

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 18<sup>th</sup> APRIL 2017.

**Present:** Cllr T. Baker, Cllr. S. Burrell. Cllr K. Edwards, Cllr J. Haddy, Cllr B Lube, Cllr M. Mile, Cllr M. Pugh, Cllr L. Slater and Cllr C. Tobin.

G. Thomas (Town Clerk).

#### **C/209.17 Apologies for Absence.**

Cllr M. Adams.

In the absence of the Town Mayor Cllr M. Mile, as Deputy Town Mayor, chaired the meeting.

#### **C/210.17 Declarations of Interest.**

None.

#### **C/211.17 Mayors announcements.**

There were no matters considered under this agenda item.

#### **C/212.17 Statements from the Public.**

There were no matters considered under this agenda item.

#### **C/213.17 Minutes of Town Council Meeting.**

It was proposed by Cllr J. Haddy and seconded Cllr L. Slater that the minutes of the Town Council meetings held on 21<sup>st</sup> March 2017 be approved as a correct record.

All agreed.

#### **C/214.17 Minutes of Human Resources Committee.**

Cllr K. Edwards, in accordance with standing order 5(a) (iv), raised concerns over the minutes of the Human Resources Committees held on the 22<sup>nd</sup> February 2017. Cllr Edwards felt that as a Member on the Committee she could not approve the minutes as she believed that they did not truly reflect the decision that was made concerning minute 24/17. Cllr Edwards informed Member's that she had abstained when the minutes had been approved by the Committee for that reason. Cllr Edwards stated that she had emails following the meeting on the 25<sup>th</sup> January 2017, confirming that three out of the five Members agreed with her interpretation of the decisions made at the meeting of the 25<sup>th</sup> January 2017 regarding the final sentence of paragraph 9.1 of the Employee Code of Conduct, in so far as the Town Clerk had been asked to investigate the legality of this paragraph and if it was deemed to be unlawful it was to be removed. In the interest of transparency, coupled with the fact that the paragraph forms part of the Denbighshire County Council's Employee Code of Conduct, Cllr Edwards could see no valid reason for the sentence to be removed. Cllr Edwards proposed that in order to avoid any element of doubt that the Employee Code of Conduct should be brought to Full Council, in its original form, for consideration this was seconded by Cllr R. Lube. On putting the proposal to the vote it was defeated by four votes to three with two abstentions.

It was then proposed by Cllr J. Haddy and seconded Cllr L. Slater that the minutes of the Human Resources Committees held on the 22<sup>nd</sup> February 2017 approved.

It was resolved to adopt the minutes.  
Agreed by five votes for, three against with one abstention.

#### **C/215.17 Financial Statement.**

The financial statement for April was received and noted.

#### **C/216.17 Staff Salaries 2017/18**

Members considered the recommendation of the Human Resources Committee to adjust staff salaries in line with the pay award defined by the National Joint Council for Local Government Services salary scales and staff appraisals. It was proposed by Cllr S. Burrell and seconded by Cllr R. Lube that the Town Council accept the recommendation of the Human Resources Committee.

It was resolved that the salary awards be implemented for the 2017/18 financial year.  
All agreed.

#### **C/217/17 Authorised Payments.**

The payments for March, detailed below, were presented to the meeting.

<b>Supplier</b>	<b>Payment Method</b>	<b>Gross Cost VAT</b>		<b>Net Cost</b>
Town Council				
LTC Staff Costs	Bill Payment C/01	£1,338.74	£0.00	£1,338.74
PAYE and NI	Bill Payment C/02	£689.45	£0.00	£689.45
NEST	Direct Debit	£27.50	£0.00	£27.50
Bates Office Supplies	Bill Payment C/03	£2.64	£0.44	£2.20
Coleg Cambria	Bill Payment C/04	£260.00	£0.00	£260.00
British Telecom	Direct Debit	£94.10	£15.68	£78.42
Siemens Financial Services	Direct Debit	£926.40	£154.40	£772.00
Denbighshire County Council	Direct Debit	£1,022.50	£0.00	£1,022.50
Town Hall				
LTC Staff Costs	Bill Payment H/01	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/02	£113.60	£0.00	£113.60
Cathedral Leasing	Bill Payment H/03	£748.80	£124.80	£624.00
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27

It was proposed by Cllr L. Slater and seconded by Cllr K. Edwards that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

#### **C/218/17 Planning Applications.**

Members consider the following applications:-

03/2016/0095	Erection of 2 no. semi-detached dwellings and associated works. Land adjacent to 4 Craig y Don, Queen Street. It was proposed by Cllr. L. Slater and seconded by Cllr. K. Edwards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application.
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- 03/2017/1017 All agreed.  
Erection of an agricultural building for storage purposes.  
Abercregan House, Llangollen.  
It was proposed by Cllr. L. Slater and seconded by Cllr. C, Tobin that the application was acceptable in planning terms.  
It was resolved that no objections be raised in connection with this application.  
All agreed.
- 03/2017/0219 Erection of a single storey and two storey extension to rear of dwelling. Bryngwyn, Abbey Road  
It was proposed by Cllr. L. Slater and seconded by Cllr. T. Baker that the application was acceptable in planning terms.  
It was resolved that no objections be raised in connection with this application.  
All agreed.
- 03/2017/0329 Construction of a new vehicular access, 44 Berwyn Street.  
It was proposed by Cllr R. Lube and seconded by Cllr K. Edwards that the proposal was not acceptable in planning terms on the basis of access and the limitations of the curtilage.  
It was resolved not to support the application as Member felt that the proposed access was not compatible with Local Development Plan Policy RD 1, as there was not adequate manoeuvring space within the curtilage and the access would also have a detrimental impact on the traffic on the A5, given its proximity to the pelican crossing. This could result in congestion, danger and nuisance arising from traffic entering and egressing the property.  
All agreed.

### **C/219.17 Certificates of Decision.**

Members noted the certificates of decision received from Denbighshire County Council Planning department received since the last meeting.

03/2015/0194	Felling of 1 no. sweet chestnut tree within Llangollen Conservation Area, Public footpath rear of car park East Street Llangollen,
Decision	Grant.
	Felling of 1 no. conifer, 1 no. sycamore and 2 no. ash trees within Llangollen Conservation Area, Public footpath rear of car park East Street.
Decision	No objection.

**C/220.17 Members Reports.**

Cllr L. Slater advised Members that as she was not standing for re-election that she had advised Ysgol y Gwernant regarding her position as a governor nominated by the Town Council. They had confirmed that the position would still stand and that the new Council would be asked to make a nomination.

**C/221.17 County Councillors Report.**

There were no matters considered under this agenda item.

**C/222.17 Clerks Report.**

C/222.17 a) Members considered a report regarding the Llangollen Refugee Support Network It was proposed by Cllr S. Burrell and seconded by Cllr L. Slater that the Town Council should consider supporting a proposal from the Llangollen Refugee Support Network to define a Dee and Ceiriog Valleys Area of Sanctuary.

It was resolved that the Town Council offers is full support to the concept of establishing the all Wales and a more local Dee and Ceiriog Valleys as an Area of Sanctuary and provides a letter of support to the Llangollen Refugee Support Network to this effect.

All agreed.

C/222.17 b) Members consider a report regarding an induction program for Members following the elections on 4th May 2017. It was proposed by Cllr R. Lube and seconded by Cllr J. Haddy that the induction programme should be supported.

It was resolved that a Member induction programme be arranged immediately following the election of the Members of the Town Council and prior to the formal Annual Meeting of the Town Council.

All agreed.

**C/223.17 Correspondence.**

Members considered and noted the correspondence received as detailed below.

GHP Legal	Transfer of the Chain Bridge.
One Voice Wales	Response to the White Paper - Reforming Local Government - Resilient & Renewed
Ben Wilcox-Jones Senior Engineer - Road Safety and Sustainable Transportation, Denbighshire County Council.	Consultation on the future provision walking and cycling routes in the county. Representations can be made directly, via the web link: <a href="https://www.denbighshire.gov.uk/en/resident/parking-roads-and-travel/cycling-and-walking/active-travel/active-travel-act-integrated-network-map-inm.aspx">https://www.denbighshire.gov.uk/en/resident/parking-roads-and-travel/cycling-and-walking/active-travel/active-travel-act-integrated-network-map-inm.aspx</a> Deadline to Friday 26 <sup>th</sup> May.
Denbighshire County Council	The Pre-Election Protocol for County Council Staff and Elected Members.
M Pierce-Jenkins	Llangollen Recreation Field.

Members considered the correspondence from GHP Legal requesting the execution of the transfer document in relation to the Chain Bridge. It was proposed by Cllr J. Haddy and seconded by Cllr R. Lube that transfer document be signed.

It was resolved, in accordance with standing order 14, that the Deputy Mayor be authorised to sign, on behalf of the Council, and the Proper Officer shall witness his signatures.

All agreed.

**C/224.17 Future Agenda Item.**

Youth Trust.

**There being no further items the meeting closed at 8.40 pm.**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF ANNUAL MEETING 16<sup>th</sup> MAY 2017

**Present:** Cllr Baker, Cllr Beech, Cllr Burrell (Town Mayor). Cllr Cheminais, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube (Deputy Town Mayor), Cllr M. Mile, Cllr Richards. G. Thomas (Town Clerk).

There were 4 members of the public present.

#### **C/1/18. Election of Town Mayor.**

It was proposed by Cllr Lube and seconded by Cllr Edwards that Cllr Burrell be elected Town Mayor. It was resolved, there being no other nominations Cllr Burrell was unanimously elected as Town Mayor for Llangollen Town Council for the ensuing year.

All agreed.

#### **C/2/18. Apologies for absence.**

None.

#### **C/3/18. Election of Deputy Town Mayor.**

It was proposed by Cllr Cheminais and seconded by Cllr Beech that Cllr Lube be elected as Deputy Town Mayor.

It was resolved, there being no other nominations Cllr Lube was unanimously elected as Deputy Town Mayor for the ensuing year.

All agreed.

#### **C/4/18 Declarations of acceptance of office.**

The Town Clerk confirmed that all Members had completed their Declarations of acceptance of office.

#### **C/5/18. Standing Orders and Financial Regulations**

The Town Clerk explained that Members were required to review the Standing Orders and the Financial Regulations of the Council at the Annual Meeting. It was proposed by Cllr Haddy and seconded by Cllr Mile that Standing Orders be adopted without any change.

It was resolved to adopt the Standing Orders and Financial Regulations.

All agreed.

#### **C/6/18. Annual Investment Strategy.**

The Town Clerk explained that it was a requirement for the Town Council to agree its Annual Investment Strategy each year but recommended that no change be made. It was therefore proposed by Cllr Lube and seconded by Cllr Mile that the Annual Investment Strategy be accepted. It was resolved to adopt the Annual Investment Strategy.

All agreed.

#### **C/7/18. Review of delegation arrangements to committees.**

Member's reviewed the delegation arrangements of both the Human Resources and Cittaslow Committees. It was proposed by Cllr Baker and seconded by Cllr Cheminais that the delegation

arrangements remain unchanged.

It was resolved to confirm the delegation arrangements of both the Human Resources and Cittaslow Committees.

All agreed.

**C/8/18. Review of the terms of references for committees’.**

Members reviewed the terms of reference of both the Human Resources and Cittaslow Committees. It was proposed by Cllr Mile and seconded by Cllr Lube that the terms of references for both committees’ were acceptable.

It was resolved to confirm the terms of references of both the Human Resources and Cittaslow Committees.

All agreed.

**C/9/18. Appointment to working groups, committees**

The following appointments were made to working groups and committees.

Committee	Councillors.
Cittaslow Committee	Cllr Baker. Cllr Cheminai. Cllr Edwards. Cllr R. Lovelock. Cllr Richards
Human Resources Committee.	Cllr Beech. Cllr Burrell. Cllr Haddy. Cllr Hughes. Cllr Lube.
Archive working group.	Cllr Burrell. Cllr Cheminai Cllr Lube.
Policy and Financial Management Group.	Cllr Baker. Cllr Lovelock. Cllr Richards.
Town Hall Management Group.	Cllr Burrell. Cllr Cheminai. Cllr Haddy. Cllr Edwards.

It was proposed by Cllr Mile and seconded by Cllr S. Burrell that the membership of working groups, committees be endorsed

It was resolved to accept the appointments.

All agreed.

**C/10/18. Review of the Council’s and/or employees’ memberships of other bodies**

Members reviewed the Council’s and/or employees’ memberships of other bodies. It was proposed by Cllr Haddy and seconded by Cllr Lube that the Town Council should remain

members of all the bodies, with the exception of the North & Mid Wales Association of Local Councils.

It was resolved to withdraw from membership of the North & Mid Wales Association of Local Councils.

All agreed,

**C/11/18. Appointment of Representative on outside bodies.**

The following appointments were made to outside bodies.

Dee Valley Business Action Group.	Cllr Haddy.
Friends of the Town Hall Group.	Cllr Burrell Cllr Cheminaiis. Cllr Haddy. Cllr Lube.
John Mathews Trust	Cllr Burrell. Cllr Richards.
Llangollen Chamber of Trade and Tourism.	Cllr Edwards.
Llangollen Food Festival Committee.	Cllr Lovelock. Cllr Baker.
Llangollen Silver Band.	Cllr Hughes.
Llangollen Youth Club Trust.	Cllr Lovelock.
One Voice Wales.	Cllr T. Baker.
St Thomas Charity.	Cllr S. Burrell.
Ysgol y Gwernant	Cllr Richards.

It was proposed by Cllr Lube and seconded by Cllr Baker that the appointments made to outside bodies be endorsed.

It was resolved to accept the appointments.

All agreed.

**C/12/18. Review of inventory of land and assets.**

The inventory of land and assets was received and noted.

**C/13/18. Confirmation dates, times and place of meetings.**

Members agreed that the ordinary meeting of the Town Council would be held on the third Tuesday of every month. However, in line with recent committee meetings, it was suggested that the meeting should start earlier. It was proposed by Cllr Haddy and seconded by Cllr Mile that all meetings should start at 6.00 pm

It was resolved to alter the start times of all meetings of the Town Council.

All agreed.

**C/14/18. Town Mayor's Allowance.**

Members consider the level of the Town Mayor's allowance for 2016/17. It was proposed by Cllr Lube and seconded by Cllr Haddy that the allowance be in line with the budgeted figure.

It was resolved that the Town Mayor's allowance for 2016/17 would be £1,560

All agreed.



**C/15/18. Annual Report.**

The Annual report was received and noted.

**There being no further items the meeting closed at 8.25 pm**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 16<sup>th</sup> MAY 2017.

**Present:** Cllr Baker, Cllr Beech, Cllr Burrell (Town Mayor). Cllr Cheminai, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube (Deputy Town Mayor), Cllr M. Mile, Cllr Richards. G. Thomas (Town Clerk).

There were 4 members of the public present.

#### **C/16/18. Apologies for Absence.**

None.

#### **C/17/18. Declarations of Interest.**

None.

#### **C/18/18. Presentations.**

C/18/18/a Sarah Jones, Natural Resources Officer with Cadwyn Clwyd and Jo Danson gave a presentation on the iBeacon project rollout and took questions from Councillors. iBeacons are small electronic devices that allow you to tell site-specific stories on location to people via their smart phone or tablet without the need for wifi. iBeacons offer an exciting, modern way of engaging people and enhancing their experience by delivering relevant, multimedia content that can work well alongside traditional media such as panels and leaflets. This project offers a relatively easy, cost effective way to start using iBeacon technology. Users only need to download one app, which is free, and they can enjoy a seamless visitor experience. The first stage for communities is to identify key themes and agree locations for up to 10 beacons before starting to collate content. Content is built up using a series of individual cards that are arranged in collections using a selection of templates. Consultants, working with the project sponsors, will help to develop the content and provide training in how to use the content management system. Each community will be able to update their information via the content management system and ideally there will be one or two key individuals who are happy to do this. The match funding formula asks for £750 from organisations participating which should unlock some £2,500 of value. Councillors asked for this to be added to the agenda of an upcoming meeting where a decision whether or not to proceed will be made. The Town Mayor thanked Sarah, Jo for taking the time to present and take questions.

C/18/18/b Sgt Martin Jones, and PCSO's Ceri Evans and Karl Joseph from the Dee Valley Policing Team attended the meeting. Sgt Jones had provide a written report on the activities of the local team, which had been circulated to Members. He outlined the actions that have been undertaken regarding environmental crime; parking on the A5 causing obstruction; off road motorcycles and noise nuisance and the policing of future events. The Sargent also provided an update on the recent meeting of the Safer Neighbourhood Partnership. In response to the tabled paper Cllr Beech sought information on the rumours he had heard regarding the surfacing of part of Allt-y-Badi. The Town Clerk agreed to take this matter up with the Highways Authority. Cllr Edwards asked what the law was regarding placing bollards on the highway to secure parking spaces. The Sergeant confirmed that this was an offence. PCSO

Evans advised Cllr Edwards that the officers were removing bollards when they noticed them.

**C/19/18. Mayor's announcements.**

There were no matters considered under this agenda item.

**C/20/18. Statements from the Public.**

There were no matters considered under this agenda item.

**C/21/18. Minutes of Town Council Meeting.**

It was proposed by Cllr Haddy and seconded Cllr Mile that the minutes of the Town Council meetings held on 25<sup>th</sup> April 2017 be approved as a correct record.

All agreed.

**C/22/18. Financial Matters.**

**C/22/18/a. Annual Return.**

Members noted the comments of the internal auditor and reviewed the Annual Return.

It was proposed by Cllr Haddy and seconded by Cllr Lube that the Town Council note the recommended of the internal auditors and ensure that any outstanding matters are resolved as a matter of urgency and authorise the signing the Annual Return

It was resolved that the Town Mayor endorses the Accounting and Annual Governance Statements.

All agreed.

**C/22/18/b. Financial Statements.**

The financial statement for May was received and noted.

**C/22/18/c. Authorised Payments.**

The payments for May, detailed below, were presented to the meeting.

<b>Supplier</b>	<b>Payment Method</b>	<b>Gross Cost</b>	<b>VAT</b>	<b>Net Cost</b>
Town Council				
LTC Staff Costs	Bill Payment C/05	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/06	£689.65	£0.00	£689.65
LTC Staff Costs	Bill Payment C/07	£16.20	£0.00	£16.20
NEST	Direct Debit	£24.75	£0.00	£24.75
Bates Office Supplies	Bill Payment C/08	£11.34	£1.89	£9.45
Bates Office Supplies	Bill Payment C/09	£32.39	£5.40	£26.99
Midshire Business Systems	Bill Payment C/10	£50.18	£8.36	£41.82
Midshire Business Systems	Bill Payment C/11	£821.69	£136.95	£684.74
Smith Grant Environmental Consultancy	Bill Payment C/12	£1,357.20	£226.20	£1,131.00
British Telecom	Direct Debit	£94.10	£15.68	£78.42
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
Town Hall				
LTC Staff Costs	Bill Payment H/04	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/05	£113.60	£0.00	£113.60
Border Janitorial Supplies	Bill Payment H/06	£24.42	£4.07	£20.35

Dee Valley Water

Direct Debit

£23.27

£0.00

£23.27

It was proposed by Cllr Edwards and seconded by Cllr Lube that the payments be authorised.  
It was resolved that the payments be approved.  
All Agreed.

C/22/18/d. Insurance.

Members consider the quotations for insurance cover. It was proposed by Cllr Edwards and seconded by Cllr Cheminais that the lowest quotation of £2,144.39 be accepted.

It was resolved and that the Town Council enter into a 3 year binding agreement, subject to property sums insured being index-linked, to secure the lower level of premium from Zurich Municipal.

All agreed.

C/22/18/e Donations.

Members consider making donations to community and support organisations. After some discussion over the merits of the requests, it was proposed by Cllr Edwards and seconded by Cllr Lube to support both the Llangollen International Musical Eisteddfod and Citizens Advice Llangollen.

It was resolved to make donations at a level commensurate with previous the previous year's contributions, namely £1,500 per organisation.

All agreed.

#### **C/23/18. Planning Correspondence.**

Members considered and noted the correspondence received as detailed below.

Mr N.M. Davies, Davies Brothers, Llangollen.	Supporting information for planning application 03/2017/0329
Mr G Boase, Head of Planning & Public Protection. Denbighshire County Council.	Notification of withdrawal of planning application 03/2016/1145

#### **C/24/18. Planning Applications.**

Members consider the following applications:-

03/2016/0084      Conversion and extension of existing garage to form holiday let accommodation. The Pines, Abbey Road.  
It was proposed by Cllr. Mile and seconded by Cllr. Edwards that the application was acceptable in planning terms.  
It was resolved that no objections be raised in connection with this application.  
All agreed.

03/2017/0329      Construction of a new vehicular access, 44 Berwyn Street.  
It was proposed by Cllr Haddy and seconded by Cllr Edwards that the proposal was not acceptable in planning terms on the basis of access and the limitations of the curtilage.

It was resolved not to support the application as Member felt that the proposed access was not compatible with Local Development Plan Policy RD 1, as there was not adequate manoeuvring space within the curtilage and the access would also have a detrimental impact on the traffic on the A5, given its proximity to the pelican crossing. This could result in congestion, danger and nuisance arising from traffic entering and egressing the property.

All agreed.

**C/25/18. Certificates of Decision.**

Members noted the certificates of decision received from Denbighshire County Council Planning department received since the last meeting.

03/2017/0355	AC Former Berwyn Works Berwyn Street. Delegated Details of the external ventilation/refrigeration equipment, electrical or mechanical plant or equipment associated with the operation of the units hereby permitted (including any extraction systems), or waste bins submitted in accordance with condition number 11 of planning permission code no. 03/2016/0887
Decision	Approve.
03/2017/0215	Homebargains Unit 2 Berwyn Retail Park Llangollen. Display of 1 no. internally illuminated fascia sign and 1 no. internally illuminated totem sign
Decision	Consent.

**C/26/18. Members Reports.**

C/26/18/a. Cllr Haddy provided Members with an update on the recent Town Mall management group visit to the Festival Drayton Centre in Market Drayton. This was a community led initiative, developed over 30 years, which has become a very successful community run complex. In addition to over 100 volunteers the center is managed by 2 full-time members of staff supported by 3 other paid positions and a very strong management board. The working group had been very well received by the chairman, and the two managers, who were very free with the information imparted on the day. Overall it was a very useful visit and certain lessons have be learned which will be consider by the working group in considering the future management and development of the town hall in the future.

C/26/18/b. Cllr Edwards outlined the work of the Chamber of Trade and Tourism in respect of the production of a short promotional film to be used on social media. Much of the footage would be captured by the use of a drone and the whole project was being used to support the Visit Wales initiative Wales with legends. Within this Denbighshire County Council had allocated July as the month for the town , and the use of this promotional clip would enhance the other activities planned throughout the town in that month. The Chamber were asking assistance from the Cittaslow Committee regarding the funding of the footage.

C/26/18/c. Cllr Lovelock advised Members of the launch of the Dee Valley Good Grub Club.

Former County Councilor opened the event and the project had the support of 24 businesses in around the valley. Members congratulated Cllr Lovelock over the new initiative.

C/26/18/d. Cllr Lube informed Members that he had recently attended the Rotary Club of Llangollen open evening and had been impressed by the work of the Rotary in a number of fields and in particular their support of youth based initiatives and projects.

#### **C/27/18. County Councillors Report.**

Both County Councillors were in attendance and outlined the position regarding them taking up their seats on the County Council. They both endeavoured to work closely with the Town Council and to offer their support for ongoing projects.

#### **C/28/18. Clerks Report.**

C/28/18/a) Electronic communication.

Members considered a report on electronic communication. It was proposed by Cllr Cheminais and seconded by Cllr Edwards that the recommendations of the report be implemented. It was resolved that pursuant to Standing Order 3 (a) the Town Council that service of summons on Councillors confirming the time, date, venue and the agenda for a meeting shall be electronically served provided any such email contains the electronic signature and title of the Proper Officer.

All agreed.

C/28/18/b) Chain Bridge, execution of the transfer document.

The Town Clerk advised Members of legal advice received in respect of the execution of the transfer document in relation to the Chain Bridge. It was proposed by Cllr Haddy and seconded by Cllr Edwards that transfer document be signed in accordance with the legal advice received. It was resolved, that the Proper Officer be authorised to sign, on behalf of the Council, and the Town Council Legal Representative shall witness his signatures.

All agreed.

#### **C/29/18. Correspondence.**

Members considered and noted the correspondence received as detailed below.

One Voice Wales.	News Bulletin
One Voice Wales.	Bulletin April
National Assembly for Wales' Planning Directorate.	Consultation on the draft Integrated Sustainability Appraisal Scoping Report for the National Development Framework The closing date for responses is 21 July 2017.
National Assembly for Wales' Expert Panel on Assembly.	Examination of the size and electoral arrangements for the National Assembly for Wales. If you would like to share your views, please do so by Friday 19 May. You can find more information about the Panel and its work on its webpage <a href="http://www.assembly.wales/en/abthome/about_us-commission_assembly_administration/panel-elec-reform/Pages/Assembly-Electoral-Reform.aspx">www.assembly.wales/en/abthome/about_us-commission_assembly_administration/panel-elec-reform/Pages/Assembly-Electoral-Reform.aspx</a>

Head of Customers, Communications & Marketing. Denbighshire County Council	Information on the Citizens' Pane.
Assistant Auditor General for Wales	Audit fees and other matters relating to the 2015-16 audit.

**C/30/18. Future Agenda Item.**

Youth Trust.

Highways and parking issues

Town Hall Management.

IBeacon project.

**There being no further items the meeting closed at 9.06 pm.**

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 21<sup>st</sup> JUNE 2017.

**Present:** Cllr Baker, Cllr Beech, Cllr Burrell (Town Mayor). Cllr Cheminais, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube (Deputy Town Mayor), Cllr Richards. G. Thomas (Town Clerk).

Before convening the meeting the Town Mayor asked Members, and guest speakers, to stand for a minute reflection in remembrance of the victims of the incidents of terrorism and the horrific Grenfell Tower fire.

#### **31/18. Apologies for Absence.**

Cllr Mile.

The Town Mayor asked for the sincere wishes of the Town Council be forwarded to Cllr Mile, who was supporting his Mother in Wrexham Maelor Hospital.

#### **C/32/18. Declarations of Interest.**

Cllr Lube, a personal interest regarding agenda item 7(c) Llangollen Silver Band.

Cllr Edwards, personal interest regarding item 7(c) AW Plumbing and Heating

Cllr Lovelock, personal interest regarding the presentation from CiC

#### **C/33/18. Presentations.**

Ms Sarah Jeffery, Landscape Partnership Development Officer for the “Our Picturesque Landscape” project outlined this new project that centres on the landscape of the Dee Valley and the Pontcysyllte Aqueduct and Canal World Heritage Site. It takes as its themes the inspirational journeys that have and continue to be a feature of the area which is cut by the canal, Telford’s A5 and the River Dee. Visitors have drawn inspiration from this beautiful valley in art and poetry since the 18th century and it continues to draw tourists in search of the sublime. However, this a landscape under extreme pressure with high numbers of visitors drawn to what are often our most fragile sites. The communities on its doorstep, born from the industrial endeavours that shaped it, are now less connected to the benefits the landscape offers. The project will invest in the resilience of key visitor sites and engage communities in its appreciation and management while reinterpreting this rich landscape for a new generation. The partnership project has been developed by the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty, Pontcysyllte Aqueduct and Canal World Heritage Site, Wrexham County Borough Council, Denbighshire County Council, The Canal and River Trust, Shropshire Council, Natural Resources Wales, Cadw, Cadwyn Clwyd, Aqueducts (Friends of the World Heritage Site) and the Friends of the Clwydian Range and Dee Valley. All partners are represented on a project steering group and are actively engaged in the development of the project. The Heritage Lottery Fund has awarded a Stage One Pass to the scheme funding a 14 month Development Phase. Progression to Stage Two / Delivery Phase is subject to a further application although HLF have allocated the funds for Stage Two - £1.3 million, over 5 years.



The Project Aims are to:

- Protect the natural and historic heritage features through conservation and access management.
- Reinststate the iconic and defining views of the picturesque movement.
- Interpret the heritage significance of the picturesque landscape to people.
- Engage with target audiences to share and increase awareness and understanding of the special qualities of the landscape.
- Connect and reconnect local communities with the landscape.

The Project Application identified activity under 3 themes which will need to be reviewed and developed through a Landscape Conservation Plan, delivered by the Development Phase of the Project:

- Engaging communities (People and the Picturesque) A number of projects are proposed to engage individuals and groups from targeted communities within the area, provide new community access to the heritage of the area, develop circular, waymarked and interpretive trails linking to key gateways sites and the production of educational resources.
- Accessing the Picturesque Landscape. New interpretation is proposed at key sites. The project will develop a programme of events that celebrate the industrial and cultural heritage of the area and encourage people to explore further afield along the World Heritage Site and surrounding landscape.
- Conserving the Picturesque Landscape. The project aims to restore and preserve key views both from and into the World Heritage Site including views from Pontcysyllte, Chirk and Llantysilio. Volunteering activity will be promoted through the restoration of the Dell at Plas Newydd. The project will also seek innovative solutions to reducing congestion, access and erosion issues.

These themes have been worked up through extensive stakeholder and community consultation and reflect the aspirations of the communities that live, work and visit the Dee Valley. A development phase will be completed by August 2017 and submitted to the HLF for approval. The assessment for the scheme will take 12 weeks. Once the HLF have approved the final scheme consent to start will be given. Work on the projects will start in early 2018. Within the scheme there were specific proposals regarding the Wernfrwd where it was proposed to establish a new amenity park, with open green 'event spaces', a natural play area, bike trails, a willow maze and a car parking area. The proposals include measures such as habitat creation and management to enhance the value of the site for wildlife, details of which were circulated by Ms Jeffreys.

Members also received a presentation from Sarah Slater, WILD Llangollen CiC, regarding a project that the community interest company were proposing on part of the Wernfrwd.

### **C/34/18. Mayor's announcements.**

The Town Mayor reported that he had recently attended the Rotary Club of Llangollen Garden Fete in Plas Newydd which had been an excellent event. On the 16<sup>th</sup> June the Town Mayor was invited to the Llangollen Country Market 40th Anniversary celebrations where she was supported by the Deputy Town Mayor. The Town Mayor also informed members that she had attended the shared space meeting convened by Cllr Lovelock.

### **C/35/18. Statements from the Public.**

There were no matters considered under this agenda item.

### **C/36/18. Minutes of Town Council Meeting.**

It was proposed by Cllr Lube and seconded Cllr Haddy that the minutes of the Town Council meetings held on 16<sup>th</sup> May 2017 be approved as a correct record.  
All agreed.

### **C/37/18. Financial Matters.**

C/37/18/a IT Equipment, security and email.

Members considered the replacement of the Council's computer and improved data security. It was proposed by Cllr Edwards and seconded by Cllr Beach that the report on It equipment, security and email be approved.

It was resolved that the Town Council would:

- a) Replaces the office computer in line with the quotation supplied by ACS Technology.
- b) Pay for the equipment in advance of delivery, in order to secure a further discount.
- c) Continues to use Dropbox as a cloud storage option subject to annual review.
- d) Endorses the statement on internet security.
- e) Notes the implications of the use of the IMAP protocol for the Town Council's email system.

All agreed.

C/37/18/b. Financial Statements.

The financial statement for June was received and noted.

C/37/18/c. Authorised Payments.

The payments for June, detailed below, were presented to the meeting.

<b>Supplier</b>	<b>Payment Method</b>	<b>Gross Cost</b>	<b>VAT</b>	<b>Net Cost</b>
Town Council				
LTC Staff Costs	Bill Payment C/13	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/14	£689.65	£0.00	£689.65
LTC Staff Costs	Bill Payment C/15	£55.80	£0.00	£55.80
NEST	Direct Debit	£24.75	£0.00	£24.75
ACS Technology	Bill Payment C/16	£862.12	£0.00	£862.12
Bates Office Supplies	Bill Payment C/17	£32.39	£5.40	£26.99
Corwen Garden Services	Bill Payment C/18	£672.00	£0.00	£672.00
Cllr Cheminais	Bill Payment C/19	£120.00	£0.00	£120.00
Cllr Hughes	Bill Payment C/20	£120.00	£0.00	£120.00

JDH Business services	Bill Payment C/21	£594.00	£99.00	£495.00
Llangollen Silver Band	Bill Payment C/22	£110.00	£0.00	£110.00
Plantscape	Bill Payment C/23	£114.00	£19.00	£95.00
Zurich Municipal	Bill Payment C/24	£2,144.39	£0.00	£2,144.39
Amazon UK	Card Payment CP/5	£21.45	£3.58	£17.87
British Telecom	Direct Debit	£103.27	£17.21	£86.06
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
Information Commissioners	Direct Debit	£35.00	£0.00	£35.00
Town Hall				
LTC Staff Costs	Bill Payment H/07	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/08	£113.80	£0.00	£113.80
AW Heating and Plumbing	Bill Payment H/09	£78.00	£13.00	£65.00
Direct Blinds	Bill Payment H/10	£1,632.00	£272.00	£1,360.00
Watkin and Williams	Bill Payment H/11	£52.50	£8.75	£43.75
Towyn Evans Plumbing	Cheque	£110.00	£0.00	£110.00
Drain Doctor Wrexham	Card Payment CP/4	£202.00		£202.00
Denbighshire County Council	Direct Debit	£180.00	£0.00	£180.00
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27
SSE	Direct Debit	£153.02		£153.02
SSE Gas	Direct Debit	£2,916.16	£486.02	£2,430.14

It was proposed by Cllr Richards and seconded by Cllr Cheminais that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

### **C/38/18. Planning Correspondence.**

There were no matters considered under this agenda item.

### **C/39/18. Planning Applications.**

Members consider the following applications:-

- 03/2017/0347      Chang of use from Class A1 to class A3. 25 Castle Street.  
It was proposed by Cllr. Lube and seconded by Cllr. Haddy that the application was acceptable in planning terms.  
It was resolved that no objections be raised in connection with this application.  
All agreed.
- 03/2017/0452      Change of use of holiday accommodation unit to open market dwelling.  
Pen y Bryn Barn, Dethol Road.  
It was proposed by Cllr. Cheminais and seconded by Cllr. Lube that the application was acceptable in planning terms.  
It was resolved that no objections be raised in connection with this application.  
All agreed.
- 03/2017/0456      Felling of 1 no Norway Maple subject to tree preservation order, Tyn Dwr Hall, Tyn Dwr Road.

It was proposed by Cllr. Lube and seconded by Cllr. Cheminais that the application was acceptable in planning terms.

It was resolved that no objections be raised in connection with this application.

All agreed.

03/2017/0511

Installation of 2 no dormer windows. Riverwood, Queens Street.

It was proposed by Cllr. Lube and seconded by Cllr. Edwards that the application was acceptable in planning terms.

It was resolved that no objections be raised in connection with this application.

All agreed.

#### **C/40/18. Certificates of Decision.**

There were no matters considered under this agenda item.

#### **C/41/18. Members Reports.**

C/41/18/a) Mr Wyn Hughes.

The Town Mayor wished to draw the attention of the Town Council a locally led initiative regarding Mr Wyn Hughes. It was proposed by Cllr. Edwards and seconded by Cllr. Haddy that Mr Hughes contributions to the town should be recognised by the Town Council.

It was resolved that given Mr Hughes's contribution to the community and the support that has been forthcoming from the community itself, the Town Council would dedicate one of the benches in the Centenary Gardens project as Wynn's seat and support a small public dedication event.

All agreed.

C/41/18/b) Meet your Councillor.

The Town Mayor introduced a report on the establishment of a Meet the Councillor scheme. After some discussion Members agreed that the proposals had merit and it was proposed by Cllr. Cheminais and seconded by Cllr. Edwards that the report be accepted.

It was resolved that the Town Council establishing a Meet the Councillor scheme.

Agreed, nine votes for and one against.

C/41/18/c. Tourism Amenities Investment Support.

Cllr Lovelock advised Members of a funding opportunity was announced by Visit Wales called the Tourism Amenities Investment Support (TAIS) scheme. The scheme had a deadline of 5pm on Friday June 16th 2017, and would make up to £128,000 available with the following aims: (1) develop quality sustainable tourism facilities; (2) add value to visitor experience; (3) deliver quality, innovation and a sense of place. Town Councils were considered eligible to apply and project examples listed included pedestrianisation, hard and soft landscaping and signage. Matched funding would be required of at least 20%, with a greater match likely to score higher in the review process. Following discussions between Cllr. Lovelock, the Town Clerk, Town Mayor and a long-standing Cittaslow Committee member, Cllr Edwards, the decision was taken to explore whether Denbighshire County Council would consider pledging any funds set aside for resurfacing Castle Street to support an application from the Town Council for the £128,000. A meeting was subsequently held on Tuesday June 13th at the Town Clerk's office with Tim Towers, Risk and Asset Manager for Highways and Environmental Services and with Mike Jones,

Traffic, Parking and Road Safety Manager for Planning & Public Protection Services, both from Denbighshire County Council. The Town Mayor, Deputy Mayor, Cllr Edwards, Cllr Lovelock and the Town Clerk attended, as well as County Cllrs Timms and Mile. During the meeting it was agreed that a shared space scheme would be considered favourably by the County Council, and that the cost of the planned resurfacing could be used as a match for the Visit Wales funding. Following the meeting, Tim Towers emailed an estimate of project cost developed by one of his engineers experienced in shared space schemes of £698,000 and indicated the County Council would contribute £400,000 with a view to completing the project in August/September 2018. Discussions with Hamilton Baillie, the Shared Space scheme experts, also indicated further design costs should be factored into plans including £12,000 for a feasibility study that they would conduct, plus an unspecified amount for more detailed design. In finalising the Expression of Interest, Cllr Lovelock had further discussions with Tim Towers and secured a commitment of £550,000 from Denbighshire County Council provided the project was conducted between March and May 2019 (i.e. over the two financial years 2018-19 and 2019-20). The Expression of Interest requesting funding of £128,000 was submitted on June 16th by Cllr Lovelock, however this does not commit the Town Council at this stage as the expression of interest can be withdrawn if the Council wished to do so. The Town Mayor thanked Cllr. Lovelock for her enthusiasm and for all the work she had done on the bid. Member's agreed to await the outcome of the decision on the Expression of Interest.

#### **C/42/18. County Councillors Report.**

County Councillor Timms provide Members with an update on the political situation at Denbighshire County Council. Cllr. Timms then referred to issues regarding car parking and suggested that a group of Town Councillors should be invited to a meeting with the local County Councillors and officers from Denbighshire County Council, to consider options. Cllr Edwards suggested that the Cittaslow Committee would be best placed to attend this meeting given their commitment to the shared space concept. Cllr Timms advised Members of a number of other issues, including speed limits and his forthcoming attendance at the Communities Scrutiny Committee.

#### **C/43/18. Clerks Report.**

C/43/18/a Local Resolution.

Members considered a report regarding a Local Resolution Protocol suggested by the Public Ombudsman for Wales. Following some discussion item was proposed by Cllr Haddy and seconded by Cllr Baker that the protocol not be adopted. Cllr. Lube seconded by Cllr. Edwards proposed and amendment that the protocol should be adopted. On putting the amendment to the vote it was resolved the Town Council;

- a) Adopts the Local Resolution Protocol appended to the report.
- b) Agrees a resolution process undertaken by the Town Mayor and Deputy Town Mayor of the Council with the Town Clerk acting as a facilitator, without the need to create a further committee.
- c) Seek advice from One Voice Wales on appropriate training in facilitation and mediation for the Town Mayor and Deputy Town Mayor and Town Clerk.
- d) Drafts guidance to cover complaints which are most appropriately dealt with under this process that are referred back to the Council by PSOW

Agreed, six votes for and four against.

C/43/18/b IBeacon.

Members considered a report on the IBeacons project, in view of the ongoing management commitment, and the need for a supplementary estimate to fund the project, it was proposed by Cllr. Lube and seconded by Cllr. Beech that the project should not be supported.

It was resolved that the Town Council should not become a participant in the iBeacons project  
All agreed.

C/43/18/c War Memorial.

Members considered approaching Denbighshire County Council with a view to transferring ownership of the War Memorial to the Town Council. Having considered the report it was proposed by Cllr. Lube and seconded by Cllr. Cheminai that the Town Council should consider ownership of the War Memorial.

It was resolved to approach Denbighshire County Council with a view to transferring the ownership of the War Memorial to the Town Council.

All agreed.

C/43/18/d Allocation of reserves.

Members consider a report on the allocation of reserves. It was proposed by Cllr. Edwards and seconded by Cllr. Beech that the report be accepted.

It was resolved that a total of £11,425.00 should be transferred from the Town Council general account to the Town Hall specific reserve, £3,000.00 to Public Realm specific reserve with the remainder £3,469.00 being allocated to the Chain bridge specific reserve.

All agreed,

C/43/18/e Town Hall maintenance.

Members consider recommendations from the Town Hall Management Committee.

Having consider the report, it was proposed by Cllr. Lube and seconded by Cllr. Beech that the identified works be undertaken.

It was therefore resolved to support the proposals identified by the Town Hall management group.

All agreed.

#### **C/44/18. Correspondence.**

Members considered and noted the correspondence received as detailed below.

North Wales Fire and Rescue Authority	Consultation to plan how fire and rescue services should be developed in North Wales in the future. A copy of the full consultation document is attached and you can find out more by logging on to the website <a href="http://www.nwales-fireservice.org.uk">www.nwales-fireservice.org.uk</a> , following @northwalesfire and via <a href="https://www.facebook.com/northwalesfireservice">www.facebook.com/northwalesfireservice</a> Responses must be forwarded by the deadline on 31 <sup>st</sup> July 2017.
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Louise Hyde Office Manager WREN	Notification of postponed WREN Board meeting originally scheduled for Wednesday 6 September which will now be held on Thursday 28 September.
Cittaslow UK	Summer newsletter
Lead Archivist- Digital and Outreach Denbighshire Archives	Notification of deposits.

**C/45/18. Future Agenda Item.**

Highways and parking issues.

There being no further items the meeting closed at 9.15 pm.

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 18<sup>th</sup> JULY 2017.

**Present:** Cllr Baker, Cllr Beech, Cllr Burrell (Town Mayor), Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube (Deputy Town Mayor), Cllr Mile, Cllr Richards.  
G. Thomas (Town Clerk).

#### **C/46/18. Apologies for Absence.**

Cllr Cheminais.

#### **C/47/18. Declarations of Interest.**

Cllr Beech, a personal interest regarding agenda item 15 (b)

#### **C/48/18. Presentations.**

Mr Carl Turner of Nat west Bank provided a short presentation of his role as a Community Bankers. Mr Turner explained that the bank have launched a new role in response to the changing way customers bank with them. Community Bankers work in local communities recently affected by branch closures across England and Wales. Community Bankers will represent NatWest in their local communities; provide customers with personal assistance in accessing the right banking options for their needs across a range of channels; and help them to achieve their financial plans and goals.

There will be 50 Community Bankers in post by the end of 2017 and each Community Banker will serve up to four communities within a region. Community Bankers will be available to meet customers wherever it suits them best and if this means visiting them in their home then so be it.

As part of his role he will:

- Develop a strong presence within the community, becoming a trusted and influential person and maintaining the tradition of the bank being a pillar of a thriving community
- Host regular events across the community to educate customers on being financially fit, living in the digital world and preventing fraud. These events will be held in local venues.
- Conduct financial health checks with customers, to identify opportunities to help them with new products or services appropriate to their goals, needs and priorities. These events will also be held in local community venues.
- Engage with the community through a number of channels such as charity events, social groups and other community activities



- Utilise social media to increase their presence in the community, through the sharing of useful and relevant financial and digital information and tips
- Signpost and/or coach customers through our online application process for new products and services, providing them with the skills to self-serve for future needs.
- Maintain and deepen relations through proactively conducting targeted customers care calls, particularly those who might otherwise lose contact with the bank taking the time to educate them in the variety of different ways to bank.
- Proactively educate customers in the different ways to bank, supporting them in choosing the right service options for their needs.

**C/49/18. Mayor's announcements.**

The Town Mayor reported that she had attended the Llangollen International Musical Eisteddfod and wished to thank the Eisteddfod Management Committee for the complimentary day tickets which families had welcomed. This was a positive initiative which she felt had certainly introduced new families to the event. She had also been invited to screening by New Dot Cinema, part of the opening events of the Llangollen Fringe Festival, which she attend the very next day. The Town Mayor also informed members that she had attended a ceremonial unveiling arranged by Institute of Chartered Engineers Cymru, who erected a plaque to commemorate the three bridges that have spanned the river over the years, on the Chain Bridger Hotel.

**C/50/18. Statements from the Public.**

There were no matters considered under this agenda item.

**C/51/18. Minutes of Town Council Meeting.**

It was proposed by Cllr Lube and seconded Cllr Edwards that the minutes of the Town Council meeting held on 21<sup>st</sup> June 2017 be approved as a correct record.  
All agreed.

**C/52/18. Minutes of the Cittaslow Committee.**

It was proposed by Cllr Cheminais and seconded Cllr Edwards that the minutes of the Cittaslow Committee meetings held on 9<sup>th</sup> February 2017 be approved as a correct record.  
All agreed.

**C/53/18 Minutes of the Human Resources Committee.**

It was proposed by Cllr Beech and seconded Cllr Haddy that the minutes of the Human Resources Committee held on 29<sup>th</sup> March 2017 be approved as a correct record.  
All agreed.

**C/54/18 Financial Matters.**

C/54/18/b. Financial Statements.

The financial statement for July was received and noted.

C/54/18/c. Authorised Payments.

The payments for July, detailed below, were presented to the meeting.

Supplier	Payment Method	Gross Cost	VAT	Net Cost
Town Council				
LTC Staff Costs	Bill Payment C/25	£1,338.74	£0.00	£1,338.74
PAYE and NI	Bill Payment C/26	£689.45	£0.00	£689.45
LTC Staff Costs	Bill Payment C/27	£97.65	£0.00	£97.65
Bates Office Supplies	Bill Payment C/28	£32.39	£5.40	£26.99
Derwen College	Bill Payment C/29	£2,898.84	£483.14	£2,415.70
Needle Films	Bill Payment C/30	£1,591.56	£265.26	£1,326.30
G Roberts	Bill Payment C/31	£100.00	£0.00	£100.00
SLCC	Bill Payment C/32	£82.80	£13.80	£69.00
Corwen Garden Services	Bill Payment C/33	£672.00	£0.00	£672.00
Cllr Baker	Cheque 102643	£20.70	£0.00	£20.70
Cllr Richards	Cheque 102644	£120.00	£0.00	£120.00
Megan's Kitchen	Cheque 102645	£26.50	£0.00	£26.50
The Post Office	Card payment CP/6	£1.30	£0.00	£1.30
Surf and pay	Card payment CP/7	£65.00	£0.00	£65.00
NEST	Direct Debit	£24.75	£0.00	£24.75
British Telecom	Direct Debit	£100.29	£16.71	£83.58
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
Denbighshire County Council	Direct Debit	£3,252.34	£0.00	£3,252.34
PWLB	Direct Debit	£1,455.43	£0.00	£1,455.43
Siemens Financial Service	Direct Debit	£35.00	£0.00	£35.00
Town Hall				
LTC Staff Costs	Bill Payment H/12	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/13	£113.60	£0.00	£113.60
Border Janitorial Supplies	Bill Payment H/14	£92.65	£15.25	£77.40
Watkin and Williams	Bill Payment H/15	£56.00	£9.33	£46.67
G Roberts	Bill Payment H/16	£45.00	£0.00	£45.00
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27
SSE	Direct Debit	£931.42	£155.23	£776.19
SSE	Direct Debit	£36.62	£1.14	£35.48

It was proposed by Cllr Beech and seconded by Cllr Haddy that the payments be authorised. It was resolved that the payments be approved.

All Agreed.

**C/53/18. Planning Correspondence.**

Correspondent	Purpose	Action
Bob Dewey Planning, The Gables, Llanfynydd,	Town and Country Planning (development management procedure)(wales) order 2012, Publicity and consultation before applying for planning permission Notice under article 2d	Member response to Town Clerk by 4 <sup>th</sup> August 2017.

Wrexham LL11 5HG	Proposed development at Tyn y wren guest house, Holyhead Road/Maesmawr road, Llangollen Notice that Mr & Mrs Tomlinson Is intending to apply for planning permission to erect 12 detached houses.	
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### **C/54/18. Planning Applications.**

Members consider the following applications:-

03/2017/0609	Erection of extension and alterations to shop and provision of external fire escape. Gifts from Wales, 4 Castle Street.
	It was proposed by Cllr. Edwards and seconded by Cllr Lube that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0635	Erection of extension to front of dwelling, 36, Maes Collen.
	It was proposed by Cllr. Richards and seconded by Cllr Burrell that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0632	External alterations including new shop front, Former Natwest, 38 Castle Street.
	It was proposed by Cllr. Edwards and seconded by Cllr Haddy that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0574	Erection of extension to dwelling, 44 Pengwern.
	It was proposed by Cllr. Beech and seconded by Cllr Burrell that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

### **C/55/18. Certificates of Decision.**

Members considered and noted the certificates of decision:-

03/2017/0494	Details of design of the access and construction of the vehicular footway crossing submitted in accordance with condition no. 4 of planning permission code no. 2011/0820. The Grange, Grange Road, Llangollen
Decision	Approve
03/2017/0347	Change of use from Class A1 to Class A2. 5, Castle Street, Llangollen.
Decision	Grant.

### **C/56/18. Members Reports.**

C/56/18 (a) Cllr Lovelock reported that the Town Council's expression of interest to Visit Wales' Tourism Amenities Investment Support (TAIS) scheme would not progress to the next round at this stage. The TAIS scheme was heavily oversubscribed in terms of the value of the enquiries received, and therefore it was extremely difficult to choose between submissions in a highly competitive group. The project was considered positively, and scored only marginally below the 'cut'. That said in this case the project cost was also significantly above the ceiling for TAIS and it would likely not have been possible to have delivered an application based on those figures. However, the project had not been rejected and there was scope to work on a revised bid for resubmission and there will be another TAIS Round in 2018.

C/56/18 (b) Cllr. Lube advised Members that he had been honoured to accept a Special Award for Heritage, on behalf of the Town Council, for the Chain bridge project at the Larger Councils and Innovative Practice Awards Conference earlier in the month. The submission for the award had been in the Environment category but was not felt appropriate in that class. However, the judges felt that the application was so good that they established a new category, Heritage projects, to allow the project to be recognised. The quality of the submission was praised by the Judges and Cllr Lube wish to record the work of the Town Clerk in achieving the award for the Town Council.

### **C/57/18. County Councillors Report.**

County Councillor Timms and Mile provide Members with an update on County Council activities. Traffic safety was a key issue and meetings had been held with officers in respect of speeding issue on the A539 along its length to the Ponderosa Café. Future solutions could be new speed limits and the use of average speed cameras to enforce the limits. Both Councillors will be attending the next meeting of the Dee Valley Member Area Group which will be looking at issues such as house needs, and the availability of superfast broadband. Cllr Richards commented on the number of informal comments on social media seeking housing. Whilst not a definitive source Cllr Richards felt that this was clearly a marker of the housing need in the area. The Councillors also indicated that across the County car parking revenues were down by £120,000 which was a concern. Cllr Haddy expressed a concern of the limitations imposed on car parking at the new retail park. Cllr Haddy believed that the original planning application had included unrestricted parking. Cllr Timms confirmed that the planning officers were looking into this. Cllr Lovelock raised concerns over funding cut from the County Council that had resulted in the closure of the Welsh Toddler group over the summer months and asked if the County Councillors could investigate the funding position for the future. Both County Councillors reaffirmed their commitment to work with the Town Council on key projects

### **C/58/18. Clerks Report.**

C/58/18(a) Centenary Square.

The Town clerk provided a verbal update on the funding position for this project for information to Members.

C/58/18(b) County Councils policy on the erection of temporary/unauthorised signs on the highway.

Members considered a report to support the County Councils policy position in relation to the erection of temporary/unauthorised signs on the highway. The Town Council had considered issues regarding the inappropriate street furniture and A-boards in the past and had resolved

not to take any action. Members noted that since that resolution the County Council had adopted a policy and at a recent meeting with County Council Members and officers, Town Councillors and the Llangollen Chamber of Trade and Tourism, the issue of unauthorised street signs was raised. Following discussion, it was felt that it would be useful if the policy summary, appended, could be circulated to businesses in town to appraise them of the policy. It was further suggested that this could be distributed with a supporting letter from both Llangollen Chamber of Trade and Tourism and the Town Council. After some discussion it was proposed by Cllr Edwards and seconded by Cllr Beech to adopted the report

It was resolved that the Town Council:

- a) Rescinds the original resolution minute number RGP15/15.
- b) Endorsers the County Council policy
- c) Works with the County Council and the Llangollen Chamber of Trade and Tourism on a campaign of information dissemination.

Agreed with two abstentions.

**C/59/18. Correspondence.**

Members considered and noted the correspondence received as detailed below.

Pollution Prevention policy Officer, Environment Quality and Regulation Branch Environment and Sustainable Development Directorate. Welsh Government	Welsh Government Workshops for local government representatives on higher activity radioactive waste management and disposal. Colwyn Bay on 17 July and Swansea on 19 July.
Peter Daniels. Denbighshire Highways.	Denbighshire County Council bus service consultation. Details via link: <a href="http://www.denbighshire.gov.uk/travel">www.denbighshire.gov.uk/travel</a>

**C/60/18. Future Agenda Item.**

Llangollen Conservation Area review.

There being no further items the meeting closed at 9.15 pm.

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 19<sup>th</sup> SEPTEMBER 2017.

**Present:** Cllr Baker, Cllr Beech, Cllr Cheminai, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube (Deputy Town Mayor), Cllr Mile, Cllr Richards.  
G. Thomas (Town Clerk).

#### **C/61/18. Apologies for Absence.**

Cllr Burrell.

In the absence of Cllr Burrell, Cllr Lube took the Chair.

#### **C/62/18. Declarations of Interest.**

Cllr Lovelock declared a personal interest in planning application 03/2017/0467.

#### **C/63/18. Presentations.**

Mr Nigel Doughty of the woodland trust invited Members to an open day being held on the 23rd September 2017 at Pen y Coed woods. He explained that this attractive woodland is steeped in history and is a well-used local amenity by both locals and its visitors. The woodland occupies a prominent steep-sided ridge to the east of the town and forms a distinctive landscape feature that is clearly visible for miles around. The Woodland Trust has been restoring the site since its acquisition in 1995, gradually removing the conifers to expose the wood to more sunlight which will encourage plants on the woodland floor to expand further into the wood, and give existing broadleaf trees more space to grow. The open day would include ancient woodland restoration in action including traditional horse logging and children's activities taking place between 10.30 am and 3.30pm. There would also be activities taking place at the Pengwern Community Centre. The Deputy Town Mayor invited comments from Members and after a short discussion he thanked Mr Doughty for his presentation and the open invite to the event

#### **C/64/18. Mayor's announcements.**

The Deputy Town Mayor advised Members that Cllr Burrell was recovering well from her recent surgical procedure. It was proposed by Cllr Richards and seconded by Cllr Edwards that some flowers should be sent to Cllr Burrell with the best wishes of the Councillors and Staff for her speedy recovery.

It was resolved that a bouquet, from one of the Town's local florist, be sent to Cllr Burrell.  
All agreed.

#### **C/65/18. Statements from the Public.**

There were no matters considered under this agenda item.

#### **C/66/18. Minutes of Town Council Meeting.**

Cllr Baker had some concerns in respect of the approval of the minutes of both the Human Resources and Cittaslow Committee meetings. Cllr Baker pointed out that the Members proposing and seconding the minutes were not Members of the respective committees. The Town Clerk pointed out that these minutes were duly approved minutes of the respective committees which were being brought to the Full Council for ratification or adoption. As a

consequence, any Member of the Town Council could propose or second the minutes. It was proposed by Cllr Mile and seconded Cllr Edwards that the minutes of the Town Council meeting held on 18<sup>th</sup> July 2017 be approved

It was resolved that the Chair could sign the minutes as a correct record.

Agreed with one abstention.

### **C/67/18 Financial Matters.**

#### **C/67/18/a. Annual Return**

Members noted the comments of the external auditors and acknowledged the reason for a qualification.

It was proposed by Cllr Haddy and seconded by Cllr Richards that the Annual return be corrected as advised.

It was resolved to agree with the findings of the external auditor in compliance with the Accounts and Audit (Wales) Regulations 2014.

All agreed.

#### **C/67/18/b. Financial Statements.**

The financial statement for September was received and noted.

#### **C/67/18/c. Authorised Payments.**

The payments for August and September, detailed below, were presented to the meeting.

#### **August 2017.**

<b>Supplier</b>	<b>Payment Method</b>	<b>Gross Cost</b>	<b>VAT</b>	<b>Net Cost</b>
Town Council				
LTC Staff Costs	Bill Payment C/34	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/35	£678.65	£0.00	£678.65
Corwen Garden Services	Bill Payment C/36	£672.00	£0.00	£672.00
A Gale	Bill Payment C/37	£75.00	£0.00	£75.00
HCI Data Ltd	Bill Payment C/38	£83.76	£13.96	£69.80
One Voice Wales	Bill Payment C/39	£100.00	£0.00	£100.00
Simply Shredding	Card payment CP/8	£21.60	£3.60	£18.00
Cllr Haddy	Cheque 102643	£17.75	£0.00	£17.75
NEST	Direct Debit	£24.75	£0.00	£24.75
British Telecom	Direct Debit	£100.78	£16.79	£83.99
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
Town Hall				
LTC Staff Costs	Bill Payment H/17	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/18	£113.60	£0.00	£113.60
Border Janitorial Supplies	Bill Payment H/19	£330.14	£43.60	£286.54
Direct Blinds	Bill Payment H/20	£2,160.00	£360.00	£1,800.00
PRS	Bill Payment H/21	£330.14	£55.02	£275.12
Smiths of Derby	Bill Payment H/22	£249.60	£41.60	£208.00
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27

## September 2017

Supplier	Payment Method	Gross Cost	VAT	Net Cost
Town Council				
LTC Staff Costs	Bill Payment C/40	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/41	£678.65	£0.00	£678.65
ACS Technology	Bill Payment C/42	£64.00	£64.00	
Bates Office supplies	Bill Payment C/43	£50.40	£8.40	£42.00
Bates Office supplies	Bill Payment C/44	£9.02	£1.50	£7.52
SLCC	Bill Payment C/45	£36.00	£6.00	£30.00
Sparkle	Bill Payment C/46	£40.00	£0.00	£40.00
Corwen Garden Services	Bill Payment C/47	£672.00	£0.00	£672.00
Cittaslow UK	Bill Payment C/48	£750.00	£0.00	£750.00
Abbey Farm	Card Payment CP/9	£60.00	£0.00	£60.00
NEST	Direct Debit	£24.75	£0.00	£24.75
British Telecom	Direct Debit	£100.78	£16.79	£83.99
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
Town Hall				
LTC Staff Costs	Bill Payment H/23	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/24	£113.60	£0.00	£113.60
SSE	Direct Debit	£48.28	£2.29	£45.99
SSE	Direct Debit	£695.07	£115.84	£579.23
SSE	Direct Debit	£251.12	£11.95	£239.17
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27

It was proposed by Cllr Cheminais and seconded by Cllr Mile that the payments be authorised.  
It was resolved that the payments be approved.  
All Agreed.

### **C/68/18. Planning Correspondence.**

There were no matters considered under this agenda item.

### **C/69/18. Planning Applications.**

Members consider the following applications: -

03/2017/0467	Llangollen Civic Amenity Site. Change of use of land to form a public amenity space (pocket park) on the former landfill site, construction of a new vehicular access and associated works
	It was proposed by Cllr Mile seconded by Cllr Cheminais that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0726	Former HSBC Bridge Street.



	Change of use from bank to an outdoor pursuit's headquarters, including a cafe, bunk house and associated works (listed building application).
	It was proposed by Cllr. Hughes and seconded by Cllr Cheminais that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. Agreed by nine votes for and one against.
03/2017/0733	Land Adjoining, Tregwern, Hall Street. Erection of 1 no. dwelling, detached garage and construction of a new vehicular access
	It was proposed by Cllr. Mile and seconded by Cllr Richards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0743	Land At, Bryn Awel, Geraint. Change of use of land by the siting of 3 no. shepherd huts for holiday accommodation use.
	It was proposed by Cllr. Cheminais and seconded by Cllr Haddy that the application was unacceptable in planning terms. It was resolved to object to this application on the grounds that it did not comply with subsection iv) of policy PSE 12 - Chalet, static and touring caravan and camping sites, in that the development would have an adverse highway impact given the narrow access road to the proposed site and the inadequate junction of this unclassified road with the A5. All agreed.
03/2017/0770	38 Bishops Walk. Erection of extension and alterations to dwelling, extension to garage and erection of garden shed.
	It was proposed by Cllr Mile and seconded by Cllr Haddy that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0829	Glas Aber, Geraint. Erection of extension to dwelling.
	It was proposed by Cllr. Haddy and seconded by Cllr Mile that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0838	Former Llangollen Health Centre, Regent Street.

	Change of use from health centre to form a dwelling incorporating ground floor artist's studio/workspace and storage rooms.
	It was proposed by Cllr. Haddy Edwards and seconded by Cllr Richards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

**C/70/18. Certificates of Decision.**

There were no matters considered under this agenda item.

**C/71/18. Members Reports.**

C/71/18 (a) Cllr Baker advise Members that he and Cllr Cheminais had attended a One Voice Wales training session in Chirk. Cllr Baker thought that it was a good course, albeit somewhat speedily presented.

C/71/18 (b) Cllr. Cheminais, Lovelock and Edwards advised Members that they that they would be attending the Denbighshire Tourism Forum scheduled for the end of October.

**C/72/18. County Councillors Report.**

Cllr Mile provided a brief update on the activity in the County Council. The most significant areas of work in the forthcoming weeks was preparing for the meeting with the local Assembly Member and a meeting that he had scheduled with Cllr Graham Timms with the leader of County Council, Cllr Huw Evans, regarding the shared space scheme.

**C/73/18. Clerks Report.**

**C/73/18(a) Asset Management**

Members consider a report on recent developments concerning the management of the Recreation Ground and a proposal to establishing a more structured approach to future asset management. It was proposed by Cllr Edwards and seconded by Cllr Mile that the recommendations contained within the report be accepted, apart from consideration of the membership of the Asset Management Committee which would be considered following a Member Skills Audit.

It was resolved that the Town Council: -

- a) Note the actions of the Town Clerk and Town Mayor in respect of the health and safety works carried out on the Recreation Ground;
- b) Accepts the new Constitution for the Recreation Ground;
- c) Forwards the new Constitution to the existing trustees for their consideration, with the proviso that unless significant moves are made to adopt the document then the Town Council would have no option but to cease the management and maintenance of the recreation ground as it has insufficient legal status and procedures to fulfil its obligations to the Trustees.
- d) Establish of Asset Management Committee in line with the proposed terms of reference.

All agreed.

**C/73/18(b) The General Data Protection Regulation.**

Members considered the implications of the new General Data Protection Regulation. Counsellor Lovelock had some reservations over the use of a single contractor, off the Town Councils preferred list of contractors, and felt that other competitive quotes should be sought. Cllr Cheminais however thought that the rates were very reasonable and Cllr Beech felt that the use of a local contractor would be very beneficial to the Town Council. It was therefore proposed by Cllr Cheminais and seconded by Cllr Edwards that the report be accepted.

It was resolved: -

- a) The Town Clerk be enrolled on the next available SLCC webinar and reports back Members to further inform the Town Council of its obligations.
- b) The Town Council implements the proposals advised by ACS Technology in respect of security software and our email security.
- c) The Town Council enters into a monthly support contract with ACS Technology.
- d) That a further report on the longer-term modifications identified in ACS Technology's review of Town Council IT systems be presented to Town Council for consideration as part of the budgeting process for 2018/19

Agreed by nine votes for and one against.

#### C/73/18(c) Small run photocopier charges.

Members considered a report on the time associated with the banking of monies received for small print runs and noted that the time this took was very onerous when compared to the amounts of money received. Having considered the report, it was proposed by Cllr Cheminais and seconded by Cllr Edwards to accept the charging policy for small run photocopies.

It was resolved that for photocopying charges up to £3.00: -

- a) Customers would be required to pay the full amount or a donation in cash and or cheque into a collection tin clearly marked as being payments towards the Town Mayors Charity account.
- b) That the monies collected are banked once sufficient funds are accumulated to warrant transfer to the bank.

All agreed

#### **C/74/18. Correspondence.**

Members considered and noted the correspondence received as detailed below.

Correspondent	Purpose	Action
Llangollen Food Festival	Notification that town council representatives are no longer required	To relinquish the nominated town councillors of these duties
Simply shredding, Chirk	Certificate of secure document and data destruction	Ensure filling of notification
Consumer Council for Water	Annual Review 2016/17	Note for information.
Public Services Ombudsman for Wales	The Ombudsman's Casebook - Issue 29	Note for information.
Rebecca Williams Principal Chartered Valuation and Estates Surveyor.	In principal, notification form Denbighshire County Council would have no objection subject to obtaining the above approval) to	Note decision and proceed with legal requirements.

	the transfer of the War Memorial to Llangollen Town Council for nil consideration.	
Ben Wilcox-Jones Senior Engineer - Road Safety and Sustainable Transportation	Consultation on the Denbighshire Council Draft Active Travel Integrated Network Map a 15-year plan for improving walking and cycling routes within Denbighshire and is a requirement of the Active Travel (Wales) Act 2013, which places duties upon local authorities to map, plan for, improve and promote opportunities for active travel. The closing date for this consultation is 20 October 2017. <a href="https://www.denbighshire.gov.uk/en/your-council/consultations/active-travel-integrated-network-maps.aspx">https://www.denbighshire.gov.uk/en/your-council/consultations/active-travel-integrated-network-maps.aspx</a>	Members to consider the consultation document and advise the Town Clerk of any concerns
Environet Cymru	E-Newsletter – August 2017	Note for information.
The Legislation and Policy Team Historic Environment Service (Cadw)	Notification of the Planning (Listed Buildings and Conservation Areas) (Wales Amendment No. 2) Regulations 2017	Note for information.
North Wales Police and the Police and Crime Commissioner	North Wales Police/Police and Crime Commissioner - Your Community Your Choice Fund 201 application window will open on 4 <sup>th</sup> September and will close on 30 <sup>th</sup> September 2017	Noted no further action
Strategic Planning and Housing Planning services Denbighshire County Council	Consultation on Local Development Plan Review Report and Draft Delivery Agreement for the Replacement LDP. Closing date 20 <sup>th</sup> October 2017	Town Clerk to prepare a report for consideration at the next meeting of the Town Council
The Charter for Trees Woods and People	Plant a Tree Charter Legacy Tree In celebration of the launch of the new Tree Charter on 6 November 2017, 800 Legacy Trees will be planted across the UK. Your council can receive a Legacy Tree by following the links below. Please apply by the deadline of 13 October 2017	That the Town Clerk applies on behalf of the Town Council.
Welsh Government	National Development Framework for Wales Newsletter August	Note for information.
One Voice Wales	One Voice Wales News Bulletin August 2017	Note for information.

It was proposed by Cllr Cheminais and seconded by Cllr Mile to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/75/18. Future Agenda Item.**

Recreation ground.

There being no further items the meeting closed at 8.17pm.

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 17<sup>th</sup> OCTOBER 2017.

**Present:** Cllr Baker, Cllr Burrell (Town Mayor), Cllr Edwards, Cllr Haddy, Cllr Hughes and Cllr Lovelock.

G. Thomas (Town Clerk).

#### **C/76/18. Apologies for Absence.**

Cllrs Beech, Cheminai, Lube, Mile and Richards.

#### **C/77/18. Declarations of Interest.**

Cllr Edwards declared a personal interest in agenda item 6(c) Installation of the Christmas illumination.

#### **C/78/18. Presentations.**

There were no matters considered under this agenda item.

#### **C/79/18. Mayor's announcements.**

The Town Mayor thanked Cllr Lube for taking over the responsibilities of the Chair whilst she was recovering from her recent operation. She also wished to thank fellow Members for the wonderful bouquet of flowers she had received, which were exceptional and had been sourced locally, showing the excellent retail choices available within Llangollen.

On return to duties she had attended a coffee morning celebrating 150 years of the Town Hall and had the pleasure of attending the annual Hamper Food Festival. Cllr Burrell was very impressed with the event, the quality of the exhibitors and wish to express her gratitude to all the work of the volunteers associated with such a prestigious event for the Town

#### **C/80/18. Statements from the Public.**

There were no matters considered under this agenda item.

#### **C/81/18. Minutes of Town Council Meeting.**

It was proposed by Cllr Haddy and seconded Cllr Edwards that the minutes of the Town Council meeting held on 19<sup>th</sup> September 2017 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

#### **C/82/18 Financial Matters.**

C/82/18/a. Financial Statements.

The financial statement for September was received and noted.

C/82/18/b. Authorised Payments.

The payments for October, detailed below, were presented to the meeting.

Town Council

LTC Staff Costs	Bill Payment C/49	£1,338.74	£0.00	£1,338.74
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PAYE and NI	Bill Payment C/50	£678.45	£0.00	£678.45
Christmas direct	Bill Payment C/51	£229.98	£38.32	£191.66
Lights4Fun	Bill Payment C/52	£246.90	£41.15	£205.75
One Voice Wales	Bill Payment C/53	£80.00	£6.00	£74.00
Wren	Bill Payment C/54	£5,375.00	£0.00	£5,375.00
One Voice Wales	Bill Payment C/55	£40.00	£0.00	£40.00
Daisy Chain	Card Payment CP/9	£30.00	£0.00	£30.00
Argos	Card Payment CP/10	£13.99	£2.33	£11.66
Post Office	Card Payment CP/11	£6.45	£0.00	£6.45
Printmytickets	Card Payment CP/12	£19.40	£3.23	£16.17
Post Office	Card Payment CP/11	£6.72	£0.00	£6.72
Mr Flags	Card Payment CP/14	£130.80	£21.80	£109.00
Courtyard Coffee	Card Payment CP/15	£19.87	£0.00	£19.87
Bedazzled	Cheque	£100.00	£0.00	£100.00
ACS Technology	Direct Debit	£43.00	£0.00	£43.00
British Telecom	Direct Debit	£125.41	£20.90	£104.51
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
NEST	Direct Debit	£24.75	£0.00	£24.75
Siemens Financial services	Direct Debit	£926.40	£154.40	£772.00
Town Hall				
LTC Staff Costs	Bill Payment H/25	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/26	£113.60	£0.00	£113.60
Border Janitorial Supplies	Bill Payment H/27	£30.75	£5.13	£25.62
Gallion Property Solutions	Bill Payment H/28	£530.77	£0.00	£530.77
Morgan's Decorators Merchants	Bill Payment H/29	£93.23	£15.54	£77.69
Watkin and Williams	Bill Payment H/30	£5.99	£1.00	£4.99
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27

It was proposed by Cllr Edwards and seconded by Cllr Lovelock that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

C/82/18/c. Tenders.

Members consider a report on a number of tenders received.

In respect of a tender to replace the existing hot water system in the Town Hall only one tender had been submitted from AW Renewables Ltd but it was not as specified. The contractor believed that alternative works involving the replacement of the existing hot water feed cylinder with a Gledhill double insulated 120 direct feed cylinders with immersion heater with thermostat and 7-day programmer with RCD protection also work out cheaper than that specified and by being very highly insulated which means the water would stay hot for longer if not used, thus reducing the electricity consumption current being experienced. Cllr Haddy expressed concerns over this suggestion. It was therefore proposed by Cllr Haddy and seconded by Cllr Baker that the tender be declined subject to further research with the contractor on the suggested alternative.

Members consider tenders from Thomas Fattorini and Vaughton's in respect of a replacement Chain of Office and tenders from H Edwards and Bebbington and Wilson Ltd for the installation of the Christmas Illuminations. It was proposed by Cllr Edwards and seconded by Cllr Baker that the Town Council agreed to award the contract for the replacement Chain of office to the lowest bidder and it was further proposed by Cllr Hughes and seconded by Cllr Haddy that the Town Council agreed to award the contract for the replacement installation of the Christmas illumination to the lowest bidder.

It was resolved not to accept the tender for the replacement of the hot water system at this stage, but that the following contracts should be awarded.

- a) Replacement Chain of Office to Thomas Frattorini
- b. Installation of the Christmas illumination to H. Edwards with the contract let for an initial period of three years with the option to extend for one additional year to a maximum of four years and is intended to commence on 1st November 2017. The contract would include a Price Fluctuation Clause for an annual change in prices in line with the Consumer Price Index (CPI) as at September in each year of the contract

All agreed

### **C/83/18. Planning Correspondence.**

Members considered and noted the correspondence received as detailed below: -

Correspondent	Purpose	Action
Denbighshire County Council	Alleged breaches of planning control 7, Castle Street.	Note

### **C/84/18. Planning Applications.**

Members consider the following applications: -



03/2017/0859	Retrospective application for the retention of a balcony Glan Ynys. Abbey Road.
	It was proposed by Cllr. Edwards and seconded by Cllr Haddy that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0876	Variation of condition number 3 of planning permission reference 03/2017/0347 to extend opening hours 07.30 to 22.00 Monday to Thursday and 7.30 to 23.00 Friday to Sunday.
	It was proposed by Cllr. Edwards and seconded by Cllr Lovelock that was unacceptable in planning terms in that there are several residential properties in the area and Members feel it was not unreasonable for local residents to expect a reduction in noise and activity in the area; after 20.00 and wish to see the existing conditions maintained. It was therefore resolved to object to this application. Agreed with one abstention.
03/2017/0898	Erection of extension to front of dwelling 18 Bishops Walk.
	It was proposed by Cllr Edwards and seconded by Cllr Hughes that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/0909	Variation of condition number 1 of planning permission code no. 30/2017/0347 to allow an extra 5 years for the commencement (Change of use of stable to holiday let cottage). Stables at Llandyn Hall, Llangollen Road,
	It was proposed by Cllr. Haddy and seconded by Cllr Edwards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

### **C/85/18. Certificates of Decision.**

Members considered and noted the certificates of decision received as detailed below.

03/2017/0770	Erection of extension and alterations to dwelling, extension to garage and erection of garden shed 38 Bishops Walk.
Decision.	Grant
03/2017/0898	Erection of extension and alterations to shop and provision of external fire escape. Gifts from Wales 4 Castle.

Decision.	Grant
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**C/86/18. Members Reports.**

There were no matters considered under this agenda item.

**C/87/18. County Councillors Report.**

There were no matters considered under this agenda item.

**C/88/18. Clerks Report.**

C/88/18(a) Centenary square.

Members consider a report to consider future action on the Centenary Square project.

It was proposed by Cllr Haddy and seconded by Cllr Lovelock that the Town Council confirm that Groundwork Manchester, Salford, Stockport, Tameside and Trafford provide the design and project management services for the project.

It was therefore resolved that a formal letter of appointment be forwarded to Groundwork Manchester, Salford, Stockport, Tameside and Trafford.

All agreed.

C/88/18(b) b) Local Development Plan Review Report.

Members considered the implications of the Local Development Plan Review Report. It was proposed by Cllr Hughes and seconded by Cllr Haddy that the Town Council note the County Council decision on the review of the Denbighshire County Council Local Development Plan 2006 – 2021.

It was resolved to notify Denbighshire County Council of the views of the Town Council regarding the Local Development Plan Review Report.

All agreed.

C/88/18(c) c) Employee/Staff protocol.

Members considered a report to finally adopt the protocol by Town Council policy. It was proposed by Cllr Haddy and seconded by Cllr Edwards that the Employee/Staff protocol be adopted.

It was resolved to adopt the document as Town Council policy.

All agreed.

**C/89/18. Correspondence.**

Members considered and noted the correspondence received as detailed below: -

Correspondent	Purpose	Action
One Voice Wales	Notification of AGM	Nominated Councillor to Attend
Andrew Williams. Bodnant, Birch Hill	Concerns over developments at Ceiriog, Birch Hill, Llangollen.	Members are referred to the Town

		Clerks reply to this email
Cynal Cymru/ sustain Wales	September 2017 Events Newsletter	Note
Denbighshire County Council	Alleged breaches of planning control 7, Castle Street.	Note
North Eales Community Health Council	North Wales Community Health Council response to the Welsh Government NHS White Paper "Services fit for the future".	Note
Local Democracy and Boundary Commission for Wales	Commission is providing a draft of the document for consultation. A copy of this draft is enclosed. The consultation will commence on 29 September 2017 and end on 21 December 2017.	Cllr Lube to attend briefing meeting and report back.
Denbighshire County Council	Denbighshire County Council - Standards Committee Appointments. looking for expressions of interest for a City, Town and Community Council member, who is not also a County Council member, to sit on an interview panel for recruitment to the Standards Committee of both a lay member and a City, Town and Community Council member. Closing date 15 <sup>th</sup> November 2017	Members consideration.
The Equality, Local Government and Communities Committee	Consultation on the Public Services Ombudsman (Wales) Bill is undertaking an inquiry into the general principles of the Public Services Ombudsman (Wales) Bill. Further details about the Bill and the accompanying Explanatory Memorandum can be found on the Bill page.	Town Clerk to bring report to Town Council if required.
Independent Remuneration Panel for Wales	Independent review panel newsletter	Note
Independent Remuneration Panel for Wales	Draft Annual Report - February 2018 The report can be accessed by clicking the 'Related Link' on the right-hand side of this webpage: <a href="http://gov.wales/irpwsb/home/publication-reports/financial-year-2018-19/?lang=en">http://gov.wales/irpwsb/home/publication-reports/financial-year-2018-19/?lang=en</a>	Town Clerk to bring report to Town Council if required.
Mrs M. Pierce-Jenkins	Confirmation of receipt of new constitution and need to seek legal advice.	To advise the correspondent of the urgency to have formal reply from the Trustees.
Strategic Planning and Housing Manger	Call for potential Gypsy and Traveller sites (minimum of 0.5 hectares)	Member to consider if suitable sites

Denbighshire County Council.		can be identified.
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It was proposed by Cllr Haddy and seconded by Cllr Edwards to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/90/18. Future Agenda Item.**

Recreation ground.

There being no further items the meeting closed at 8.17pm.

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 21<sup>st</sup> NOVEMBER 2017.

**Present:** Cllr Baker, Cllrs Beech, Cllr Burrell (Town Mayor), Cllr Cheminai, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube, Cllr Mile and Cllr Richards.

G. Thomas (Town Clerk).

There were five members of the public in attendance.

#### **C/91/18. Apologies for Absence.**

None.

#### **C/92/18. Declarations of Interest.**

Cllr Edwards and Cllr Lube declared a personal interest in agenda item 9(c) Authorised payment to Mr H. Edwards and Llangollen Silver Band respectively.

#### **C/93/18. Presentations.**

Members receive a detailed and informative presentation from Warren Davis regarding the potential redevelopment of part of the community garden in Llangollen. Mr Davies explained the history of the site, the work volunteers had undertaken to develop the ground into a very useful community asset. Clearly the viability of this was under threat due to the potential development of part of the garden which was being investigated by the Asset Management Group of Denbighshire County Council. Mr Davies asked for the support of the Town Council to make representations to the County Council to prevent the development taking place to secure the future of the garden for the community.

Sgt Jones updated members on the recent activity of the Local Neighbourhood Policing Team. Officers were actively pursuing a number of issues including antisocial behaviour associated with off road biking on Abbey Road, Allt y Badi and at the Ponderosa. There had been some success in recent months regarding these matters. Officers were also pursuing the removal of illegal cars off the highway and he stressed the need from intelligence to support other activities in the town. Due to changes in the forces strength the local policing team had a greater involvement in local family disputes and supporting vulnerable persons. There had been some positive actions in respect of drug seizures, four warrants had been issued three were positive and one negative. However, Sgt Jones believed that even the unsuccessful warrant showed that the team were taking action. The next meeting of the Safer Neighbourhoods Partnership would be an open meeting in the Town Hall Chamber on 5<sup>th</sup> December with a drop-in session between three and 7 o'clock. It was hoped to relaunch the Shop Watch scheme in the spring of 2018 and work was also being undertaken to support the Pub Watch scheme. Sgt Jones stated that he now has two fully trained Special Constables on his team, who have the full power of authority that goes with their rank. Members asked specific questions and had observations regarding cybercrime, illegal cars on the highway and general issues regarding car park. The Town Mayor thanked the Sergeant for his attendance and hope that he had fully recovered from his recent illness.

#### **C/94/18. Mayor's announcements.**

The Town Mayor had attended the recent performance of the Twenty Club Players, which was yet again an excellent example of the local talent in the town, as the production had been very enjoyable. The Town Mayor also wished to thank everybody who was involved in the various activities over the weekend of Remembrance, coordinated by the Town Clerk. In particular, Arla Foods from Oswestry for sponsoring the light supper, The Rotary Club of Llangollen for organising the Festival programme and assisting back and front stage, Mr. Peter Jones of Llangollen Museum whose archive work, into the Two World Wars, was used in some of the readings and of course the audience exceptional talent. At the end of the month the Town Mayor had also attended the local Rotary Club Charter night.

**C/95/18. Statements from the Public.**

There were no matters considered under this agenda item.

**C/96/18. Minutes of Town Council Meeting.**

It was proposed by Cllr Haddy and seconded Cllr Baker that the minutes of the Town Council meeting held on 17<sup>th</sup> October 2017 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

**C/97/18. Minutes of Human Resources Committee.**

It was proposed by Cllr Haddy and seconded Cllr Richards that the minutes of the Committee meeting held on 28<sup>th</sup> June 2017 be accepted.

It was resolved that accept the minutes as a correct record.

All agreed.

**C/98/18. Minutes of Cittaslow Committee.**

It was proposed by Cllr Lovelock and seconded Cllr Edwards that the minutes of the Committee meeting held on 5<sup>th</sup> September 2017 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

**C/99/18 Financial Matters.**

C/99/18/a. Financial Statements.

The financial statement for September was received and noted.

C/99/18/b. Authorised Payments.

The payments for November, detailed below, were presented to the meeting.

Town Council	Payment method	Gross Costs	Net costs	VAT
LTC Staff Costs	Bill Payment C/56	£1,338.54	£1,338.54	£0.00
PAYE and NI	Bill Payment C/57	£689.65	£574.71	£0.00
Bates Office Supplies	Bill Payment C/58	£65.69	£54.74	£10.95
Corwen Garden Centre	Bill Payment C/59	£45.00	£45.00	£0.00
Derwen College	Bill Payment C/60	£811.44	£676.20	£135.24
H Edwards	Bill Payment C/61	£4,800.00	£4,800.00	£0.00

Llangollen Silver Band	Bill Payment C/62	£80.00	£80.00	£0.00
Lelo	Bill Payment C/63	£156.00	£130.00	£26.00
Malthouse Business Centre	Bill Payment C/64	£144.00	£120.00	£24.00
Go Cables Ties	Card Payment CP/16	£16.16	£13.47	£2.69
Battery Force	Card Payment CP/17	£51.25	£42.71	£8.54
Go Cables Ties	Card Payment CP/18	£12.05	£10.04	£2.01
Cash	Card Payment CP/19	£70.00	£58.33	£11.67
Battery Force	Card Payment CP/20	£17.27	£14.39	£2.88
Lights4Fun	Card Payment CP/21	£124.95	£104.13	£20.83
Royal Mail	Card Payment CP/22	£12.98	£12.98	£0.00
Biopack	Card Payment CP/23	£122.33	£101.94	£20.39
Battery Force	Card Payment CP/24	£14.49	£12.08	£2.42
Supersize print	Card Payment CP/25	£40.07	£33.39	£6.68
Cllr Burrell	Cheque	£120.00	£120.00	£0.00
ACS Technology	Direct Debit	£43.00	£35.83	£7.17
British Telecom	Direct Debit	£141.91	£118.26	£23.65
Denbighshire County Council	Direct Debit	£1,023.00	£1,023.00	£0.00
NEST	Direct Debit	£24.75	£24.75	£0.00
Town Hall				
LTC Staff Costs	Bill Payment H/31	£454.58	£454.58	£0.00
PAYE and NI	Bill Payment H/32	£113.80	£113.80	£0.00
AKP Garage doors	Bill Payment H/33	£115.00	£115.00	£0.00
Gallion Property Solutions	Bill Payment H/34	£44.20	£44.20	£0.00
Bedazzled	Cheque	£10.00	£10.00	£0.00
Dee Valley Water	Direct Debit	£23.27	£23.27	£0.00

It was proposed by Cllr Richards and seconded by Cllr Cheminais that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

C/99/18/c. Budget 2018/19.

Members receive the draft budget report for 2018/19. The Policy and Finance working group prepared the draft budget having taken on board the requirements of the financial regulations, the forward work programme of the Town Council, an assessment of the adequacy of the Town Council's balances and reserves, the assets it owns and any projects likely to emerge over the next three financial years.

It was proposed by Cllr Edwards and seconded by Cllr Lube that the recommendations of the working group be approved.

It was resolved to endorse: -

- a) the draft budget and the proposed levels and of reserves identified for the 2018/19 financial year.
- b) the risk register.

All agreed

**C/100/18. Planning Correspondence.**

There were no matters considered under this agenda item.

**C/101/18. Planning Applications.**

Members consider the following applications: -

03/2017/1003	Erection of extension to dwelling Llwyn Celyn, Llangollen
	It was proposed by Cllr Haddy and seconded by Cllr Baker that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/1050	Removal of sun room and erection of extension to dwelling. The Mount, Berwyn.
	It was proposed by Cllr. Edwards and seconded by Cllr Richards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

**C/102/18. Certificates of Decision.**

Members considered and noted the certificates of decision received as detailed below.

03/2017/0876	Castle Street Llangollen. Variation of condition number 3 of planning permission reference 03/2017/0347 to extend opening hours 07:30 to 22:00 Monday to Thursday and 07:30 to 23:00 Friday to Sunday
Decision.	Grant.
03/2017/0842	5 Afon Glas Llangollen. Lawful development certificate for the proposed erection of summer house
Decision.	Certify.
03/2017/0511	Riverwood Queen Street. Installation of 2 no. dormer windows.
Decision.	Grant.
03/2017/0838	Former Llangollen Health Centre, Regent Street Change of use of former health centre to form a single dwelling incorporating ground floor artist's studio/workspace and storage rooms.
Decision.	Grant.
03/2017/0739	Land adjoining Wern, Hall Street. Landscaping details submitted in accordance with condition no. 2 of planning permission code no. 03/2012/0374.
Decision.	Approve.



03/2017/0733	Land adjoining Wern, Hall. Erection of 1 no. dwelling, detached garage and construction of a new vehicular access.
Decision.	Refuse.

### **C/103/18. Members Reports.**

Cllr Lube updated Members on the consultations undertaken by the Local Democracy and Boundary Commission for Wales Reviews which looked at the arrangements of principal council areas in Wales. The Commission identified that the optimum number Members for a Council was considered to be 47 and as Denbighshire had that number of already it was unlikely that there would be any changes. Equally the average wards size was considered as being an electorate of 1600 and the majority of wards in Denbighshire were in the region of 1700. There may well be some minor changes in some of the larger wards in Denbighshire, but generally it was felt that the changes would have much more of an effect in other areas of Wales, particularly south Wales.

Cllr Lovelock advised Members that she, along with Cllr Cheminais and Edwards, had recently attended a meeting of the Denbighshire Tourism Forum. It was evident that whilst most of the promotion in the forum related to the Llangollen area the ensuing debates in the forum referred to investment in the north of the County. Clearly this anomaly needed to be addressed.

### **C/104/18. County Councillors Report.**

Cllr Timms updated members on the current priorities facing the County Council which, like the Town Council, was a focus on the budget for 2018/19. Cllr Timms outlined the recent meetings that had taken place with the Leader of the County Council and Senior Officers in respect of the potential shared space scheme. Cllr Timms was aware of some concerns regarding the involvement of the Town Council, to date, and wished to assure Members that there had been no intention to cause any confusion or mistrust between the two Councils. The discussions that were taking place internally over potential funds available to support the shared space scheme were at an early stage, but funds had been identified to match fund the application to Cadwyn Clwyd to support a potential larger call for funds in 2018.

### **C/105/18. Clerks Report.**

#### **C/105/18(a) Communications Policy.**

Members consider the adoption of a communications policy produced to highlight the Councils, and as a consequence Members and officers, statutory obligations set out in the Public Bodies (Admission to Meetings) Act 1960, The Local Government Act 1972, The Local Government Act 1986, The Freedom of Information Act 2000, the Data Protection Act 1988 and the Town Council's Standing Orders. After some debate it was proposed by Cllr Edwards and seconded by Cllr Lube to accept the report.

It was resolved that the communications policy be adopted as Town Council policy.  
Agreed by 6 votes for and 4 against.

#### **C/105/18(b) Independent Remuneration Panel for Wales Draft Annual Report 2018.**

Members considered the proposed changes in the remuneration of members of Community and Town Council outlined in the Independent Remuneration Panel for Wales (IRPW) draft Annual report.

It was proposed by Cllr Haddy and seconded by Cllr Edwards to respond to the consultation. It was resolved that the Town Council:

- a) notes the determinations set out in the IRPW Report and advises the Panel of the potential increases in administration and cost associated with moving to a payment system rather than allowances.
- b) Expresses concerns to the IRPW on the move to payments as opposed to allowances given the implications this would have on the administration of the Town Council payroll system.
- c) ensures that upon publication of the Panel's Annual Report in February 2018 that a formal resolution of Council is made if any of the Panel's determinations are adopted;
- d) If adopted, put in place a system for members to receive payment and for individual members to opt out of any payments; and
- e) Publish by September following each municipal year the details of any payments made to Members, and notify the Panel by post or email

All agreed.

C/105/18(c) Derwen College Partnership Arrangement.

Members consider the report on partnership arrangements with Derwen College. The College had provided a range of services to the Town Council. A work placement has assisted the Town Clerk with administrative support once a week during term time and the Town's floral displays have been cultivated at the college and planted out by students. The quality of floral displays has been of a very high standard and have been subject to praise from residents and visitors alike. It was proposed by Cllr Haddy and seconded by Cllr Cheminais that the partnership should be renewed.

It was resolved the Town Council continue the partnership arrangement with Derwen College over the reaming term of office of the Town Council.

All agreed

C/105/18(d) Rural Futures - Community Development Support.

Members consider the report on the Severn Wye and the Bro Partnerships delivery of the Rural Futures Community Development Support contract for the Big Lottery Fund.

It was proposed by Cllr Haddy and seconded by Cllr Cheminais that further information should be sought from the Partnership on this matter

It was resolved that the Town Council invites Mark Gahan of the Severn Wye Energy Agency to the next meeting of the Town Council.

All agreed.

C/105/18(e)) E cig policy.

Members considered a report on an E-cigarette policy for the Town Hall.

debate it was proposed by Cllr Mile and seconded by Cllr Richards to accept the report.

It was resolved that the E cig policy statement be adopted as Town Council policy and posted in the Town Hall.

All agreed.

C/105/18(f) Shared Space funding.

After a lengthy and detailed consideration of the report. It was proposed by Cllr Haddy and Seconded by Cllr Cheminais that the recommendations contained in the report were agreed. It was therefore resolved that the Town Council:

- a) Re affirms its support for the implementation of the shared space scheme.
- b) Instructs the Town Clerk to contact the nominated County Council lead officer to establish communication channels on this project.
- c) Authorises a supplementary estimate addition of £2,250 to the projects cost centre budget to be funded from general reserves to support the costs of the scoping study, representing 50% of the match funding required, subject to a similar amount being forthcoming from the County Council.
- d) That once all funds are committed authorises the signing of an application, in accordance with standing orders, to Cadwyn Clwyd, to support the funding the scoping study to submit a bid.

All agreed.

Cllr Lovelock felt that recommendations she felt should have been included in the report had been omitted. The Town Clerk explained that these items were, in his opinion, operational matters. Notwithstanding the Town Clerks observations, it was proposed by Cllr Lovelock and seconded by Cllr Haddy that a shared space working group be established.

It was resolved to establish a working group

Agreed by 7 votes for and 3 against.

Cllr Lovelock proposed that the issue of establishing a working group should take place at an extraordinary meeting of the Town Council this proposition was seconded by Cllr Haddy.

It was resolved that a single item agenda extraordinary meeting of the Town Council be convened.

Agreed by 6 votes for and 4 against.

### **C/106/18. Correspondence.**

Members considered and noted the correspondence received as detailed below: -

Correspondent	Purpose	Action
Ken Skates Am	Letter to Chair of Cittaslow Committee	Circulate for information.
Design Manager Works Unit. Highways and Environmental Services. Denbighshire County Council.	Welsh Government and NMWTRA have requested the County Council to progress with an extension of the current parking restrictions (double yellow lines) from their current end point, just west of the Cambrian Place junction through to the interface between the Riverside Park and the new Aldi Car park. The reason for these proposals is the complaints being received by WG & NMWTRA of congestions and pedestrian safety when cars are parked along this section of the	The Town Clerk be authorised to inform the County Council of the Town Council support for the extension of the current parking restrictions

	<p>A5, particularly in summer and at weekends.</p> <p>As part of the Permanent Traffic Regulation Order submission, I must seek the views of several stakeholders, local / community Councils being one. To this end I would be grateful if the Town Council could please review the proposition and reply with the Town Council's views at your earliest convenience.</p>	<p>(double yellow lines) from their current end point, just west of the Cambrian Place junction through to the interface between the Riverside Park and the new Aldi Car park</p>
Mrs M Pierce-Jenkins	<p>Email advising that the trustees consider that they cannot pass on our responsibilities for the Recreation Field at this point and are seeking further information regarding our responsibilities as Trustees.</p>	<p>Response noted await further clarification.</p>
One Voice Wales	<p>Consultations events 29/11/17 Chirk Town Council, 2-4pm relating to the Review in relation to the recently released Community and Town Council Review Panel four question survey of the sector.</p>	<p>Clerk to attend and report back to Members.</p>
Communications and Policy Officer Public Services Ombudsman for Wales.	<p>The Ombudsman's Casebook - Issue 30.</p>	<p>Noted.</p>
Chair of Conwy and Denbighshire Public Services Board.	<p>Conwy and Denbighshire Public Services Board: Draft Well-being Plan Consultation. Open until the 22 January 2018. <a href="http://www.conwyanddenbighshirepsb.org.uk/well-being-plan">www.conwyanddenbighshirepsb.org.uk/well-being-plan</a>.</p>	<p>Members to consider the consultation document and advise the Town Clerk of any concerns.</p>
One Voice Wales.	<p>News Bulletin October 2017.</p>	<p>Noted.</p>
Phillip Jones Contracts Support Manager Primary Care Services, PCGIGC.	<p>Application from Rowlands Pharmacy for an extension period in which to relocate to Llangollen Health Centre To the 6<sup>th</sup> December 2017.</p>	<p>Noted.</p>
Local Government Finance Policy Division Welsh Government.	<p>Consultation on proposed amendments to the Local Authorities (Capital Finance &amp; Accounting) (Wales) Regulations 2003. A copy of the consultation documents and the response form can be found at: <a href="https://consultations.gov.wales/consultations/proposed-amendments-local-">https://consultations.gov.wales/consultations/proposed-amendments-local-</a></p>	<p>Members to consider the consultation document and advise the Town Clerk of any concerns.</p>

	authorities-capital-finance-and-accounting-wales-regulations Comments by 12 January 2018.	
Planning Directorate Welsh Government.	Open Consultation on the Registration of town and village greens. Details of the consultation can be found on the Welsh Government's consultation pages at: <a href="https://consultations.gov.wales/consultations/registration-town-and-village-greens">https://consultations.gov.wales/consultations/registration-town-and-village-greens</a> Responses to the consultation paper are invited by 2 February 2018.	Members to consider the consultation document and advise the Town Clerk of any concerns.

It was proposed by Cllr Lube and seconded by Cllr Edwards to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/107/18. Future Agenda Item.**

Rural Futures - Community Development Support.

Presentation from Pupils of Ysgol y Gwernant,

Youth Council.

There being no further items the meeting closed at 8.38pm

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 6<sup>th</sup> DECEMBER 2017.

**Present:** Cllr Baker, Cllrs Beech, Cllr Burrell (Town Mayor), Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube, Cllr Mile and Cllr Richards.

G. Thomas (Town Clerk).

#### **C108/18. Apologies for Absence.**

Cllrs Cheminais and Edwards.

#### **C/109/18. Declarations of Interest.**

None

#### **C/110/18. Clerks Report.**

Members consider a report on the formation of a working group, following the resolution of the Town Council, to consider aspects of the shared space scheme. Members consider the need and status of any proposed working group and an invitation for two Members to sit on a working group being convened by the County Council. Some debate ensued as to whether the Town Council needed its own working group to feed into the County Council group but after due consideration it was felt that there would be adequate reporting available through either the existing Cittaslow Committee or the Full Council.

It was therefore proposed by Cllr Lube and Seconded by Cllr Hady that the Chair and Vice Chair of the Cittaslow Committee be nominated to sit on the County Council working group.

It was resolved that Cllr Edwards and Cllr Lovelock would be the Town Council's representation on Denbighshire County Council's Llangollen Town Centre Project Working Group.

There being no further items the meeting closed at 8.38pm

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 19<sup>th</sup> DECEMBER 2017.

**Present:** Cllr Baker, Cllrs Beech, Cllr Burrell (Town Mayor), Cllr Cheminai, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube, Cllr Mile and Cllr Richards.

G. Thomas (Town Clerk).

#### **C111/18. Apologies for Absence.**

None.

#### **C/112/18. Declarations of Interest.**

None

#### **C/113/19 Presentations.**

C/113/19/a Llangollen Country Market.

Members received a short presentation from the Chair of the Llangollen Country Market concerning issues that he felt should be brought to the attention of the Town Council following recent painting in the Town Hall.

C/113/19/a Rural Futures.

Members also received an update from Mr Gahan on the Rural Futures - Community Development Support programme and the activity that was being undertaken in the Llangollen and Llantysilio area. The work was aimed at empowering people and communities living in Rural Wales to create solutions to address rural poverty. The project will build on communities' strengths and allow them to identify what matters most to them in relation to addressing poverty. Mr Gahan recognised that poverty is multi-faceted and affects individuals and communities in different ways and therefore wished to see projects that really meet the needs of communities. The project would not prescribe any specific activities but expect communities to develop their own solutions to addressing poverty in the following areas:

- Improve well-being
- Raise aspirations
- Build social capital
- Increase resilience to challenging circumstances.

Work was already underway with the Friends of Pengwern resident's association.

#### **C/114/20 Mayors Announcements.**

The Town Mayor had attended several Civic functions over the festive period including the Christmas Festival, the carol service for Light up a Life and performance of Madagascar by the pupils of Ysgol y Gwernant.

#### **C/115/21 Statements from the public.**

There were no matters considered under this agenda item.

#### **C/116/18 Minutes of Meeting.**

It was proposed by Cllr Haddy and seconded Cllr Lube that the minutes of the Town Council meeting held on 6<sup>th</sup> December 2017 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

### **C/117/18 Financial Matters.**

C/117/18/a. Financial Statements.

The financial statement for December was received and noted.

C/99/18/b. Midshires invoices.

The Town Clerk advised Members that he was recently contacted by the creditors department of Midshires Northern Limited in respect of outstanding invoices. The Town Clerk indicated that invoices had not been received by the Town Council and upon investigation by the staff at Midshires it was evident that there had been a failing in their internal processing systems. Some of these invoices related to the previous financial year and therefore should be considered for payment via a supplementary estimate from general reserves. The remaining invoices were to be paid from this year's accounts and as consequence payments from this year would exceed the cost centre budget as the cost centre had been underestimated during the budget preparation due to the fact that two invoices were not presented in 2015/16. Having considered the report it was proposed by Cllr Haddy and seconded by Cllr Edwards that the actions outlined be accepted.

It was resolved that the Town Council: -

- a) pays invoice numbers 301118 and 306448 via a supplementary estimate from Town Council general reserves,
- b) pays invoice numbers 311606, 340885 and 346949 subject to a virement the photocopying usage cost centre.
- c) Authorises the Town Clerk to investigate the possibility of reducing costs and if possible seek alternative providers

C/117/18/c. Authorised Payments.

The payments for December, detailed below, were presented to the meeting.

Supplier	Payment Method	Gross Cost	VAT	Net Cost
Town Council				
LTC Staff Costs	Bill Payment C/65	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/66	£689.65	£0.00	£689.65
LTC Staff Costs	Bill Payment C/67	£50.40	£0.00	£50.40
ACS Technology	Bill Payment C/68	£380.00	£0.00	£380.00
RDW Displays	Bill Payment C/69	£32.62	£5.44	£27.18
JT&M Signs	Bill Payment C/70	£72.00	£12.00	£60.00
G Poole	Bill Payment C/71	£30.00	£0.00	£30.00
SLCC	Bill Payment C/72	£177.00	£0.00	£177.00
Wales Audit Office	Bill Payment C/73	£270.00	£0.00	£270.00
Screwfix	Card Payment CP/26	19.76	5.97	13.79
Dyke Supplies	Card Payment CP/27	£11.85	£1.98	£9.88
Screwfix	Card Payment CP/28	£7.92	£1.32	£6.60



Royal British Legion	Cheque	£50.00	£0.00	£50.00
ACS Technology	Direct Debit	£43.00	£0.00	£43.00
British Telecom	Direct Debit	£130.68	£21.78	£108.90
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
NEST	Direct Debit	£24.75	£0.00	£24.75
	<b>Total</b>	<b>£4,343.25</b>	<b>£47.16</b>	<b>£4,296.09</b>
Town Hall				
LTC Staff Costs	Bill Payment H/35	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/36	£113.60	£0.00	£113.60
G Roberts	Bill Payment H/37	£55.00	£0.00	£55.00
Galione Property Solutions	Bill Payment H/38	£35.00	£0.00	£35.00
Watkin and Williams	Bill Payment H/39	£67.06	£11.18	£55.88
Tidy Towns	Cheque	£150.00	£0.00	£150.00
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27
SSE Energy	Direct Debit	£606.00	£101.00	£505.00
	<b>Total</b>	<b>£1,504.71</b>	<b>£112.18</b>	<b>£1,392.53</b>

It was proposed by Cllr Edwards and seconded by Cllr Richards that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

#### **C/118/18 Planning Correspondence.**

There were no matters considered under this agenda item.

#### **C/119/18 Planning Applications.**

To consider planning applications referred to the Council, and make any necessary decisions thereon.

03/2017/1099	Erection of 1 no. dwelling detached garage and construction of new vehicular access. Land adjoining Tregwern, Hall Street, Llangollen.
	It was proposed by Cllr Haddy and seconded by Cllr Lube that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/1134	Erection of extension to dwelling. 4, Fairway View, Holyhead Road, Llangollen.
	It was proposed by Cllr Haddy and seconded by Cllr Cheminais that the application was not acceptable in planning terms. It was resolved to object because the development was contrary to LDP Policy RD 3 – Extensions and alterations to dwelling as the proposals would represent an over development of the site. All agreed.

#### **C120/18 Certificates of Decision.**

To note certificates of decision received from Denbighshire County Council Planning department received since the last meeting.

03/2017/0898	Erection of extension to front of dwelling. 18 Bishops Walk Llangollen
Decision.	Grant.
03/2017/0909	Variation of condition no. 1 of planning permission code no. 03/2012/0347 to allow an extra 5 years for commencement (Change of use of stable to holiday-let cottage) Stables at Llandyn Hall Llangollen
Decision.	Approve.
03/2017/1003	Erection of extension to dwelling. Llwyn Celyn, Llangollen.
Decision.	Grant.
03/2017/1124	Amendment to design and detailing of approved conservatory/extension to side/rear of property submitted in relation to application Code No. 03/2012/0794 (non-material amendment) 7 Arosfa Crescent Llangollen.
Decision.	Approve.

#### **C/121/18 Members Reports.**

Cllr Baker provided Members with an update of the One Voice Wales seminar he attended at Chirk in respect of the work of the Independent Review Panel which has been set up to consider the future role of Community and Town Councils. The review will:

- a) explore the potential role of local government below Local Authority councils, drawing on best practice
- b) define the most appropriate model(s)/structure(s) to deliver this role consider how these models and structures should be applied across Wales.

This will include consideration of any situations in which they would not be necessary or appropriate. The review is expected to take around a year and this seminar which was set up as in a world café format was part of the consultation process. Cllr Baker also advised Members that whilst not a formal appointment by the Town Council he had attended a recent meeting of the Clwydian Range and Dee Valley AONB Annual Forum

Cllr Lovelock provided a brief report on the recent activity of the Llangollen Youth Trust which due to a decrease in investment returns had very little surplus funds to distribute.

#### **C/122/18 County Councillors Report.**

County Councillor Mile provide Members with an update from the recent meeting if the Dee valley members action group which ha been dominated by the recent problems arising from the inclement weather. Cllr Mile advised Members of the inaugural meeting of the Shared Space Working Group which was scheduled for the 8<sup>th</sup> January 2018 and an update of the County Council position over the Community Garden. Cllr Mile acknowledge that the County Council had originally purchased the land on which the community garden was sited to

safeguard it from development, but also stated that the County Council of 2017 was very different to the one in 2002 and priorities had changed.

### **C/123/18 Clerks Reports.**

Members considered a report on the opportunities, resulting from the need to replace the dated lighting desk, to improve the house lighting system in the auditorium. Members also considered the position regarding storage areas in the Town Hall which were either substandard or cluttered and the pressing need to undertake repairs and refurbishment to reduce health and safety hazards.

It was proposed that by Cllr Mile and seconded by Cllr Cheminais that the actions identified in the report be implemented.

It was resolved that the Town Council would; -

- a) accept the quotation for the new lighting desk and house lighting system from AC Entertainment Technologies Ltd.
- b) hire temporary storage facilities whilst the garages and other store rooms can be cleared and assessed for refurbishment and that the cost would be limited to a maximum of £30.00 per week.

All agreed.

### **C/124/18 Correspondence.**

To consider correspondence received and to make any necessary decisions thereon.

Correspondent	Purpose	Action
Anonymous	Offer to provide funds to the Town Council to purchase the Community Garden to safeguard it for public use.	Members agreed to accept the offer of funding to purchase the Community Garden to safeguard it for public use and to contact the County Council immediately to take this matter forward.
W. Furniss	Concerns over removal of street signage	Members agreed to advise the complainant of the DCC policy on this matter.
Llangollen 2018	Acknowledgment of Town Council grant.	Noted.
Action on hearing loss	Offer of presentation on the work of the Charity.	Members did not believe that a presentation would be useful.
Mrs Delany	Report of trip and injuries sustained to the rear of the Town Hall	Members noted the correspondence
Age Cymru	Seeking updates or details of any initiatives that are working well to tackle loneliness in your area.	Members agreed to advise Age Cymru of the work of Ymestyn.
Secretariat to the Independent Remuneration Panel for Wales	Confirmation of receipt of consultation comments from Town Council	Noted.

Natural Resources Wales	Newsletter	Noted.
Natural Resources Wales	New Funding and Support – 2017/18	Noted.
Planning Directorate. Welsh Government	The Law Commission are undertaking a review of planning law in Wales, with the aim of ensuring it works for the specific needs of Wales and improves accessibility to the general public and stakeholders. I would urge you to engage and respond to this important consultation, with responses to be submitted directly to the Law Commission (planning-wales@lawcommission.gsi.gov.uk) by 1 March 2018.	Members agreed to consider the consultation document and advise the Town Clerk of any concerns.
Local Government Finance Policy Division. Welsh Government.	Confirmation of the appropriate Sum under Section 137 of the Local Government Act 1972 for 2018-19.	Noted.
One Voice Wales	News Bulletin November 2017	Noted.
North Wales Police Commissioners Office	Update letter from North Wales Police November 2017	Noted.

It was proposed by Cllr Haddy and seconded by Cllr Edwards to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/125/18 Future Agenda items.**

To note future agenda items.

There being no further items the meeting closed at 8.42pm

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 16<sup>th</sup> JANUARY 2018.

**Present:** Cllrs Beech, Cllr Burrell (Town Mayor), Cllr Cheminais, Cllr Edwards, Cllr Haddy, Cllr Hughes, Cllr Lovelock, Cllr Lube, Cllr Mile and Cllr Richards.  
G. Thomas (Town Clerk).

#### **C126/18. Apologies for Absence.**

Cllr Baker.

#### **C/127/18. Declarations of Interest.**

None

#### **C/128/18 Presentations.**

Members received a bilingual presentation from pupils of Ysgol y Gwernant. The purpose of their attendance at the Town Council was to represent the School Council and outline their commitment to the school's Welsh Language Charter. They advised Members that were a very busy council who have an important role in management issues at the school. i.e. improve the school amenities, monitor and organise play time equipment, monitor the parking, contribute to the governors' priorities, encourage pupils to speak Welsh, ensure that no bullying is occurring and organise activities to raise money for charities. The pupils explained that their vision is to provide the highest standard of Welsh Medium Education in Llangollen and the surrounding area. This was aimed at developing happy, confident and bilingual members of the community. They were also looking to work alongside businesses in Llangollen to encourage them to use more Welsh and were looking at: -

- Arranging a St David's day Shop Window display competition.
- Arranging for more Welsh reading books to be available in waiting areas as is already at the health centre.
- Ensuring that more Welsh is used during special events i.e. Christmas Fair.
- Supporting a 'Sumai-shwmae' event.
- Encouraging the use of more Welsh on the Town's website.
- Ensuring that more Welsh is used during special events e.g. the Christmas Fair.

The pupils sought the Town Council's help in driving forward these initiatives. After some questions from Members, the Town Mayor thanked the pupils for the excellent presentation and ensured them that the Town Council would do whatever they could to support the School in the future.

#### **C/129/18 Mayors Announcements.**

The Town Mayor updated Members on the Civic functions she had attended since the last meeting.

#### **C/130/18 Statements from the public.**

There were no matters considered under this agenda item.

### **C/131/18 Minutes of Meeting.**

It was proposed by Cllr Edwards and seconded Cllr Lube that the minutes of the Town Council meeting held on 19<sup>th</sup> December 2017 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

### **C/132/18 Financial Matters.**

C/132/18/a. Financial Statements.

The financial statement for January was received and noted.

C/132/18/b. Virements.

Members consider a report on virement to cover additional costs associated with the Christmas illuminations. It was proposed by Cllr Edwards and seconded by Cllr Richards that the virements be approved.

It was resolved that the Town Council: -

- a) vires £850 from the CCTV cost centre to the Christmas Lighting cost centre to cover the cost of unexpected electric works.
- b) authorises the payment of the invoice from Mega Electrical NW Ltd of Mold.

All agreed.

C/132/18/c. Authorised Payments.

The payments for January, detailed below, were presented to the meeting.

Town Council				
LTC Staff Costs	Bill Payment C/74	£1,338.54	£0.00	£1,338.54
PAYE and NI	Bill Payment C/75	£689.65	£0.00	£689.65
LTC Staff Costs	Bill Payment C/76	£16.88	£0.00	£16.88
Kite Packaging	Card Payment CP/29	£49.79	£7.60	£42.19
Toolstation	Card Payment CP/30	£12.78	£2.13	£10.65
Gallery Supplies 3	Card Payment CP/31	£7.70	£1.28	£6.42
Fire and Safety Centre	Card Payment CP/32	£48.84	£8.14	£40.70
Poundstrecher	Card Payment CP/33	£20.00	£3.33	£16.67
Bedazzled	Cheque	£10.00	£0.00	£10.00
ACS Technology	Direct Debit	£43.00	£0.00	£43.00
British Telecom	Direct Debit	£123.63	£20.60	£103.03
Denbighshire County Council	Direct Debit	£1,023.00	£0.00	£1,023.00
NEST	Direct Debit	£24.75	£0.00	£24.75
Town Hall				
LTC Staff Costs	Bill Payment H/40	£454.78	£0.00	£454.78
PAYE and NI	Bill Payment H/41	£113.60	£0.00	£113.60
Lelo	Bill Payment H/42	£156.00	£26.00	£130.00
Watkin and Williams	Bill Payment H/43	£25.69	£4.28	£21.41
Dee Valley Water	Direct Debit	£23.27	£0.00	£23.27
SSE Energy	Direct Debit	£397.08	£18.90	£378.18
SSE Energy	Direct Debit	£40.20	£1.91	£38.29

SSE Energy	Direct Debit	£293.54	13.97	£279.57
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It was proposed by Cllr Richards and seconded by Cllr Beech that the payments be authorised.  
It was resolved that the payments be approved.  
All Agreed.

### **C/133/18 Planning Correspondence.**

The Town Clerk advised Member that he had not been able to provide the comments on the planning application relating to 4, Fairway View, Holyhead Road, as had been resolved by Members, as the intent of the proposal had been misinterpreted. As standing order prevented the rescindment of a resolution within three months of the original decision this meant that the consultation period for the application would have lapsed and therefore the Town Council would not be able to comment on the application. Members noted this action.

### **C/134/18 Planning Applications.**

Members considered the following planning applications: -

03/2017/1032	Erection of domestic buildings to provide a garage/workshop/office building and a pool house. Glascoed, Bache Mill Road, Llangollen.
	It was proposed by Cllr Haddy and seconded by Cllr Beech that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/1157	Variation of condition no. 1 of planning permission code no. 03/2012/1500 allowed under appeal to allow an extension of time to commence the development. The Llangollen Goods Junction Yard, Abbey Road.
	It was proposed by Cllr Beech and seconded by Cllr Cheminais that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2017/1185	Erection of Extension to dwelling. Abercregan House, Llangollen
	It was proposed by Cllr Haddy and seconded by Cllr Beech that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

### **C135/18 Certificates of Decision.**

Members noted the certificates of decision received from Denbighshire County Council Planning Department received since the last meeting.

03/2017/1050	Removal of sun room and erection of extensions to dwelling. The Mount Berwyn
Decision.	Grant.
03/2017/0725	Change of use from a bank to an outdoor pursuit's headquarters, including a cafe, bunk house accommodation and associated work. Former HSBC Bridge Street.
Decision.	Grant.

### **C/136/18 Members Reports.**

Cllr Lovelock provided a brief update on the recent activity of the Shard Space Working Group. The Town Clerk confirmed that the notes of these meetings would be forwarded to all Members once agreed by the working group.

### **C/138/18 County Councillors Report.**

County Councillor Mile provide a brief update on the activity of the County Council and endorsed the comments provided by Cllr Lovelock on the recent Shared Space Working Group meeting.

### **C/139/18 Clerks Reports.**

Members considered a report on the appointment of Members to sit on the Asset Management Committee based on a “blind assessment” of the skills audits provided by Members.

It was proposed by Cllr Haddy and seconded by Cllr Richards that the five highest scoring Members be duly appointed to the Asset Management Committee.

It was resolved that Cllrs Baker, Beech, Edwards, Haddy and Richards be appointed to the Asset Management Committee.

All agreed.

### **C/140/18 Correspondence.**

To consider correspondence received and to make any necessary decisions thereon.

Correspondent	Purpose	Action
Tidy Town Team	Annual Report 2017	Noted.
Property Director Aldi Stores Limited.	Parking at the Aldi, Llangollen store Instructions from Aldi Management to Parking Eye to change the signs and banners within the site, removing the above wording to avoid creating the impression that customers are not able to make a linked trip to the town centre.	Noted.
Rebecca Bryant Strategic Planning and Housing Planning & Public Protection Services	Progress of the LDP Review Report and Delivery Agreement for the replacement Local Development Plan.	Noted.
Cittaslow - Head Office Secretariat	Invitation to a meeting in Brussels - EU Parliament 23 January 2018	Noted.
One voice wales	December 2017 News Bulletin	Noted.



Karen Holthofer, AONB Communications Officer	Community / Town Council Champions for the Clwydian Range & Dee Valley Area of Outstanding Natural Beauty (AONB)	Both Cllr Lovelock and Cllr Mile volunteered to act as Town Council Champions. As the approached had suggested one nomination, Members asked the Town Clerk to ascertain if both Councillors could be suggested as Champions with one being considered as an alternate.
Secretariat Support, Review of Community & Town Councils in Wales	Review of the Community and Town Council Sector	To be consider a response at February Town Council meeting

It was proposed by Cllr Cheminais and seconded by Cllr Edwards to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/141/18 Future Agenda items.**

Review of the Community and Town Council Sector.

**C/142/18 Resolution to exclude the press and public.**

It was proposed by Cllr Haddy and seconded by Cllr Lube to exclude the press and public on agenda item relating to Llangollen Community Garden 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.

It was resolved to exclude the press and public.

All agreed.

**C/141/18 Llangollen Community Garden.**

Following consideration of an offer from Denbighshire County Council it was proposed by Cllr Edwards and Seconded by Cllr Haddy that the Town Council confirms its desire to work with the Denbighshire County Council on the proposals identified in the report.

All agreed.

There being no further items the meeting closed at 7.42pm

## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 20<sup>th</sup> FEBRUARY 2018.

**Present:** Cllr Beech, Cllr Baker, Cllr Burrell (Town Mayor), Cllr Cheminai, Cllr Edwards, Cllr Hughes, Cllr Lovelock, Cllr Lube, Cllr Mile and Cllr Richards.  
G. Thomas (Town Clerk).

There were 11 members of the public present.

#### **C/142/18. Apologies for Absence.**

Cllr Haddy.

#### **C/143/18. Declarations of Interest.**

Cllr Burrell and Cllr Lube expressed a personal interest in agenda item 15(a)

#### **C/144/18 Presentations.**

Sgt Jones from the Local Neighbourhood Policing team circulated information about the activities of the police in the community. Members asked a number of specific questions including resourcing of events, the availability of information material for display around the community and issues regarding vehicles obstructing the highway and cyber-crime. The Sargent took note of the comments and advised Members that a specific Cyber-crime session will be held in Llangollen and the details would be circulated to the Town Clerk.

#### **C/145/18 Mayors Announcements.**

The Town Mayor updated Members on the Civic functions she had attended since the last meeting which had included the performances at the School of Snow White and the Severn Dwarfs, and the Young Uns performance of Joseph in the Town Hall. The Town Mayor wished to thank everybody that had contributed and supported the youngsters in achieving the high standards of performing that she had witnessed.

#### **C/146/18 Statements from the public.**

There were no matters considered under this agenda item.

#### **C/147/18 Minutes of Meeting.**

It was proposed by Cllr Edwards and seconded Cllr Lube that the minutes of the Town Council meeting held on 16<sup>th</sup> January 2018 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

#### **C/148/18 Financial Matters.**

C/148/18/a. Financial Statements.

The financial statement for January was received and noted.

C/148/18/b. Authorised Payments.

The payments for February, detailed below, were presented to the meeting.

Town Council				
LTC Staff Costs	Bill Payment C/77	£1,338.74	£0.00	£1,338.74
PAYE and NI	Bill Payment C/78	£678.45	£0.00	£678.45
Bates Office supplies	Bill Payment C/79	£71.90	£11.98	£59.92
Corwen Garden Services	Bill Payment C/80	£172.00	£0.00	£172.00
H Edwards	Bill Payment C/81	£825.00	£0.00	£825.00
S Johnson	Bill Payment C/82	£70.00	£0.00	£70.00
S Johnson	Bill Payment C/83	£70.00	£0.00	£70.00
One Voice Wales	Bill Payment C/84	£160.00	£0.00	£160.00
SLCC	Bill Payment C/85	£298.80	£29.80	£269.00
Thomas Fattorini	Bill Payment C/86	3492.88	582.15	2910.73
Bedazzled	Cheque 102653	£56.00	£0.00	£56.00
Cllr Beech	Cheque 102654	£59.99	£10.00	£49.99
B&Q	Card Payment CP/34	£12.45	£2.07	£10.38
HSS Wrexham	Card Payment CP/35	£191.98	£32.00	£159.98
ACS Technology	Direct Debit	£48.00	£0.00	£48.00
British Telecom	Direct Debit	£137.28	£22.88	£114.40
Siemens Financial Services	Direct Debit	£926.40	£154.40	£772.00
NEST	Direct Debit	£24.75	£0.00	£24.75
Town Hall				
LTC Staff Costs	Bill Payment H/44	£454.58	£0.00	£454.58
PAYE and NI	Bill Payment H/45	£113.80	£0.00	£113.80
ACS Technology	Bill Payment H/46	£157.50	£0.00	£157.50
M Pharaoh	Bill Payment H/47	£500.00	£0.00	£500.00
Watkins and Williams	Bill Payment H/48	£207.07	£34.27	£172.80
Griffiths Tool Hire	Bill Payment H/49	£105.60	£17.60	£88.00
Llangollen Tidy Towns Team	Cheque 100085	£50.00	£0.00	£50.00

It was proposed by Cllr Richards and seconded by Cllr Lovelock that the payments be authorised.

It was resolved that the payments be approved.

All Agreed.

#### **C/149/18 Planning Correspondence.**

There were no matters considered under this agenda item.

#### **C/150/18 Planning Applications.**

Members considered the following planning applications: -

03/2018/0021	Change of use from Dental Surgery to a single dwelling. Ormond House, Berwyn Street, Llangollen.
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	<p>It was proposed by Cllr Lube and seconded by Cllr Cheminais that the application was acceptable in planning terms.</p> <p>It was resolved that no objections be raised in connection with this application.</p> <p>All agreed.</p>
03/2018/0057	<p>Alterations and extension to dwelling.</p> <p>Bron Heulog, Sun Bank, Llangollen.</p>
	<p>It was proposed by Cllr Richards and seconded by Cllr Cheminais that the application was acceptable in planning terms.</p> <p>It was resolved that no objections be raised in connection with this application.</p> <p>All agreed.</p>
03/2018/0070	<p>Installation of 1 No. fascia and 2 No. Totem and 2 No. wall mounted signs</p> <p>Rowlands Pharmacy, Mill Street, Llangollen.</p>
	<p>It was proposed by Cllr Beech and seconded by Cllr Cheminais that the application was acceptable in planning terms.</p> <p>It was resolved that no objections be raised in connection with this application.</p> <p>All agreed.</p>

#### **C151/18 Certificates of Decision.**

Members noted the certificates of decision received from Denbighshire County Council Planning Department received since the last meeting.

03/2017/1134	<p>Erection of extension to dwelling</p> <p>4 Fairway View, Holyhead Road, Llangollen.</p>
Decision.	Grant.
03/2017/1099	<p>Erection of 1 no. dwelling, detached garage and construction of a new vehicular access.</p> <p>Land adjoining Tregwern, Hall Street, Llangollen.</p>
Decision.	Grant.
03/2017/0726	<p>Change of use from a bank to an outdoor pursuit's headquarters, including a cafe, bunk house accommodation and associated works (Listed Building application).</p> <p>Former HSBC Bridge Street, Llangollen.</p>
Decision.	Grant.
03/2017/1185	<p>Erection of extension to dwelling.</p> <p>Abercregan House, Llangollen,</p>
Decision.	Grant.

#### **C/152/18 Members Reports.**

Cllr Edwards provided a brief update on the recent activity of the Llangollen Chamber of Trade and Tourism who had received a presentation from a presentation from the Development Bank of Wales.

### **C/153/18 County Councillors Report.**

There were no matters considered under this agenda item.

### **C/154/18 Clerks Reports.**

C/154/18 a) Grŵp Cynefin.

Members were asked to consider individual submissions of questions for consideration by a representative of Grŵp Cynefin/Denbighshire Housing Register Team.

It was proposed by Cllr Baker and seconded by Cllr Beech that the submission of additional question to those outlined in the report would be appropriate.

It was resolved that Members consider submitting questions to the Clerk for forwarding to the Grŵp Cynefin/Denbighshire Housing Register Team.

All agreed.

C/154/18 b) Llangollen 'Shared Space' Task and Finish Group vacancy.

Members considered filling the vacancy the Llangollen 'Shared Space' Task and Finish Group. Both Cllr Haddy and Cllr Baker had expressed an interest in being nominated to sit on the group and therefore a ballot was held.

As Cllr Baker received the most votes it was proposed by Cllr Richards and seconded by Cllr Beech that Cllr Baker be elected.

It was resolved that Cllr Baker would be one of the Town Council's representatives on the Llangollen 'Shared Space' Task and Finish Group.

All agreed.

C/154/18 c) The Local Democracy and Boundary Commission for Wales Electoral Reviews.

Members consider the implications of the Local Democracy and Boundary Commission for Wales Electoral Reviews for Denbighshire.

It was proposed by Cllr Cheminais and seconded by Cllr Hughes that in view of the limited impact the review will have on the principal council that no comments be offered.

It was resolved that Town Council note the implications of the review as it affects the Principle Council and inform the Commission accordingly.

All agreed.

C/154/18 d) Internal Audit.

Members consider a report on the work identified to prepare for the auditing of the accounts and the appointment of internal auditors. It was proposed by Cllr Cheminais and seconded by Cllr Baker that based on the comprehensive information provided in the report that the Town Council appoint JDH Business Services Ltd as internal auditors and agree the amendments suggested to assist the forthcoming internal audit.

It was resolved that the Town Council would:

- a) appoint JDH Business Services Ltd as internal auditors to undertake an audit in accordance with the Governance and Accountability for Local Councils in Wales Practitioners' Guide 201 (as amended) for the year ending 31st March 2017.
- b) amends the schedule of payments from September to 2017 to December 2017 to ensure the correct sequential numbering of bill payments and authorises the Chair to sign corrected minutes that correspond to these authorised payments.

- c) authorise the payments for health and safety and security works carried out on the recreation ground and in the Town Hall undertaken by Mr W. Small and John Ashby Locksmith respectively.

All agreed.

C/154/18 e) Place Plans.

Members consider the recommendation from the Cittaslow Committee to consider the concept of a Place Plans for Llangollen.

Having considered the recommendation of the Committee it was proposed by Cllr Baker and seconded Cllr Beech that the Town Council should support.

It was resolved that the Town Council supports the preparation of a Place Plan, for Llangollen, with the Cittaslow Committee acting as a Town Council steering group.

All agreed.

C/154/18 f) Independent Review Panel: the future role of Community and Town Councils.

Members consider the Town Council response to the Independent Review Panel consultation on the on the future role of Community and Town Councils.

It is proposed Cllr Edwards and seconded by Cllr Richards that subject to the additions suggested by Members that the comments on the questions be agreed.

It was resolved to submit the comments to the Independent Review Panel as the Town Council input to the review process.

All agreed.

C/154/18 g) Llangollen Community Garden.

Members consider recent developments regarding the site occupied by Llangollen Community Garden. Following details provided by Denbighshire County Council.

Having considered various options, it was proposed by Cllr Lube and seconded by Cllr Cheminai that the Town Council support the Town Council taking ownership of this parcel of land.

It was resolved to notify Denbighshire County Council that the Town Council supports a community asset transfer to the Town Council.

All agreed.

C/154/18 h) Centenary Square contract.

Members consider a report on the progress of the project and suggestions to expedite matters once the tender report had been received from Groundwork Manchester Salford, Stockport, Tameside and Trafford Ltd.

It is proposed by Cllr Cheminai and seconded by Cllr Edwards that the details in the report be accepted.

It was therefore resolved that the Town Clerk, in consultation with the Town Mayor and the Chair of the Assets Management Committee, be authorised consider the tenders and the appointment of a suitable contractor for the Centenary Square project with the decision being reported to the Town Council for endorsement.

All agreed.

**C/155/18 Correspondence.**

To consider correspondence received and to make any necessary decisions thereon.

Correspondent	Purpose	Action
Arcadis.	Pontcysyllte Aqueduct & Canal World Heritage Site Management Plan. Invitation to Members of the Town Council to attend a stakeholder workshop at Chirk Castle on Friday 2nd March, from 10.30am until 1pm.	Members consider attendance.
Clwydian Range and Dee Valley Area of Outstanding Natural Beauty Partnership	A vacancy has become available on the Clwydian Range & Dee Valley Area of Outstanding Natural Beauty Partnership and we are now seeking to appoint a member to represent Land Management For further details/informal discussion please contact Howard Sutcliffe on 01824 712757 or email <a href="mailto:howard.sutcliffe@denbighshire.gov.uk">howard.sutcliffe@denbighshire.gov.uk</a>	Noted.
Cymru'n Cofio Wales Remembers	Women's Suffrage Centenary Grant Scheme – 'Celebrating Women in Wales. Under the Women's Suffrage Centenary Grant Scheme, we will provide grants of between £500 and £20,000 to third sector organisations, community organisations and community groups, for projects and/or events which will mark the 100th anniversary. For details about the grant scheme, please visit: <a href="http://gov.wales/topics/people-and-communities/equality-diversity/centenary-grant-scheme/?lang=en">http://gov.wales/topics/people-and-communities/equality-diversity/centenary-grant-scheme/?lang=en</a>	Members agreed to consider any potential project and advise the Town Clerk accordingly.
Society of Local Council Clerks.	News Bulletin 9th February 2018	Noted.
Local Government Partnerships Welsh Government.	Memorandum of Understanding on Child Burial Fees. Burial authorities in Wales will not charge any fees in relation to the standard burial or cremation of a child, defined for these purposes as a person under the age of 18.	Noted.
Public Services Ombudsman for Wales	The Ombudsman's Casebook	Noted.
Future Generations Commissioner for Wales	Information on the Future Generations Framework created to support the public sector and others in Wales to deliver projects and infrastructure fit for the future.	Noted.
Independent Review Panel	Engagement Event. Invitation from the Review Panel to attend Wrexham Memorial Hall, Bodhyfryd, Wrexham. 7 <sup>th</sup> March 2018, 09:30 – 12:30	Members considered attendance.

Scribe 2000 Ltd	Offer of free training on Scriber software package.	Members agreed that the Policy and Finance Working Group should consider this offer.
Cadwyn Clwyd	Confirmation of award of grant to 2020 Shared Spaces Scheme.	Members authorise the signature of documentation.
JDH Business Services Ltd	General Data Protection Regulation Information on services offered to support GDPR	Noted.
One Voice Wales	General Data Protection Regulation. Latest legal guidance received in relation to the regulation	Report to be prepared for March Town Council.

It was proposed by Cllr Beech and seconded by Cllr Baker to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/156/18 Future Agenda items.**

GDPR.

There being no further items the meeting closed at 8.04 pm



## LLANGOLLEN TOWN COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 17<sup>th</sup> APRIL 2018.

**Present:** Cllr Beech, Cllr Baker, Cllr Burrell (Town Mayor), Cllr Cheminais, Cllr Edwards, Cllr Hughes, Cllr Lovelock, Cllr Lube, and Cllr Richards.  
G. Thomas (Town Clerk).

There were 3 members of the public present.

#### **C/174/18. Apologies for Absence.**

Members received and accepted the following apologies for absence

Cllr Haddy	Post-operative recovery
Cllr Mile	Holiday

#### **C/175/18. Declarations of Interest.**

Cllr Edwards expressed a personal interest in agenda item 9(c)

#### **C/176/18 Presentations.**

Sgt Jones update Members on the recent activity of the neighbourhood policing team in the The sergeant report that had been a major reorganisation of his duties and he was Covering a large tear including Griffin. On the positive side sergeant had been successful in acquiring additional funding which meant the three new PCSO those would be implied locally which would bring the team strength up to 6 in total these offices would be based in but would have to do provide some cover and the rest in area. The local priorities at the moment were cybercrime, speeding campaigns on the A5 and the horseshoe pass and Monitoring of traffic flows on Church Street which is being used as a rat run especially during the periods of time for dropping off and collecting children from school. The sergeant thanked a members for providing some useful intelligence over the last month which had resulted in positive action.

**C/177/18 Mayors Announcements.** Prior to the mayors announcement the town mayor presented a certificate of commendation to get details from Facebook and a check to the local Rotary club after the charity fund.

The term bad advise members that she had recently attended the relaunching of the museum and was very impressed with the changes that have taken place prophetically and in the amount to volunteer time that was being devoted to provide The town with such an excellent museum. Return there also indicated that she was stepping down as I duties as from the annual meeting in May and was looking forward to the real action of a new mayor possibly from the recent intake of counsellors since the election in 2017.

#### **C/178/18 Statements from the public.**

There were no matters considered under this agenda item.

#### **C/179/18 Minutes of Meeting.**

It was proposed by Cllr Lube and seconded Cllr Cheminais that the minutes of the Town Council meeting held on 20<sup>th</sup> March 2018 be approved.

It was resolved that the Chair could sign the minutes as a correct record.

All agreed.

**C/180/18 Minutes of Meeting.**

Members considered adoption of the minutes of the meeting the Cittaslow Committees held on the 8<sup>th</sup> October 2017 and on the 30<sup>th</sup> January 2018, it was proposed by Cllr Cheminais seconded by Cllr Lovelock to accept the minutes.

It was resolved to adopt the minutes.

All agreed.

**C/181/18 Financial Matters.**

C/181/18 a) internal audit report

Members considered a detailed report counsellor Richards counsellor beach

It was resolved to: -

All agreed.

C/181/18/b) rationalisation the town council banking arrangements

Llr Chemonais Cllr Edwards

C/181/18/c) Financial Statements.

The financial statement for February was received and noted.

C/181/18/d) Authorised Payments.

The payments for February, detailed below, were presented to the meeting.

LTC Staff Costs	Bill Payment C/87	£1,351.42	£0.00	£1,351.42
LTC Staff Costs	Bill Payment C/88	£134.94	£0.00	£134.94
PAYE and NI	Bill Payment C/89	£601.45	£0.00	£601.45
S Johnson	Bill Payment C/90	£70.00	£0.00	£70.00
Cllr Edwards	Bill Payment C/91	£192.00	£0.00	£192.00
Llangollen Railway	Bill Payment C/92	£70.00	£0.00	£70.00
The Post Office	Card Payment CP/01	£13.44	£0.00	£13.44
Daisy Chain	Card Payment CP/02	£25.00	£0.00	£25.00
The Post Office	Card Payment CP/03	£13.44	£0.00	£13.44
Daisy Chain	Card Payment CP/04	£30.00	£0.00	£30.00
The Post Office	Card Payment CP/05	£1.22	£0.00	£1.22
PCC	Card Payment CP/06	£37.00	£0.00	£37.00
The Post Office	Card Payment CP/07	£6.72	£0.00	£6.72
Trans Pennine Trains	Card Payment CP/36	£50.80	£0.00	£50.80
Tesco	Card Payment CP/37	£14.45	£0.00	£14.45
Spar	Card Payment CP/38	£10.87	£0.00	£10.87
British Telecom	Direct Debit	£131.10	£21.95	£109.15
ACS Technology	Direct Debit	£48.00	£0.00	£48.00
NEST	Direct Debit	£23.01	£0.00	£23.01
Town Hall				
LTC Staff Costs	Bill Payment H/50	£454.58	£0.00	£454.58
PAYE and NI	Bill Payment H/51	£113.80	£0.00	£113.80

Border Janitorial Supplies	Bill Payment H/52	63.66	10.61	£53.05
Galione Property Solutions	Bill Payment H/53	£56.00	£0.00	£56.00
Morgans Decorative Supplies	Bill Payment H/54	£43.32	£7.22	£36.10
M Pharaoh	Bill Payment H/54	£2,000.00	£0.00	£2,000.00
UK Lighting Sales	Min C/123/18	£4,746.20	£791.03	£3,955.17

It was proposed by Cllr Lubeand seconded by Cllr Cheminais that the payments be authorised.  
It was resolved that the payments be approved.  
All Agreed.

### **C/182/18 Planning Correspondence.**

There were no matters considered under this agenda item.

### **C/183/18 Planning Applications.**

Members considered the following planning applications: -

0149 proposed Chamonix seconded Richards

152 proposed Hughes seconded Baker

0246 proposed Edwards seconded Richards

0261 proposed beach seconded Chamonix

0284 proposed Chamonix second it another look

03/2017/1188	Erection of a detached dwelling alterations to existing vehicular access installation of a package treatment plan and associated works. Land Adjacent To, 2 Mile End Mill, Berwyn Street, Llangollen.
	It was proposed by Cllr Cheminais and seconded by Cllr Mile that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2018/0181	Change of use from care home (C2) to holiday let (sui generis) and alterations to parking. Y Golfa, 35 Regent Street, Llangollen.
	It was proposed by Cllr Hughes and seconded by Cllr Richards that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.
03/2018/0087	Crown thinning and reduction of 1no. oak tree the subject of a tree preservation order. The Old Vicarage, Vicarage Road.
	It was proposed by Cllr Mile and seconded by Cllr Beech that the application was acceptable in planning terms.

	It was resolved that no objections be raised in connection with this application. All agreed.
03/2018/0204	Erection of extensions and alterations to dwelling. Maytree, Fron Bache, Llangollen.
	It was proposed by Cllr Mile and seconded by Cllr Cheminais that the application was acceptable in planning terms. It was resolved that no objections be raised in connection with this application. All agreed.

### **C184/18 Certificates of Decision.**

Members noted the certificates of decision received from Denbighshire County Council Planning Department received since the last meeting.

03/2016/0405	Development of a hydro-electric scheme including the construction of an intake and discharge, laying of pipeline, installation of turbine and other required infrastructure off the River Dee at Mile End. Mill Mile End Mill Berwyn Street
Decision.	Grant.
03/2017/0452	Change of use of holiday accommodation unit to open market dwelling Pen Y Bryn, Barn Bryn, Dethol Road
Decision.	Refuse.
03/2017/1157	Variation of condition no. 1 of planning permission code no. 03/2012/1500 allowed under appeal to allow an extension of time to commence the development. The Llangollen Goods Junction Yard, Abbey Road.
Decision.	Grant.
03/2017/1135	Erection of extension to dwelling (Listed Building Application). 4 Fairway View Holyhead Road
Decision.	Grant.

### **C/185/18 Members Reports.**

Counsellors Lovelock and Baker provided members with an update on the recent Llangollen 2020 group meeting Councillor Baker updated members on the method of scoring and the ultimately successful company that had been appointed to undertake the feasibility study funded by cuddle in Clwyd the town council and Tamasha county council. The successful company were Arcadia's and an inception meeting would be held with them at the beginning of May.

Members were concerned as to the current status of the handcuffing 2020 working group as it would appear that the group that had originally been set up by the county council had been disbanded and this new group had taken over responsibility for the project. Members were concerned as to the legitimacy of town council members being on the group as the original proposition was to be in support of a county council working group administered and managed by the county council. Counsellor Chamonix proposed that current gate and should be sought from the county council on the position regarding this the alterations to this working group this was seconded by Councillor Richards.

### **C/186/18 County Councillors Report.**

Catch the Thames provided members with an update on the activity of the county council he advised members that there was a lot of activity being actioned. Counsellor Timms advised they members that he Ancaster miles that sort a meeting with the senior management senior officers of the county council and it was following this meeting that some changes have been suggested to the operation of the form I found wash and shared space working group, which was now reformed has the sound off in 2020 group. Councillor Timms advise members of the new chief executive officer was to start the starting with the county council the following week. In relation to operational matters he advised members that the 40 mile an hour post restriction on the horseshoe pass was no longer going to be implemented. And he advised members of the new North Wales growth bed and which would be attracting both public and private sector funds to a maximum of £400 million to look at her the development of strategic initiatives across the region. Counsellor Timms advice members that he will seek whatever opportunity could have some of that money to be spent within the Shannopin area.

### **C/187/18 Clerks Reports.**

C/187/18 a) community grounds policy proposed show me in a seconded Richards

C/187/18 b) Confirming the freedom of the town to the Royal Welsh propose to Chamonix seconded Edwards Llangollen recreation ground trust proposed Lube seconded Chamonix

C/187/18 c) Past Matt photograph

Cancel a lovely suggested future proofing the provision of frames by purchasing an additional frame for the use basic set of councils. Subject to this amendment it was proposed by Richard seconded by lobe. Correspondence change cycles it was proposed by Councillor Richard some proper seconded by Councillor Edwards.

### **C/188/18 Correspondence.**

To consider correspondence received and to make any necessary decisions thereon.

Correspondent	Purpose	Action
Lead Officer – Strategic Asset Management	Notification that the County Council’s Asset Management Group resolved to retain the site occupied by the Community Garden in Denbighshire County Council ownership rather than transfer the asset to the Town Council Despite this decision, Denbighshire Council is still keen to involve the Town Council in discussions about this site and work together to ensure the site is retained for community use and try and identify a way of restoring the Weaver’s Cottage. I’ll be in contact again, probably after Easter now, to arrange a meeting and begin discussions about how we progress together on this.	Members noted the decision and resolved to formal write a letter outlining the Town Council dissatisfaction over the handling of this matter.
Welsh Government	Invitation to a cross-sector event on the 26 March 2018 at the Glasdir Conference Centre,	Members agreed to

	Llanrwst to help shape a “made in Wales” approach to community asset transfers.	consider attendance.
Wales Audit Office	Review of how local government bodies deliver services in rural communities in Wales.	The Town Clerk to complete online survey
Independent Remuneration Panel for Wales	Invitation to round table discussion events. There are four regional meetings arranged in the following locations: Carmarthen 11 April – 10:30-12:30 - Carmarthen University Halliwell Centre Abergavenny 18 April – 10:30 - 12:30 St Michaels Centre, Llandrindod Wells 2 May – 10:30-12:30 Media Resource Centre LD1 6AH Llandudno 9 May - 10:30-12:30 Conwy Business Centre LL31 9XX	Members agreed to consider attendance
Administration Assistant Wales Air Ambulance	Seeking financial support for Children’s Wales Air ambulance	Members agreed to advise the applicant Town Council Grants policy
Legislation and Policy Team Welsh Government	Consultation on Edition 10 of Planning Policy Wales The Welsh Government is proposing to revise Planning Policy Wales (PPW) in light of the Well-being of Future Generations (Wales) Act 2015. PPW has been restructured into policy themes around the well-being goals and updated to reflect new Welsh Government strategies and policies. The Welsh Government is conducting a public consultation on edition 10 of PPW and would like your views. The consultation will close on 18 May 2018. Visit the consultation pages of the Welsh Government website for information on how to respond ( <a href="https://beta.gov.wales/planning-policy-wales-edition-10">https://beta.gov.wales/planning-policy-wales-edition-10</a> ).	Members agreed to consider the consultation document and advise the Town Clerk of any concerns.
Local Government Partnerships Welsh Government	Guidance note and application form in respect of Welsh Government support for the initial setting up of joint arrangements around three core themes of community engagement, increasing citizen participation and engagement in local democracy, and clustering, which is available for 2018-19. Please note the closing date for	Members agreed to consider the consultation document and advise the Town Clerk of any concerns.

	submitting application forms is Friday 20 April 2017.	
Older People's Commissioner for Wales	Invitation for feedback from older people and professionals involved in the network and my team are meeting with key stakeholders. This is your opportunity to reflect on the strategic aims and key activities of the programme and to contribute to the future development and direction. I would therefore be grateful if you could complete this electronic survey ( <a href="http://bit.ly/2Fke6GX">http://bit.ly/2Fke6GX</a> ) or attached questionnaire by 16 March 2018.	Members agreed to consider the consultation document and advise the Town Clerk of any concerns.
Street Lighting Engineer. Denbighshire County Council	Notification that the flower baskets being attached to lighting columns are not watered regularly but contain water reservoirs which make them very heavy. The lighting columns in question are only designed to take a certain load and these baskets can exceed the permitted weight which could cause serious problems. We have consulted with the column manufacturer and the maximum weight we can allow on our larger columns is 32 kg. The smaller columns, for example on Llangollen bridge are not suitable for baskets. Could you ensure that the equipment you install complies with this.	The Town Clerk to contact Street Lighting Engineer.
Local Democracy and Boundary Commission for Wales	Guidance for Principal Councils on the Review of Communities. The Local Democracy and Boundary Commission for Wales (the Commission) has been asked by the Cabinet Secretary for Finance and Local Government to provide updated guidance on the conduct of community reviews by principal councils to support greater consistency in the manner in which community reviews are conducted. The Guidance is available on the Commission website <a href="http://ldbc.gov.wales/publications/guidance/com-mrevguide/;jsessionid+0714C02801543F5F18C2E1C556BF6C7F;jsessionid=DC8069E9C6EEDD45436226275F6D6227?skip=1&amp;lang=en">http://ldbc.gov.wales/publications/guidance/com-mrevguide/;jsessionid+0714C02801543F5F18C2E1C556BF6C7F;jsessionid=DC8069E9C6EEDD45436226275F6D6227?skip=1&amp;lang=en</a>	Members agreed to consider the consultation document and advise the Town Clerk of any concerns.
Scrutiny Support Team National Assembly for Wales	Consultation on the draft Autism (Wales) Bill comments to be made by 17 April 2018. <a href="http://senedd.assembly.wales/mgConsultationDisplay.aspx?ID=293">http://senedd.assembly.wales/mgConsultationDisplay.aspx?ID=293</a>	Members agreed to consider the consultation document and

		advise the Town Clerk of any concerns.
One Voice Wales	February 2018 News Bulletin	Noted

It was proposed by Cllr Cheminai and seconded by Cllr Lovelock to accept the schedule of correspondence.

It was resolved that the items of correspondence be noted and identified actions be implemented.

All agreed.

**C/189/18 Future Agenda items.**

Housing presentation.

Provision of minor injuries unit at the Health Centre

There being no further items the meeting closed at 8.25 pm