595	Cllr Pauline Edwards	Reimburse cost of Zoom for council meetings & annual costs Nov 25 – Nov 26	165.11

28.11.25	008596	Sion Cummings	Stewarding & support at Christmas lights switch on	350.00
28.11.25	008597	Carl Hodgson	PA system for Christmas lights switch on	320.00
28.11.25	008598	John Davies	Compere Christmas Lights switch on	320.00
28.11.25	008599	Tina Roberts (Gifts Galore)	Christmas gifts for Santa's Grotto	500.00
Sub total				4,436.39
2.12.25	008601	Jo Davies	Reimburse costs of items for Santa's Grotto	26.58
2.12.25	008602	P R Signs	Supply 4 x heavy duty banners for Christmas Lights switch on	316.80
2.12.25	008603	Carys Jones	Admin duties – November 2025	225.00
2.12.25	008604	Canda Copying	Photocopier rental	47.46
2.12.25	008605	Cllr Gaynor Wood-Tickle	Reimburse cost of Postages re road closure and temporary events notice	30.25
2.12.25	008606	Cllr Gaynor Wood-Tickle	Reimburse costs o purchasing sundry items for Christmas lights & Santa's Grotto	66.92
3.12.25	008607	Michael Leigh	First responders – Fireworks display – replacement cheque for cheque no 008586	1,650.00
5.12.25	008608	P R Signs	Banner for Christmas Tree on Crown Square	72.00
5.12.25	008609	Anglesey Bouncy Castle Hire Ltd	Supply of 3 games for Christmas lights switch on	445.00
5.12.25	008610	Paul Gillbanks	SIA security supervisor – Christmas lights switch on	200.00
5.12.25	008611	Wales Air Ambulance	Grant aid payment S137	100.00
5.12.25	008612	Julia Carter (Golden Lion)	Buffet for fireworks clear up volunteers	112.50
5.12.25	008613	Julia Carter (Golden Lion)	Buffet for veterans of Remembrance Sunday	185.00
9.12.25	008614	Jones & Graham Accountants	Staff Salary - December	2,351.62
9.12.25	008615	Jones & Graham Accountants	Staff Salary - December	449.90
9.12.25	008616	Jones & Graham Accountants	HMRC - December	1,056.53

				£1,1771.95
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Total cheque payments				
List of Auto payments made through bank: November 2025				
3.11.25	Direct Debit	Dwr Cymru		6.00
10.11.25	Direct Debit	Catalyst Systems	Cattelphone	4.26
26.11.25	Direct Debit	Catalyst Systems	Cattelphone	58.78
28.11.25	Auto	Nat West Bank	Bank Charges	10.80
Total				£79.84

109.3 Credits Received November

13.11.25	Cash	Fireworks bucket collection		1,285.88
27.11.25	Cash	Vale Grocer	Christmas stall	15.00
27.11.25	Cheque	Simons Leisure	Christmas Stall	90.00
28.11.25	Auto	Nat West Bank	Bank Interest	215.43
Total				£1,606.31

109.4 Payments requiring authorisation - None

109.5 Quotations – None

109.6 Grant Aids

109.6.1 The Rotary – Agreed £1098.96

A discussion was held regarding agreeing an amount to give every year. Medwyn advised this can be discussed at the Budget Meeting.

110. Correspondence received.

110.1 – Petition regarding Boxing Day Hunt - Noted

111. Planning

111.1 Planning application code no: 01/2025/0545/PF – Plas Bach Old Ruthin Road – No Objections

112. Deputy Mayor's update – Deferred

113. Other Meetings attended by town councillors –

- 113.1** – Cllr PS was due to attend a HWB meeting but was not well therefore will get an update for the next meeting.
- 113.2** Cllr AH was due to attend the Flower Show AGM but was not well however the feedback has been positive following this year's show.
- 113.3** Cllr SJ attended the League of Friends meeting. All positive and they went through all the upgrades and equipment that has been purchased with the money raised.
- 113.4** Cllr SJ attended the Stargazing Club Inagrual Meeting. It was all very positive and they hope to attract local families to join. Their first meeting will be on 08.01.26 and then the second Thursday of every month afterwards. They wanted to mention to the TC how Dark the Sky is around the Lleweni area.
- 113.5** Cllr RG attended the Plas Eleri Christmas Party, an invite has been made for Cllr's RG and MJ to attend at Easter for a Crafts Event.

Cllr RG wanted to thank all the TC's for assisting with attending events during this period and hopes they all continue in the New Year.

114. Update from County Councillor Pauline Edwards – Deferred.

Part 2

- *115 Confirm part 2 minutes –**
- *115.1 Full Council November 24th 2025 (Part 2 Only)**
- *116 Letter to Full Council from Cllr LP**
- *117 Town Hall New Date for DCC Meeting**
- *118 Events Update**
- *119 Emails from Cllr SH**

*** 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 20.28

Signed.....

Date.....