

Minutes of a meeting of Denbigh Town Council held on Monday 24th February 2020 at 6.30pm at the Town Hall, Denbigh.

Present: Councillors Gaynor Wood-Tickle (Chair), Rhys Thomas (Deputy), Roy Tickle, Catherine Jones, Philip Stevens, Gaynor Morgan-Rees, Colin L Hughes, Alyn Ashworth, Dyfrig Berry, Glenn Swingler, Irene Williams & Sylvia Jennings; & Jenny Barlow (Town Clerk);

Apologies: Cllr Rob Parkes & Lara Pritchard.

Observing: Cllr Gwyneth Kensler.

The chair welcomed all to the February Full Council Meeting.

139. Sergeant Pete Evans – NWP.

Sgt Pete Evans circulated data relating to crime figure comparisons for the last 3 months. There are no dramatic changes in the figures from last year.

Comparisons were also shown for the whole of North Wales.

Cllr Gaynor Wood-Tickle thanked Sgt Pete Evans for the overview.

The town councillors were given the opportunity to ask questions regarding the details received.

Cllr Glenn Swingler asked about the recent spate of burglaries in lower Denbigh.

Sgt Pete Evans advised that the investigation is ongoing and that the 'smart' doorbells (filming) had proven very useful in pin pointing movement.

Cllr Rhys Thomas asked enquired about the statistics showing online in comparison to the statistics given in the earlier overview.

Sgt Pete Evans advised that national crime standards were different. Denbigh is a safe place to live in compared to other locations in North Wales.

Cllr Catherine Jones asked if issues at the North Wales Hospital were still ongoing.

Sgt Pete Evans advised that as there were personnel on the site during daytime that the crime had reduced by 97%.

Cllr Philip Stevens asked if persistent offenders could be banned from returning to Denbigh.

Sgt Pete Evans advised that this was very difficult to manage.

Cllr Colin Hughes advised that he had recently been offered a generator at a very low cost.

Sgt Pete Evans advised that they were probably stolen and to not purchase.

Cllr Irene Williams advised that as Denbigh had a low crime rate, would the Police staffing be reduced.

Sgt Pete Evans advised that there should not be any changes.

Cllr Glenn Swingler asked about County lines.

Sgt Pete Evans asked if the town councillors would like an overview sometime – yes.

Cllr Roy Tickle enquired about the new opening on Ystrad Road, massive heavy traffic in the location at the top of the hill.

Sgt Pete Evans advised that another member of staff had to be present when entering the road from the site.

Cllr Gwyneth Kensler asked about drug figures as they were not on the list provided.

Sgt Pete Evans confirmed that Denbigh is low in comparison to other locations.

Cllr Philip Stevens advised that some drugs should be legalised which would then reduce the amount of burglaries.

Sgt Pete Evans requested the town councillors to promote crime stoppers.

Cllr Gaynor Wood-Tickle thanked Sgt Pete Evans for attending the meeting.

Sgt Pete Evans left at 6.55pm

The Full Council meeting started at 7pm.

140. Urgent Matters: Cllr Catherine Jones gave an overview on the training event she attended on the 18th February. New personnel policies need to be adopted to safeguard both the council and its employees. The town councilors resolved to create a new HR working group with Cllrs Catherine Jones, Gaynor Morgan Rees, Sylvia Jennings, Colin Hughes and Irene Williams as members. It was also resolved that the town clerk would have bi monthly one to ones with the Mayor and deputy mayor to ensure that no issues are left unresolved and check on current workload. Dave Phillips will be contacted regarding risk assessments. Cllr Catherine Jones also advised that the login for OVW can be made available for the town councilors if need be. The town clerk to action. The town councilors also resolved that should a complaint be made against a town Councillor then 3 members needed to be in attendance to deal with the situation. It was agreed that the Mayor, Deputy Mayor and the previous year's Mayor would be in attendance. This would need to be amended should the complaint be made against on the members quoted.

141. Declaration of Personal Interest:

Councillor	Item	Personal or Prejudicial
Gaynor Wood-Tickle	20	Prejudicial
Roy Tickle	20	Prejudicial

142. The minutes of the Full Council meeting held on Monday 27th January 2020 were agreed and noted.

143. Matters arising:

Item 103h – Scribe were able to offer an addition service in setting up the relevant codes and details for the new electronic finance package at a cost of £94.80, this was agreed by the town councilors.

Item 127c – the town clerk confirmed that the Urdd advert had been completed and returned.

Item 127e – the Denbigh Events confirmed that there will be a tea dance to celebrate VE day on Friday 8th May at the town hall between 2 and 4pm. Cllr Glenn Swingler requested confirmation that the Denbigh Events group was not part of Denbigh Town Council – this was confirmed. The group members are town councilors but anyone can join and assist with arranging events if they so wished.

144. Mayor's Report:

A copy of the Mayors appointments were circulated and noted. Cllr Gaynor Wood-Tickle advised that she has had a quiet month and is still enjoying her role. One of her recent highlights was attending the Cynnig celebrations. Cllr Gaynor Wood-Tickle also advised that town councilors that her charity concert would be held in the town hall this coming Saturday.

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

- a) Email from Amy Selby of DCC - Charter between City, Town & Community Council & DCC review. (copy sent electronically 13.02.2020) – it was resolved for the details to be passed to the scrutiny group with an update to be given at the March Full Council meeting.
- b) Email received from J Greenhalgh DCC – Conwy & Denbighshire Public Service Board representative. It was agreed that Nigel from Prestatyn be nominated as the Denbighshire representative.
- c) Email from Lyndsey Tasker – Denbigh in Bloom Buckingham Palace Garden Party was noted.

- d) Email from Wales Audit Office – consultation, no feedback received from the town councillors.
- e) IRP – draft supplementary report, reimbursement of cost of care was noted.
- f) Letter received from Denbigh in Bloom. WHGT grant and It's your neighbourhood award. The town councillors requested that the town clerk write to the group confirming continued support, for the £500 grant be used at the garden as well as send an application form for the Dr Evan Pierce Garden be included in the It's your neighbourhood Award. Cllr Glenn Swingler again requested clarification regarding the trusteeship of the garden. Cllr Swinger to arrange to view the documentation via the town clerk.
- g) Email from Chris Evans re Denbigh Open Doors – requesting a letter of support for grant application. The town councillors agreed for the town clerk to write a letter of support.

146. Planning:

01/2020/0091

The Airfield, Lleweni Parc, Denbigh

Variation of condition 2 of planning permission code 01/2019/0579/PF to vary the list of approved plans to allow an amended layout design.

No objections were raised, however the town councillors would like it noted that should the driving school leave the location that the hospitality/office unit be removed from the location.

147. Minutes / Reports of council sub committees.

The following were noted.

- a) Wireless in Wales minutes 22.11.19.
- b) OVW – Cllr Irene Williams 29.01.20. i) Cllr Williams advised that there was a guest speaker from the National Lottery in attendance. There are 3 stages of funding. Prior to making an application it is recommended that you contact them for guidance first. ii) Re Councillors allowance – this may affect benefit payments. iii) Audit, many town councils do not complete their audit on time, Denbigh is not one of those. iv) Council meeting can be held at different locations.
- c) Cllr Catherine Jones advised that there will be a St David's day celebration event on Friday 28th February, 500 local school children will walk up Vale Street from Lidl to the Market Hall singing traditional songs. The event starts at 10am.

148. Reports by County Councillors on matters appertaining ONLY to Denbigh.

Cllr Glenn Swingler – Nothing to report.

Cllr Rhys Thomas – i) Trees have been cut by the North Wales Hospital. ii) There are street lights off at the Denbigh Green, these are managed by Scottish Power and not DCC. iii) There is currently a public consultation regarding the amendment of the speed restriction at the Green Denbigh from 40mph to 30mph. iv) The new cycle track will be built shortly between the back of the leisure centre and Denbigh High.

149. Accounts:

1) Payments authorised:

a) DCC – Christmas lighting (donation due from Lockstock for £1,040) (Chq no 006982)	-	£10,740.00
b) Catalyst, February broadband (Chq no 006983)	-	£38.00
c) Catalyst, January telephony	-	£29.98

2. Any other financial matters:

a) Internal Audit report & list of venues to visit re town hall asset transfer.

The Town Clerk confirmed that the internal 6 month Audit had been completed, No issues raised. 2 recommendations were made in relation to the asset transfer of the town hall. The auditor also recommended that visits are made to various town halls to see how they are managed and what may benefit Denbigh moving forward.

The town hall future group representatives to make the visits. (Cllr Catherine Jones, Alyn Ashworth, Dyfrig Berry and Town Clerk) The town clerk to contact those on the list provided by the external auditor to arrange a visit. Cllr Rhys Thomas advised that some research can be made via the website prior to making any visits.

b) The revised grant aid application form and guidance notes for 2020/2021 were agreed and adopted by the town councillors. The town clerk to circulate the new documents with groups and organisations who have applied for grants previously.

- 150. Vacant seat update.** The Town Clerk confirmed that no application had been received following the circulation and advertising of the Co-Option vacancy. The Electoral department of DCC recommended that the details be re advertised, details put in local papers and DCC will also advise on their Facebook and twitter page. The new date for completed applications is Friday 3rd April.
- 151. Nominations for Mayor/Deputy Mayor 2020/2021.**
Mayor – Cllr Glenn Swingler nominated Cllr Rhys Thomas. This was seconded by Cllr Alyn Ashworth. There were no other nominations. Cllr Rhys Thomas accepted the proposal.
Deputy – Cllr Gaynor Wood-Tickle nominated Cllr Catherine Jones. This was seconded by Cllr Irene Williams. There were no other nominations. Cllr Catherine Jones accepted the proposal.
- 152. Denbigh Futures group update –** Cllr Catherine Jones advised that a meeting was held on 10.02.2020. The group proposed a name change to Denbigh Forward/Dyfodol Dinbych. This was agreed by the town councillors.
By the end of 2020:
a) Becoming paper free at meetings, b) having a noticeboard outside the Town Hall and downtown, c) having a list of community groups (could be published on our website), d) Have a dog walking area in Middle Park, e) Form a ‘friends of the town hall group’.
By the end of 2021:
a) Open the town hall under the ownership of Denbigh Town Council. b) Look at what can be done with the empty buildings in town. c) Promote Denbigh going plastic free to include businesses providing drinking water for free – reusable containers. d) Look into how the town council can welcome new residents in the new housing developments in town.
Cllr Gaynor Wood-Tickle thanked the group for their work to date.
- 153. Reduction in paper usage –** Cllr Dyfrig Berry gave an overview on different types of drop box facilities. Consideration had been taken in ensuring that the system was suitable for all the users, free of charge and enough memory for the town council requirements. The town councillors agreed to the One Drive option, part of Microsoft. Cllr Berry needs to look into the retention details of the system to ensure that it complies with the GDPR rules.

Cllr Glenn Swingler left the meeting at 8.40pm.

- 154. DTC Draft Wellbeing Act.** The town clerk advised that Carys had been working on the draft document. The town councillors agreed for the details be given to the scrutiny group and for feedback to be given at the March Full Council meeting. Cllr Gaynor Wood-Tickle thanked Carys for her work.
- 155. Dog Walking area update.** Cllr Rhys Thomas advised that a site meeting took place with Cllr Catherine Jones and Jon Chapman (DCC). There is a revised location for the dog walking area, away from residential properties. The exact location is still being discussed. Need to make sure that the football posts can be easily moved. The revised site is better, closer to the skate park and is a location that is currently used by dog walkers. Cllr Catherine Jones has spoken with Shon Powell (Denbigh Football Club) – advised that the dog walking area will take dogs away from the football field. There is a possibility that DCC will give the field to the football club, need to ensure that the long term plan for the area is clarified. Need to make sure that the area can be maintained long term.
Cllr Rhys Thomas advised that measurements will be made soon for the location allowing the town clerk to source quotations. The town clerk also confirmed that she has applied for a grant from Commuted sums for the dog walking area in addition to the grant received last year.
- 156. Annual Councillor photo** – the town clerk advised that the annual photo will be taken just before the March Full Council meeting. Details will be circulated with the march agenda.
- 157. Denbigh Butter market** – Cllr Catherine Jones confirmed that funding of £250,000 had been received from Awel Y Dyffryn money and from Mind. Plans for the location are currently being drawn. There will be an area for groups and associations – multi use. Another meeting is due shortly, further details will be given at the March full council meeting. They are looking in to opening the building in April 2021. Denbigh Museum is happy with the area allocated to them as well as other groups in Denbigh. It is all looking very positive. They are also looking into having a manager for the building. Discussions still ongoing. May be advantageous to have collaborative joint working between the Butter Market and the town hall moving forward.

Cllr Gwyneth Kensler left the meeting at 8.57pm.

**158. Denbigh Town Hall
Update regarding the town hall.**

* 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 chairman closed the meeting at 9.17 pm.

Signed:.....(chairman)

Date:.....

Part 2.

Cllr Rhys Thomas continued with chairing the meeting.

a) The email notification received from Tom Booty of DCC was noted.

Cllr Colin Hughes advised that we needed to be cautious of dry rot in the building.

b) The town councillors discussed future domain names for the town hall. This will be discussed at a later date.

c) The town councillors agreed that future details regarding the town hall would no longer be in part 2. Need to be open and transparent. The town councillors also agreed that a press release should be put in the Free Press advising of the joint working with DCC and giving an update.

d) The Town Hall Management Committee SLA was discussed. The document needs to be amended to reflect the next year's figures and membership.