



PRESTATYN
TOWN COUNCIL

CYNGOR
TREF PRESTATYN



7 Nant Hall Road
Prestatyn
LL19 9LR

13th June 2022

Dear Councillor

You are invited to attend a meeting of FULL COUNCIL to be held in The Chambers, Prestatyn Town Council, 7 Nant Hall Road, Prestatyn on Wednesday 22nd June 2022 at 6:15pm.

If remote access is required, please contact the office.

Yours Sincerely

Town Clerk

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

13^{eg} Mehefin 2022

Annwyl Gyngorydd

Fe'ch gwahoddir i gyfarfod y CYNGOR LLAWN yn Y Siambrau, Cyngor Tref Prestatyn, 7 Ffordd Llys Nant, Prestatyn ar Ddydd Mercher 22^{ain} Mehefin 2022 am 6:15pm.

Os byddwch angen mynediad o bell, cysylltwch â'r swyddfa os gwelwch yn dda.

Yn gywir iawn

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
I dderbyn hysbysiad am ddiddordebau personol a/neu ragfarnus y Cyngorwyr yn nhrefodion y cyfarfod heno fel sy'n ofynnol gan ddeddfwriaeth y Cod Ymddygiad

3 MAYORAL COMMUNICATIONS

3 CYFATHREBIADAU'R MAER

4 MINUTES
AGM 18th May 2022 copy attached

4 COFNODION
Y Cyfarfod Cyffredinol Blynnyddol 18^{fed} Mai 2022 Mae copi wedi'i atodi

5 MS GARETH DAVIES LETTER
Appendix i

5 LLYTHYR GARETH DAVIES MS
Atodiad i

6 STANDARDS COMMITTEE COUNTY COUNCILLOR REPRESENTATIVE
Appendix ii

6 CYNRYCHIOLYDD Y CYNGHORWYR SIR
AR Y PWYLLGOR SAFONAU
Atodiad ii

To: All Town Councillors
All County Councillors
Public Notice

I: Cyngorwyr Tref I Gyd
Cyngorwyr Sir I gyd
Hysbysiadau Cyhoeddus

ANNUAL GENERAL MEETING

Minutes of Council's Annual General Meeting held on 18th May 2022 at 6.15pm -7.50pm

PRESENT

Councillors: S. Frobisher, H. Irving, T. Jones, B. Murray, B. Williams, C. Holliday, G. Sandilands, A. West, E. Heaton, A. Tomlin, A. Sampson, J. Thompson-Hill, C. Evans, J. Matthews, , K. Clewett, G. German, J. Mclellan

IN ATTENDANCE

L. Fearn– Town Clerk and Responsible Financial Officer, S. Clarke – Finance & Administration Officer, C. Ashworth – Administration Officer, Members of the Public

WELCOME AND PRAYERS

Town Clerk (L. Fearn) Welcomed all Councillors and guests and referred to housekeeping rules.

Mr. G. Frobisher said Prayers

APOLOGIES

RECEIVED: Cllr P. Penlington

1 CONFIRMATION ALL MEMBERS HAVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE

RECEIVED: All Councillors signed a Declaration of Acceptance of Office except for Cllr. P. Penlington who was not present

2 DECLARATIONS OF INTEREST

RECEIVED

Cllr J. Thompson Hill	Item No. 13 Prestatyn Carnival Association
Cllr H. Irving	Item No. 13 Prestatyn Walking Festival
Cllr A. Sampson	Item No. 20 (i) PBF Grant Application
Cllr T. Jones	Item No. 20 (i) PBF Grant Application
Cllr A. Tomlin	Item No. 20 (l) PBF Grant Application

3 MAYOR OF PRESTATYN 2022/23

A) Mayor S. Frobisher delivered retiring speech.

Cllr J. Thompson-Hill thanked Cllr S. Frobisher, presented flowers and Mayoral Medal

Cllr S. Frobisher thanked her Consort Ms. Harriet Frobisher and presented flowers

B) Mayor invited nominations for Mayor Prestatyn and Meliden 2022/2023

Cllr H. Irving Nominated Cllr T. Jones to be the Mayor of Prestatyn and Meliden Seconded by Cllr C. Evans

C) Vote was taken

9 FOR 8 ABSTAINED

D) Cllr T. Jones signed Declaration of Acceptance of Office and received the Chain of Office

E) Newly elected Mayor Cllr T. Jones took the Rostrum and invited her consort David Evans to join her and delivered her Acceptance Speech

RESOLVED Cllr T. Jones was received as Prestatyn and Meliden Mayor 2022/2023

4 DEPUTY MAYOR 2022/23

A) Mayor invited nominations for post of Deputy Mayor Prestatyn and Meliden 2022/2023

B) Cllr G. Sandilands Nominated Cllr B. Murray to be Deputy Mayor of Prestatyn and Meliden Seconded by Cllr J. McLellan

C) Vote was taken

UNANIMOUS

RESOLVED Cllr B. Murray was received as Prestatyn and Meliden Deputy Mayor 2022/2023

D) Cllr B. Murray signed Declaration of Acceptance of Office and received the Chain of Office

E) Newly elected Deputy Mayor Cllr B. Murray joined the Mayor on the Rostrum and delivered his Acceptance Speech introducing his two Consorts Mrs. Jan Szabo and Mrs. Lynn Prior

5 STANDING COMMITTEE ELECTION OF CHAIRS AND VICE CHAIRS

Mayor proposed additional item to elect Chairs and Vice Chairs of Standing Committees

A) **FINANCE AND MANAGEMENT**

CHAIR: Cllr K. Clewett Proposed by Cllr C. Holliday Seconded by Cllr B. Murray

VICE CHAIR: Cllr J. Mathews Proposed by Cllr G. German Seconded by Cllr C. Holliday

B) **TOWN PLANNING**

CHAIR: Cllr A. West Proposed by Cllr G. Sandilands, Seconded by Cllr J. McLellan

VICE CHAIR: Cllr C. Holliday Proposed by Cllr G. German Seconded by Cllr B. Murray

C) COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE

CHAIR: Cllr B. Murray Proposed BY Cllr J. Mclellan Seconded by Cllr E. Heaton

VICE CHAIR: Cllr G. German Proposed by C. Holliday Seconded by G. Sandilands

6 STANDING ORDERS AND FINANCIAL REGULATIONS MAY 2006

L. Fearn proposed Standing Orders are reviewed and updated by setting up a sub committee

RESOLVED UNANIMOUS

7 STANDING COMMITTEE TERMS OF REFERENCE 2021/2022

L. Fearn proposed Standing Committee Terms of Reference are reviewed and updated by setting up a sub committee

RESOLVED UNANIMOUS

8 TERMS OF REFERENCE FOR ELECTED COMMITTEE CHAIRS/VICE CHAIRS

L. Fearn proposed Terms of Reference for Elected Committee Chairs/Vice Chairs are reviewed and updated by setting up a sub committee

RESOLVED UNANIMOUS

Committee Members – Cllr S. Frobisher, J. Thompson-Hill, A. Tomlin, B. Murray, A. West, and Town Clerk L. Fearn

9 COUNCIL MINUTES

L. Fearn Proposed the following amendment to update policy and reflect latest Government guidelines.

'As Part of the provisions of the Local Government and election (Wales) Act 2021 for the Community and Town Council Sector, the Council is required to make available key information as soon as reasonably practicable, within seven working days of a meeting and taking place. This information will be summarised into notes of the meeting and will contain the names of those members attending, apologies for absence, declaration of interest, and a summary of any decisions taken. This does not apply to any decisions taken in private, or where disclosure of the information would be contrary to any enactment.'

Councillors to contact Town Clerk with minute amendments

Councillors receive all documents electronically (agendas and minutes), unless otherwise requested

RESOLVED UNANIMOUS

10 COUNCIL MEETINGS 2022/23

L. Fearn Proposed that Council continue to offer hybrid meeting option via Zoom link if required

RESOLVED UNANIMOUS

11 SCHEDULE OF MEETINGS 2022/23

L. Fearn Proposed that a Full Council, Finance and Management and Town Planning committee meetings are monthly, and Community Development and Regeneration Committee are bi-monthly

RESOLVED UNANIMOUS

12 REPRESENTATIVES ON OUTSIDE BODIES 2022/2023

ORGANISATION	FREQUENCY	Proposed	Seconded	2022/23 Nomination
ATC – Prestatyn Air training Corps 2193 Squadron	Bi-monthly	Cllr. C Holliday	Cllr. J. Mclellan	<i>Town Clerk to write to confirm representative is required</i> Cllr. G. Sandilands
Community Association Meliden	As called	Cllr. A. Sampson Cllr. C. Holliday	Cllr. T. Jones Cllr. G. Sandilands	Cllr. C. Evans Cllr. J. Matthews
Community Association North West	Quarterly	Cllr. J. Mclellan Cllr. J. Matthews	Cllr. J. Matthews Cllr. C. Holliday	Cllr. G. German Cllr. K. Clewett
Community Association Ty Caradoc	4/5 per annum	Cllr. G. German Cllr. H. Irving Cllr. H. Irving	Cllr. C. Holliday Cllr. T. Jones Cllr. T. Jones	Cllr. E. Heaton Cllr. J. Thompson-Hill Cllr. A. Sampson
Community Building Ty Pendre	As called	Deferred	Deferred	<i>T/C requested DCC to provide a surveyor's report deferred (Cllrs. J. Thompson-Hill and G. Sandilands)</i>
CYTUN (Churches Together)	Every 6 weeks	Cllr. G. German	Cllr. G. Sandilands	Cllr. A. West
Denbighshire CCTV	As called	Cllr. H. Irving Cllr. H. Irving	Cllr. T. Jones Cllr. J. Thompson-Hill	Cllr. B. Murray Cllr. C. Evans (in absence of Cllr Murray being available) Town Clerk/RFO
Dyserth, Meliden, Cwm Relief in Sickness Fund (four-year term)	1 or 2 per annum	Cllr. G. Sandilands	Cllr. A. West	Cllr. J. Matthews Town Clerk/RFO to assist
Friends of the Ffrith Association	Monthly	Cllr. C. Holliday Cllr. K. Clewett	Cllr. J. Matthews Cllr. Cllr. B. Murray	Cllr. J. Mclellan Cllr. G. German
Meliden Residents Action Group	Quarterly	Cllr. G. German	Cllr. C. Holliday	Cllr. J. Matthews
NWATC North Wales Assoc of Town Councils	Quarterly	Cllr. H. Irving Cllr. E. Heaton	Cllr. C. Holliday Cllr. G. Sandilands	Cllr. T. Jones Cllr. B. Murray Town Clerk/RFO
Offa's Dyke Society	Quarterly	Cllr. J. Thompson-Hill Cllr. J. Mclellan	Cllr. B. Murray Cllr. A. West	Cllr. A. Sampson Cllr. G. German <i>Town Clerk to write to confirm representative is required</i>
Prestatyn Business Forum	6 weekly (approx.)	Cllr. C. Holliday	Cllr. B. Murray	Cllr. G. Sandilands <i>(Cllr T. Jones, Cllr. A. Sampson and Cllr A. Tomlin Business Members)</i>
Prestatyn Carnival Association Committee	Monthly	Cllr. J. Thompson-Hill Cllr. G. German	Cllr. S. Frobisher Cllr. G. Sandilands	Cllr. T. Jones Cllr. B. Murray
Prestatyn and District Environment Association	As called	Cllr. B. Murray Cllr. G. Sandilands	Cllr. E. Heaton Cllr. T. Jones	Cllr. G. Sandilands Cllr. A. West <i>Town Clerk to write to confirm representative are required</i>

Prestatyn and District Festival of Walking	Monthly	Cllr. J. Mclellan Cllr. C. Evans Cllr. G. German	Cllr. J. Matthews Cllr. J. Thompson-Hill Cllr. C. Holliday	Cllr. G. German Cllr. A. Sampson Cllr G Sandilands
Prestatyn "You'll Never walk Alone" Volunteer Walk Leaders group	Monthly	Cllr. A. West	Cllr. C. Holliday	Cllr. G Sandilands <i>Town Clerk to write to confirm meetings</i>
Prestatyn Youth Club	Every 4-6 weeks	Cllr. K. Clewett Cllr. A. Sampson	Cllr. B. Murray Cllr. A. Tomlin	Cllr. E. Heaton Cllr. B. Williams <i>Town Clerk to write to confirm representative is required</i>
RVS – King's Hall Newydd y Brenin Management Committee	6 weekly	Cllr. G. German	Cllr. B. Murray	Cllr. C. Holliday
Ysgol Bodnant	Per term	Cllr. C. Holliday	Cllr. K. Clewett	Cllr. E. Heaton
Ysgol Melyd	Every half term	Cllr. G. German	Cllr. K. Clewett	* Cllr. J. Matthews
Ysgol Penmorfa	Per term	Cllr. K. Clewett	Cllr. E. Heaton	Cllr. G. German
Ysgol y Llys	Every 2 months	Cllr. T. Jones	Cllr. A. Tomlin	Cllr. P. Penlington
Ysgol Clawdd Offa <i>Cllr. A. Tomlin sitting representative not Cllr. G Davies</i>	As called	Cllr. G Sandilands	Cllr A. West	* Cllr. C. Holliday

* Ysgol Melyd Proposed Cllr. T. Jones by Cllr. C. Evans seconded Cllr. Julian Thompson-Hill
Amendment Proposed Cllr. J. Matthews by Cllr. G. German Seconded Cllr. C. Holliday

VOTE TAKEN first proposal Cllr. T. Jones 7 FOR 10 AGAINST 0 ABSTAINED

RESOLVED Cllr. J. Matthews elected

*Ysgol Clawdd Offa Proposed Cllr. A. Tomlin by Cllr. S. Frobisher No seconder

RESOLVED Cllr. C. Holliday elected

ADDITIONAL REQUEST OUTSIDE BODY REPRESENTATIVE

Representative required for Plastic Free Prestatyn Steering Group

Nominated Cllr. G. Sandilands Proposed by Cllr. A. West Seconded Cllr. B. Murray

AGREED Cllr G. Sandilands elected

13 COUNCILLOR ATTENDANCE LIST 2021/22

RECEIVED

14 CHRISTMAS WORKING HOURS 2022

Proposed **Option 3** be agreed - Amendment received proposed **Option 1**

VOTE TAKEN for Option 1 - 9 FOR 7 AGAINST 1 ABSTAINED

RESOLVED Option 1 RECEIVE

15 MINUTES OF COMMITTEES

Last AGM 2021 minutes ratified at first Full Council meeting 23rd June 2021

Minutes be accepted as follows:

Full Council 6th April 2022

Town Planning 6th April 2022

RESOLVED MINUTES ACCEPTED

16 6-8 NANT HALL ROAD PRESTATYN

L. Fearn received correspondence from Denbighshire County Council regarding a 'Deed of Surrender' for Council interest in 6-8 Nant Hall Road confirming payment of £50,000 plus legal costs to be received from Denbighshire County Council relinquishing Prestatyn Town Council's rights and interest in 6 – 8 Nant Hall Road (old council building)

RESOLVED UNANIMOUS DEED OF SURRENDER ACCEPTED

17 MAYOR'S CHAPLAIN 2022/2023

Mayor confirmed REV John Harvey to continue as Prestatyn Town Council Chaplain 2022/2023

18 GRANT APPLICATION REQUEST FOR FINANCIAL SUPPORT

- i) Grant Application received from Prestatyn Business Forum for £3k to financially support Jubilee Festival in the High Street on Sunday 5th June 2022

RESOLVED £3k GRANT AWARDED UNANIMOUS

(Except Cllr. T. Jones and Cllr A. Sampson Declared an interest)

19 PLASTIC FREE PRESTATYN STEERING GROUP

- ii) Plastic Free Prestatyn Steering Group requested confirmation of Council's continued support of their project and any local initiatives

RESOLVED AGREED

20 ANY OTHER BUSINESS

- iii) Training schedule enclosed in Councillors' binders/pack handed out - 2 FREE places available with OVW - Contact Town Clerk to request booking a place

RESOLVED ACCEPTED

10 Minutes break

Mayor_____



**Senedd Cymru
Welsh Parliament**

Appendix 1

Gareth Davies MS/AS

Member of the Welsh Parliament for Vale of Clwyd/
Aelod o'r Senedd dros Dyffryn Clwyd

FAO Town Clerk
Prestatyn Town Council
7 Nant Hall Road
Prestatyn
LL19 9LR

By email to: info@prestatyntc.co.uk

18th May 2022

Dear Clerk,

I am writing to offer my congratulations to your new and returning councillors for this coming council term on Prestatyn Town Council.

Having served as a town council member, I appreciate the time and dedication required to fulfil this duty on a voluntary basis and wish to thank them all for taking up the challenge.

If you should require any assistance in dealing with local matters arising, my office team and I are happy to help and contactable via Gareth.L.Davies@Senedd.Wales or by phone on 0300 200 7173.

Please do not hesitate to reach out for support as and when needed.

Yours,

Gareth Davies MS
Member of the Welsh Parliament for Vale of Clwyd

gareth.l.davies@senedd.wales | 0300 200 7173 | www.garethdavies.wales | [@garethdaviesvoc](https://twitter.com/garethdaviesvoc)

Welsh Parliament, Cardiff Bay, Cardiff, CF99 1SN	Senedd Cymru, Bae Caerdydd, Caerdydd, CF99 1SN
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amodol ar gymeradwyaeth y Cyngor Llawn ac ymgynghori gyda phob cyngor dinas, tref a chymuned yn yr ardal.

Gwerthfawrogaf petaech yn cyflwyno'r llythyr hwn i'ch Cyngor yn ystod eich cyfarfod nesaf a darparu unrhyw adborth i mi erbyn 11 Gorffennaf 2022 fan bellaf.

Cofion cynnes,
Gary

Dear Clerk,
Re-appointment of Councillor Gordon Hughes, Corwen Town Council to the County Council's Standards Committee

As you will be aware the County Council's Standards Committee is obliged to have a Community Council representative on the Committee and Councillor Gordon Hughes has agreed to carry out a further term of office, subject to Full Council approval and consultation with all town, city and community councils operating within the area.

I would be grateful if you could place this communication before your Council at the next available meeting and revert to me on or before the 11th July 2022 with any feedback.

With kind regards
Gary