

**Minutes of a meeting of Denbigh Town Council held on Monday 29<sup>th</sup> April 2019 at 6.30pm at the Town Hall, Denbigh.**

**Present:** Councillors Catherine Jones (Chair), Gaynor Wood-Tickle, Roy Tickle, Colin L Hughes, Gaynor Morgan Rees, Rhys Thomas, Guto Lloyd-Davies, Alyn Ashworth, Irene Williams & Rachael Ayres; & Jenny Barlow (Town Clerk)

**Apologies:** Cllrs: Philip Stevens, Rob Parkes. Dyfrig Berry & Lara Pritchard.

**Observing:** County councillor Gwyneth Kensler.

**Invited guest:** Mr David Phillips.

The chair welcomed all to the April full council meeting and introduced Cllr Rachael Ayres, newly appointed town councillor for upper Denbigh. Cllr Catherine Jones presented Cllr Rachael Ayres with a Town council badge.

**199. Mr David Phillips of Safety Focus Ltd** - gave an overview to the town councillors on the importance of Health & Safety provision including liability. Mr Phillips advised of what he would be able to offer the town council to include managing events and all health & safety documentation. Mr Phillips would also attend, on behalf of Denbigh Town Council any meeting relating to events held.

Cllr Gwyneth Kensler and Mr Phillips left the meeting at 7pm.

**200. Urgent Matters:** None

**201. Declaration of Personal Interest:**

<b>Councillor</b>	<b>Item</b>	<b>Personal or Prejudicial</b>
Gaynor Wood-Tickle	5.b.5.a.2	Prejudicial
Roy Tickle	5.b.5.a.2	Prejudicial
Gaynor Morgan-Rees	7c	Personal

**202. The minutes of the Full Council Meeting held on Monday 25<sup>th</sup> March 2019 were agreed and noted.** Pg 52 & 53 – Welsh version, amended.

**203. Matters arising:**

- a) Item 77, Denbigh Cross, the town clerk advised that the correspondence with DCC was still ongoing. Cllr Rhys Thomas was requested to chase the enquiry.
- b) Item 186.a – Banners - the town councillors agreed to order 6.
- c) Item 194 – extended date for Commuted Sums grant was noted.
- d) Item 197 – the report received from Mr Peter Spencer in respect to the Dr Evan Pierce Memorial garden was noted. The town clerk was requested to contact Mr Spencer requesting the works to be completed once the planning application had been confirmed.

**204. Mayor's Report:**

A copy of the Mayors appointments were circulated and noted.

Cllr Catherine Jones advised that it had been a quiet month though the events attended were all very nice.

The town clerk advised the town councillors that Cllr Catherine Jones had received a High Sheriff award through Grwp Cynefin. The town councillors congratulated Cllr Jones on her achievement.

**205. Letters, E-mails and Notices:** It was agreed that the following items of correspondence to be noted and actioned accordingly:

- a) Your Council's contribution to the Understanding Welsh Places website. Cllr Catherine Jones advised that she was happy to liaise with the Archive group and produce 75 words to describe Denbigh.
- b) Email from Ann Jones AM – update re Brown A55 sign was noted.
- c) Email from Gwyneth Kensler – resignation from Museum Board and Group. The town councillors were saddened to hear that Cllr Gwyneth Kensler had resigned. They requested the town clerk to write a note of thanks for all her hard work with the museum.
- d) Email received regarding a Community Led Business & Community Share Offer overview. Cllrs Catherine Jones & Rhys Thomas advised that they will attend on behalf of Denbigh Town Council.
- e) Email – notification of newly appointed Welsh Language Commissioner was noted.
- f) Email – Open Doors – September 2019, permission to open Council Chamber. The town councillors agreed that the Council chamber would again this year be available for the Open Doors event.  
The following Cllrs agreed to manage the chamber:  
Cllr Irene Williams – Saturday am  
Cllr Rachael Ayres – Saturday pm  
Cllr Guto Lloyd-Davies – Sunday am  
Cllr Gaynor Morgan Rees – Sunday pm
- g) Email – Consultation – Proposal to amend the Public Audit (Wales) Act 2013 was noted, no feedback given.
- h) Notification of amounts outstanding on PWLB loan was noted.
- i) Update re Heritage Lecture Programme 2019 was noted. The town councillors agreed in principle for the 2020 lectures to go ahead. They also wished to thank Carys Jones for arranging this year's lectures.
- j) 1935 Denbigh Jubilee medals – donated. The town councillors were delighted to receive the medals. They will be placed in the glass cabinet at the council chambers. The town clerk was requested to send a note of thanks to Mr Trevor Hughes Morris from Beaumaris for the gift.
- k) Streetworks – temporary speed restriction – Groes Road was noted.

**206. Planning:**

No objections were raised on the following application:

01/2019/0332

Rock House, Highgate, Denbigh

Change of use of ground floor shop units to form 1 no self-contained flat.

**207. Minutes / Reports of council sub committees.**

The following were noted.

- a) Cllr Roy Tickle advised that he had visited various towns in Ireland with Cllr Gaynor Wood-Tickle and other members of the Walled town friendship circle. The visit was fantastic and it was lovely to see the towns so vibrant. The Irish Walled towns have a large budget to promote their towns and heritage. The town councils are fully informed as to what is happening in the town over a number of years.
- b) Cllr Roy Tickle attended the N&MW assoc of Local councils at Colwyn Bay. They were advised that the remuneration payment of £150 payable to town councillors was not taxable. The town clerk will look into this. Cllr Tickle also advised that they do not translate documents unless requested.
- c) Cllr Rhys Thomas advised that Ysgol Twm or Nant will be having an Estyn report soon.
- d) Cllrs Irene Williams and Rachael Ayres advised that they had attended a course recently – module 1.

e) Cllr Catherine Jones advised that the carnival, Denbigh Show and Open doors were all on track.

**208. Reports by County Councillors on Matters Appertaining only to Denbigh:**

Cllr Rhys Thomas advised that he had 2 points to raise.

LDP update, going to public consultation. There are 11 locations around Denbigh on the list including the old hospital with 300 new properties. It would be beneficial if the town council would respond to the consultation.

Denbigh to Llandyrnog road will be closed in May. Bus service has been amended accordingly.

**209. Accounts:**

**1. Payments:** The following payment was agreed.

a) EON, Dr EP garden standing charges (Chq no 006736)	-	£11.54
b) PWLB loan, Ysgol Frongoch Site (Chq no 006737)	-	£7,232.00
c) Cambrian Woodland Services, Dr EP garden survey (Chq no 006738)	-	£48.00
d) Idiom, translation 25/03/19 (Chq no 006739)	-	£153.36
e) ASL, photocopying charge 07/03/19 – 02/04/19 (Chq no 006740)	-	£69.58
f) Viking – stationery (Chq no 006741)	-	£210.78
g) Viking – stationery (Chq no 006742)	-	£5.24

**2. Any other financial matters: None**

**210. Health & Safety provision for the town council to include risk assessments.**

(Re overview item 1a & letter of support from Conwy) The town councillors agreed to the H&S provision for Denbigh Town Council by Safety Focus Ltd for 12 months at a cost of £1,200.00.

**211. Denbigh Tour Guides – First Aid training & uniform.** The town councillors agreed to first aid training for the tour guides with Safety Focus Ltd at a cost of £30 per person. Carys Jones, Civic and Events assistant to arrange this. The town councillors also agreed for the money in reserves to be used to purchase new polo shirts for the tour guides. Carys Jones to arrange this.

**212. Denbigh Town Hall**

a) Update following Public Consultation. The consultation day had 30 visit which as deemed a good turnout.

b) Cadwyn Clwyd grant – the town clerk was requested to look into this.

c) Questionnaire – update (circulated 23.04.19) – the responses are proving useful, a full update will be given at the end of May.

**213. CCTV partnership update, policy and ICO registration (£35).** The Policy and payment were agreed by the town councillors. The town clerk gave an overview of the initial costings for a new system as well as confirm that representatives from the partnership will be attending the July full council meeting.

**214. Denbigh Road sign(s)**

- a) The notification from Jon Chapman DCC was discussed. The town councillors felt strongly that the original sign would be re-erected retaining its heritage. The town clerk was requested to contact Jon Chapman for clarification.
- b) Quotations were received from both Humphrey’s signs and JTM signs. These have been put on hold while pending an update from DCC regarding the original sign. The town clerk will contact both businesses to advise of this.

**215. Courses Available and Overview of each.**

The following councillors requested attendance at a course:

Councillor	Module
Gaynor Wood-Tickle	10
Catherine Jones	3
Gaynor Wood-Tickle	3
Roy Tickle	3
Alyn Ashworth	6

The town clerk will contact the SLCC for suitable dates and advise the councillors accordingly.

- 216. Legalities & Legislation Group** – Cllr Catherine Jones advised that it would be beneficial for the town council to have a new working group and be proactive. Ready for the May full council meeting ideas of what the group would be called and suggestions were requested. What will it cover, benefits, good working practice etc.

- 217. Butter Market (Llandrillo College building)** – Cllr Catherine Jones gave an overview of the old Llandrillo College building. There are ideas for the building – Grwp Cynefin are interested in making it a community building but it is all dependant on funding. There will need to be an income source. The management of the building could be linked to the town hall. There is another meeting coming up, Cllr Jones will keep the town council up to date.

**218. AM – the town clerk confirmed the below details.**

- a) AM trial run, Wednesday 1<sup>st</sup> May at 6.30pm
- b) AM Friday 3<sup>rd</sup> May, please arrive by 6.30pm.
- c) Attendance register was circulated and noted.
- d) Mayor’s Charity – funds raised 2018/19 – £1208.47 to be divided between Denbigh CAB, Denbigh Ambulance Service & Denbigh Infirmary – Macmillan Ward.

- 219. Litter Picking** – Cllr Guto Lloyd-Davies advised that the Denbigh in Bloom group were holding some litter picking days and asked if they could use the litter pickers that the town council now have. This was agreed by the town councillors. The town clerk was requested to contact Lyndsey Tasker to advise re litter pickers.

The chairman closed the meeting at 9.18 pm.

Signed:.....(chairman)

Date:.....