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MINUTES

of the proceedings of the

**COUNCIL AND
COMMITTEES**

to be considered at a

MEETING OF THE COUNCIL

7th April 2021

FULL COUNCIL

Minutes of Full Council (remote meeting) held on Wednesday 3rd February 2021 at 6.20pm-7.55pm.

PRESENT

Councillors: T. Flynn (Mayor) A. Tomlin, S. Frobisher, B. Murray, L. Muraca, T. Jones, G. Davies, A. Sampson, G. Percival, G. Sandilands, P. Duffy, K. Jones, J. Thompson-Hill.

IN ATTENDANCE

Mr N. Acott – Town Clerk/Financial Officer, Mrs C. Evans – Deputy Town Clerk, Mrs L. Hewitt – Committee Support Assistant, Ms Wendy Jefferson – Senior Practitioner/Community Youth Worker, Denbighshire County Council, Rev J. Marsden – Mayor's Chaplain.

APOLOGIES

Councillors: M. German, G. Frobisher, R. Flynn, P. Penlington

98 PRAYERS

Rev J. Marsden, Mayor's Chaplain offered prayers seeking agreement, harmony of discussion and understanding. He also gave thanks for development of Covid 19 vaccine, and wishes for peace, prosperity and good health.

99 DECLARATIONS OF INTEREST

Councillors were reminded of need to declare personal and/or prejudicial interests in tonight's meeting in accordance with Code of Conduct legislation.

100 MAYORAL COMMUNICATIONS

- a) Letters of thanks had been received from Prestatyn Sports Football Club, Denbighshire CAB, and Prestatyn Business Forum following recent financial awards from Town Council.
- b) Prestatyn Sports Football Club – letter enquiring if Council would provide a letter of support for their application to Denbighshire County Council's commuted sums fund.
RESOLVED That Council sends letter of support.

101 YOUTH SERVICES – PRESTATYN AND MELIDEN PM 165/20

Wendy Jefferson, Denbighshire County Council was welcomed and invited to address Council. Wendy reminded Council of the anti-social behaviour (ASB), targeted service prevention group that had been set up following funds provided by Town Council. Its core aims are to engage with targeted young people in Prestatyn and Meliden, to reduce ASB, to improve behaviour, and change attitudes of local young people. It would also seek to raise awareness of positive projects that young people are taking part in. Details of the programme and example case studies had been circulated to Councillors.

It was explained that whilst the project's core aims remained unchanged, Covid 19 pandemic restrictions had led to different service methods being employed including remote 1 to 1 sessions and online group work such as cooking, arts and crafts etc.

Wendy reported that criminal activity involving youngsters had decreased significantly during lockdowns, and also many youths had now accepted new ways of participating with some really positive results.

Cllr T. Flynn advised that he had been made aware of youths mixing in other people's property and police seemed to have limited powers to address this issue. Wendy reported that the Youth Service was in regular contact with North Wales Police and Local Youth Justices to address any poor behaviour, and to reinforce Covid restrictions message. On the whole young people and parents have been very good at following guidelines, however mental health issues among young people had increased significantly and was cause for concern.

RESOLVED That Wendy Jefferson and DCC Youth Services team be thanked for their good work during challenging times.

102 MINUTES

RESOLVED That Minutes of Full Council held 9th December 2020 be accepted.

Pursuant to Minute 74 Notice of Resignation – in response to Member question Town Clerk/Financial Officer advised that due to Covid 19 restrictions no timetable for by-election was known at present time. However, it was reported that Welsh Government are still planning to hold Senedd elections on 6th May 2021.

103 MINUTES OF COMMITTEES

RESOLVED That Minutes of Committees be accepted as follows:-

Town Planning Committee 09.12.20

Town Planning Committee 13.01.21

Finance and Management Committee 13.01.21

Pursuant to Minute 92 Community Partnerships and Services – CCTV. Cllr B. Murray, Council's appointed representative, had been requested by Cllr Mark Young, Chair of Denbighshire CCTV Partnership Board to thank Town Clerk/Financial Officer for his support in raising substantial funds

towards replacement CCTV cameras. A total of £92,000 had been raised mainly from external sources including Gwynt y Mor and Burbo Bank wind farms.

RESOLVED

- 1) That Town Clerk/Financial Officer be thanked for his support to Denbighshire CCTV Board in seeking external partnership funds.
- 2) That Deputy Town Clerk also be thanked for her support in supporting Cllr B. Murray, Council's appointed CCTV representative in his work.

104 COUNCIL TAX PRECEPT 2021/22 PM 91

Council was reminded of approved Financial Estimates and Council Tax Precept recommendations from last Finance and Management Committee.

RESOLVED That Council Tax Precept 2021/22 be £495,960 (Option1 Band D property tax £63.74 – no increase)

105 MELIDEN COMMUNITY CENTRE PM 67

Town Clerk/Financial Officer updated Council on plans for four named volunteers to be appointed to volunteer Management Association following interest shown in running the community centre. Similarly, replacement Trustees for Charity Commission would be required and same individuals had confirmed their interest to progress registration.

It was reported by Cllr B. Murray that the new group had sought advice on running of centre from Seabank Drive Community Centre Management Association. It was also confirmed that the two Town Ward Councillors would continue as Council representatives on new Management Association.

RESOLVED

- 1) That Council approves nomination of named individuals to Meliden Community Centre Association
- 2) That Meliden Community Association be encouraged to update Charity Commission of with new appointments, and to revise banking arrangements as appropriate.
- 3) That Cllr P. Evans, Meliden Ward, Denbighshire County Council be updated on situation.

(Mrs L. Hewitt left meeting)

106 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A Part 1 during Staffing Report.

107 STAFFING REPORT PM 97

Cllr J. Thompson-Hill, Chair of Finance and Management Committee had circulated a recruitment pack, proposed timetable, job descriptions, and salary package with agenda. He had also included proposals for assessment style recruitment process for both Town Clerk and Deputy/Responsible Financial Officer positions due to present uncertainty of Covid 19 restrictions.

Council debated a number of items including job specification, qualifications, pay scales, proposed advertisement, overtime arrangements etc. prior to voting.

A motion to appoint Town Clerk and defer recruitment of Deputy/Responsible Financial Officer was declared Lost.

RESOLVED

- 1) That Full Council agrees that the Town Clerk post be advertised as a Full Time role based upon SCP 37-41 dependent on experience and qualifications.
- 2) That Full Council agrees that the Deputy Town Clerk/Responsible Financial Officer post be advertised as a Part Time (20 hours per week) role based upon SCP 29-32 dependent on experience and qualifications.
- 3) That Full Council agree the draft Person Specifications, and delegates any minor amendments to the Chair of Finance and Management Committee in consultation with the Town Clerk/Financial Officer and Staffing Sub-Committee.
- 4) That Full Council agrees that a form of Assessment Centre interview process should take place, subject to the possible need to amend in the light of applicable Government restrictions at the time.
- 5) That Council agree the draft indicative timetable for the recruitment process.
- 6) That Council agrees that reasonable costs for advertising the posts could be incurred to include consideration of use of recruitment agency, adverts in trade press and appropriate websites etc.

Financial/Legal Implications: Financial salary costs to be maintained within current personnel costs 2021/22 dependent upon salary scale on appointment. Local Government Act 1972 S. 112.

Mayor _____

TOWN PLANNING COMMITTEE

Minutes of Town Planning Committee (remote meeting) held on Wednesday 3rd February 2021 at 7.55pm-8.45pm

PRESENT

Councillors: T. Jones (Vice Chair), T. Flynn, A. Tomlin, S. Frobisher, B. Murray, L. Muraca, G. Davies, A. Sampson, G. Percival, G. Sandilands, P. Duffy, K. Jones, J. Thompson-Hill.

IN ATTENDANCE

Mr N Acott – Town Clerk / Financial Officer, Mrs C Evans – Deputy Town Clerk.

APOLOGIES

Councillors: G. Frobisher, P. Penlington, R. Flynn, M. German

108 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare any personal and/or prejudicial interests in tonight's proceedings.

109 FINANCIAL INSTITUTIONS – BANKING CLOSURES

Following recent devastating announcement about forthcoming closure of TSB, Barclays and HSBC banks in town there had been considerable concern about future banking services, especially for elderly and vulnerable.

Each bank had followed a similar pattern of customer consultation and had provided details of customer visits, reducing footfall, and growth of "online" banking provision. They were also directing customers to Post Office for local alternative banking services as part of their "online" impact analysis statement.

In addition to closing local branches the banks would also be withdrawing their automated cash machines (ATMs) from town centre.

Committee discussed appalling situation for town's High Street, local businesses who rely on local banking, and residents: -

- | | |
|-----------------|--|
| Cllr GS | Lots of feedback from residents. Vulnerable will suffer most. Town Council should play a part in bringing community financial institutions into town. Post Office will be overrun. |
| Cllr GD | Requests that banks provide some form of legacy funding |
| Cllr JTH | Basic numbers game. TSB state 11 people per week use the bank. Covid has also greatly impacted business. |

- Cllr AT** Does anyone know if Post Office will increase their banking capacity?
- Cllr GS** Spar manager has been approached and area manager said no increase.
- Cllr TJ** Automated transaction machines (ATMs) are in Tesco and M&S
- Cllr TF** Need more ATMs especially in summer months. That's how some people budget and use cash. Would Spar install ATM?
- Cllr BM** Customers have been advised that Post Office not opening new accounts.
- Cllr GP** Not a lot can be done. Tesco ATM not being replenished as much as before. Mobile banking van? Is there scope for businesses to band together?
- Cllr AT** Nat West used to offer a mobile service. Approach those banks leaving to see if they could offer such a service

RESOLVED

- 1) That Post Office be approached to clarify position concerning increased demand for services following announcement of closure of remaining banks in town.
- 2) That a letter be sent to HSBC, TSB and Barclays Bank PLC enquiring about legacy fund to assist town's residents, businesses and/or plans for physical mobile banking services to visit town.

110 DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS

Committee considered planning application consultations to 3rd February 2021 and submitted following observations:-

APPLICATION

43/2020/0907 (East)
Proposed erection of first floor extension and associated works
Brigadoon, 2 Talton Court, Prestatyn

43/2021/0008 (North)
Erection of a single storey flat roof extension to rear of dwelling
107 Grosvenor Road, Prestatyn

43/2021/0041
Erection of a two storey flat roof extension to side of dwelling
13 Orme View Drive, Prestatyn

COMMENT

OBJECTION
Overlooking neighbouring property.
Overintensification of site. Detrimental to street scene.

No Objection
Neighbours concerns should be considered

No Objection

43/2021/0042 (Central)

Formation of 2 pitched roof dormers to front of dwelling and erection of pitched roof front porch

144 Fforddisa, , Prestatyn

No Objection

43/2021/0027 (Central)

Lawful development certificate for a proposed single storey extension to rear of dwelling

11 Oak Hill Drive

No Objection

DCC Notice of Temporary Traffic Order

High Street Prestatyn. (Legal Services DCC)

Notice of Temporary Suspension of Parking

Bays. Road Traffic Regulation Act 1984 –

Section 14

To facilitate placement of a raised seating area within the parking bays by DCC Traffic Section

Observations

Council would request further consultation on designs before any installations

43/2021/0063 (North)

Erection of a 3 metre high timber panel and post fence to screen caravan and erection of decking and ramp to serve caravan

23 Grosvenor Road, Prestatyn

Objection

Committee supports residents objection to installation of large static caravan and high fencing. The development may set a precedence for others to follow. Development overlooking and adverse visual impact on residential area.

43/2020/0941 (Meliden)

Erection of implement store, re-instatement of access track, formation of parking and associated works

Craig yn Sholyn, Ffordd Bryniau, Prestatyn

No Objection

43/2020/1035

Erection of an arrivals lodge and associated works

Presthaven Beach Resort, Shore Road, Gronant, Prestatyn

No Objection

Joint County/Town Councillors may partake in decision making process at Town Council but consider matters afresh at Denbighshire County Council when additional information and advice will be available to them. They are not bound by the views or opinions of Town Council.

Chairman_____

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE

Minutes of Community Development and Town Regeneration Committee (remote meeting)
held on Wednesday 24th February 2021 at 6.15pm - 9.16pm

PRESENT

Councillors: A Sampson (Chairman), T. Flynn, S Frobisher, K Jones, P Duffy, T. Jones, G. Sandilands, L. Muraca, A. Tomlin (Vice Chair), B. Murray, G. Percival, R Flynn,

IN ATTENDANCE

Mr N Acott - Town Clerk/Financial Officer, Mrs C. Evans - Deputy Town Clerk, Mrs L. Hewitt Committee Support Assistant. Elin Hughes Jones - Events Contractor, Debbie Hughes-PTC Community Health Officer. **Guests:** Carly Davies and Samantha Williams DCC Museum Curator, Edward Parry DCC Traffic, and Road Safety Engineer

APOLOGIES

Councillors: J. Thompson-Hill, M. German, P Penlington, J Thompson-Hill, G Davies, G Frobisher

111 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare personal and/or prejudicial interests in tonight's meeting

112 PTC COIN COLLECTION

Chair welcomed Carly Davies and Samantha Williams, DCC to address Committee regarding Town Council's historical coin collection and to seek resolution to a request to transfer to Denbighshire County Council for safe keeping.

The collection was the life's work of a Mr Roberts from Rhyl who gifted the collection to Prestatyn Town Council in mid 1970s. Between 1970 and 1994 the whereabouts of the collection was unknown, however in 1995 they were discovered and exhibited in Rhyl Library on a temporary loan agreement. A subsequent request has now been received from a DCC curator to gift the collection to DCC's Heritage Section for safe keeping. In 2017 Carly Davies undertook the responsibility for Heritage. She explained that the Museum has a mandatory obligation to ensure their safe storage, and to use them for exhibition and education purposes. Their safe keeping entails secure storage in correct humidity in sealed purpose made glass cabinets and properly insured. DCC are an accredited museum and as such all these factors would be satisfied if coins were to become part of Heritage Services. Councillors were invited to ask questions

BM – have the coins been valued? Preference would be for them to remain in the town. They could be stored in the development of the old library as Community Rooms at ground floor would be available

SW – DCC Heritage are an accredited museum to a national standard and as a result the correct conditions as described are in place. If the collection was gifted to DCC they would be included on DCC's insurance. Valuing the coins would cost and the British Museum would then have knowledge of them which could lead to them leaving the area, or being claimed as treasure. Purchase of the appropriate cabinets and adequate insurance would be costly. The collection is occasionally loaned out for exhibition and education purposes under strict museum criteria.

Photographs of the collection had been sent to all Councillors although not everyone had been able to receive/view them.

GP – Confirmed receipt of photographs and it is apparent they are not all local coinage but collected from all over the world

GS - I have been a coin collector in the past and can confirm that some of the coins are quite valueable and are quite rare. Maybe Tŷ Pendre when developed could be where they could be located as a mini museum. Would they ever be exhibited in Prestatyn if gifted to DCC?

CD – They would be housed permanently in Ruthin in secure conditions but could be borrowed at any time to exhibit in the town for a period of time. They could also be exhibited online with a link to website. Ruthin Gaol is an applicant for Heritage Lottery Funding in order to develop exhibition space, and as such the collection could be on permanent display there. Our proposal is for the collection to be gifted to DCC who then become the owners but it can be loaned to Town Council. DCC can obtain funding for their care and be able to house the items as they should be, on permanent display in secure and controlled environment

PD – I propose they are gifted to DCC for future care and for future generations to enjoy

AS – Agreed with this proposal

GS – I propose they remain in PTC ownership and for Town Council to seek funding to develop a museum in the town

SW – We have experience in helping towns apply for funding to develop an accredited museum which would mean having the appropriate conditions to keep artefacts, however it is a big commitment to undertake.

AT – What is the difference to DCC between loan and owning

CD – As they are currently only on loan we cannot apply for funding to obtain the secure cases they require to exhibit. They are currently just in a box

Councillor Anton Sampson thanked both Officers for their attendance prior to voting.

The Substantive proposal was made by Cllr P Duffy seconded by Cllr A Sampson. Amended proposal by Cllr G Sandilands and seconded by Cllr B Murray for Town Council to retain ownership and seek funding to develop an accredited museum in the town was put to vote and declared LOST.

RESOLVED That TownCouncil gift historical coin collection to Denbighshire County Heritage Services for safe keeping and loan back to PTC upon request for local accredited display venues. For 10 Against 2

Financial/Legal Implications: Legal agreeemnt between Councils will be required to ensure continued public ownership and future public access via County Heritage Services.

113 PRESTATYN HIGH STREET - PARKLETS

Mr Ed Parry, Traffic and Road Safety Engineer, DCC was invited to give some background into the Parklet initiative. He advised that DCC had applied for grant funding from Welsh Government for the purposes of ensuring social distancing in towns, and for hospitality venues to be able to expand their offer to external space for their customers. The proposal was to expand the pavement space outside Deja Vue on the corner of Kings Avenue to provide safe distancing in a tight pavement space. A "parklet" is proposed for installation in the highway outside The Hideaway which will take up 2/3 parking places. This venue is the only one on the High Street which fits the given criteria for the provision of extra space. Ed Parry then took Councillors questions

AT – Questions the need for this which is not established. It's a knee jerk reaction because funding is on offer. In a bigger town/city I can see the benefit but I don't feel it is appropriate in Prestatyn High Street. Consultation with residents in flats nor other businesses has not been adequately carried out as this development will result in noise, there could be a Health & Safety issue, future maintenance and insurance impacts are not clear. Other businesses who are not receiving assistance cannot be overlooked as the Business Forum represents only a small percentage of businesses in Prestatyn and Meliden. I have concerns that once installed it could become a permanent feature and that delaying in order to wait until the hospitality industry re-opens is a more sensible approach. The Health and Safety aspect relating to the proposed structure with only rails to 3 sides and cars parking right up to it on 2 sides and moving traffic to the third side is a matter of great concern

EP – Parklets are used all over the world and that Health & Safety risk assessment is carried out. The proposed design is fit for purpose and future maintenance of furnishings will be The Hideaway's responsibility

AS – Can it be removed easily and quickly?

EP – Yes -they can be dropped in by Hiab lift in one piece and removal is carried out using the same process

GS – Prestatyn Business Forum are in favour of them in order to adapt their trade. The Hideaway have purchased the tables and chairs and are keen to get ready for when restrictions are lifted

BM – The installation outside Deja Vue was appalling. Archies have an external build out already so I'm not sure how this can be refused. I am for the proposal

PD – How far will it extend? Why choose this location? I think it is the wrong place and unsafe for the public and traffic

RF – I am somewhat in agreement with PD but would welcome bicycle parklets. Could this be tried

GP – The Hideaway is predominantly a night time business so taking up 20% of top of High Street on street parking is not a good idea. It will affect traffic flow. The High Street is also a conservation area, does this installation comply?

LM – I am not against the concept nor the night time economy. The pavement to the side elevation of The Hideaway is very wide. Could negotiations with Deli on the Hill be carried out so that tables and chairs could benefit them during the day and The Hideaway in the evening

SF – Can the funding be used for any alternatives. Rhuddlan Town Council rejected parklets but are going for shop awnings. Parklets will take up valuable parking spaces

EP – advised he was not aware of any other options

AT – What is the cost of installation and who will have to insure it?

EP – The Hideaway will be responsible for insurance and removal would be at no cost to them or Town Council

TJ – Would like to see it installed but liked LM's idea of side elevation to The Hideaway and to share facility with Deli on the Hill.

GS – I agree

PD – I would request to have the costs of installing and removing the installation outside Deja Vue provided to me.

EP – Costs will be sent to Town Clerk/Deputy Town Clerk

Mr E Parry was thanked for his attendance prior to voting.

The Substantive proposal was made by Cllr T Jones, seconded by Cllr Cllr G Sandilands. A recorded vote was requested.

RESOLVED That Council has no objection to Denbighshire County Council installing 'parklet' outside Hideaway, Prestatyn High Street

FOR	AGAINST	ABSTAIN
Cllr B Murray	Cllr A Tomlin	Cllr G Percival
Cllr G Sandilands	Cllr L Muraca	
Cllr T Jones	Cllr P Duffy	
Cllr K Jones	Cllr T Flynn	
Cllr A Sampson	Cllr S Frobisher	
(5)	5)	(1)

The Chairman used his casting vote in favour of the substantive motion.

Financial /Legal Implications: None. The project is funded and administered by Denbighshire County Council with assistance from Welsh Government to help alleviate impact of Covid 19 pandemic on local business.

(Cllr R Flynn had left the meeting prior to the vote. Cllr G Percival declared a personal interest in this item during discussion due to ownership of a business property further along Prestatyn High Street and abstained from voting)

An amendment to the proposal was made by Cllr A Tomlin seconded by Cllr L Muraca to object to parklet installation due to health and safety concerns, loss of parking space. and adverse impact on Conservation Area status. It was declared LOST

114 UPDATE FROM NORTH WALES POLICE

Deputy Town Clerk referred to an email from PC Richard Fishlock North Wales Police previously sent to all Councillors highlighting the current crime statistics in the area. These crimes were predominantly Covid 19 breaches and dispersal orders for older children and teenagers. One matter of concern was the high demand for Police attendance at reports of motor X bikes and quad bikes in key locations such as Y Morfas and beach areas. Pursuit of such vehicles was difficult and information from the community is relied upon to help tackle this issue. NWP are researching what other areas are implementing to tackle the problem as it is a national problem.

Councillors were urged to contact NWP through 101 or Crimestoppers if they are aware of these problems in their ward.

BM – This is a problem at The Ffrith but trying to get through on 101 is impossible.

TF – Receive frequent reports of this problem.

Deputy Town Clerk referred to the suggestion in the email of installing barriers to deter the problem. Councillors felt that whilst these could deter vehicles such as this they cannot be installed in areas such as the promenade or sand hills. They are also a barrier to wheelchairs and double buggy prams. Cllr G Percival enquired whether any local bye laws could be adopted and was advised that byelaws can help but main problem with this issue is enforcement and catching culprits.

RESOLVED Town Councillors to report any such problems to PC Richard Fishlock, and/or notify Town Clerk or Deputy Town Clerk

115 COVID RECOVERY GRANT AWARD

Deputy Town Clerk reported upon the successful application for Covid Recovery grant funding from DCC for items which would aid the recovery of Town Centres post Covid 19 restrictions. The grant would cover some retrospective items, and the tree lights at lower High Street were included in the application as they are now lit all year round. Additional planters and hanging baskets and gazebos for use for events will be funded.

RESOLVED That Mrs C Evans be thanked for her efforts in securing grant.

116 OFFICER REPORTS – PRESTATYN TOWN COUNCIL

Reports from Officers were distributed with agenda regarding the following areas and/or project work areas:-

Ms Kate Thew – PTC Business Development Officer

Deputy Town Clerk presented the report previously submitted praising the work carried out by Ms Thew who is supporting Prestatyn Businesses through the grant/business loan process during Covid 19 pandemic. Cllr G Sandilands added to this by confirming the invaluable support given to all businesses in the town. Zoom advice sessions from organisations such as DWP, Llandrillo College have also been organised to disseminate information. Regular updates have been posted on the Council's website and social media pages in order to alert businesses when funding opportunities arise

Mrs Debbie Hughes – Community Health Development Officer

Due to many activities being on hold due to the pandemic Mrs Hughes attended to advise Committee on success of the "Digital Buddies" project she had won funding for from Gwynt y Mor community fund. The project aims to assist people who are isolated to stay connected to family and friends. The project is funding 20 laptop/tablets and associated time limited data, with training and support in their use for residents. Ten of the laptop/tablets have been distributed to local schools, and remaining ten will be loaned to residents who have previously who attended Town Council health and wellbeing classes e.g mind music and dementia friends activities who are now isolated because face to face sessions have been suspended

Ms Elin Hughes-Jones – Events, Media & Marketing contractor

A report (previously disseminated to Councillors) was presented by Ms Hughes-Jones. An outline programme of events for the town was presented subject to Covid 19 regulations being eased. A hybrid of physical and virtual events are proposed in order to cover any eventuality.

Ms Hughes-Jones went on to present issues around PTC website and social media platforms and the best way forward. Discussions with the Council's current provider had taken place and presented in the report. The Council's branding is a very strong one and one which residents recognise as Prestatyn Town Council. The recent need to carry out virtual events such as Halloween, Christmas switch on, and Zoom calls with Father Christmas have contributed greatly to this with a considerable increase in hits to Whats OnPrestatyn site.. The Council's branding is always being implemented in marketing materials and it would be a shame to lose this. As such negotiations and comparative quotations have been sought. The preferred option is to stay with the current provider, but to enter a contract for 12 months to carry out website updates, rationalisation and arrange future maintenance. Ms Hughes-Jones invited questions.

GS – Discussions regarding the current providers have occurred often at Committee meeting. It's not just about events. A business directory needs to be included.

EHJ – The website will be made fit for purpose for all aspects of Council business and be made user friendly both for staff, residents and businesses. I am not assessing it only from an Events point of view. I have received other quotes, but in order to retain our strong branding the current provider offers best value

LM – I really enjoyed reading your report. You appear to have a good business head and are child centred with regard to Events. You are clearly an asset to Town Council

GP – The Brand 'Its At Prestatyn' is excellent but it isn't always carried through and as such our Unique Selling Point can be lost. You have clearly analysed the options well and if Town Clerk and Deputy are satisfied and support the cost then we should go with that.

EHJ – A consistent approach is required and social media is now much more prevalent. Officers need editable templates which will cut down on future design costs for various posters/flyers

AT – I feel we are in safe hands with you and that finally we have got this. Can I suggest branding decals on PTC office windows to bring it up to date

The Chairman thanked Elin for attending meeting and answering questions prior to voting.

RESOLVED

1) That Council supports the outline town events programme events as far as Covid restrictions allow..

Financial/Legal Implications: 2021/22 Budget Provisions £22,000. Local Government Act 1972 Section 144

2) To enter a 12 month contract with the current website provider as per quotation for rationalisation and future maintenance.

Financial /Legal Implications: Day Dream Designs £2,640. Additional social media images for events etc. £500 to be funded from PTC events budget

(Councillor G Sandilands left the meeting prior to voting. Councillors also requested copies of alternative quotations to be sent to them)

117 FINANCIAL ASSISTANCE APPLICATIONS

Deputy Town Clerk advised Committee that the grant awarded in 2019/20 to Urdd Gobaith Cymru for the Eisteddfod Denbighshire 2020 is to be carried over to 2022 due to the postponement of the event for 2020 and 2021. Present grant application forms and financial statements had been circulated to Councillors with agenda papers.

RESOLVED

That following grants be awarded:-	£
Friends of the Ffrith (Well Being Seating)	1,070
Benefits Advice	2,000

Financial / Legal Implications: As reported and to be contained within budget provisions. Local Government Act 1972 . S. 142 (BA) Future Generation and Well Being Act 2020

118 STANDING ORDERS

RESOLVED That Standing Order No 1 be waived and meeting extended by fifteen minutes.

119 TY PENDRE & FUTURE PROPOSALS

Deputy Town Clerk presented a report previously sent to Councillors. The report detailed that the lease currently held between DCC and PTC expires on 17th July 2021. Enquiries have been made to the Property Officer, DCC to determine County Council's intentions should a lease not be entered into. The probability would be that the building would be demolished. DCC would be happy for PTC to continue maintaining the grounds, and subject to DCC Asset Group consent, transfer the building to PTC

Committee proceeded to discuss the way forward

PD – The building is not an asset and we should hand it back

AS – What could it be used for. Community groups who used it brought in no real financial benefit

LM – I like the Deputy Town Clerk's idea that it could be refurbished and used a for tea gardens/ice cream parlour

GP – I would be loath to lose it. It could be used for storage

BM – Refurbishing it would cost money and it is too damp in its current condition but it would be useful as storage space

RESOLVED: That Town Council progress transfer of ownership from County to Town Council, and continue to research possible future uses of building.

Financial/Legal Implications. Town Council will need to clarify potential costs and future liabilities associated with ownership of building and public gardens.

120 EXCLUSION OF PRESS AND PUBLIC

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A Part 9 for next item.

121 EVENTS, MEDIA & MARKETING CONTRACT 2021

Deputy Town Clerk reported that further to an advert placed in the local press inviting expressions of interest from suitably experienced contractors only one response had been received, and details provided at meeting..

RESOLVED: That the Ms E Hughes-Jones be awarded 12 month contract on agreed terms of £9,600 per annum commencing 1st April 2021 increasing when events are programmed. Subject to satisfactory performance the length of contract offered will be re-visited.

Financial/Legal Implications: Costs contained within social media/events budget provisions 2021. Local Government Act 1972 Section 145

Chairman _____

TOWN PLANNING COMMITTEE

Minutes of Town Planning Committee (remote meeting) held on Wednesday 24th February 2021 at 9.10pm - 9.40pm

PRESENT

Councillors: T. Jones (Vice Chair), B. Murray, L. Muraca, P. Duffy, A. Sampson, T. Flynn, G. Percival, A. Tomlin, K. Jones.

IN ATTENDANCE

Mr N Acott – Town Clerk / Financial Officer, Mrs C Evans – Deputy Town Clerk, Mrs L. Hewitt – Committee Support Assistant

APOLOGIES

Councillors: G. Frobisher, P. Penlington, R. Flynn, M. German, J. Thompson-Hill, S. Frobisher, G. Sandilands, G. Davies.

122 STANDING ORDERS

Due to lateness of hour it was necessary to consider standing orders.

RESOLVED That Standing Order No. 1(c) be waived and meeting extended for thirty minutes.

123 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare any personal and/or prejudicial interests in tonight's proceedings.

124 MINUTES 13.01.21 / 03.02.21

RESOLVED That Minutes of meeting held on 13th January 2021 and 3rd February 2021 be accepted.

Pursuant to Minute 110 Planning Application 43/2021/0065 (North) – Erection of fence to screen static caravan. 23 Grosvenor Road, Prestatyn. Cllr T. Flynn reported that some residents and neighbours were unhappy with latest developments and strongly opposed screening and installation of static caravan in rear garden. Denbighshire County Council, Planning Authority had not yet determined this application. Dependent upon outcome, it was suggested affected individuals may also need to seek legal guidance / mediation to resolve issue.

125 DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS

Committee considered planning application consultations to 24th February 2021 and submitted following observations:

APPLICATION**COMMENT**

43/2021/0089 (Central)
Works to 1 no. Copper Beech tree subject to a
Tree Preservation Order
19 Bryntirion Drive, Prestatyn

No Objection
Crown reduction

43/2021/0105 (Central)
Erection of a two storey rear extension and a
single storey rear/side extension to dwelling
41 Melyd Avenue, Prestatyn

No Objection

43/2021/0104 (Central)
Erection of a two storey rear extension and a
single storey side extension to dwelling
43 Melyd Avenue, Prestatyn

No Objection

43/2021/0097 (East)
Remove part of branch on tree covered by Tree
Preservation Order
17 Fforddilas, Prestatyn

No Objection
Damaged branch

43/2021/0129 (Central)
Erection of single storey pitched roof extension
to rear of dwelling
21 Fforddisa, Prestatyn

No Objection

43/2021/0136 (Central)
Erection of extension to rear of dwelling and
associated works
32 St Georges Drive, Prestatyn

No Objection

43/2021/0138 (East)
Erection of replacement amenity building in lieu
of existing timber structure to rear of dwelling
7 Caradoc Road, Prestatyn

No Objection
Neighbour's privacy should be protected

43/2021/0137 (North)
Change of use of hairdressers to a hot food
takeaway and associated works
5 Ffrith Corner, Victoria Road West. Prestatyn

No Objection
Subject to restricted opening hours to
protect neighbouring residential
properties.

43/2021/0060 (Central)

Erection of a two storey side extension with balcony to rear
3 Maes y Groes. Prestatyn

No Objection

Neighbours privacy should be protected.
External lighting to be restricted to minimise night light pollution.

43/2021/0041

Erection of two storey flat roof extension to side of dwelling
13 Orme View Drive, Prestatyn

Observations

A number of residents had objected recently and these had not been shown on DCC Planning Portal. Concerns raised about neighbouring property being overlooked. Adverse impact on street scene and height of development above existing buildings.

Joint County/Town Councillors may partake in decision making process at Town Council but consider matters afresh at Denbighshire County Council when additional information and advice will be available to them. They are not bound by the views or opinions of Town Council.

Chairman_____

TOWN PLANNING COMMITTEE

Minutes of Town Planning Committee (remote meeting) held on Wednesday 17th March 2021 at 6.15pm – 6.35pm

PRESENT

Councillors: T. Jones (Vice Chair), B. Murray, L. Muraca, T. Flynn, A. Tomlin, K. Jones, J Thompson Hill, R Flynn, P Penlington, G Davies, G Sandilands.

IN ATTENDANCE

Mr N Acott – Town Clerk / Financial Officer, Mrs C Evans – Deputy Town Clerk, Mrs L. Hewitt – Committee Support Assistant

APOLOGIES

Councillors: G. Frobisher, S. Frobisher, M German, G Percival.

126 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare any personal and/or prejudicial interests in tonight's proceedings.

127 MINUTES 24.02.2021

RESOLVED That Minutes of meeting held on 24th February 2021 be accepted.

128 DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS

Committee considered planning application consultations to 24th February 2021 and submitted following observations:

APPLICATION

43/2021/0043 (Central)
Works to 1 no. Beech tree (T18) protected by
Former Rhuddlan Borough (Woodland Park)
Tree Preservation Order) 1985.
12 The Avenue, Woodland Park, Prestatyn.

COMMENT

No Objection

43/2021/0166 (North)

Development of 0.05ha of land by the erection of a dwelling (outline application including access and layout.

Land at (part garden of) 7 Tre Borth, Prestatyn

DEFER

Ward Councillors aware of local objections and will be seeking further information from DCC Planning.

43/2021/0198 (Central)

Alterations and replacement of roof including formation of dormer windows to side of dwelling
96 Meliden Road, Prestatyn

No Objection

43/2021/0204 (Central)

Alterations and Construction of balcony to rear of dwelling
30 Orme View drive, Prestatyn

No Objection

Neighbouring property privacy should be protected

43/2021/0190(Central)

Demolition of existing garage and former surgery and erection of new garage and extension

12 The Avenue, Woodland Park, Prestatyn

No Objection

43/2021/0096 (Central)

Demolition of existing flat roof garage and flat roof kitchen. Construction of ground floor accommodation to be living room and kitchen.
16 Plas Uchaf Avenue, Prestatyn

No Objection

43/2021/0154 (East)

Works to 1 Beech tree within Prestatyn Conservation Area
Plas Ifan 17 Fforddlas, Prestatyn

No Objection

Joint County/Town Councillors may partake in decision making process at Town Council but consider matters afresh at Denbighshire County Council when additional information and advice will be available to them. They are not bound by the views or opinions of Town Council.

Chairman_____

FINANCE AND MANAGEMENT COMMITTEE

Minutes of Finance and Management Committee (remote meeting) held on Wednesday 17th March 2021 at 6.35pm – 8.10pm

PRESENT

Councillors:- J. Thompson-Hill (Chairman), B. Murray, L. Muraca, T Flynn, K Jones, R Flynn, P Penlington, G Davies, G Sandilands, T Jones, P Duffy.

IN ATTENDANCE

Mr N. Acott – Town Clerk/Financial Officer, Mrs C. Evans – Deputy Town Clerk, Mrs L. Hewitt – Committee Support Assistant.

APOLOGIES

Councillors:- G Frobisher, S Frobisher, M German, G Percival.

129 DECLARATIONS OF INTEREST

Councillors were reminded of need to disclose personal and/or prejudicial interests in tonight's proceedings. Cllr T Jones declared personal interest in HR Support Services – agenda item10.

130 URGENT ITEM

Town Clerk/Financial Officer reported that he had received email communication from Cllr M German stating that he would be unable to attend future council meetings for a short while due to personal reasons and details provided. He was therefore seeking Council permission for special leave of absence.

RESOLVED

That Cllr M German's apologies and reasons for continuing absence be accepted and best wishes sent to family.

131 PAID ACCOUNTS

Details of paid accounts for January and February 2021 had been circulated with agenda.

January – BACS 892 – Galaxy tablets. Member enquired about insurance, warranty arrangements, and length of loan for new equipment. Town Clerk/Financial Officer (TC/FO)

advised project details were reported to recent Community Development and Regeneration Committee by project officer but he will check position. He also drew Committee's attention to recent Gwynt y Mor grant aid funds secured for this project in sum of £7,436.

In addition a further Gwynt y Mor grant had been received in sum of £50,000 for Denbighshire CCTV Partnership project to replace 24 CCTV cameras in Prestatyn and Rhyl.

RESOLVED

That Paid Accounts for January and February 2021 be accepted.

132 COUNCIL INTERNAL AUDITORS APPOINTMENT 2021/22 PM 93

Chairman reminded committee that it had previously requested expression of interest be placed in public domain regarding this service. Town Clerk/Financial Officer confirmed advert had been placed in local press but no response had been received. He also advised that UHY Hacker Young, Independent Contractor who kindly stepped in last year to assist Council with this work following unexpected passing of previous auditor had offered to provide service for 2020/21 on same terms as last year.

The Council appointment must be reviewed annually to ensure continuing independence.

RESOLVED That UHY Hacker Young be appointed Council's Internal Auditor for 2020/21.

Financial/Legal Implications: Costs contained within approved budget provisions 2020/21 Accounts and Audit Wales Regulations 2014(as amended). Governance and Accountability in Wales 2019 – A Practitioners Guide.

133 COUNCIL RISK ASSESSMENT 2020/21

Details of Council Risk Assessment had been circulated with agenda and committee reviewed accordingly. Town Clerk/Financial Officer explained that the document was the basis for identifying risks and categorisation according to assessed level of risk. Some activities had shown movement either up or down dependant upon work that had been undertaken, mitigation measures, future operations etc.

With regard to high risk succession planning activity it was confirmed that this was being addressed at present time and active recruitment process for two senior posts was in place. Other emerging themes/activity identified as requiring attention 2021/22 includes review of cyber security measures.

RESOLVED That Council Risk Assessment 2020/21 be accepted.

134 COUNCIL ASSET REGISTER 2020/21

Details of Council Asset register had been circulated with agenda. Committee reviewed register and several members commented upon description of assets and location. Town Clerk/Financial Officer advised that civic memorabilia removed from former Council Chamber was being held in secure storage or in process of being transferred to County Heritage Services.

With regard to Artworks at former library, Committee was informed that the assets, with exception of railway bench, belonged to Denbighshire County Council who had confirmed its intention to safeguard and continue to display artworks locally if possible. There was a suggestion that a display area could be included within the redevelopment project planned for old library site and this would be put forward to County..

RESOLVED That Council Asset Register 2020/21 be accepted

135 INDEPENDENT RENUMERATION PANEL FOR WALES 2021/2

An extracted copy of the above annual report had been circulated with agenda that included details of statutory payments to members of Town and Community Councils in Wales. Chairman confirmed that basic allowance of £150 per annum was a statutory payment and could be used to meet out of pocket expenses. Members were reminded that payment would automatically be processed unless Town Clerk's office is notified in writing prior to 31st May 2021.

Details of other eligible payments was also considered.

RESOLVED

1) That Council make all mandatory payments to Councillors as required by legislation unless formal written notice is received from individual member by 31st May 2021.

2) That Councillor Allowances 2021/22 be adopted as per IPRW report:-

Determination 42 Mandatory payment to all Town Councillors (excepting senior dual hatted County/Town Councillors)

Determination 43 Mandatory special responsibility allowance. Mayor £500

Determination 44 Not applicable

Determination 45 Approved travel rates. HMRC rates 0.45ppm

Determination 46 Overnight allowance – subject to Council approval

Determination 47 Financial loss – subject to Council approval

Determination 48 Civic Head- Mayoral £300

Determination 49 Deputy Civic Head - Deputy Mayor – no award

Determination 50 County/Town Councillors (dual hatted members) – no allowance for senior County Councillors who already receive payment from County.

Financial/Legal Implications: Costs contained within Democracy budget 2021/22. Mandatory payment

136 LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021 FOR COMMUNITY AND TOWN COUNCIL SECTOR

A summary of key provisions of this new legislation for Town and Community Council sector had been received from One Voice Wales and copy circulated with agenda. The Chairman advised that County Council had also received details of legislation and was having to consider a raft of changes relating to electoral reform (age of voting and citizenship), powers of competence, joint working arrangements, voluntary mergers, and means to increase public participation in local government.

In response to members question the Town Clerk/Financial Officer advised that the vacant North Ward town seat was awaiting lifting of Covid 19 restrictions prior to being advertised by County Council.

RESOLVED

That government legislation be reviewed and action plan be prepared for implementation of new requirements and reported back to appropriate committee.

137 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A Part 1 during following items – HR Support Services/Community health development officer/Annual Leave / Staff Recruitment

138 HR SUPPORT SERVICES

Deputy Town Clerk reported that this contract had recently expired and quotations had been sought from three service providers. Details had been collated and shown on report circulated with agenda papers. Committee discussed value and importance of service at this time given current recruitment process and support it could provide for employer and employees.

RESOLVED

That Croner HR services be engaged on twelve month contract from 1st April 2021 in sum of £1,737 subject to break clause negotiation.

Financial/Legal Implications: Funds allocated from professional fees and subscriptions to outside bodies 2021/22. Local Government Act 1972

(Cllr T Jones declared a personal interest and took no part in discussion or voting on this item)

139 COMMUNITY HEALTH DEVELOPMENT OFFICER

Committee was informed that following staff appraisal undertaken by Deputy Town Clerk it was apparent that officer was undertaking work of a higher grade to her current job description. In addition due to Covid 19 restrictions the officer had excelled at providing alternative on-line community activities, and had also succeeded in securing grant aid for a new Enabling Virtual Communities project. Details of report and assessment circulated with agenda.

Following a job evaluation exercise the post was being recommend for regrading from Spinal Column Point 5-15 to SCP 20-25.

RESOLVED That part time post of Community Health Development Officer be regraded to SCP 20-25 commencing on SCP 30 effective 1st April 2021

Financial/Legal Implications: Additional pay £1,030 per annum.. Local Government Act 1972

140 STAFF RECRUITMENT PROCESS

Chairman reported that both Town Clerk and Deputy Town Clerk/Responsible Financial Officer posts were being actively promoted and advertised both locally and nationally. Details of named recruitment company and SLCC/NALC/MJ and Local Gov Jobs together with costs to date were provided. Several neighbouring County Councils and local branch of SLCC had also offered to advertise to their workforce free of charge. It was confirmed that closing date is 30th March 2021.

The Town Clerk/Financial Officer reminded members that the appointment of Town Clerk would need to be made by Full Council in accordance with terms of reference. It was also important that all recruitment is based on merit. The Chairman then sought committees view on section/recruitment process and membership of panels.

RESOLVED

1) That a selection panel of five and stakeholder group of four be established with mixture of political parties as agreed. External Assessor to be engaged if appropriate Timetable for interviews and assessment to be confirmed.

2) That all Councillors be invited to contact Town Clerk/Financial Officer if they wish to be involved with selection/stakeholder panels with ability to commit to one full day process on date to be announced.

Chairman _____