

# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 23<sup>rd</sup> APRIL 2013

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, J. Haddy, M. Mile, M Pugh. T. Palmer, J. Palombella, and P. Thane.

Town Clerk Mr. G. Thomas.

There were three members of the public present.

### **C127/13 Apologies for Absence**

Apologies for absence were received from Councillors S. Burrell and C. Tobin.

### **C128/13 Declarations of interests**

None.

### **C129/13 Minutes of the Council meeting held on the 19<sup>th</sup> March 2013.**

The minutes of the Council meeting on 19<sup>th</sup> March 2013 were approved as a correct record. Proposed by and Cllr J. Haddy and seconded by Cllr. J. Palombella. All agreed.

### **C130/13 Matters arising from Council Meeting held on the 19<sup>th</sup> March 2013.**

logo based on the jewel of the Mayoral Chain. Members had supported the concept of a Town Council official logo at the last meeting and felt that logo as presented would be acceptable.

### **C131/13 Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 19<sup>th</sup> February 2012 were adopted. Proposed by and Cllr J. Haddy and seconded by Cllr. J. Palombella. All agreed

### **C132/13 Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 19<sup>th</sup> February 2012 were received. Proposed by Cllr. P. Thane and seconded by Cllr. M. Mile. All agreed.

### **C133/13/1 Approval of the Accounts for 2011/2012**

The Accounts for 2011/2012 were received and approved, subject to audit. Proposed by Cllr. M. Mile and seconded by Cllr. M. Adams. All agreed.

### **C133/13/2 Payments.**

The payments detailed in the authorised payments schedules for March 2013 was approved. Proposed by Cllr. Cllr. J Haddy and seconded by Cllr. P. Thane. All agreed.

### **C133/13/3 Schedule of rates.**

Members considered a revision to the schedule of rates to include new rates for the hire of the Town Hall and the Chamber. Proposed by and Cllr J. Haddy and seconded by Cllr. J. Palombella. All agreed.

### **C133/13/ 4. Donations.**

A letter had been received from McMillan Cancer Research seeking financial assistance after due consideration of the work that the charity had done in the locality it was resolved to offer a grant of £250 Proposed by Cllr. P. Thane and seconded by Cllr. M. Mile. All agreed. The Llangollen International Musical Eisteddfod had approached the Council for sponsorship, it was resolved to offer a grant of £1,000. Proposed by Cllr. M. Pugh and seconded by Cllr. M. Adams. All agreed. The Llangollen CAB had contacted the council to seek support for the services they offer in the town, it was resolved to offer a grant of £1,500.

Proposed by Cllr. J. Haddy and seconded by Cllr. T. Palmer. All agreed. A request to support the Llangollen Open Doors Event had been received from the Civic Society. Members agreed to investigate the donation of parking charges over the weekend instead of providing free parking, in lieu of a direct offer of grant. Proposed by Cllr. J. Haddy and seconded by Cllr. M. Adams. All agreed. A request for support for the National Eisteddfod in Denbigh this year had been received. Members felt that the priority was to support the Llangollen International Musical Eisteddfod and therefore resolved not to support the National Eisteddfod in 2013. Proposed by Cllr. M. Pugh and seconded by Cllr. M. Adams. All agreed.

#### **C134/13 Members Reports.**

There were no matters considered under this agenda item.

#### **C135/13 Committee System.**

Members consider the report from Cllr P. Thane to abolish a number of Council Committees and to undertake all business through Town Council Meeting. After some discussion it was proposed by Cllr. P. Thane and seconded by Cllr. M. Adams that the Town Council establishing an Urgent Decisions Committee comprised of five members and a quorum of three with full delegate powers and abolish the General Purposes and Planning Committees as from the 1<sup>st</sup> May 2013. Cllr M Pugh tabled an amendment to the proposal; to retain the existing structure of meetings. This amendment was seconded by Cllr J. Haddy. The amendment was put to vote and was carried by five votes in favour and three against.

#### **C136/13 Clerk's Correspondence and Miscellaneous Matters**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

#### **C136/13/1 Royal Gardens and Cenotaph enhancement**

The Town Clerk updated members on the funding applications that had been submitted to assist the funding of the enhancement scheme. The details of the scheme were noted by Members.

#### **C136/13/1 Financial accounting package.**

The Policy and Finance Group felt that the work of the Town Clerk would be made easier and that more robust financial information could be provided to Members if a suitable financial package was purchased. It was resolved that the Town Clerk should research appropriate software packages and report his findings back to a future meeting. Proposed by Cllr. M. Adams and seconded by Cllr M. Mile. All agreed.

#### **C136/13/1 Town centre enhancement and marketing**

The Town Clerk outlined an opportunity to receive some match funding to produce some marketing material and set up a small marketing group in support of the work being undertaken by Denbighshire County Council to encourage visitors the National Eisteddfod in Denbigh to experience more of the County. Even though additional funds would be made available from the County Council, Members felt that it would be difficult to establish, and continue to support a marketing group, and that funds would be better spent on marketing activity undertaken by the Town Council itself. It was therefore resolved not to support the work of the County Council in respect of marketing activities at this year's National Eisteddfod. Proposed by Cllr. T. Palmer and seconded by Cllr. M. Pugh. All agreed

**There being no further business the Chair declared the meeting closed 8.30pm**

# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 21<sup>st</sup> MAY 2013

**Present:** Councillors: R. Lube (Chair), T. Baker, S. Burrell, J. Haddy, M. Mile, M Pugh. T. Palmer, J. Palombella, and C. Tobin.

Town Clerk Mr. G. Thomas.

There were five members of the public present.

### **C13/14 Apologies for Absence**

Apologies for absence were received from Councillors M. Adams and P. Thane

### **C14/14 Declarations of interests**

None.

### **C15/14 Minutes of the Council meeting held on the 23<sup>rd</sup> April 2013.**

The minutes of the Council meeting on 23<sup>rd</sup> April 2013 were approved as a correct record. Proposed by and Cllr J. Haddy and seconded by Cllr. M. Mile. All agreed.

### **C16/14 Matters arising from Council Meeting held on the 23<sup>rd</sup> April 2013**

The suggested alteration of the sequence of committee meetings has been investigated by the Town Clerk and there was no merit in altering the current structure. Cllr J. Haddy and seconded by Cllr. M. Mile. All agreed.

### **C17/14 Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 23<sup>rd</sup> April 2013 could not be adopted as they required amendments.

### **C18/14 Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 23<sup>rd</sup> April 2013 were received. Proposed by Cllr S. Burrell. and seconded by Cllr. All agreed.

### **C19/14 Financial Matters.**

Members considered the monthly financial matters.

#### **C19/14/1 Financial Statement.**

The financial statement for May was received. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell. All agreed.

#### **C19/14/2 Payments.**

The payments detailed below were presented to the meeting. It was proposed by Cllr S. Burrell and seconded by Cllr T. Baker that the payments be approved. All agreed.

Town Hall Expenditure		
Arrow County Supplies	100034	£71.88
Towyn Evans	100035	£110.00
Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£458.59
E-on	Direct Debit	£79.93
E-on	Direct Debit	£7.93

E-on	Direct Debit	£0.00
LTC Staff Costs	Bill Payment	£356.80
PAYE and NI	Bill Payment	£89.20
Town Council Expenditure		
Ivid Digital Security	102477	£162.00
Midshire	102478	£147.46
Environment Agency	102479	£50.00
Bates Office Supplies	102480	£113.83
Talk Talk	102482	£71.84
Public Works Loan Board	Direct Debit	£6,243.77
British Telecom	Direct Debit	£116.28
LTC Staff Costs and expenses	Bill Payment	£1,212.85
PAYE and NI	Bill Payment	£522.46

Cllr J Haddy expressed concern over the amount being charged by the solicitor that had acted on behalf of the Town Council in respect of the transfer of the Town Hall. It was proposed by Cllr J Haddy and seconded by Cllr M Pugh that a detailed breakdown of cost be sought from the company before authorising payment. All agreed.

C19/14/ 3. Donations.

There were no matters considered under this agenda item.

#### **C20/14 Members Reports.**

The Town Mayor asked County Councillor Stuart Davies to update Members on County Council matters.

Cllr Davies gave a brief summary of the activities that the County Council were involved with that was relevant to the work of the Town Council. This included the recent announcement on the forthcoming adoption of the LDP by the County Council, the attraction of the formal registration for the Etape Cymru event to the Pavilion and the spin off that this would have for local business; his role in finding appropriate uses for the land at Wernffrwd; and his support for the establishment of the Llangollen Pre School Community Inertest Company .

Cllr Pugh raised his concern over the Old Brewery on the A5. Cllr Davies advised the members that the County Council were aware of the problems and may be minded to serve notice on the owner to schedule improvements to the building, or undertake the work themselves with a claw back arrangement.

#### **C21/14 Clerk's Correspondence and Miscellaneous Matters**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

**There being no further business the Chair declared the meeting closed 7.50pm**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD TUESDAY 18<sup>th</sup> JUNE 2013

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, M Pugh, T. Palmer, J. Palombella, P. Thane and C. Tobin.

Town Clerk Mr. G. Thomas.

There were 10 members of the public present.

#### **Presentation**

Prior to the meeting of the Town Council, Members received a short presentation from Jaime Powell from Sainsbury's and Richard Brown of JBP PR & Parliamentary Affairs on the new supermarket development.

Mr Brown explained that somewhat different to other locations Sainsbury would be tenants on site as the development had been led by J Ross Developments in this case. The finished store would be a 20,000sqft net floor space, sufficient for a customer to do a weekly shop. The size also means that it would be devoted entirely to food with no space for non-foodstuffs.

As a condition of the planning permission, work on site cannot start until the new factory or Dodson and Crowther had been constructed at Cilmedw.

Once open, the store will employ 130 staff, both full and part time, on a 30/70% split. The store and its management will also want to play an active role in the community and support local charities designated by the store manager. Support will also be provided to local suppliers through the company's "supply something new" initiatives and the management will work with the local Chamber of Trade and Tourism to ensure the variability of both the store and the Town Centre.

Cllrs M. Pugh and M Adams asked a number of questions to the presenters about the breakdown of jobs and the potential for local working. Ms Powell confirmed that from experience 90% of the workforce will be recruited from within a 1 mile catchment area. Clearly in the first instance the senior management team will have to be brought in from another store to establish the store but supervisors and team leaders will be identified from the locally recruited distaff. Initially these posts will be provided with six weeks training at other stores prior to the opening. The company is keen to up skill their staff and there will be opportunities available for progression through the company to all employees.

Cllrs Palombella and C. Tobin asked whether these jobs would be advertised locally. Ms Powell confirmed that there would be local advertisement of the jobs and through the local job centre. In addition a recruitment hub would be set up on site closer to the completion of the build phase.

Cllr S Burrell sought clarification over the café in the new store. Originally there were no proposals for a cafeteria but now the proposed store included such a facility. There had always been local concerns over the inclusion of a cafe, as it could detract from business in the town centre especially when coupled with the free car parking on site. Cllr Burrell asked if this decision could be reconsidered. Ms Powell confirmed that they would wish to see a café in the store, but felt that rather than competing with town centre outlets the store's café would be competing with other similar stores in the wider catchment area. The café would not be a "destination café" in that it would be very small and would cater for store users and not a larger clientele.

Cllr J Haddy asked about the site phasing and in view of the timescale involved would the development actually happen. He also asked how the phasing of the works in respect of the vacation of the site had been achieved. Cllrs J Haddy and T Baker also asked had thought been given to the throughput and the volumes of sales needed to sustain the store and hat was consider to be the catchment area.

Ms Powell conformed that the assessment that Sainsbury's had made was robust and she did not foresee any problems in operating the store. The 20,000sqft net size was just right for the town and reflected the fact that a lot of people shop out of the area at the moment. They expected to capture trade from the immediate villages and to some extent up the Dee Valley, possibly as far as Corwen. As for the phasing of the works, this had been secured by a section 106 agreement.

Cllr Thane asked about access on foot to and from the store and how the store would link to the town centre. He felt much had been made of the riverside walk and sought assurances that adequate access would be allowed from the site. Could some form of gateway structure be included from the car park?

Ms Powel reiterated that they did not want to build a store in isolation and wanted to actively promote the linkages with the town centre. Sainsbury's wished for the town to benefit form joint working and the local team would wish to see this happen. Mr Brown drew parallels with other stores where design elements had been included to create imaginative links to the town centres in these arrears, and he could not see why this could not be consider on this site. Information could also be provided within the store and the company were ken to meet with the local Chamber of Trade and Tourism to pursue these options.

Cllr P Thane also asked what the team felt about the trends to do bulk shopping online and to purchase fresh produce more locally, would this trend threaten the traditional superstore model. Ms Powell confirmed that online shopping was a significant trend but the company were confident that there was still a need for local stores to provide that ability to do a weekly shop. She confirmed that the store in Llangollen would be retail only and would not provide any online delivery functions.

There being no further questions the Town Mayor thanked Ms Powell and Mr Brown for their time and invited any members of the public present, who did not wish to stay for the remainder of the meeting, to leave the chamber.

#### **C22/14 Apologies for Absence**

None.

#### **C23/14 Declarations of interests**

None.

#### **C24/14 Minutes of the Council meeting held on the 21<sup>st</sup> May 2013.**

The minutes of the Council meeting on 21<sup>st</sup> May 2013 were approved as a correct record. Proposed by and Cllr S. Burrell and seconded by Cllr. J. Palombella. All agreed.

#### **C25/14 Matters arising from Council Meeting held on the 21<sup>st</sup> May 2013**

#### **C26/14 Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 21<sup>st</sup> May 2013 were received Proposed by Cllr. J. Haddy and seconded by Cllr. M. Mile. All agreed

#### **C27/14 Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 23<sup>rd</sup> April 2013 and the 21<sup>st</sup> May 2013 were adopted. Proposed by Cllr. S. Burrell and seconded by Cllr. J. Palombella. All agreed.

### **C28/14 Financial Matters.**

Members considered the monthly financial matters.

#### C28/14/1 Financial Statement.

The financial statement for June was received. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell. All agreed.

#### C28/14/2 Payments.

The payments detailed below were presented to the meeting. It was proposed by Cllr S. Burrell and seconded by Cllr T. Baker that the payments be approved. All agreed.

#### Town Hall Expenditure

Denbigshire County Council	100036	£635.42
Denbigshire County Council	100036	£224.06
Denbigshire County Council	100036	£290.00
Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£329.57
E-on	Direct Debit	£95.10
E-on	Direct Debit	£14.11
E-on	Direct Debit	£238.98
LTC Staff Costs	Bill Payment	£296.18
PAYE and NI	Bill Payment	£74.00

#### Town Council Expenditure

B Ashton	102476	£6,043.00
ACS Technology	102483	£92.50
Corwen Garden Services	102484	£240.00
CIT Vendor Finance	Direct Debit	£98.40
Derwen College	102485	£2,874.84
JDH Business Services Ltd	102486	£374.40
JW Ecological Ltd	102487	£888.00
Midshire	102488	£125.27
Llangollen Slow Food	102489	£250.00
Talk Talk	Direct Debit	£28.84
LTC Staff Costs	Bill Payment	£1,099.76
PAYE and NI	Bill Payment	£522.46

#### C28/14/ 3. Donations.

A letter had been received from the Llangollen Slow Food Group seeking financial assistance. Given the importance of the work of the group within the Cittaslow project, Members resolved to support the application for funding. Proposed by Cllr. J. Haddy and seconded by Cllr. S. Burrell that a donation of £250.00 be made. All agreed.

A further request had been received from the Dee Valley Business Action Group Sustainable Tourism Coordinator for financial support. Members considered the request to be premature given the status of the development. It was resolved not to support the request for funding. Proposed by Cllr. J. Haddy and seconded by Cllr. S. Burrell. All agreed.

### **C29/14 Members Reports.**

Cllr P. Thane updated Members of the activity of the Llangollen Chamber of Trade and tourism. Key actions of the chamber were the installation of the banners around the Town,

work on updating the website and preparation in advance of the Chambers meeting with representatives of Sainsbury's. David Davies had been elected as the Chair of the Chamber for an initial six month period.

Cllr Thanes also advised Members on the work of the Cittaslow Group. Work on acquiring Cittaslow accreditation for the town has progressed well and our application has been assessed by the Cittaslow National Board at their meeting on the 1<sup>st</sup> June. The Board was very pleased with the information supplied and thought it was a strong submission. They have also come up with some suggestions to help the Cittaslow Group develop a more detailed and fuller audit, which the group are now working on.

To move things forward the Cittaslow Board have nominated representatives from Berwick-upon-Tweed and Mold (both existing Cittaslow towns) to look at our amended assessment and they will be visit the town in July; and will meet the key people involved to go through the assessment before making a final decision.

Again everything is looking quite positive and thanks must go out to the working group, convened by the Town Council, who gave up a considerable amount of their own time to contribute to the bid.

Cllr M Pugh had attended the Llangollen Silver Bard Fete which had been a very enjoyable event.

Cllr S. Burrell updated Members on the situation with the Pengwern Tenants Association. The Association had been faced with dissolution within 28 days of the AGM if no management group could be established. Fortunately a number of individuals have now come forward and so a new Committee can now be established. The Town Mayor welcomed the news and recognised the important work that the Association played in the community.

### **C30/14 Chain Bridge**

The Town Clerk advised Members that the Chain bridge project had received an offer of funding from WREN. Unfortunately the sum offered was less than applied for. A meeting of the but both the Llangollen Town Council and Llantysilio Community Council Joint Chain Bridge Committee had recently meet and were recommending that the Town Council consider prioritise the funding of projects in the town and look to divert funds from the Royal Gardens project to ensure the success of the Chain bridge project and any additional shortfall would be shared between the two Councils.

Members consider the re-prioritising of projects and resolved, subject to the approval of the funder, to re-allocate funds from the Royal Gardens project to the Chain Bridge project, with the proviso that other sources of funding be investigated to progress the Royal Gardens project. Proposed by Cllr. J. Haddy and seconded by Cllr P. Thane. All agreed.

### **C31/14 Clerk's Correspondence and Miscellaneous Matters**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes. On item of correspondence from the Mile End Mill Trust was seeking a nomination form the Town Council to sit on their Management Board. Cllr J. Palombella expressed an interest taking up a Board position on the Trust. It was proposed by Cllr J. Haddy and seconded by Cllr M. Mile that Cllr J. Palombella, be nominated for the Board position on the Trust. All agreed.

Mr I. Parry, Secretary Llangollen Chamber of Trade and Tourism had contacted the Town Council seeking a correction to minute C114/13. The Town Clerk advised Members that the minute was a true reflection of what had been said at the meeting and had been approved at



the subsequent meeting. Members noted the comments of the Chamber of Trade and Tourism in respect of this minute.

### **C32/14 CCTV**

The Town Clerk advised Members that as the cost of refurbishment of the CCTV system had exceeded £1,000 in value and in accordance with Standing Orders three other contractors had been asked to supply tenders. Only one additional tender had been received which was more expensive than the quotation provided by the existing supplier. Cllr P. Thane questioned the value of the system and should a review be undertaken on the effectiveness of the system before committing any more resources. Cllr J. Haddy felt that the system had made significant improvement in terms of community safety and felt that it would be more appropriate to review the situation once the Public Works Loan Board repayments were complete. It was therefore resolved to place an order with Intelligent Video Imaging Dynamics Ltd to refurbish the CCTV system. In order to maximise the effectiveness of the works, Members further resolved to extend the budget to £5,500 by releasing funds from reserves. Proposed by Cllr. M. Mile and seconded by Cllr M. Pugh. All agreed.

**There being no further business the Chair declared the meeting closed 8.23pm**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD TUESDAY 16<sup>h</sup> JULY 2013

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, M. Pugh, P. Thane and C. Tobin.

Town Clerk Mr. G. Thomas.

There were 6 members of the public present.

#### **C33/14. Apologies for Absence**

Cllr J. Palombella.

#### **C34/14. Declarations of interests**

None.

#### **C35/14. Presentation**

Ms Haf Wyn Hughes the Workplace Skills Officer for North East Wales gave a presentation on the Essential Skills in the Workplace project. The project is a European Social Fund funded project led by the Department for Education and Skills and addresses the high proportion of adults without basic literacy, numeracy and ICT skills within the employed workforce in Wales.

Ms Hughes outlined that the project works in partnership with Training Providers and employers. The project aims to raise awareness of the benefits of a skilled workforce. It identifies any essential skills needs and provides additional and enhanced support to individuals in order to increase levels of essential skills within the workplace. It also provides increased training for essential skills tutors and mentors to provide support in new and innovative ways.

The definition of essential skills is the ability to read, write and speak in English or Welsh, and to use mathematics, at a level necessary to function and progress both in work and society. This definition equates to a robust level one in literacy and numeracy. The Essential Skills in the Workplace programme focuses on those who are in employment but lack essential skills. It will increase and expand the opportunities to access learning in innovative settings with learning styles suited to them and contextualised to their workplace.

Ms Hughes pointed out that provision will be tailored to individual needs and can be contextualised to their workplace; is flexible and can be delivered at home if need be.

Members noted the details of the project and after some clarification on eligibility, and the method of delivery, they thanked Ms Hughes for her presentation. Members confirmed that they would pass on the details of the project to relevant companies and individuals.

#### **C36/14. Mayors Announcements.**

The Town Mayor stated that he had recently opened the new Edinburgh Woollen Mill shop in Town. Cllr Lube expressed his delight that a national retail chain had shown confidence in the town. The new shop offered so many job opportunities to local people and had boosted the retail offer on Castle Street.

In early June the Town Mayor officially welcomed the students on the horticultural course at Derwen College, and their support staff, who had cultivated and planted the floral displays around the town which were looking splendid. The planting is the culmination of a partnership arrangement agreed with Derwen College to assist with the delivery of some of the Town Councils services.

Cllr Lube also wished to thank the Neighbourhood Policing Team, for their efforts over the Eisteddfod week, which had passed uneventfully, in terms of criminal activity, with very few incidents being recorded.

In closing Cllr Lube also expressed his thanks to the outgoing Town Mayor Cllr Jon Haddy for the sterling work that he achieved during his term of office and for his support to so many community initiatives.

**C37/14. To receive statements from the public.**

There were no statements received from Members of the public present

**C38/14. Minutes of the Council meeting held on the 18<sup>th</sup> June 2013.**

The minutes of the Council meeting on 18<sup>th</sup> June 2013, were approved as a correct record. Proposed by and Cllr J Haddy and seconded by Cllr. S. Burrell. All agreed.

**C39/14. Minutes of the Annual Council Meeting.**

The Minutes of the Annual Council Meeting held on 21<sup>st</sup> May 2013 were approved as a correct record. Proposed by Cllr. M. Adams and seconded by Cllr. C. Tobin. All agreed.

**C40/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 21<sup>st</sup> May 2013 were received Proposed by Cllr. M. Adams and seconded by Cllr. C. Tobin. All agreed.

**C41/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 21<sup>st</sup> May 2013 were adopted. Proposed by Cllr J Haddy and seconded by Cllr. S. Burrell. All agreed.

**C42/14. Financial Matters.**

Members considered the monthly financial matters.

**C42/14/1. Financial Statement.**

The financial statement for July was received and noted. Proposed by Cllr J Haddy and seconded by Cllr M. Mile. All agreed.

**C42/14/2. Payments.**

The payments detailed below were presented to the meeting.

Town Hall Expenditure		
Arrow County Supplies	Cheque 100037	£172.44
Denbigshire County Council	Cheque 100038	£28.38
Towyn Edwards	Cheque 100039	£55.00
Watkins and Williams	Cheque 100040	£4.99
Keith Morris	Cheque 100041	£170.00
Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£409.69
E-on	Direct Debit	£95.10
E-on	Direct Debit	£15.36
E-on	Direct Debit	£1,324.01
LTC Staff Costs	Bill Payment	£342.56
PAYE and NI	Bill Payment	£85.60
Town Council Expenditure		

Bates Office Supplies	Cheque 102490	£75.60
Corwen garden services	Cheque 102493	£405.90
Ivid	Cheque 102494	£444.00
Martin Williams	Cheque 102495	£144.00
Information Commissioners Office	Direct Debit	£35.00
Talk Talk	Direct Debit	£29.76
LTC Staff Costs	Bill Payment	£1,099.76
LTC Staff Expense	Bill Payment	£60.96
PAYE and NI	Bill Payment	£522.46

It was proposed by Cllr M. Adams and seconded by Cllr J. Haddy that the payments be approved. All agreed.

#### C42/14/ 3. Donations.

Correspondence had been received from Hafan Cymru, the Welsh National Memorial – Flanders and Victim Support. As the applications for funding were outwith the Town Councils policy, it was resolved not to support the request for funding. Proposed by Cllr. J. Haddy and seconded by Cllr. S. Burrell. All agreed.

#### C42/14/ 4. Annual Return.

The Annual Return had been received from the external auditors, without comment. It was proposed by Cllr. S. Burrell and seconded by Cllr. C. Tobin that the Chair be authorised to approve the accounting and annual governance statement. All agreed

#### **C43/14. Members Reports.**

Cllr P. Thane updated Members of the activity of the Llangollen Chamber of Trade and tourism. Work was continuing on updating the website and the Chamber had received a presentation from County Councilor Stuart Davies on the forthcoming Wiggle Etape Cymru Event and the potential for the town to be involved. The new Chairman was looking at membership especially as there were very few retailers in membership. A survey of local food outlets had been undertaken to gauge the effect that the new Café in Sainsbury's may have on their trade. Out of the 17 businesses survey only three had responded and there was little evidence that they had any concerns.

#### **C44/14. Notices of Motion.**

C44/14/1. Cllr S Burrell highlighted the fact that there was a lack of information available on local facilities and amenities for use by locals, new residents to the area and tourists. Members agreed that such a publication would be valuable and that the town Council should produce an amenities guide for circulation within the community. Proposed by Cllr. S. Burrell and seconded by Cllr. C. Tobin. All agreed.

C44/14/2. Cllr M Mile outlined some of the issues concerning on street parking issues in Church Street. Following a brief discussion on the matter it was proposed by Cllr M. Adams and seconded by Cllr J Haddy that the County Council be contacted to clarify the system of residents parking permits on Church Street.

#### **C45/14. County Councillors Report.**

County Councilor Stuart Davies updated Members on a number of issues; the Cyfenter fund and its significance to the local community and the leverage that the funds could achieve; the potential of the TAIH Sustainable Travel grant which is open for applications and the closing date had been extended to 30th August 2013 and the changes that will be happening to musical performance events licensing. Cllr Davies was also aware of some concerns in the Glyndyfrdwy Community in respect of a planning application.

**C46/14. Casual Vacancy.**

Members consider an application from Mrs Lynda Slater, to be co-opted as a member of the Town Council. It was proposed by Cllr. J. Haddy and seconded by Cllr. P. Thane that Mrs Slater be co-opted as a Member of the Town Council. All agreed

**C47/14. Clerk's Reports.**

The Town Clerk provided an update on actions taken since the last meeting. He had contacted countryside services about the lack of flora around the Hawthorn Sculpture and the overgrowth on the up and over section of Brook Street. In respect of the Hawthorn Sculpture he had been advised that the topsoil used had been comprised of recycled road sweeping which was common. Unfortunately on occasions this material was not as fertile as virgin top soil and as a consequence the germination of the seeds had been impeded. The County Council Officers confirmed that more planting was to take place and, that in time, the grounds natural fertility will improve. In respect of overgrowing vegetation on Brook Street, this was the responsibility of the adjoining landowner. The Town Clerk had also followed up on the amount of scaffolding around town and the County Council had agreed to check if all structures had the appropriate permissions and would advise the Town Council of any breaches.

**C48/14. Chain bridge project.**

The Town Clerk advised members that the momentum with the funding for the Chain bridge project continued as an offer of £350,000 grant had been received from the Heritage Lottery Fund. Members consider the offer of grant and resolved that pursuant to Appendix 2, Paragraph a) of the offer letter dated 24<sup>th</sup> June 2013 the Town Council would accept the terms of the grant and would provide a statement containing the information set out in paragraph b) of the appendix. Proposed by Cllr M. Adams and seconded by Cllr. J. Haddy

**C49/14. Standing Orders.**

Members consider the adoption of the National Association of Local Councils / One Voice Wales Model Standing Orders It was proposed by Cllr M. Adams and seconded by Cllr. P. Thane that the Model Standing Orders be adopted. On putting the motion to vote, it was agreed by a majority vote, (9 votes to 0 with one abstention).

**C50/14. Consultation Document Local Government (Wales) Measure 2011**

Members consider the Consultation Document on the Draft Guidance Local Government (Wales) Measure 2011. The Town Clerk noted that there was nothing significant to comment on the guidance at this stage. It was therefore proposed by Cllr. S. Burrell and seconded by Cllr. M. Mile, that the Town Council make no comments on the draft guidance at this stage. All agreed.

**C51/14. Correspondence**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

In respect of the email received from the Business Investment Officer of Denbigshire County Council, regarding the Shop Front Improvement Grant, it was proposed by Cllr M. Adams and seconded by Cllr. P. Thane that The Town Council agrees to work in partnership with Denbigshire County Council in a shop front improvement scheme for the town. All agreed.

**There being no further business the Chair declared the meeting closed 8.15pm**

## **MINUTES OF THE COUNCIL MEETING HELD TUESDAY 20<sup>th</sup> AUGUST 2013**

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, J. Palombella, P. Thane and L Slater.

Town Clerk Mr. G. Thomas.

There were 3 members of the public present.

### **C52/14. Apologies for Absence**

Cllrs M Pugh and C. Tobin

### **C53/14. Declarations of interests**

None.

### **C54/14. Presentation**

Sergeant Paul Hughes of the local neighbourhood policing team presented the recent crime statistics for the area. The most significant area of activity for the force was anti social behaviour incidents and whilst these appear to be high they were confined to on particular area of town and were a result of positive action being taken by the Police and the Housing Association.

Other aspects of criminal activity remain low in the town and a number of actions had been taken in respect of the recent burglaries and drug related incident. Seragant Hughes encouraged members of the public to report incident to the police as without this intelligence, officers could not take any action.

Officers were aware of a number of road policing issues and had been dealing with incident of obstruction in the town centre and encroachment of parked vehicles on pavement along the A5. The Roads Policing unit had also been monitoring traffic speed in the area and were continuing with their drink drive campaigns.

Sergeant Hughes wished it to be put on record his appreciation of the effort that licensees had put into door security during the Eisteddfod week, which had been very effective and had resulted in very little drink related crime during the week despite a 40% increasing footfall in the town. The improvements to the CCTV system were noted and the system had been used effectively in a number of recent incidents around the town.

The local neighbourhood policing team had held a very successful fundraising even with Ysgol Dinas Bran which had raised over £800 for charities. It was intended that this would be an annual event and could focus on the primary schools in the future. In closing Sergeant Hughes confirmed that the Police Station would be undergoing a major refurbishment in the autumn and thanks to the Town Council a basic presence would be provided by utilising offices in the Town Hall. This would not mean that the operational aspects of local policing would be affected as the same number of officers would be deployed in the town. The office space would however ease the administrative problems associated with having to vacate the police station, whilst the refurbishment went ahead.

### **C55/14. Mayors Announcements.**

The Town Mayor welcomed Cllr Lynda Slater to her first Town Council meeting. He congratulated her on being co-opted onto the Council and looked forward to working with her.

### **C56/14. To receive statements from the public.**

There were no statements received from Members of the pubic present

**C57/14. Minutes of the Council meeting held on the 16<sup>th</sup> July 2013.**

The minutes of the Council meeting on 20<sup>th</sup> August 2013, were approved as a correct record. Proposed by and Cllr J Haddy and seconded by Cllr. M Mile. All agreed.

**C58/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 16<sup>th</sup> July 2013 were received Proposed by Cllr. S. Burrell and seconded by Cllr. J Haddy. All agreed.

**C59/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 16<sup>th</sup> July 2013 were adopted. Proposed by Cllr J Haddy and seconded by Cllr. S. Burrell. All agreed.

**C60/14. Financial Matters.**

C60/14/1. Amendments to Financial Regulations.

Members considered amendments to the Financial Regulations in the light of the adoption of the new Standing Orders. It was it was proposed by Cllr J Haddy and seconded by Cllr M. Adams that the new Financial Regulations be adopted. All agreed.

C60/14/2. Financial Statement.

The financial statement for August was received and noted. Proposed by Cllr M. Adams and seconded by Cllr. J. Palombella. All agreed.

C60/14/ 3. National Joint Council for Local Government Services - 2013-14 pay award.

Members noted the recent pay award and confirmed that the Town Clerks' salary should increase in line with the award and be back dated to the 1<sup>st</sup> April 2013. Proposed by Cllr S. Burrell and seconded by Cllr. M Mile. All agreed.

C60/14/4. Payments.

The payments detailed below were presented to the meeting.

Town Hall Expenditure		
Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£8.44
E-on	Direct Debit	£8.90
E-on	Direct Debit	£206.99
LTC Staff Costs	Bill Payment	£470.92
PAYE and NI	Bill Payment	£117.80
Smiths of Derby	Cheque No 100024	£220.80
Town Council Expenditure		
ACS Technology	Cheque No 102496	£86.00
Bates Office Supplies	Cheque No 102497	£37.80
British Telecom	Direct Debit	£123.00
Corwen garden services	Cheque No 102498	£593.95
Hacker Young	Cheque No 102499	£690.00
Ivid	Cheque No 102500	£6,600.00
Midshire Business Systems	Cheque No 102501	£104.40
Midshire Business Systems	Cheque No 102501	£312.00
North and Mid Wales Association of Local Councils	Cheque No 102503	£35.00
Talk Talk	Direct Debit	£29.76
LTC Staff Costs	Bill Payment	£1,151.50
LTC Staff Expense	Bill Payment	£29.25
PAYE and NI	Bill Payment	£557.53
SLCC	Cheque No 102502	£35.00

It was proposed by Cllr S. Burrell and seconded by Cllr. M Mile that the payments be approved. All agreed.

**C61/14/5. Donations.**

Correspondence had been received from Shelter. As the applications for funding were outwith the Town Councils policy, it was resolved not to support the request for funding. Proposed by Cllr. J. Haddy and seconded by Cllr. S. Burrell. All agreed.

**C62/14. Members Reports.**

Cllr P. Thane updated Members of the activity of the Llangollen Chamber of Trade and tourism. The Chamber had not been able to meet with representatives from Sainsbury, as had been planned. The Chamber had raised concerns with the Canal and Rivers Trust over the reduction in the number of winter moorings on the canal in Llangollen. They felt that this could have a detrimental effect on both local traders and the tourism offer out of season.

Cllr J Haddy updated member on the recent meeting of the Friends of Llangollen Town Hall. A number of procedural changes had taken place. As the relationship of the Town Council had change from being an interested party in the management of the Town Hall to actual owners it was no longer appropriate for the executive positions to be occupied by Councillor. The appointment of officers had therefore been revised and they were now appointees from the user groups on the "Friends". The role of the group is primarily to maximise the use of the Town Hall and to promote it and improve the facilities to make it an attractive community centre for the twenty-first century. On e key area that the "Friends" are looking to support is the general lighting and enhancement of the main entrance.

**C63/14. Notices of Motion.**

C63/14/1. Cllr S Burrell sought the agreement of the Town Council to appoint a Youth representative to sit on the Council in accordance with the Local Government (Wales) Measure 2011. Members agreed that the appointment of a Youth Representative would be beneficial to the Council and therefore it was proposed by Cllr. S. Burrell and seconded by Cllr. C. Thane to seek applicants for the position. All agreed.

C63/14/2. Cllr S Burrell outlined her concerns over the proliferation of "A" boards on the highway and other obstructions. Members accepted the concerns raised by Cllr S Burrell, but some Members felt that a balance had to be struck between the needs of pedestrians and those of the individual traders. Following the discussion it was proposed by Cllr S Burrell and seconded by Cllr L. Slater that officers from the County Council be invited to visit the town centre to review the situation at first hand. The notice of motion was approved by a majority vote, with one abstention.

**C64/14. County Councillors Report.**

There were no reports received from County Councillors.

**C65/14. Clerk's Reports.**

The Town Clerk provided an update on actions taken since the last meeting. He had spoken with a number of individuals about the issues of bus services to Maes Mawr and of the possibility of introducing a new circular town service. Having spoken with operators and County Council Officers, it was felt that these issues should be raised through Denbighshire County Councils Members Area Groups, so that pressure could be maintained on seeking a solution should additional funding be available. Members noted the progress on this matter and supported the move to refer the issues to the Members Area Group of County Councillors. The Town Clerk had also spoken with County Council Officers regarding the parking issues on Church Street. The problem arises because there are in excess of 50 properties on the street and only 22 car parking spaces available. As a consequence it is inevitable that issues arise in the evenings. County Council Officers pointed out the car parks are free between 17.00 hrs and 08.30 each day and this could be a solution if parking was not available on the Chapel Street. A number of residents also purchase car parking



permits as well as their resident permits so that they have a choice of locations at all times during the day. Members noted and accepted the comments of the County Council

The Town Clerk raised an issue that had recently occurred in respect of the Chain Bridge Project. Having learnt that the final element of funding had been secured from Cadwyn Clwyd to enable the project to go ahead, at a meeting with the Heritage Lottery Fund, the project faced a dilemma. Throughout the application process VAT had been shown in the financial tables and the disclosure that we were not VAT registered had been confirmed. However, the Heritage Lottery Fund Officers had not picked up on the fact that whilst we were not VAT registered the Council could claim VAT back as a Local Authority.

As a consequence they informed the Town Clerk that the VAT element of the bid could not be claimed and as a consequence this would have a direct effect on the cash flow for the project. Having secured all the funding and galvanised the support of so many local and national organisation it would have been a shame to see the project failing because of this new hurdle. Therefore, the Town Clerk approached the Chief Executive Officer of Denbighshire County Council to see if there was any way that the County Council could support taking this project forward by underwriting the projects cash flow needs. Mr Mehmet had responded quickly and a meeting was arranged with the County Council's Head of Finance and Assets and an agreement in principle has been negotiated to support the project. This will be through the provision of an interest free loan repayable at the end of the project, which will allow the project to proceed.

The Town Clerk advised Members that he had concerns over the backup facilities of the Councils computer equipment and had therefore set up a cloud storage system as a further safeguard. Members raised concerns over the security of the data. At present the facility was at no cost to the Council, and the suitability of the provider would be monitored. The Town Clerk also confirmed that the storage system was encrypted and the use of the facility would be a closed system, only accessible to the Town Clerk, with no file sharing to third parties.

#### **C66/14. Correspondence**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

The meeting was adjourned at 8.25 pm. to allow members of the public to remain in the Chamber to receive the Planning and Regeneration and General Purposes Committee's business.

**C68/14** The Town Council meeting was reconvened at 8.55 pm, in private session, as it was resolved to exclude the press and public from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell. All agreed

#### **C69/14. Shop front scheme, request for payment.**

Members considered a request of a late submission for the payment for a grant under the Shop front scheme, which closed on the 31<sup>st</sup> March 2012. After due consideration of your request for payment, Members felt that they were unable to support an application that had been received over twelve months after the closure date of the scheme. It was therefore resolved not to make any payment in respect of this claim. Proposed by Cllr M Mile and seconded by Cllr J Haddy. It was approved by a majority vote, with one abstention.

**There being no further business the Chair declared the meeting closed 9.05 pm**

# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 17<sup>th</sup> SEPTEMBER 2013

**Present:** Councillors: R. Lube (Chair), S. Burrell, J. Haddy, M. Mile, M Pugh and C. Tobin and L Slater.

Town Clerk Mr. G. Thomas.

There were 4 members of the public present.

### **C70/14. Apologies for Absence**

Cllrs T. Baker, J. Palombella and P. Thane

### **C71/14. Declarations of interests**

None.

### **C72/14. Presentation**

There were no matters considered under this agenda item.

### **C73/14. Mayors Announcements.**

The Town Mayor expressed his pleasure in the town being awarded Cittaslow status and thanked everybody who had been involved in the process

### **C74/14. To receive statements from the public.**

There were no statements received from Members of the public present.

### **C75/14. Minutes of the Council meeting held on the 20<sup>th</sup> August 2013.**

The minutes of the Council meeting held on the on 20<sup>th</sup> August 2013, were approved subject to corrections to minute No's C57/14, C63/14/1 and C65/14. Proposed by Cllr C Tobin and seconded by Cllr J Haddy. All agreed.

### **C76/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 16<sup>th</sup> July 2013 were received , proposed by Cllr C Tobin and seconded by Cllr. S. Burrell. All agreed.

### **C77/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 16<sup>th</sup> July 2013 were adopted. Proposed by Cllr J Haddy and seconded by Cllr. L. Slater. All agreed.

### **C78/14. Financial Matters.**

#### **C78/14/2. Financial Statement.**

The financial statement for August was received and noted. Proposed by Cllr L Slater and seconded by Cllr. M. Mile. All agreed.

#### **C78/14/ 3. Payments.**

The payments detailed below were presented to the meeting.

#### Town Hall Expenditure

Denbigshire County Council	Cheque 100043	£39.73
Denbigshire County Council	Direct Debit	£782.48
D A Hughes Electrical	Cheque 100044	£122.40
E-on	Direct Debit	£16.62
E-on	Direct Debit	£111.39

E-on	Direct Debit	£10.70
E-on	Direct Debit	£326.44
LTC Staff Costs	Bill Payment	£292.72
PAYE and NI	Bill Payment	£73.00
Town Council Expenditure		
CIT Vendor finance	Direct Debit	£82.00
Bates Office Supplies	Bill Payment	£311.32
Corwen Garden Services	Cheque 102204	£460.00
Midshire Business Services	Bill Payment	£232.12
Talk Talk	Direct Debit	£27.01
Talk Talk	Direct Debit	£27.31
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£39.99
PAYE and NI	Bill Payment	£529.29

It was proposed by Cllr. L Slater and seconded by Cllr S. Burrell that the payments be approved. All agreed.

#### **C79/14/5. Donations.**

There were no matters considered under this agenda item.

#### **C80/14. Members Reports.**

Cllr Burrell advised Members that following the assessment meeting, the 21st August; Llangollen had officially become a Cittaslow Town, Llangollen is only the second Cittaslow town in Wales after Mold, and is the sixth in the UK. Members of the bid group are currently working on plans to spread the word locally about the benefits Cittaslow membership. Above all the main aim is to involve as many people as possible in Cittaslow Llangollen to get the maximum benefit from the accreditation.

#### **C81/14. Notices of Motion.**

There were no matters considered under this agenda item.

#### **C82/14. County Councillors Report.**

There were no reports received from County Councillors.

#### **C83/14. Clerk's Reports.**

The Town Clerk provided an update on actions taken since the last meeting. The process of advertising for a Youth Representatives in accordance with the Local Government Wales Measure 2011 was in train. The matter of "A" boards had been referred to the County Council for their consideration.

#### **C84/14. Correspondence**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes. Members noted the correspondence regarding the Wiggle Etape Event. As an aside to this matter, the Town Mayor raised his concerns over the interference that had occurred with this year's racing. He felt that the actions of a few individuals was very disappointing and reflected badly on the area as a whole.

The meeting was adjourned at 7.21 pm. to allow members of the public to remain in the Chamber to receive the Planning and Regeneration and General Purposes Committee's business.

**C85/14** The Town Council meeting was reconvened at 7.54 pm, in private session, as it was resolved to exclude the press and public from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential

nature of the business to be transacted. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell. All agreed

**C86/14. Shop front scheme, request for payment.**

Members considered a letter of complaint following the Town Council's decision not to support a payment in respect of a Shop front scheme grant (Minute C69/14). Having considered the points raised in the letter, Members reiterated that the claim for grant aid had not been submitted on time within the criteria set by the grant scheme. It was this matter alone that had informed their previous decision and therefore it was resolved not to alter the Council's position in respect of this matter. Proposed by Cllr M Mile and seconded by Cllr J Haddy. All agreed.

**There being no further business the Chair declared the meeting closed 8.00 pm**

# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 15<sup>th</sup> OCTOBER 2013

**Present:** Councillors: R. Lube (Chair), S. Burrell, J. Haddy, M. Mile, J. Palombella and C. Tobin and L Slater.

Town Clerk Mr. G. Thomas.

There were 3 members of the public present.

### **C87/14. Apologies for Absence**

Cllrs T. Baker, and P. Thane

### **C88/14. Declarations of interests**

None.

### **C89/14. Presentation**

Sergeant Paul Hughes of the local neighbourhood policing team was present and introduced a new PCSO Aimee Clayton. He outlined other changes to his staff compliment which would be strengthened by the recruitment of one other PCSO Ceri Evans and the retention of PC Sarah Williams who was soon to go on a period of maternity leave

He spoke to the recent crime statistics for the area. The most significant area of activity for the service in Llangollen was anti social behaviour incidents and whilst these appear to be high they were confined to incidents on Allt y Bady. The issues here were complex and would require a multi agency approach to resolve the issues caused by a minority group of motor cyclists.

Other aspects of criminal activity remain low in the town and a number of actions had been taken in respect of the self generated drug related incidents. There would be more operations of this nature in the next few months.

His officers were aware of a number of road policing issues and will be dealing with incident of obstruction in the town centre and encroachment of parked vehicles on pavement along the A5. The Roads Policing unit had also been monitoring traffic speed in the area and were continuing with their drink drive campaigns.

In closing Sergeant Hughes confirmed that the Police Station would not now be undergoing a major refurbishment until autumn 2014.

### **C90/14. Mayors Announcements.**

The Town Mayor confirmed he had attended civic services at Prestatyn and Rhuddlan and events at Dinas Bran School and with the Rotary Club. He had also attended a recent coffee morning in aid of Cheshire Homes.

### **C91/14. To receive statements from the public.**

One statement was received from Mrs Hart seeking the Town Council support to seek action in respect of the problems with motor cyclist on Allt y Bady. Members agreed that on hearing the issues that this would be an agenda item for consideration at the next Council meeting.

### **C92/14. Minutes of the Council meeting held on the 17<sup>th</sup> September 2013.**

The minutes of the Council meeting held on the on 17<sup>th</sup> September 2013, were approved. Proposed by Cllr M Mile and seconded by Cllr S. Burrell. All agreed.

**C93/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 20<sup>th</sup> August 2013 were received, proposed by Cllr C Tobin and seconded by Cllr. S. Burrell. All agreed.

**C94/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 20<sup>th</sup> August 2013 were adopted. Proposed by Cllr J Haddy and seconded by Cllr M Mile. All agreed.

**C95/14. Financial Matters.****C95/14/1. Financial Statement.**

The financial statement for September was received and noted. Proposed by Cllr J Haddy and seconded by Cllr. J. Palombella. All agreed.

**C95/14/ 2. Payments.**

The payments detailed below were presented to the meeting.

**Town Hall Expenditure**

Denbighshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£44.12
E-on	Direct Debit	£12.34
E-on	Direct Debit	£255.43
E-on	Direct Debit	£119.33
LTC Staff Costs	Bill Payment	£316.12
PAYE and NI	Bill Payment	£79.00

**Town Council Expenditure**

Corwen Garden Services	Cheque 102505	£450.00
One Voice Wales	Cheque 102506	£477.00
Talk Talk	Direct Debit	£27.62
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£19.20
PAYE and NI	Bill Payment	£529.29

It was proposed by Cllr. S. Burrell and seconded by Cllr J Haddy that the payments be approved. All agreed.

**C95/14/3. Donations.**

Member consider a request from Tenovus to waive the hire fee for an event planned in the Town Hall to maximise their fundraising. Member s felt that the rate was already discounted for charities and any further support would not be appropriate and could set a president. The request was declined, proposed by Cllr. J Haddy and seconded by Cllr L Slater. All agreed.

**C96/14. Budget Process**

The Town Clerk outlined the areas of potential growth in expenditure for Members to consider. Any observations should be referred to the Policy and Finance working group for their consideration in the budget setting process.

**C97/14. Members Reports.**

Cllr Burrell advised Members that a new Committee had been established to take forward the Pengwern Tenants and Residents Association.

**C98/14. Notices of Motion.**

There were no matters considered under this agenda item.

**C99/14. County Councillors Report.**

There were no reports received from County Councillors.

**C100/14. Clerk's Reports.**

The Town Clerk provided an update on actions taken since the last meeting. The matter of "A" boards was being investigated by the County Council's Town monitor. The Town Clerk confirmed that he had contact Denbighshire Countryside Services regarding the status of Allt y Bady which was a RUPP, he had also raised the adoption of the proposed new footpath on the south bank of the Chainbridge with DCC officers. He had logged all the issues raised about overhanging vegetation on highway footpaths and the problem on Vicarage road on the County Council's CRM system. The Town Clerk also gave a short update on the progress on the Chain bridge project recruitment process and other contractual issues.

**C101/14. Correspondence**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes. Members noted the correspondence regarding the Independent Remuneration Panel for Wales draft Supplementary Report regarding payments for and the implications it could have on the budget process.

**There being no further business the Chair declared the meeting closed 8.19 pm**

# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 26th NOVEMBER 2013

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, P. Thane, C. Tobin and L. Slater.

Town Clerk Mr. G. Thomas.

There were 5 members of the public present.

### **C102/14. Apologies for Absence**

Cllrs M Pugh and J. Palombella

### **C103/14. Declarations of interests**

None.

### **C104/14. Presentation**

The Town Mayor introduced two new members of staff who had been appointed to undertake work on the chain bridge project, Laura Black and Sam Jones. Sam outlined her role as the Heritage Officer and indicated the type of works and activity should be undertaken during the course of the project. Laura explained that her role was primarily the management of the cash flow and ensuring that the project remained within the funding requirements of the various grant awarding bodies. Both Sam and Laura indicated that they had a range of skills from their previous periods of employment that could be utilised within the project. The Town Mayor thanked them for their presentation and I wish them every success on the project.

### **C105/14. Mayors Announcements.**

The Town Mayor advised Members that he had recently attended the Remembrance Day service, which had been an excellent occasion. He thanked all those who had been involved in the service, but wished to particularly thank Mr John Lawton who acted as Master of Ceremonies, Mr Graham Paton, the Parade Commander and Mr Trevor Williams from the band. The High Sheriff of Clwyd had been in attendance and she was very impressed with the organisation of the service and the support of the local residents.

The Town Mayor also advised members of a meeting he had attended with the Town Clerk, hosted by the Leader, and the Chair of Denbighshire County Council. The meeting started with a very interesting talk by the Coroner, Mr Gittins about his role and day to day duties. The rest of the evening was taken up by a series of presentations from Officers of the County Council outlining the budget cuts that the County Council faces. The County Council Members assured those present that there will be no surprises over the next year but the year after will be quite painful.

The Town Mayor reminded members of the forthcoming participatory budgeting event to be held in the Town Hall on the 28th of November.

### **C106/14. To receive statements from the public.**

There were no statements received from members of the public.

### **C107/14. Minutes of the Council meeting held on 15th October 2013.**

The minutes of the Council meeting held on the 15th October 2013, were approved. Proposed by Cllr J. Haddy the way and seconded by Cllr S. Burrell. All agreed.



### **C108/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 17 September 2013 were received, proposed by Cllr S. Burrell and seconded by Cllr. L Slater. All agreed.

### **C10914. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 17 September 2013 were adopted. Proposed by Cllr S. Burrell Cllr J Haddy and seconded by Cllr J Haddy. All agreed.

### **C110/14. Financial Matters.**

#### **C110/14/1. Financial Statement.**

The financial statement for October was received and noted. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell. All agreed.

#### **C110/14/ 2. Payments.**

The payments detailed below were presented to the meeting.

Town Hall Expenditure		
Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£355.49
E-on	Direct Debit	£7.74
E-on	Direct Debit	£252.00
E-on	Direct Debit	£46.48
Essential Stage Supplies	Bill Payment	£385.44
LTC Staff Costs	Bill Payment	£434.49
PAYE and NI	Bill Payment	£108.00

Town Council Expenditure		
Corwen Garden Services	Cheque 102507	£241.60
Graham Poole	Cheque 102508	£30.00
Derwen college	Cheque 102509	£604.44
Society of Local Council Clerks	Cheque 102510	£165.00
BT	Direct Debit	£123.72
Talk Talk	Direct Debit	£28.57
Bates	Bill Payment	£72.30
Cittaslow UK	Bill Payment	£562.50
Courtyard Books	Bill Payment	£18.00
Midshire Business Systems	Bill Payment	£105.12
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£59.10
PAYE and NI	Bill Payment	£529.29

Chain Bridge Project		
LTC Staff Expenses	Bill Payment	519.98

It was proposed by Cllr. S. Burrell and seconded by Cllr M. that the payments be approved. All agreed.

#### **C110/14/3. Donations.**

There were no matters considered under this agenda item.

### **C111/14. Budget Process**

The Town Clerk reminded Members that the budget was to be considered by the Policy and Finance working group, and that other Members should feed any observations on the budget to the group. However, there was one issue the Town Clerk wished to draw to the attention Members. This was in relation to the Christmas illuminations as the current hire period ends on the first of January. The Town Clerk had sought quotations from reputable companies for a new period of three years. However, only one company had replied. Within the quotation provided the company had supplied prices for a similar set of illuminations, as the currently installations and a more elaborate system providing more lighting on the cross street illuminations and other smaller lamp post fittings. The cost of providing a straight replacement system was 50% higher than an existing budget levels, and more elaborate system was more than double the budget. The Town Clerk sought clarification from Members as to whether they wish to proceed on the basis of the new quotations received. Given the financial implications of the new system, Members were minded to reconsider the position and look at alternative solutions that could be achieved within the existing budget framework. The Town Clerk was asked to seek alternative solutions to present to a future meeting. Proposed by Cllr J. Haddy seconded by Cllr S. Burrell.

#### **C112/14. Members Reports.**

Cllr P. Thane of those members of his attendance at a recent Chamber of Trade and Tourism meeting. The proposed meeting with representatives of Sainsbury's had still not taken place. The Chamber had a presentation from County Councillor Davies, and Cllr Thane had provided an update on the Cittaslow accreditation. The Chamber was still actively seeking to recruit new members.

#### **C113/14. Notices of Motion.**

There were no matters considered under this agenda item.

#### **C114/14. County Councillors Report.**

County Cllr Stuart Davies provided further details of the financial position of the County Council in respect of its budget position. In real terms, the County Council faced a budget cut of 8.7% and this would obviously to have a tremendous pressure on services. He confirmed, as the Town Mayor had said earlier, the effects of these cuts will not be felt by community councils during the next financial year. However it was more than likely that the County Council will be looking at delivering several services in 2015/16 in a different way or not at all.

In looking at ways of saving money during the next financial year Cllr Stuart Davies had been investigating various options in the town to increase revenue. These range from rationalisation of the recycling bins to free up parking spaces to the future management and operation on the street market. Cllr Davies recognised that the Town Council was already pro active in a number of areas; these included the provision of flower displays, Christmas illuminations, and the acquisition of assets; such as the Town Hall.

Cllr Davies confirmed that the application for the new health centre would be going before the planning committee pre Christmas. Cllr P. Thane asked if Cllr Davies was aware of any plans for the former health centre, once the move had taken place. Cllr Davies confirmed he was unaware of any proposals but would report back to Cllr Thane once any plans for the building were known to him.

#### **C115/14 Allt y Badi**

Councillor Burrell expressed her concerns over the issues relating to the stretch of highway. She was conscious of the difficulties being experienced by a number of the local residents. She was aware from research that a number of businesses actively promoted the highway as an area for scrambling and four-wheel-drive activity. Clearly the road is a dreadful condition, and this was making matters worse for the local residents. She accepted that businesses have the right to promote the highway; whilst it was accessible, but clearly this

was having a detrimental effect on the residents. If it was a public road, then it should be maintained to a reasonable standard. If this is not the case then she felt that the road should be closed. It was clear that the County Council needed to make a choice and needed to stick to that decision.

Cllr J. Haddy felt that the issue was being addressed from the wrong angle. Originally the road had been the route to Glyn Ceiriog and was a single track road. However, due to damage caused by bad weather over a number of years the road had become impassable over a short stretch with erosion by vehicles causing more damage. The road had become impassable, some five years ago, and it was from that time on that the issues of off-roading had developed. Cllr Haddy felt that the road should be reinstated and brought back to standard as a public highway.

Following additional contributions by Members, it was proposed by Cllr M. Adams and seconded by Cllr P. Thane, that the Town Council should write to the County Council seeking the temporary closure of the road until such time as which suitable repairs could be undertaken. An amendment to this motion was proposed by Cllr J Haddy and seconded by Cllr Tobin. This motion proposed not to close the road, but to undertake the necessary repairs to bring the road up to highway standard.

The amendment to the motion was defeated by five votes to three. The Chairman asked Members to consider the original motion as proposed by Cllr M. Adams. On putting this to the vote, the original motion was carried by five votes to three.

#### **C116/14. Clerks Report.**

The Town Clerk provided an update on actions taken since the last meeting. The Town Clerk also gave a short update on the progress on the Chain bridge project recruitment process and other contractual issues.

Members considered a draft letter to HSBC. Cllr T. Baker questioned how the decision to make a response to the potential closure had been included on the agenda. The Town Mayor, advised Members that this had been undertaken, in consultation with the Town Clerk, as it was felt that given local feeling in the town it would be appropriate that the Town Council should comment. The Town Clerk pointed out that the letter was a draft for consideration by members. Following consideration the letter could be amended and forwarded to HSBC or Members could resolve not to make any representations. The Town Clerk suggested that, given Cllr Baker's concerns, Members resolve as to whether the Town Council should comment on the closure. It was proposed by Cllr M. Adams and seconded by Cllr J. Hardy that the response should be considered. Members agreed with one abstention.

Members considered the letter, and after some debate, it was resolved, subject to some additions to the text suggested by Cllr L. Slater, that the letter be sent to the relevant executives in HSBC. Proposed by Cllr P. Thane and seconded by Cllr M. Adams. Members agreed with one abstention.

#### **C117/14. Correspondence**

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

**There being no further business the Chair declared the meeting closed 8.19 pm**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD TUESDAY 21<sup>st</sup> JANUARY 2014

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, J. Palombella M Pugh, P. Thane, and L. Slater.

Town Clerk Mr. G. Thomas.

There were 6 members of the public present.

#### **C118/14. Apologies for Absence**

Cllrs C. Tobin

#### **C119/14. Declarations of interests**

None.

#### **C120/14. Presentation**

There were no matters considered under this agenda item.

#### **C121/14. Mayors Announcements.**

The Town Mayor wished to thank all those involved in the Christmas Festival and in particular the organising committee, the Tidy Towns Team and all who performed on the day. He felt that the day had been very successful and was a credit to all involved.

The Town Mayor also referred to the recent publication of the report by Sir Paul Williams, Chair of the Commission on Public Service Governance and Delivery. The Commission was established because of concerns about the ability of the Welsh public sector to address the challenges that it faces. It proposes a radical and comprehensive reform package covering many aspects of governance and delivery across the Welsh public sector. The challenges are serious and the need for reform to tackle them is urgent and implementing the proposals will require leadership at a national and local levels and actively engaging with citizens and communities. There will be implications for both the County Council, Town and Community Councils with suggested merger at both levels of local government.

#### **C122./14. To receive statements from the public.**

Mrs Edwin Hart wished to update Members on the situation in respect of Allt y Baddi and read out a letter she had received from the Chief executive Officer of Denbigshire County Council in reply to the residents' concerns. Mrs Hart pointed out the nuisance was now become a 24/7 issue and that the reply from the County Council did not provide much reassurance that the situation would be resolved. Mrs Hart asked if the Town Council had received a reply to the letter that had been sent to the County Council, the Town Clerk confirmed that no reply had been received to date.

Mr M Lawrence addressed the Town Council in respect of the condition of the tow path from the wharf to tower bridge. He recognised some work had been done elsewhere, but this stretch had become particularly badly erode and was, in parts, dangerous and a trip hazard. The canal was an important tourism asset within a World Heritage Site. Mr Lawrence asked for the Town Council's support to raise this matter with Glandwr Cymru, as a matter of urgency.

#### **C123/14. Minutes of the Council meeting held on 26th November 2013.**

The minutes of the Council meeting held on the on 26th November 2013, were approved. Proposed by Cllr J. Haddy and seconded by Cllr S. Burrell. All agreed.

### **C124/14. Minutes of the Planning Committee**

The Minutes of the Planning Committee held on 15<sup>th</sup> October 2013 were received, proposed by Cllr P. Thane and seconded by Cllr S. Burrell. All agreed.

### **C125/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 15<sup>th</sup> October 2013 were adopted. Proposed by Cllr L. Slater and seconded by Cllr J Haddy. All agreed.

### **C126/14. Financial Matters.**

C126/14/1. Financial Statement.

The financial statement for December and January were received and noted. Proposed by Cllr L. Slater and seconded by Cllr J Haddy. All agreed

C126/14/2. Payments.

The payments detailed below were presented to the meeting.

#### **Town Hall Expenditure**

Denbigshire County Council	Direct Debit	£782.48
E-on	Direct Debit	£1,280.16
E-on	Direct Debit	£66.05
E-on	Direct Debit	£294.17
E-on	Direct Debit	£134.69
LTC Staff Costs	Bill Payment	£387.92
PAYE and NI	Bill Payment	£97.00

#### **Town Council Expenditure**

Mr D Davies	Cheque 102518	£10.00
RBL Poppy Appeal	Cheque 102519	£25.00
Watkin & Williams	Cheque 102520	£19.54
Siemens Financial Services	Direct Debit	£644.17
Talk Talk	Direct Debit	£27.16
Courtyard Books	Bill Payment	£12.00
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£63.70
PAYE and NI	Bill Payment	£529.29

#### **Chain Bridge Project**

Ramboll UK Ltd	Cheque 102521	£2,754.00
LTC Staff Costs	Bill Payment	£500.04
LTC Staff Expense	Bill Payment	£161.68

It was proposed by Cllr. S. Burrell and seconded Cllr L. Slater. All agreed that the payments be approved. All agreed.

C126/14/3. Donations.

There were no matters considered under this agenda item.

### **C127/14. Budget**

Member considered a report on the draft budget. The details of the budget, the Council's risk assessment and the schedule fee and charges had been considered by the Policy and Finance Working Group. In general the group support the budget allocations and recognise that if the Town Council wished to remain proactive, in terms of community regeneration, then adequate resources need to be provided within the proposed budget to support local initiatives. In the current economic and financial climate, with reducing budgets and growing

demands on public services, it was more important than ever that to make the most effective and efficient use of the resources available to deliver the Councils services.

The report recognised that residents are also facing continued pressures on family finances exacerbated by wages failing to rise in line with prices, increases in energy costs, food and motoring costs. However the retail price index increased by 3.1% between September 2012 and September 2013 and this will add costs to supplies and services purchased by the Town Council. The draft budget for 2014/15 has been set against this inflation target and the cost centres have then been adjusted according to historic costs, potential growth areas and changes in legislation that will impact on the Council in 2014/15. After due consideration, it was proposed by Cllr J. Haddy and seconded by Cllr M Mile that the budget, the Council's risk assessment and the schedule of fee and charges for the 2014/15 financial year be accepted. All agreed.

#### **C128/14. Members Reports.**

Cllr P. Thane updated Members on the activities of the Chamber of Trade and Tourism. The membership of the Chamber had increased and their immediate priority was the production of a map of the town for general distribution supported by advertising. They had also received a presentation from Mr Ian Lebbon; Chair of Destination Denbighshire on the Denbighshire Destination Management Plan; a business-led action plan for the county. One other issue under discussion was what to do with the banners as the cost of erecting and taking them down was proving expensive.

#### **C129/14. Notices of Motion.**

There were no matters considered under this agenda item.

#### **C130/14. County Councillors Report.**

County Cllr Stuart Davies updated Members on some of the activities that he had recently been involved with. He had been pursuing the condition of some of the pavements within the town, with County Council Officers, and had asked for a costing to replace the surfaces of Castel Street with wet pour rubber grey tarmac. The works would not take place in the 2014/15 financial year as budgets were already allocated, however a bid for the works could be included in the following years budgets.

Cllr Davies was also able to confirm that Allt y Baddi was indeed classified as a road and that there were no funds allocated to repair it. He also stated that closure of the road was not an option because of the pressure the County Council would come under from legitimate road users. In terms of temporary closure he stressed that this could only be undertaken for a specific purpose and as there were no plans to carry out any works to the highways this was not a legitimate way forward. He confirmed, as had been said earlier by Mrs Hart in reading out the letter from the Chief executive Officer of the County Council, that a counting strip was to be placed on the road to assess current usage. He was also aware from conversations he had had with the local Police that the vehicle that had been stopped and inspected on the highway were roadworthy.

In moving forward Cllr Davies said that the County Council Officer were liaising with the users and were making every attempt to reduce the anti social aspects of the use of the road. Cllr M. Pugh asked if there were health and safety implications in not carry out remedial works and Cllr Davies confirmed that this was an issues that was of concern to the County Council.

#### **C131/14. Youth Representatives.**

Members consider two applications for the post of Youth Representatives on the Town Council. The Town Clerk reminded Members that the legislation allowed up to two representatives to be appointed. Cllr M. Mile felt that as both applications were of a high calibre that they should both be invited to sit on the Town Council. He therefore proposed

the appointment of two individuals as Youth representatives seconded by Cllr J. Palombella. All agreed.

#### **C132/14. Clerks Report.**

The Town Clerk provided an update on actions taken since the last meeting.

##### **C132/14/1 Chain bridge project.**

Town Clerk provided an update on the work of the heritage team, Sam Jones and Moira Richard. They had met artists who will be working with four primary schools to develop a tapestry that will tell the story of each stage of the Chain Bridge. They had also met Ben Jackson the Station Master at Berwyn Station to discuss a future long-term partnership between the Chain Bridge and Llangollen Railway.

Next steps would involve working directly with the primary and secondary schools in Llangollen as the Town Council were co-organising 'Bridge to Schools' with the Welsh Institute for Engineers. This programme will provide students from Ysgol Bryn Collen, Ysgol y Gwernant, and Dinas Bran with hands-on experience designing and building bridges.

Other events in the pipeline are a Memory Gathering day, and an event for volunteers to learn how to conduct interviews, scan photographs and documents, and upload memories to the People's Collection of Wales. A Facebook page, Chain Bridge Project, has been created and a Twitter handle, @chainbridge2014. The goal is to reach out to as many people as possible, both locally and nationally, to raise the profile of the Chain Bridge and the Chain Bridge Project. At the end of January, a bi-lingual blog will be launched which will act as the main hub for the Chain Bridge Project. It will include posts about activities and events, pictures and other media, and educational resources.

##### **C132/14/2 Christmas illuminations.**

Members had resolved to look at alternative solutions that could be achieved within the existing budget framework in relation to the Christmas illuminations as the current hire period ends on the first of January. The Town Clerk had, since the last meeting of the Town Council, been approached by two individuals who wished to raise funds to purchase additional lights to complement the existing display. Given the financial commitment required, the Town Clerk did not wish to expose the Town Council to a situation where no lights were provided if fund raising proved difficult. The Town Clerk therefore suggested that the existing lighting be purchased to ensure that illuminations would be available for Christmas 2014. These could then be complimented by any additional illumination raised from private funds. Cllr Jon Haddy disagreed and felt that the lighting should revert to what had been in place prior to the contract with Blachere to provide cross street illuminations. . Members however agreed that the Town should not be without any illuminations and that a joint scheme would be appropriate. It was recommended by Cllr M. Mile and seconded by Cllr J. Palombella that the existing lights be purchased. Agreed with one abstention.

##### **C133/14 Forward planning, Stakeholder mapping activity.**

Members consider a report on Stakeholder mapping and in particular the use of a nationally renowned programme called Planning for Real which can support communities in developing a local scheme to identify future priorities from both residents and other stakeholders in the town. Cittaslow Llangollen had considered the idea of stakeholder mapping and feel it would be of significant benefit to their work and would be willing to be trained to undertake some scoping work in the future

It was proposed that the Town Council investigate the options, and support, that can be offered to see if a planning for real, or similar exercise, can be undertaken over the next year. Proposed by Cllr M. Adams and seconded by Cllr J. Palombella. All agreed.

#### **C134/14 Shop Front Improvement Grant Scheme.**

Members consider a report on a new Shop Front Improvement Grant Scheme administered by the County Council. Under the scheme, day to day management would be provided by individual towns and the Town Councils would approve or reject applicants and would then notify the County's Business Investment Officer of the decisions.

Approved applications would receive a approval letter and claim form from Denbigshire County Council Business Investment Officer and once the works were complete the applicant could submit the claim form and the County Council who would release the grant payment direct to their business account.

Members felt that Shop Front Improvement Grant schemes have been successful in previous years and have improved a number of properties within the Town Centre. They felt that the new scheme was worthy of support. Members agree to work with Denbigshire County Council on the Shop Front Improvement Grant Scheme, proposed by Cllr L Slater and seconded by Cllr J Palombella. All agreed.

#### **C135/14. Correspondence**

Members considered a request from Mr Paul Jones a Senior Social Worker from Denbigshire County Council seeking free accommodation to trail a dementia drop in service in the Town Hall. . Cllr J. Haddy felt that this was inappropriate, as the rates for hire at the Town Hall were discounted for charity and community events and this could set a precedent. Cllr J Palombella felt that the issue of dementia was of growing concern and felt that it would be appropriate to support the group, on a trial, basis,. Cllr M. Adams agreed with this view and felt that the issue of funding from Denbigshire County Council could be addressed if the pilot was successful. It was proposed by Cllr M. Pugh that the dementia drop in service be allowed six months free accommodation on a trial basis; seconded by Cllr J. Palombella. Agreed; nine votes to one.

A list of correspondence received during the past month was circulated to Members, a copy of which is appended to these minutes.

**There being no further business the Chair declared the meeting closed 8.39 pm**



# LLANGOLLEN TOWN COUNCIL

## MINUTES OF THE COUNCIL MEETING HELD TUESDAY 18<sup>th</sup> FEBRUARY 2014

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, J. Palombella M Pugh, P. Thane, C. Tobin and L. Slater. Youth Representatives Ms A. Gonzales and Ms J. Stallard.

Town Clerk Mr. G. Thomas.

There were 8 members of the public present.

### **C136/14. Apologies for Absence**

None

### **C137/14. Declarations of interests**

None.

### **C138/14. Presentation**

Mr. Tim Towers, Risk and Asset Manager Denbighshire County Council Highways, provided Members with an update of his role in the County Council. His responsibilities were the infrastructure programme and general maintenance in respect of roads, bridges and drainage.

Within the infrastructure programme were major capital items include the resurfacing programme.. Mr Towers explained that he had an indicative budget for the 2014/15 programme; and that the following works, in the Llangollen area, had been included. Namely; Tan y Fron , Pentredwr; Britannia Inn to Abbey Farm; Birch Hill, Llangollen; Horseshoe pass, Lay-by to the quarry and Horseshoe bend to Bryn-Goleu, at a total cost of £464,100. He also confirmed that Wharf Hill could benefit from resurfacing and will be included in the programme if additional funds can be found. In terms of general maintenance Members highlighted a number of specific issues and sought assurances that repairs would be undertaken. Mr Towers confirmed that a lot of the issues raised by Members were general maintenance issues and would be scheduled accordingly. These would be the responsibility of the Southern Dee Valley Coordinator, Mr James Dean and Mr Towers suggested that he should be invited to a future meeting of the Town Council. Mr Towers also stressed that a number of highways were just dirty and more comprehensive street sweeping regime should be introduced. In terms of potholes there was a balance that needed to be struck between patching and more comprehensive repair. The County Council had invested in a jet patcher which is clean and prepare, seal, fill and cure potholes in one smooth operation.

Discussion turned to the problems being encountered by local residents on Allt y Badi. Mr Towers accepted the concerns of the Members and outlined the County Councils position. Accurate readings on the use of the road would be undertaken and the anti social behaviour issues were being addressed with the police. Mr Towers stressed that the majority of users were legally allowed to use the road and their vehicles were roadworthy. Closure would not be an option because of the challenge that may ensue from legitimate road users. Mr Towers accepted that the County Council had a statutory responsibility to repair highways but the issue was to what standard when finances were limited, priorities had to be made.

There being no further issues raised the Town Mayor thanked Mr. Towers for attending and for his input into the meeting.

Members received a multimedia presentation from Sam Jones the Heritage Officer for the Chain Bridge project. She outlined the work that had been undertaken with secondary

school children and with Year 5 and 6 students from Ysgol Bryn Collen and Ysgol y Gwernant. This included short lessons on prehistoric and historic bridges in Britain and experiments that enabled them to feel forces, such as tension and compression, in their bodies and a fun session, getting the students to build bridges out of food. They all did an excellent job of using creativity, ingenuity, and team work to construct bridges out of ingredients, such as Curly Wurly bars, Strawberry Laces, lasagne sheets, breadsticks.

The project officers have also teamed up with the Construction Industry Training Board to bring the Institution for Engineers' 'Bridge to Schools' programme to Ysgol Dinas Brân. This gave pupils from Years 5 to 7 the opportunity to think and feel like engineers. Other work had included volunteer training sessions, and in early March a "Linking Memories: Your Bridge-Your Stories" event was planned to hear your stories, see your photos, or anything else for individuals. Members note the excellent work being undertaken by the Heritage Team.

#### **C139/14. Mayors Announcements.**

The Town Mayor welcomed the two new Youth representatives to their first meeting and explained their role. He looked forward to working with them and offered them the full support of all Members to assist them to fulfil their role.

The only scheduled event that the Town Mayor was due to have attended was a turf cutting ceremony at Cilmedw, however due to the recent period of inclement weather this had been postponed to the 7th March 2014.

#### **C140./14. To receive statements from the public.**

Residents of Allt y Badi provided an update to Members on the situation on the highway.

#### **C141/14. Minutes of the Council meeting held on 21<sup>st</sup> January 2014.**

The minutes of the Council meeting held on the on 21<sup>st</sup> January 2014, were approved. Proposed by Cllr J. Haddy and seconded by Cllr S. Burrell. All agreed.

#### **C142/14. Minutes of the Planning Committee meeting held on 21<sup>st</sup> January 2014.**

The Minutes of the Planning Committee held on 21<sup>st</sup> January 2014 were received, proposed by Cllr P. Thane and seconded by Cllr S. Burrell. All agreed.

#### **C143/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 26<sup>th</sup> November 2013 were adopted. Proposed by Cllr L. Slater and seconded by Cllr J Haddy. All agreed.

#### **C144/14. Chain Bridge Project.**

Members considered the recommendation of the Chain Bridge Joint Sub Committee. In view of the fact that both tenders were above budget, to progress with the project the joint sub committee recommends that:-

1. Assurances should be sought from funders that any monies released for ongoing Interpretive and Education plan work are not subject to claw back.
2. Cease elements of the Interpretive and Education plan that relied on the physical restoration works being carried out.
3. Instruct Ramboll UK to look at the tender validity period of the submitted tenders.
4. To re tender as soon as is practicably possible.
5. To seek a virement from the HLF of the funds previously earmarked as VAT payments towards the capital costs of the project.
6. To peruse additional funding sources and look at project cost reductions
7. To review the position on the capital elements of the project at the end of April 2014.

Members agreed to endorse the recommendations of the Chain Bridge Joint Sub

Committee. Proposed by Cllr M. Mile and seconded by Cllr M Adams. All agreed.

#### **C145/14. Financial Matters.**

C145/14/1. Financial Statement.

The financial statement for February were received and noted. Proposed by Cllr L. Slater and seconded by Cllr M. Mile. All agreed

C145/14/2. Payments.

The payments detailed below were presented to the meeting.

#### **Town Hall Expenditure**

E-on	Direct Debit	£665.47
E-on	Direct Debit	£8.44
E-on	Direct Debit	£222.20
E-on	Direct Debit	£67.40
LTC Staff Costs	Bill Payment	£308.94
PAYE and NI	Bill Payment	£77.20

#### **Town Council Expenditure**

Llangollen Scouts	Cheque 102522	£500.00
Llangollen Tidy Towns Team	Cheque 102523	£200.00
Ivid Digital Security.	Cheque 102524	£522.00
Talk Talk	Direct Debit	£28.69
Making Sense Community Interest Company	Bill Payment	£500.00
Bates Office Supplies	Bill Payment	£67.57
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£78.14
PAYE and NI	Bill Payment	£529.29

#### **Chain Bridge Project**

Gwen Evans	Cheque 102525	£52.30
Ramboll UK Ltd	Cheque 102526	£2,754.00
LTC Staff Costs	Bill Payment	£957.59
LTC Staff Expense	Bill Payment	£94.60
Training Costs	Bill Payment	£99.00
PAYE and NI	Bill Payment	£92.04

It was proposed by Cllr. S. Burrell and seconded Cllr M. Mile that the payments be approved. All agreed.

#### **C145/14/3. Donations.**

Member considers a request for a donation that was outwith the Town Councils policy. The request was declined, proposed by Cllr. J Haddy and seconded by Cllr L Slater. All agreed.

#### **C146/14. Members Reports.**

Cllr P. Thane updated Members on the activities of the Chamber of Trade and Tourism.

#### **C147/14. Notices of Motion.**

There were no matters considered under this agenda item.

#### **C148/14. County Councillors Report.**

There were no matters considered under this agenda item.

#### **C150/14. Clerks Report.**

The Town Clerk advised Members that following the request from Mr M Lawrence raise the condition of the tow path from the wharf to tower bridge matter with Glandŵr Cymru, as a matter of urgency. However, he had been contacted by the Clerk to Llantysilio Community Council as she had been in correspondence with Glandŵr Cymru and was able to confirm that the work was scheduled to happen within the next month.

**C151/14. Correspondence**

A list of correspondence received during the past month was circulated and considered by Members, a copy of which is appended to these minutes.

The meeting was adjourned at 8.18 pm. to allow members of the public to remain in the Chamber to receive the Planning and Regeneration and General Purposes Committee's business.

**C152/14.** The Town Council meeting was reconvened at 8.56 p.m, in private session, as it was resolved to exclude the press and public from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Proposed by Cllr J Haddy and seconded by Cllr S. Burrell.

**C153/14. Assignment of lease; Shop 2, Town Hall.**

Members consider assigning a lease for Shop 2, Town Hall to a new lessee. The Town Clerk confirmed that the Town Council's solicitor had undertaken the necessary due diligence on the new lessees and was satisfied with the credentials of the individual. It was agreed to assign the lease to the new lessee. Proposed by Cllr M. Mile and seconded by Cllr M Adams. All agreed

**C154/14. Risk Assessment: Employment issues post LTC2**

Members consider a report on employment issues regarding post LTC2. Members approved the job description and contract of employment and proposed one month consultation begin on the 1<sup>st</sup> March 2014 with the current post holder. Proposed by Cllr J. Haddy and seconded by Cllr M Adams. All agreed

**There being no further business the Chair declared the meeting closed 9.10 pm**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD TUESDAY 18<sup>th</sup> MARCH 2014

**Present:** Councillors: R. Lube (Chair), M. Adams, T. Baker, S. Burrell, J. Haddy, M. Mile, J. Palombella M Pugh, P. Thane, and L. Slater. Youth Representatives Ms A. Gonzales and Ms J. Stallard.

Town Clerk Mr. G. Thomas.

There were 11 members of the public present.

#### **C155/14. Apologies for Absence**

Cllr C. Tobin

#### **C156/14. Declarations of interests**

None.

#### **C157/14. Presentation**

Sergeant Paul Hughes of the local neighbourhood policing team presented the recent crime statistics for the area. The most significant area of activity for the service continued to be anti social behaviour incidents. However there was positive action being taken by the Police and the on these matters. This was borne out by the year on year statistics which showed a 23% reduction in anti social behaviour incidents. This was also true for all crimes which over the same period fell by 20%.

The situation on Allt y Baddi was being monitored but remained a complex issue which would require a multi agency approach to resolve the issues caused by a minority group of motor cyclists.

His officers were aware of a number of road policing issues and had been involved in the joint meeting regarding the obstruction in Pengwern. There were also issue with the illegal use of Church Street by through traffic and this was being handled by his PCSO's initially stopping and warning drivers. The Roads Policing unit had also been monitoring traffic speed in the area and were continuing with their drink drive campaigns.

Sgt Hughes reiterated the importance of actively reporting incidents as they occurred emphasising if members of the public thought something to be suspicious or threatening to contact the police immediately. Delays in reporting these types of incidents neither did nor assist effective local policing.

#### **C158/14. Mayors Announcements.**

The Mayor had attended a turf cutting ceremony at the new factory site at Cilmedw, the Mayor of Wrexham's charity dinner at the Rendezvous Restaurant, Coleg Cambria and at the beginning of the month the finals day of the Oswestry youth music festival, the

The Mayor reminded Members that the Annual Town Meeting would be held on the 27th of this month again at 7.00 pm which will be followed by the inaugural meeting of the Cittaslow group.

#### **C159/14. To receive statements from the public.**

Mr. Heron addressed the meeting regarding the proposal to suspend all services to the Pengwern estate. He understood that this was his is because people parking their cars in an irresponsible manner. He believed that this was irresponsible and selfish. The bus service is indispensable. Its suspension would penalise the elderly and the frail who have no other

means to access the facilities of the town.

He stressed that both of the roads which give access to the estate are in places steep it is unreasonable to expect pensioners to both walk to the town and then walk back bearing heavy shopping. If bad car parking is indeed the root of the problem, Mr. Heron felt that there would be little objection to adding yellow lines to one side of the whole road system.

Lately the problems have been exacerbated by contractors renovating those houses which are still in public ownership. This was a temporary problem but it still remains that there is a degree of irresponsibility amongst some car owners. The solution seems not to lie in punitive measures against people who don't own cars and are dependent upon public transport, but simply by imposing some measure of order upon those do own cars and are thoughtless about parking them.

Mr. Hernon pointed out that on the Pengwern estate there was a high proportion of elderly residents which would slowly grow over the years. He felt that the authorities could not sit back and happily see a good number of its own people put into an impossible situation; no visits to the surgery, no visits to the chemist and no possibility of daily shopping.

He therefore urged Llangollen Town Council to oppose this proposal to suspend the bus service as it would harm the most vulnerable members of our community.

**C160/14. Minutes of the Council meeting held on 18<sup>th</sup> February 2014.**

The minutes of the Council meeting held on the on 18<sup>th</sup> February 2014, were approved. Proposed by Cllr L. Slater and seconded by Cllr M. Mile. All agreed.

**C161/14. Minutes of the Planning Committee.**

The Minutes of the Planning Committee held on 21<sup>st</sup> January 2014 were received, proposed by Cllr S. Burrell. and seconded by Cllr J Haddy. All agreed.

**C162/14. Minutes of the General Purposes Committee**

The Minutes of the General Purposes Committee held on 21<sup>st</sup> January 2014 were adopted. Proposed by Cllr M. Pugh and seconded by Cllr M. Mile. All agreed.

**C163/14. Financial Matters.**

C163/14/1. Financial Statement.

The financial statement for March were received and noted. Proposed by Cllr M. Mile and seconded by Cllr. M Pugh. All agreed

C163/14/2. Payments.

The payments detailed below were presented to the meeting.

**Town Hall Expenditure**

Denbighshire County Council	Direct Debit	£0.00
E-on	Direct Debit	£1,185.85
E-on	Direct Debit	£12.97
E-on	Direct Debit	£252.91
E-on	Direct Debit	£133.81
Cathedral Leasing Limited	Bill Payment	£124.85
LTC Staff Costs	Bill Payment	£305.25
PAYE and NI	Bill Payment	£76.40

**Town Council Expenditure**

Murray Crow	Cheque	£325.00
Davies Brothers	Cheque	£2,160.00

Cadwyn Clwyd	Cheque	£500.00
Cylch Meithrin	Cheque	£500.00
Christmas Festival	Cheque	£315.00
Friends of the Earth Llangollen	Cheque	£500.00
Llangollen Pre School CiC	Cheque	£500.00
Friends of the Town Hall	Cheque	£500.00
Llangollen Camera Club	Cheque	£500.00
Llangollen Youth Club	Cheque	£500.00
Reliant UK Ltd	Cheque	£36.00
British Telecom	Direct Debit	£121.11
CIT Vendor Services	Direct Debit	£98.40
Midshire Business Systems	Bill Payment	£695.39
LTC Staff Costs	Bill Payment	£1,109.83
LTC Staff Expense	Bill Payment	£54.30
PAYE and NI	Bill Payment	£529.29

### **Chain Bridge Project**

Bryn Melyn	Bill Payment	£130.00
Gwen Evans	Cheque	£39.76
Ramboll UK Ltd	Cheque	£2,754.00
Mr A Gale	Bill Payment	£2,550.00
Construction Skills	Bill Payment	£900.00
LTC Staff Costs	Bill Payment	£500.04

It was proposed by Cllr M. Mile and seconded by Cllr. M Pugh that the payments be approved. All agreed.

### **C164/14/3. Donations.**

Member considers a request for a donation from Llangollen Gardening Club towards their Annual show. In view of the work that the Club do in respect of the floral displays on the Cenotaph it was proposed by Cllr J. Haddy and seconded by Cllr S. Burrell that a donation of £50.00 be approved. All agreed

The Civic Society had also asked if the Town Council would be willing to offer two of the free parking days towards the Open Doors event in September. Members agreed to earmark two free parking days towards this event Proposed by Cllr S. Burrell and seconded by Cllr L. Slater. All agreed.

### **C165/14. Members Reports.**

Cllr P. Thane updated Members on the activities of the Chamber of Trade and Tourism. Membership was steadily increasing and they had secured some more funding to support the banner displays for the summer months.

### **C166/14. Notices of Motion.**

Cllr M Pugh highlighted the recent announcement of the withdrawal of bus services to Pengwern and thanked Mr Hernon for his succinct and informative summary of the position. Cllr Pugh fully supported the comments and the residents in their plight. He was aware that a petition of over 2000 signatures had been established seeking the reversal of the decision which was being sent to both the Bus Operator and the County Council. Cllr Pugh agreed that this situation was disgraceful and would have a detrimental effect on a number of residents in Pengwern and urged the Town Council to support the residents in this matter.

The Town Mayor advised the Council of a meeting that he and Cllr S. Burrell had attended regarding the proposals. This had been convened by the County Council and this present also included County Councillor Stuart Davies, Officers from Denbighshire County Council Highways, Housing and Road Safety teams together with the Bus Operator.

The Outcome of the meeting included a number of options. The County Council Officers would explore, the use of double yellows outside bends and by the ex police houses and whether a subsidy could be offer in the short term until legislation changes. In addition both the Town and County Councils would look at a public campaign about the consequences of irresponsible parking, to try and utilise peer pressure to reduce the problems.

Cllr S. Burrell endorse the comments of the town Mayor and added that this would not only effect elderly residents but also the disabled, young mothers and the infirm. This was especially relevant given the location of the new health centre. Cllr J. Haddy felt that a rerouting of the service could help but Cllr S. Burrell reiterated that it should still service the Pensioners bungalows and Cllr Haddy's suggestion, whilst appropriate, would not provided that level of service. Cllr Haddy also felt that double yellow lines could be a solution but would this be a sufficient deterrent as they had to be enforced. Cllr M. Mile pointed out that if there were obstructions than this would equally affect emergency vehicles.

Having considered the position Members agreed to continue to work closely with the County Council to find a solution and to actively monitor the situation over the coming months. Proposed by Cllr S. Burrell and seconded by Cllr M. Mile. All agreed.

#### **C167/14. County Councillors Report.**

There were no reports received from County Councillors.

#### **C168/14. Clerks Report.**

The comments of the Heritage Lottery Fund (HLF) Monitoring officer had been received. He had confirmed that as the work on the project had been mainly the management of the project, implementation of the Interpretive and Education plan and the contract and tender process then these funds would not be subject to claw back.

The HLF had also accepted and approved in principle by the reallocation of VAT to Capital Works (£63,000). However the reduction in work scope for example by not doing the footpath or by reducing the community work to yield cost reductions would not be acceptable as this would be a change of grant purpose and would need HLF committee decision. The monitoring officer, having considered the various scenarios including termination of the project, endorsed the Councils proposal to retender for the third time.

The Town Clerk updated the meeting on the position regarding post 16 student transport. In respect of the County Council, they were currently undertaking a review of their role in the provision of student transport the Town Clerk would report their decisions to a future meeting of the Town Council.

#### **C169/14. Correspondence**

A list of correspondence received during the past month was circulated and considered by Members, a copy of which is appended to these minutes.

**There being no further business the Chair declared the meeting closed 8.20 pm**