



PRESTATYN
TOWN COUNCIL

CYNGOR
TREF PRESTATYN



7 Nant Hall Road
Prestatyn
LL19 9LR

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

4th January 2023

4^{ydd} Ionawr 2023

Dear Councillor

Annwyl Gynghorydd

You are **SUMMONED** to attend a meeting of **FULL COUNCIL** to be held in The Chambers, Prestatyn Town Council, 7 Nant Hall Road, Prestatyn on **Wednesday 11th January 2023 at 6:15pm.**
If remote access is required, please contact the office.

Fe'ch **GELWIR** i gyfarfod y **CYNGOR LLAWN** yn **Y Siambrau, Cyngor Tref Prestatyn, 7 Ffordd Llys Nant, Prestatyn ar Ddydd Mercher 11^{eg} Ionawr 2023 am 6:15pm.**
Os byddwch angen mynychu o bell, cysylltwch â'r swyddfa os gwelwch yn dda

Yours Sincerely

Yn gywir iawn

Town Clerk

Clerc y Dref

Prayers will be held prior to commencement

Bydd gweddïau cyn cychwyn

1 APOLOGIES

1 YMDDIHEURIADAU

2 DECLARATIONS OF INTEREST

To receive notice of Councillors personal and/or prejudicial interest in tonight's proceedings as required by Code of Conduct legislation.

2 DATGANIADAU O DDIDDORDEB

Derbyn hysbysiad am ddiddordebau personol a/neu ragfarnus y Cynghorwyr yn nhrafodion y cyfarfod heno fel sy'n ofynnol dan ddeddfwriaeth y Cod Ymddygiad

3 PUBLIC PARTICIPATION

3 CYFRANOGAETH Y CYHOEDD

4 MINUTES

Full Council meeting of 30th November copy attached

4 COFNODION

Mae copi wedi'i atodi o gofnodion cyfarfod y Cyngor Llawn ar 30^{afn} Tachwedd 2022

5 MAYORAL COMMUNICATIONS

5 CYFATHREBIADAU'R MAER

**6 FINANCE AND MANAGEMENT CHAIR
RESIGNATION OF CLLR K CLEWETT**
Appendix i

**6 YMDDISWYDDIAD CADEIRYDD CYLLID A
RHEOLI, CYNG. K CLEWETT**
Atodiad i

**7 PRESTATYN TOWN COUNCIL
CIVILITY AND RESPECT PLEDGE**
Appendix ii

**7 ADDEWID CWRTEISI A PHARCH
CYNGOR TREF PRESTATYN**
Atodiad ii

To: All Town Councillors
All County Councillors
Public Notice

I'r: Cynghorwyr Tref i gyd
Cynghorwyr Sir i gyd
Hysbysiad Cyhoeddus

FULL COUNCIL

Minutes of Full Council meeting held on Wednesday 30th November 2022 at 6:15pm-8:10pm.

PRESENT

Councillors: T. Jones MBE (Mayor & Chair), C. Evans, J. Matthews, K. Clewett, A. Sampson, S. Frobisher, B. Murray, C. Holliday, I. Lifford, E. Heaton, A. Tomlin, A. West, B. Williams.
Remote: G. German, J. Mclellan, H. Irving, G. Sandilands.

IN ATTENDANCE

Mrs. L. Fearn – Town Clerk / Responsible Financial Officer, Mrs. C. Ashworth- Administration Officer, Mr C. Evans- Denbighshire County Council Conservation Officer, Mr M Trainer (Public Participation) and Rev D. Ash

APOLOGIES

Councillors: J. Thompson-Hill

202 PRAYERS

Rev D. Ash carried out prayers.

Rev. D. Ash left the meeting 6.25pm

Cllr B. Murray took a moment to thank, members, and staff for their support and well wishes whilst he has been unwell.

203 DECLARATIONS OF INTEREST

Cllr I. Lifford declared an interest on Item 14, Appendix x- Naming of Prestatyn Park.

RECEIVED

204 PRESENTATION FROM CONSERVATION PROJECT SURVEYOR CHRIS EVANS

Mr C. Evans introduced himself and explained his role as a Denbighshire County Council Conservation Project Surveyor and his involvement with the Area of Outstanding Natural Beauty, Enforcement and Consulting on listed buildings.

Mr C Evans answers questions from members.

Members voiced the need for preserving the frontage of the Old Territorial Army Centre and Clock tower stating it is a historic building and an important landmark for Prestatyn.

Cllr A. Tomlin raised the importance of protecting the TA clocktower and the possibility/usefulness of trying to get our conservation area boundary extended to incorporate part of that site.

Town Clerk to write to Denbighshire County Council to record members' request for the Clock Tower and TA building façade is only allowed to be developed sympathetically and in keeping with the building's heritage to ensure the important historical building is preserved as it is such a prominent and important building in the town of Prestatyn.

RESOLVED

Cllr G. Sandilands requested that Prestatyn Town Council receive a map of the Conservation areas and appraisals explaining the history and background of the areas.

Mr C. Evans informed members he would send the information to the Town Clerk, who would then circulate to the members.

RESOLVED

Mr C. Evans left the meeting at 6:45pm

205 PUBLIC PARTICIPATION

Mr M Trainer, local resident of Prestatyn addressed the members with feedback from other residents. He started off by thanking the Town Clerk and Cllr G. Sandilands for the information supplied regarding the Tesco Community Fund, which has helped Salford Children's Holiday Camp and Prestatyn Men's Shed apply for grant funding.

Mr M Trainer also expressed his thanks for the Warm Hubs initiative and feels it has brought people together. He informed members that residents are hoping this continues to which the Town Clerk responded by saying that Prestatyn Town Council have applied for funding to continue the initiative for a further 6 weeks in January and February.

Mr M Trainer had concerns over a partially missing handrail at the back of Prestatyn High School due to the large drop at the side of the path and asked how this would be resolved. The members informed that this was a Denbighshire County Council issue. Town Clerk will email Denbighshire County Council requesting it to be repaired.

RESOLVED

Mr M Trainer continued with his next concerns regarding the state of the footpaths around the Southwest Ward and the issues with potholes and cracked tarmac, he asked if there are any plans to get the pathways resurfaced.

Cllr G. Sandilands informed him that it is in hand, and Denbighshire County Council are investigating and will be pressing on with it.

RESOLVED

The final point made by Mr M. Trainer was regarding the speed bumps going towards Meliden and whether there was an update.

Cllr C. Holliday has been investigating the bumps and will be going back to Denbighshire County Council to gather more information.

RESOLVED.

Members thanked Mr M Trainer for attending.

206 MINUTES FOR FULL COUNCIL 2ND NOVEMBER 2022

Amendment to minute number 182 to correct typo to the word 'Adopt'.

It was agreed this was to be amended.

APPROVED**207 WELCOME CLLR LIFFORD**

The Mayor Cllr T. Jones MBE welcomed Cllr I. Lifford to Prestatyn Town Council.

RECEIVED**208 FEEDBACK FROM THE CHRISTMAS LIGHT SWITCH ON 2022**

The Mayor Cllr T. Jones informed members that the event was very successful and praised the schools who sang. Town Clerk told the members that thank you letters have been sent to the people who participated at the event and the volunteers. Children all received a present from Santa on the day.

RECEIVED

The Mayor Cllr T. Jones also praised Ysgol Y Lllys for getting into the finals of the Christmas Carol competition. They will be singing on the TV on 23/12/22. Members wished them "Good Luck!"

Cllr B. Williams commented on how wonderful Ysgol Clawdd Offa's choir sang.

RECEIVED

209 PRESTATYN TOWN COUNCIL BUDGET 2023

Prior to meeting at Full Council, The Mayor T. Jones MBE, Chair and Vice Chair of Finance and Management Committee Cllr K. Clewett and Cllr J. Matthews met with the Town Clerk and went through the income and expenditure reports for 21/22, 22/23 (including forecasted rest of year) and proposed £553,695 total expenditure for 23/24 (Difference of an increase of £60 22/23). It was noted that the expenses were similar to previous year by being prudent.

All members received a copy of the budget, and a discussion was held regarding an additional £20,000 being added to the proposed budget to cover the costs for a part time Maintenance Operative approximately £15k, plus £2.5K for equipment, and providing Councillors with a Prestatyn Town Council email address at a cost of £2.5k. The Maintenance Operative would start after Easter; on a self-employed agreement, limited hours per week to bring enhancements to the floral tributes throughout the town by supporting the existing contracts.

Cllr K. Clewett Proposed to add £20,000 making budget expenditure £573,695 Cllr C. Evans seconded the proposal for revised budget.

ALL MEMBERS AGREED UNANIMOUSLY RESOLVED

The Mayor T. Jones MBE, Chair of Finance and Management Committee Cllr K. Clewett and Vice Chair J. Matthews put forward to the members at Full Council four options.

Option 1 - Precept stays the same £497,299 (Band D property £63.74), expenditure shortfall £60,961 would come out of balances.

Option 2 - Increase precept by 2% to £507,245 (Band D property £65.01), expenditure shortfall £51,015 would come out of balances.

Option 3 - Cover all expenditure (less income), £558,260 would be a 12.26% increase (Band D property £71.55) leaving no shortfall to come out of balances.

Option 4 - Decrease precept by 2% to £487,353 (Band D property £62.47), expenditure shortfall £70,907 would come out of balances.

Costs are being careful controlled. Noted healthy balances.

Members of the Finance and Management Committee recommended to go with **Option 1**.

Cllr G. Sandilands proposed to move to formal vote for **Option 1 precept to stay the same £497,299 Band D property £63.74**

Seconded by Cllr H. Irving.

FOR	AGAINST
Cllr T. Jones MBE	Cllr S. Frobisher
Cllr C. Evans	
Cllr J. Matthews	
Cllr K. Clewett	
Cllr A. Sampson	
Cllr B. Murray	
Cllr C. Holliday	
Cllr I. Lifford	
Cllr E. Heaton	
Cllr A. Tomlin	

Cllr A. West

Cllr B. Williams

Cllr G. German

Cllr J. Mclellan

Cllr H. Irving

Cllr G. Sandilands

**THE MAJORITY VOTED IN FAVOUR OF OPTION 1- PRECEPT £494,295, BAND D
PROPERTY £63.74
RESOLVED**

210 AMENDED SCHEDULE OF MEETINGS

Members received a copy of amended schedule of meetings.

Cllr A. Tomlin Proposed to adopt the amended Schedule of meetings and Cllr S. Frobisher Seconded the Proposal.

An amended proposal was put in to remove Finance and Management from the meeting on the 11th January if not needed.

**ALL MEMBERS AGREED UNANIMOUSLY
RECEIVED**

211 LETTER FROM ENVIRONMENTALLY PRESTATYN

Members received a letter from Environmentally Prestatyn regarding Prestatyn Town Council's commitment to the Health and Wellbeing Community.

A discussion was held about Prestatyn Town Council's previous relationship with the health boards and other organisations. The new council staff structure is in place to carry on with the good work previously delivered and to grow its involvement in supporting health and wellbeing initiatives. Town Clerk said that council staff are working in partnership with many local health and social organisations to bring benefits to the residents of Prestatyn and Meliden and also looking to assist and facilitate new projects. Presently, working with the Community Navigator, and other local health organisations and informed members that there was a meeting already in the diary for January with NSPCC, and that all Staff will be attending a dementia awareness course in January too, which councillors would be invited to attend. Prestatyn Town Council would then become a Dementia Friendly Council again. It was agreed that the Town Clerk would get in touch with Ty Nant Surgery/BCU/ICAN to obtain a named individual who would be a point of contact for Prestatyn Town Council to investigate rehabilitation initiatives in 2023

RESOLVED

212 UPDATE FROM THE POLICY SUB COMMITTEE

The Chair of the Policy Sub-Committee Cllr A. Tomlin updated the members of the progress of the meetings taken place and began to go through the minutes for approval.

Cllr A. Tomlin proposed to approve the minutes from 20.09.22

Cllr S. Frobisher Seconded the proposal.

Amend minutes 11.10.22 to add One Voice Wales 2 representatives to be elected at AGM for 2023.

Amend 08.11.22 to remove the word 'day' and leave 'meetings held quarterly'.

It was agreed that these amendments would be made.

**ALL MEMBERS AGREED UNANIMOUSLY
RECEIVED**

A discussion was held regarding the organisation chart of council committees and sub committees, Terms of reference Document and Table.

Members requested that amendments were to be made such as,

- 'Delegated Powers' to be removed from all committees/sub committees.
- Appeals and Resource committee that one Councillor with Town Clerk would attend second interviews when appointing a person for a managerial post.

It was agreed that these amendments would be made.

**ALL MEMBERS AGREED UNANIMOUSLY
RESOLVED**

213 REPRESENTATION FOR YSGOL Y LLYS

A discussion was held regarding the vacant position to be governor for Ysgol Y Llys.

Cllr J. Matthews proposed Cllr I. Lifford to be the representative for Ysgol Y Llys.

Cllr A. Tomlin seconded the proposal.

**ALL MEMBERS AGREED UNANIMOUSLY
RESOLVED**

214 BIO-DIVERSITY POLICY

A discussion was held regarding Prestatyn Town Council's Bio-Diversity Policy.

Members requested that the mention about the Green Flag on the beaches to be removed.

All agreed to adopt the policy.

**ALL MEMBERS AGREED UNANIMOUSLY
RESOLVED**

Mr M Trainer left the meeting at 8:05pm

215 NAMING OF PRESTATYN PARK

Members received a letter from 'Friends of the Frith' requesting support to name a retained piece of common land owned by Denbighshire County Council to 'Frith Community Park'

Cllr K. Clewett proposed to support the request.

Cllr E. Heaton Seconded the Proposal.

**ALL MEMBERS AGREED UNANIMOUSLY
RESOLVED**

Cllr S. Frobisher left the meeting 8:10pm

Cllr G. Sandilands left the meeting at 8:10pm

Mayor_____



Hi Lisa

It is with great regret that I am tendering my resignation as Chair of the Finance and Management Committee of Prestatyn Town Council. I have really enjoyed the role but find that I am unable to carry out the duties of Chair of this committee to the full due to work commitments. Thanks for your help over the past 6 months, I've really enjoyed working with you and regret that I won't be able to carry on working with you directly in this position but I'm sure the successor to the role will be able to fulfil the duties as needed.

Many thanks

Kelly

Cyng/Cllr Kelly Clewett
Ward Gogledd Prestatyn/Prestatyn North Ward



Prestatyn Town Council

Civility and Respect Pledge

At the Full Council meeting on Wednesday 11 January 2023, Prestatyn Town Council signed up to the Civility and Respect Pledge set out by The National Association of Local Councils, the Society of Local Council Clerks and One Voice Wales.

The Pledge;

Prestatyn Town Council has registered and agreed to the following statements;

- By signing this Pledge, Prestatyn Town Council is agreeing that the Council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.
- Prestatyn Town Council has put in place a training programme for councillors and staff.
- Prestatyn Town Council has signed up to the Code of Conduct for councillors.
- Prestatyn Town Council has good governance arrangements in place including staff contracts and a dignity at work policy.
- Prestatyn Town Council will seek professional help at the early stages should civility and respect issues arise.
- Prestatyn Town Council will commit to calling out bullying and harassment if and when it happens.
- Prestatyn Town Council will continue to learn from best practices in the sector and aspire to be a role model/champion council through, for example, the 'Local Council Award Scheme'.
- Prestatyn Town Council supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.