

FULL COUNCIL MEETING

Minutes of Full Council Meeting held on 22nd November 2023 18:15 – 19:58

PRESENT

Councillors: Cllr B. Murray (Mayor & Chair), Cllr A. West (Deputy Mayor & Deputy Chair),
Cllr C. Holliday, C I. Lifford, Cllr S. Frobisher, Cllr A. Sampson, Cllr C. Evans.
Remote Councillors: Cllr K. Clewett, Cllr H. Irving, Cllr G. Sandilands, Cllr J. Thompson-Hill,
and Cllr J. Matthews.

IN ATTENDANCE

Mrs L. Fearn – Town Clerk & RFO, Miss J. Owens – Administration Officer,
Mr M. LeDoux-Deakin – Office Manager, Reverend D. Ash, Mrs S. Wynne – Town Crier, and
Ms R. Salisbury – Denbighshire County Council Accessible Play Officer.

WELCOME AND HOUSEKEEPING

Mayor Cllr B. Murray welcomed all Councillors and Guests then spoke about Prestatyn and
Meliden's 2023 Remembrance Services and how they were truly wonderful services to
remember those fallen.

The Town Clerk introduced and welcomed the newly appointed Town Crier, Mrs S. Wynne,
and Office Manager, Mr M. LeDoux-Deakin.

APOLOGIES

Cllr A. Tomlin, Cllr B. Williams, Cllr E. Heaton, Cllr G. German, Cllr J. McLellan, and Cllr T.
Jones MBE.

PRAYERS

Reverend D. Ash said prayers, and prayed for the family, friends, and community of Wilf
Henderson, Jevon Hirst, Harvey Owen, and Hugo Morris.

Mrs S. Wynne, Mr M. LeDoux-Deakin, and Reverend D. Ash left the meeting at 18:20.

Mayor Cllr B. Murray passed on thanks received from Dop family for the flowers sent in
response to their recent unfortunate incident.

Mayor Cllr B. Murray mentioned the wonderful 100th Birthday celebrations he recently
attended for Hetta Richards. All members wished her a very "Happy Birthday!"

159 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare personal and/or prejudicial interest in
tonight's proceedings in accordance with the code of legislation.

NONE RECEIVED

160 PUBLIC PARTICIPATION

Public not present, participation not received.

RM

NONE RECEIVED**161 DENBIGHSHIRE COUNTY COUNCIL ACCESSIBLE PLAY OFFICER RUTH SALISBURY FOR PLAY PRESENTATION**

Ms R. Salisbury introduced herself to all Councillors as part of Denbighshire County Councils' Play Ranger Team, who provide safe outdoor community play sessions for children. Children have the 'Right to Play.' The team are seeking funding to hold weekly after school play sessions through 2024 at Prestatyn's Station Road Park and Ysgol Penmorfa's MUGA. The sessions would be available for all, including children with disabilities. The sessions improve mental health, happiness, social skills, and wellbeing. During 2023's Summer Holidays, weekly after School sessions were held at Prestatyn's Bodnant Parc however this was not the best location.

The sessions would be directed by DBS checked staff, two Play Rangers alongside a senior member. Ms R. Salisbury stated for a weekly session for 39 weeks of the year, the programme would cost a total £4,999.02.

Councillors agreed to revisit the discussion once the Town Clerk collates further information from the Play Rangers team at Denbighshire County Council.

PROPOSED: Cllr B. Murray (Mayor & Chair)

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY

162 MEETING OF FULL COUNCIL 13th SEPTEMBER 2023

Cllr C. Evans enquired regarding the Farmers Market. Cllr J. Harland is revisiting the idea. Deputy Mayor Cllr A. West asked about the status of purchasing a Silhouette Solider. Town Clerk confirmed that one had be bought for Meliden Memorial area. Cllr C. Evans added that the local group had also purchased a lady solider.

Minutes recorded as a true record of the meeting.

PROPOSED: Cllr C. Evans

SECONDED: Cllr A. West (Deputy Mayor & Deputy Chair)

ALL (12) AGREED UNANIMOUSLY

163 MEETING OF FINANCE AND MANAGEMENT 11th OCTOBER 2023

Minutes recorded as accepted.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr B. Murray (Mayor & Chair)

ALL (12) AGREED UNANIMOUSLY

164 MEETING OF COMMUNITY DEVELOPMENT REGENERATION COMMITTEE 11th OCTOBER 2023

Minutes recorded as accepted.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr C. Evans

ALL (12) AGREED UNANIMOUSLY

165 TRANSPORT FOR WALES LETTER

Transport for Wales letter regarding an update on the toilets at the station be received.

RECEIVED

166 ONE VOICE WALES NEWSLETTER

One Voice Wales Newsletter to be received.

RECEIVED

167 REVIEW OF DEMOCRATIC HEALTH IN THE COMMUNITY AND TOWN COUNCIL SECTOR NOTICE

Review of Democratic Health in the Community and Town Council Sector to be accepted.

ACCEPTED

168 THANK YOU EMAIL FROM FRIENDS OF PRESTATYN CORONATION GARDENS

Email thanking members for inviting them to the last meeting to receive their award. Friends of Prestatyn Coronation Garden's email to be accepted.

ACCEPTED

169 CEMETERY MEETING MINUTES OF RHUDDLAN TOWN COUNCIL 26th OCTOBER 2023

Deputy Mayor Cllr A. West briefed members of the meeting he attended on behalf of the council.

Draft Minutes of Rhuddlan Town Council Cemetery Meeting 26th October 2023 to be accepted.

ACCEPTED

170 PRESTATYN CARNIVAL COMMITTEE GRANT FEEDBACK 2022-2023

Prestatyn Carnival Committee Grant Feedback 2022-2023 to be accepted.

ACCEPTED

171 RAAC SURVEYS REPORT EXPENDITURE £750

Town Clerk informed Councillors that the three Community Centres had been surveyed and the Prestatyn Town Council Offices had a desk top survey. Confirmation had been received no evidence of any RAAC Reinforced Autoclaved Aerated Concrete had been found.

Cllr G. Sandilands enquired about Ty Pendre.

Rm

Town Clerk confirmed Denbighshire County Council had not found any evidence of RAAC at Ty Pendre.

Town Clerk updated members that still waiting on the completion of the CAT for Ty Pendre from Denbighshire County Council and had chased this as not to hold up the grant application with Local Places for Nature Grant since ownership will be required.

RAAC Surveys Report and expenditure to be accepted.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr C. Evans

**ALL (12) AGREED UNANIMOUSLY
ACCEPTED**

172 RESERVES EXPENDITURE BUDGET INCREASE £38,250 FOR 2023-2024

Town Clerk confirmed purchase order for £26,240 for the installation of six speed indicating devices within Prestatyn and Meliden has been placed with Denbighshire County Council. Town clerk confirmed purchase order for £12,010 replacing and renovating Bus Shelters has been placed with Denbighshire County Council.

Councillors agreed to accept use of £38,250 reserves to pay for both capital expenditures. Splitting the items out on separate budget lines (nominal accounts) for transparency.

PROPOSED: Cllr C. Evans

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY

173 FINANCIAL EXPENDITURES: SO/DD 01.23, BACS 8, P7, AND M6

Standing Order payments, Direct Debit payments, BACS 8, P7, and M6.

Proposed to accept all payment schedules.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr A. West (Deputy Mayor & Deputy Chair)

**ALL (12) AGREED UNANIMOUSLY
APPROVED**

174 VIREMENTS V14 £750 RAAC, AND V15 £500 ECIR EXPENDITURE

Town Clerk explained that £750 from nominal 4670 Local Community Services had been transferred to 4660 Community Centre using a virement to cover cost of Electrical Inspection Condition Report (ECIR) unforeseen expenditure.

Town Clerk explained that £500 from nominal 4240 Insurance has been transferred to 4210 Legal/Professional using a Virement to cover the RAAC survey charges.

Virements V14 £750, and V15 £500 to be approved.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr B. Murray (Mayor and Chair)

**ALL (12) AGREED UNANIMOUSLY
APPROVED**

R. M

175 VIREMENT V13 £14,000 for WARM HUBS 2023-2024

Town Clerk explained that £1,000 from 4770 Countryside and £1,000 from 4775 Costal Project nominals along with £12,000 from 4930 Community Centre Assets had been transferred to 4750 Mental Health and Well Being for Warm Hubs initiative totalling £14,000. The Town Clerk proposed to introduce weekly Warm Hubs commencing from 4th December 2023 for 2 weeks in then starting again in on January 8th, 2024.

Virement V13 £14,000 to be approved.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr B. Murray (Mayor and Chair)

**ALL (12) AGREED UNANIMOUSLY
APPROVED**

176 ACCOUNTS OCTOBER 2023 M7, INC & EXP, BAL SHEET, AND TRIAL BAL

Accounts October 2023 M7, Inc & Exp, Bal Sheet, and Trial Bal to be approved.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr B. Murray (Mayor and Chair)

**ALL (12) AGREED UNANIMOUSLY
APPROVED**

177 GRANTS RECEIVED PRESTATYN CARNIVAL COMMITTEE £2,000

Cllr C. Evans said the previous Prestatyn Carnival was amazing.

Cllr G. Sandilands proposed to offer a £2,000 grant.

PROPOSED: Cllr G. Sandilands

SECONDED: Cllr C. Evans

ALL (12) AGREED UNANIMOUSLY

178 IRPW LETTER

The Town Clerk presented the IRPW letter for information to Councillors relating to their own personal tax liability.

Accept letter.

PROPOSED: Cllr J. Matthews

SECONDED: Cllr C. Evans

ALL (12) AGREED UNANIMOUSLY

179 IRPW POLICY £52 CONSUMABLES AND TRAVEL REASONABLE COSTS REIMBURSED

Town Clerk highlighted the new proposal including either a £52 payment to members next year to help cover the cost of office consumables or Council could include the options for members to be reimbursed in full.

Cllr C. Evans suggested the amount £52 be recommended as policy for Prestatyn Town Council.

R. M.

The Town Clerk suggested the amount to reimburse for travel expenses be 'reasonable costs.'

IRPW Policy to be accepted to include proposal of £52 per member per year to cover costs for stationary and reasonable costs for travel to be reimbursed.

PROPOSED: Cllr J. Matthews

SECONDED: Cllr C. Evans

**ALL (12) AGREED UNANIMOUSLY
ACCEPTED**

180 DRAFT BUDGET 2024-2025 PROPSOED £586,045

The Town Clerk presented the 2024-2025 Draft Budget expenditure of £586,045 increase from last year of £12,350.

The Town Clerk highlighted the Councils current predicted 2023-24 Budget amount of £573,695 has increased £611,945, to cover Bus Shelters and SID's purchases in this financial year which has come out of reserves. Also, includes predicted expenditure of £14,000 for Warm Hubs winter 2023.24.

Predicted underspend at the end of the year is £22,463.

Noted - Community Support Officer, Councillor emails, and Ty Pendre renovation work has not been delivered total £34,000.

Additional expenditure of £44,867.71 had been spend in 2023.24 not budgeted for.

Cllr S. Frobisher feels the £36,000 should be targeted at Food Banks and services that help with the cost-of-living crisis not floral beds throughout the town.

Town Clerk is looking at applying for a £250,000 grant from Local Places for Nature.

However, a commitment from Prestatyn Town Council for a 5-year annual maintenance plan would be needed to support the application.

The Town Clerk hoped savings could be made each year if the planting scheme had efficiencies designed within the plan.

Town Clerk reiterated Budget is not set in stone if they wish to move monies between nominals that is possible using virements, as demonstrated this year.

Councillors agreed with the budget of expenditure of £586,045.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr C. Evans

ALL (12) AGREED UNANIMOUSLY

181 DRAFT PRECEPT 2024-2025

The Town Clerk explained the six Precept options to Councillors and the impact each option has on balances/reserves.

Deputy Mayor Cllr A. West expressed reserves need to be looked after as you can only spend it once.

Cllr G. Sandilands proposed an amendment for Option 3; increase of 5.5% precept to £67.25 increase of £3.51 for Council Tax D Band Properties for 7907 dwellings.

Cllr C. Holliday stated that this would increase monthly payments by 30p, and seconded option 3.

RM

Cllr H. Irving opted for Option one; 0% no increase keep precept £63.74 for Council Tax D Band Properties for 7907 dwellings.
Cllr. J. Thompson-Hill seconded this proposal.

PROPOSED: Cllr H. Irving
SECONDED: Cllr J. Thompson-Hill
FOR: 4
AGAINST: 8
ABSTAINED: 0

Reverted to first proposal.
PROPOSED: Cllr G. Sandilands
SECONDED: Cllr C. Holliday
FOR: 8
AGAINST: 4

RESOLVED OPTION THREE APPROVED 5% INCREASE OF £3.51 FOR D BAND PROPERTY INCREASING TO £67.25 FROM £63.74

182 DENBIGHSHIRE COUNTY COUNCIL PRECEPT FORM 2024-2025

Denbighshire County Council Precept Form 2024-2025 to be completed as discussed and agreed £531,712 for 7907 dwellings increase of 5.5% £3.51 D Band Property from £63.74 to £67.25

PRECEPT WOULD BE £531,712 FOR 7907 DWELLINGS

PROPOSED: Cllr C. Holliday
SECONDED: Cllr B. Murray
ALL (12) AGREED UNANIMOUSLY APPROVED

183 DRAFT STANDING ORDERS POLICY 2023

Town Clerk highlighted amendments.
Cllr C. Evans queried staff procedures if complaints of the Town Clerk.
Town Clerk to insert wording to direct all personnel to the correct procedure.

Accept Standing Orders Policy.

PROPOSED: Cllr A. West (Deputy Mayor & Deputy Chair)
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY

184 DRAFT ROOM HIRE POLICY 2023

The Town Clerk reiterated the Draft Room Hire Policy, confirming statutory organisations and businesses will be required to pay an amount to hire the Chambers from 2024 to cover the cost of electricity, etc, however charities and local groups will not be charged.

Accept Room Hire Policy.

RM

PROPOSED: Cllr A. West (Deputy Mayor & Deputy Chair)

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY

185 DRAFT PUBLICATION SCHEME INCLUDING PHOTOCOPYING POLICY 2023

The Town Clerk reiterated the cost for photocopying services would commence in 2024 at Prestatyn Town Council; 10p per one sheet of coloured paper, 5p per one sheet of black and white paper.

PROPOSED: Cllr A. West (Deputy Mayor & Deputy Chair)

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY

186 ENVIROMENTAL TENDER EXPRESSION OF INTEREST 2024-2025

Environmental Tender Expression of Interest Notice 2024-2025 to be approved in readiness to advertise in the Daily Post.

PROPOSED: Cllr B. Murray (Mayor & Chair)

SECONDED: Cllr S. Frobisher

ALL (12) AGREED UNANIMOUSLY

187 ENVIROMENTAL TENDER 2024-2025

Environmental Tender 2024-2025 to be approved and released.

PROPOSED: Cllr B. Murray (Mayor & Chair)

SECONDED: Cllr S. Frobisher

ALL (12) AGREED UNANIMOUSLY

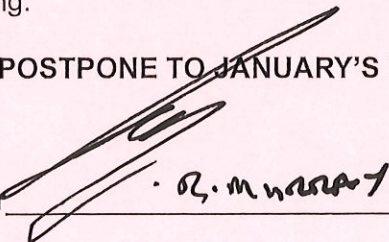
188 DENBIGHSHIRE COUNTY COUNCIL CAR PARKING CHARGES OF £12,700 TO BE INCREASED

Town Clerk raised concerns about meeting with Mike Jones when he mentioned Denbighshire County Council will be increasing car parking charges from 01.04.24. Costing are out of date. As Ty Nant Surgery was not there originally when costs agreed. Limited free spaces throughout the day due to the high volume of staff and patients. Permits sold to BCU. Mike Jones has proposed to install ticket process for no charge stays to produce some future data to enable some monitoring.

Town Clerk proposed to take the discussion to January's Full Council Meeting with further information and Declarations of Interest. Councillors agreed to discuss Ty Nant car parking in January's Full Council meeting.

ALL MEMBERS AGREED TO POSTPONE TO JANUARY'S FULL COUNCIL MEETING

Mayor/Chair



R.M