

**Minutes of a meeting of the Environment and Finance Committee held on Monday the 20<sup>th</sup> March 2017 at 7pm at the Town Hall, Denbigh.**

**Present:** Councillors: Roy Tickle (Deputy Chairman), Colin L Hughes, Gaynor Wood-Tickle, Catherine Jones & Marilyn Jones; & Jenny Barlow (Town Clerk).

**Apologies:** Colin Hughes (Chairman)

The deputy chairman welcomed all to the March meeting.

Councillor Catherine Jones arrived at 7.05pm.

**1. Declaration of Interest:**

- a) Cllr Roy Tickle – Personal, Denbigh Golf Club.
- b) Cllr Colin L Hughes – Personal, Grwp Cynefin.
- c) Cllr Catherine Jones – Personal, Denbigh Workshop.

**2. The minutes of the Environment and Finance Committee meeting held on the 20<sup>th</sup> February 2017 were received and approved.**

- 3. Matters arising:** Grant aid – Denbigh Event group paid, chq no 006098.  
Grant aid Denbigh Cricket Club  
Grant aid Denbigh Golf Club

**A. Environment.**

**1. Dr Evan Pierce memorial garden.**

- a) Email from Prue Probert was received and noted.
- b) Sodexo – quotation of £3,800.00 was received and accepted.
- c) Peter Spencer – quotation for £90 for tree maintenance was noted and accepted.

**2. Grass cutting.**

Quotation from P Liverside for £995.00 for the year. The town councillors requested additional information regarding the actual location of the grass cutting as well as a monthly confirmation of the actual works completed and where. The town clerk was requested to contact Mr P Liverside with this additional requirement.

**B. Finance**

**1. Accounts:** The following accounts were approved for payment:

(1)	DCC – Christmas Lighting charge (Cheque no 006105)	-	£13,020.00
(2)	E Martin – Lock Dr EP Garden 24.02.17- 24.03.17 (Cheque no 006106)	-	£60.00
(3)	Sodexo – Dr EP garden 01/02/17 – 28/02/17 (Cheque no 006107)	-	£339.60
(4)	Catrin Gilkes – Translation 27.02.17 (Cheque no 006108)	-	£95.00
(5)	Photostatic – photocopying 24/01/17 – 23/02/17 (Cheque no 006109)	-	£37.85
(6)	SLCC – CiLCA portfolio (J Barlow) (Cheque no 006110)	-	£300.00

(7)	Purchase 100 second class stamps – Post Office (Cheque no 006111)	-	£55.00
(8)	DCC – Town Hall half year contribution (Cheque no 006112)	-	£18,500.00
(9)	DCC – skate park maintenance (DTC contribution excluding VAT £2000.00) (Cheque no 006113)	-	£5290.42
(10)	Catalyst – Feb backup (Cheque no 006114)	-	£8.04
(11)	Scottish Power – Dr EP Gardens 30/11/16 – 06/03/17 (Cheque no 006115)	-	£22.44
(12)	ADT – deferred invoice 34548004 (credit note received For £52.00) (Cheque no 006116)	-	£275.02

Total payments: £38,003.37

**2. Financial report for the period 01.02.17 – 28.02.17 was accepted and noted.**

**3. Internal Audit 2016/2017 accounts.**

JDH Business Services Ltd – internal audit plan and guidance were noted and accepted.  
Date of internal audit has been set for April 26th

Cost of 2017 internal audit as been confirmed as 2016/17 annual fees with no interim audit have been fixed at £469+vat. If the council decided to go ahead with an interim audit the annual cost would increase by £96+vat (ie 3 hours).

Internal financial control will be looked at and agreed at the April meeting. The councillors will agree and confirm at the April meeting that the cash book correct and certified.

**4. Credits:** Grwp Cynefin £2461.44, part payment for skatepark invoice – see above.

**5. Grant Aid:**

1) Other grant aid applications-

a) Denbigh & Flint County Show – this application was deferred until the April meeting as a payment had already been made in the current financial year.

b) Bobath – Grant aid of £100.00 was granted (SL 137)  
(Cheque no 006118)

c) Wales air Ambulance – Grant aid of £500.00 was granted (SL137)  
(Cheque no 006119)

2) To note receipt of letters and e-mails of thanks: Zen for invoice 22366797 £18.37 006092 & 22366798 £18.37 006076. Denbigh in Bloom, confirmation of grant aid cheque for £1900.00. Denbigh Twinning association, confirmation of grant aid payment of £1500.00. British Red Cross – receipt of grant aid payment of £100.00.

3. The following applications for grant aid were considered in detail and decisions on each

Made as follows.

- a) Denbigh Cricket Club – deferred from February meeting.  
Grant aid of £1,000.00 was granted (S137)  
(Cheque no 006120)
- b) Denbigh Golf Club – deferred from February meeting.  
Grant aid of £1,000.00 was granted (SL137)  
(Cheque no 006121)
- c) Clwb Rygbi Dinbych – grant aid of £1,500.00 was granted (SL137)  
(Cheque no 006122)
- d) The Denbigh Workshop – grant aid of £883.00 was granted (SL137)  
(Cheque no 006123)
- e) Denbigh Floral Art Club 0 grant aid of £750.00 was granted (SL137)  
(Cheque no 006124)

**6. Quotation**

Peter Spencer – Quotation to check and report on the trees at the Dr E P Garden. £90.00  
A large branch came down during the high winds which has been cleared. This was  
agreed by the councillors.

- 7. Update Grant aid application form and guidance notes.** (Details circulated via email  
08.03.17) The application form was looked at and amended accordingly. The clerk is to  
circulate the amended details to the councillors present for their views on 21.03.17, any  
additional feedback will be added to the amended document. The clerk will present the  
updated application form to the councillors at the next full council meeting to be held on  
Monday 27<sup>th</sup> March.

There being no further business, the meeting closed at 8.37 pm

Signed: .....(chairman)

Date:.....