

ANNUAL GENERAL MEETING

Minutes of Annual General Meeting held in Council Chamber, Municipal Offices, Prestatyn on Wednesday 19th May 2010 at 6:15pm – 7:35pm.

PRESENT

Councillors: G. Frobisher (Mayor), G. Percival, P. Duffy, M. German, I. German, A. Pennington, P. Newell, J. Morris, J. Davies, J. Thompson-Hill, A. Sampson, L. Muraca, G. Jones, G. Green, M. Eckersley, S. Frobisher, P. Curtis.

IN ATTENDANCE

Mr N. Acott – Town Clerk/Financial Officer; Mr T. Brown – Internal Auditor, Mrs L. Hewitt – Committee Support Assistant, Mrs J. Taylor – Customer Services/Administrative Officer, Rev J. Harvey – Mayor's Chaplain, Public and invited Guests.

APOLOGIES

Councillors : A. Horobin.

1 PRAYERS

Rev J. Harvey offered prayers for all elected officials, appointees and employees in public service.

2 MAYOR'S ANNUAL ADDRESS

Cllr G. Frobisher presented his retiring speech and highlighted pleasure in attending 150 official engagements. He attended 80th birthday celebrations of 3rd Prestatyn Beaver, Cubs, Scout Group and Prestatyn Girl Guides centenary celebrations. Several engagements involved presentation of medals and certificates to young people who were a credit to parents, school and Town.

Some of the year's highlights included invitations to attend Town's Christmas Lights, Christmas Tree Festival, Flower Show, Classic Car Show, Prestatyn Carnival, Meliden Gala, Fly Navy 100 on HMS Illustrious, Bodnant School and Clawdd Offa summer fetes.

During the year almost two thousand pounds was raised for Mayoral Charities and this has been distributed to St Kentigern Hospice, MacMillan Nurse Cancer Care and Children in Need.

He then thanked all organisations and voluntary groups who had sent invitations to join their events, Town Council staff, family, friends, and especially Alice his consort.

Token gifts were presented to Rev J Harvey, Mayor's Chaplain, Mrs J. Taylor Customer Services/Administrations Officer who provided support to Mayoral Office, and his wonderful Consort, Alice Frobisher.

3 MAYOR OF PRESTATYN 2010/11

Cllr G. Frobisher (Mayor) invited nominations for office of Mayor of Prestatyn for ensuing Municipal Year. It was proposed by Cllr J. Thompson-Hill, seconded by Cllr S. Frobisher that Cllr M. Eckersley be appointed. No other nominations were received.

RESOLVED UNANIMOUSLY That Cllr M. Eckersley be appointed Mayor of Prestatyn 2010/11.

4 DECLARATION OF ACCEPTANCE

Cllr M. Eckersley thanked Council for its support, appointment and signed Declaration of Acceptance. He advised that Mrs Rosemary Eckersley would be his Consort.

5 CIVIC INVESTITURE OF MAYOR AND CONSORT

The retiring Mayor invested new Mayor, Cllr M. Eckersley with his Chain of Office. Mrs R. Eckersley was invested Consort and presented with a bouquet of flowers. Cllr G. Frobisher, retiring Mayor was presented with Town Shield and Alice, retiring Consort was presented with bouquet of flowers.

RESOLVED That Cllr G. Frobisher and Consort Alice Frobisher be thanked for their Term in Office.

6 DEPUTY MAYOR 2010/11

Mayor Cllr M. Eckersley invited nominations for office of Deputy Mayor for ensuing Municipal Year. Reference was made to practise of directly elected Mayor that was being advocated by some Councils.

It was proposed by Cllr G. Green, seconded by Cllr A. Sampson that Cllr A. Pennington be appointed. A further nomination proposed by Cllr P. Newell, seconded by Cllr P. Duffy that Cllr I. German be appointed was received.

A recorded vote was requested.

FOR	AGAINST	ABSTAIN
Cllrs A. Sampson, G. Green, S. Frobisher, G. Frobisher, J. Thompson-Hill, P. Curtis, L. Muraca, A. Pennington, G. Jones, J. Davies, J. Morris, G. Percival, M. Eckersley	M. German, I. German, P. Newell, P. Duffy	
(13)	(4)	(0)

RESOLVED

1) That Cllr A. Pennington be appointed Deputy Mayor of Prestatyn 2010/11.

7 CIVIL INVESTITURE OF DEPUTY MAYOR 2010/11

Mayor, Cllr M. Eckersley invested Deputy Mayor, Cllr A. Pennington and Ms Susan Pritchard with their Chains of Office. Members congratulated Cllr A. Pennington on his appointment and he thanked Council for its support.

8 COUNCIL/COMMITTEE STRUCTURES AND TERMS OF REFERENCE

Details of structures, terms of reference and membership of Committees had been circulated with agenda.

RESOLVED That Committee Structures, Membership of Committees and Terms of Reference be accepted subject to future review of Town Planning Committee operations.

COMMITTEE MEMBERSHIP 2010-11

FULL COUNCIL (18)	GROUP	FINANCE & MANAGEMENT CMT (18)	GROUP
Councillors:-		Councillors:-	
A Horobin	Welsh Conservative	A Horobin	Welsh Conservative
AG Pennington	"	AG Pennington	"
AL Maraca	"	AL Maraca	"
AL Sampson	"	AL Sampson	"
G Green	"	G Green	"
GA Jones	"	GA Jones	"
GE Frobisher	"	GE Frobisher	"
G Percival	"	G Percival	"
J Thompson-Hill	"	J Thompson-Hill	"
JM Davies	"	JM Davies	"
MJ Eckersley	"	MJ Eckersley	"
P Curtis	"	P Curtis	"
S Frobisher	"	S Frobisher	"
P Newell	Labour	P Newell	Labour
MA German	Other	MA German	Other
IM German	Other	IM German	Other
J Morris	Independent	J Morris	Independent
P Duffy	Independent	P Duffy	Independent

TOWN PLANNING CMT (18)		TOWN DEVELOPMENT CMT (18)	
Councillors:-		Councillors:-	
A Horobin	Welsh Conservative	A Horobin	Welsh Conservative
A Pennington	“	A Pennington	“
AL Maraca	“	AL Maraca	“
AL Sampson	“	AL Sampson	“
G Green	“	G Green	“
GA Jones	“	GA Jones	“
GE Frobisher	“	GE Frobisher	“
G Percival	“	G Percival	“
J Thompson-Hill	“	J Thompson-Hill	“
JM Davies	“	JM Davies	“
MJ Eckersley	“	MJ Eckersley	“
P Curtis	“	P Curtis	“
S Frobisher	“	S Frobisher	“
P Newell	Labour	P Newell	Labour
MA German	Other	MA German	Other
IM German	Other	IM German	Other
J Morris	Independent	J Morris	Independent
P Duffy	Independent	P Duffy	Independent

GENERAL PURPOSES CMT (18)	GROUP	POLITICAL BALANCE
Councillors:-		
A Horobin	Welsh Conservative	Welsh Conservative (13)
A Pennington	“	Independent (2)
AL Maraca	“	Labour (1)
AL Sampson	“	Other (2)
G Green	“	
GA Jones	“	
GE Frobisher	“	
G Percival	“	
J Thompson-Hill	“	
JM Davies	“	
MJ Eckersley	“	
P Curtis	“	
S Frobisher	“	
P Newell	Labour	
MA German	Other	
IM German	Other	
J Morris	Independent	
P Duffy	Independent	

Nb Chairman and Vice Chairman of Committees to be determined at first meeting of each new Committee

TERMS OF REFERENCE

2009/10**FULL COUNCIL
(18)**

- 1 To oversee the corporate workings of the Council.
- 2 To determine any item not specifically covered by other Committees.
- 3 To authorise expenditure in excess of delegated Committee budget.
- 4 To receive reports from other Committees regarding items affecting whole of the Council

**FINANCE & MANAGEMENT COMMITTEE
(18)**

- 1 Manage and control the financial affairs of the Council generally and to pay and collect all debts and monies owing by or to the Council.
- 2 Examine the estimates of income and expenditure of the other Committees, to prepare the general estimates of receipts and expenditure during the next ensuing financial year.
- 3 Consider and report to the Council upon any scheme by a Committee to exceed any item of expenditure in their estimates for any year.
- 4 Direct the keeping of the accounts of the Council.
- 5 Direct and have control of all insurance of the Council.
- 6 Consider matters relating to the promotion of, or opposition of Bills in Parliament, Provisional Orders and other parliamentary proposals.
- 7 Review from time to time Standing Orders and Financial Regulations.
- 8 Deal with litigation in which the Council may be engaged.
- 9 Deal with establishment matters.
- 10 Consider and report from time to time upon management and administration of local government in the region and county areas.
- 11 Have charge of any surplus lands and properties.
- 12 Staff recruitment and drawing up all short lists for Council and associated posts (jointly funded posts under direction of authority) to be dealt with by Mayor/Deputy Mayor/Chair and Vice Chair of Finance and Management Committee. Town Clerk's post will be a Full Council Appointment. (Job applications to be circulated to Mayor/Deputy/Chair and Vice Chair of Finance and Management Committee and applications made available for Members inspection in Council Offices)

- 13 Issues of grievance and discipline using personnel guidelines and to include outside bodies as appropriate
(*Grievance and Disciplinary Panels will consist of Mayor and Chair of each Committee(s) and Deputy/Vice Chair invited to attend in their absence. The Panel is to be serviced by independent secretariat).
- 14 Annual appraisals of permanent staff.
- 15 To deal with general appointments, recommending staff grading and overseeing staff structures in liaison with Town Clerk/Financial Officer.
- 16 Training needs and making recommendations subject to budget provision.
- 17 To deal with non routine general office matters e.g. new equipment needs and making recommendations if outside of budget provision.
- 18 The Chairman of Finance and Management Committee to preside over appointed Sub-Committee and Panels when appropriate.

GENERAL PURPOSES COMMITTEE

(18)

To consider matters relating to:-

- 1 Road and Rail transport
- 2 Byelaws
- 3 Entertainment
- 4 Attractions
- 5 Publicity – Public Relations
- 6 Liaison with local organisations
- 7 Licensing
- 8 Illuminations
- 9 Community Meetings/Forums
- 10 Leisure activities
- 11 Cultural activities

and any other matters which do not specifically come within the functions of other Committees.

**TOWN DEVELOPMENT COMMITTEE
(18)**

- 1 Consider industrial and other major development in the Town
- 2 Consider matters affecting the inhabitants of Prestatyn concerning public health, drainage and flooding, refuse collection, shops, factories, food and drugs, noise abatement, consumer protection, scrap metal dealers and pest control.
- 3 Consider matters relating to condition, improvements etc., of all roads and bridges, public footpaths, bridleways and street lighting in Prestatyn.
- 4 Consider management, superintendence and control of recreation and pleasure grounds, gardens and open spaces in Prestatyn and take such steps as they may think desirable for acquiring, laying out and maintaining land for such purposes.
- 5 To use initiative in proposing new projects and proposals which should be of benefit to the Town.
- 6 Car Parks.

**TOWN PLANNING COMMITTEE
(18)**

- 1 Consider and submit observations on all Town and Country Planning applications to the Principle Planning Authority and also discuss any other planning matters concerning Prestatyn (in an emergency, applications to be dealt with by the Chairman, Vice Chairman, Mayor and Deputy Mayor).

9 SCHEDULE OF MEETINGS

Details of proposed Schedule of Meetings had been circulated with agenda. Reference was made to the length and number of meetings and occasional difficulties that arose with Town Planning Committee usually held later in proceedings.

RESOLVED That Schedule of Meetings 2010/11 be accepted subject to future review of Town Planning Committee.

Wednesday	19 th May 2010	Annual General Meeting Town Planning Committee
“	2nd June	General Purposes/Town Development Cmt Town Planning Committee
	7th July	Finance & Management Committee Town Planning Committee
	21st July	Full Council Town Planning Committee
		AUGUST RECESS
Wednesday	1st September	General Purposes/Town Development Cmt Town Planning Committee
Wednesday	22nd September	Finance & Management Committee Town Planning Committee
“	13th October	Full Council Town Planning Committee
“	10th November	General Purposes/Town Development Cmt Town Planning Committee
Monday	6th December	Awards Ceremony and Mayor's Gathering
Wednesday	15th December	Full Council Town Planning Committee
		CHRISTMAS RECESS
Wednesday	19th January 2011	Finance & Management Committee Town Planning Committee
“	9th February	Full Council Town Planning Committee
“	2nd March	General Purposes/Town Development Cmt. Town Planning Committee
“	23rd March	Finance & Management Committee Town Planning Committee
“	20th April	Full Council Town Planning
“	18th May	Annual General Meeting Town Planning

Council meetings are normally held on Wednesdays commencing at 6.15pm.

10 REPRESENTATIVES ON OUTSIDE BODIES 2010/11

Details of external bodies seeking Council's nomination had been circulated with agenda. Several Councillors urged representatives to report back to Council with brief details of any meetings or issues raised by respective organisations.

A short discussion took place upon need for Criminal Record Bureau (CRB) checks and new legal obligations when working with children and vulnerable adults. The Town Clerk/Financial Officer advised such checks were not a legal requirement at present time for Town Councillors but could be arranged if individual Member so desired.

RESOLVED

- 1) That Representatives on Outside Bodies be appointed as follows :

ORGANISATION	FREQUENCY	2010-11
ATC – Prestatyn Air Training Corps 2193 Squadron	Bi-monthly	Cllr G. Frobisher
Clwyd Leisure Ltd	Yearly- AGM	Clarify representational requirement
Coastal Access Committee	As called	Cllrs A. Horobin, P. Newell M. Eckersley (observer)
Community Association – Meliden	As called	Cllrs P. Newell, G. Frobisher
Community Association – North West	Quarterly	Cllrs G. Green, A. Pennington (Check contact details with Secretary)
Community Association – Ty Caradoc	4/5 per annum	Cllrs J. Thompson- Hill, J. Davies, L. Muraca, A Sampson
Community Building - Ty Pendre	As called	Cllrs J. Thompson-Hill, S. Frobisher, J. Morris.
CYTUN (Churches Together)	As called	Cllr A. Horobin
Denbighshire Fairtrades Forum	Quarterly	Cllrs A. Horobin, G. Percival
DVSC – Denbighshire Voluntary Services Council	Quarterly	Vacancy
Dyserth, Meliden, Cwm Relief in Sickness Fund (four year term)	2 per year	Cllr P. Newell, Town Clerk
Gronant Dunes – Local Nature Reserve (Denbighshire County Council)	2 per year	Cllrs A. Horobin, P. Newell
Prestatyn Business Growth Partnership (formerly LABGI)	Bi-monthly	Cllrs M. Eckersley, G. Percival
Meliden Enhancement Sub Committee	Bi-monthly	Cllr G. Frobisher Vacancy
Meliden Youth Association	Quarterly	Cllr G. Frobisher
North Hoyle Community Funds	As called	Cllr S. Frobisher
North Wales Play and Playing Fields Association	Quarterly	Seek clarification on representational requirements

NWATC - North Wales Association of Town Councils	Quarterly	Cllrs J. Morris, S. Frobisher J. Thompson-Hill Town Clerk
Offa's Dyke Association	AGM	Cllr A. Sampson
PDBA – Prestatyn and District Business Association	Monthly	Cllrs J. Thompson-Hill J. Davies Association to be invited to future meeting.
Police Authority Community Forum	Quarterly	Cllr G. Jones
Prestatyn Arts Group	As called	Cllrs A. Sampson S. Frobisher
Prestatyn Carnival Association Committee	Monthly	Mayor (ex officio) 2 x vacancies
Prestatyn Leisure Centre Users Forum	3 per year	Cllrs P. Duffy J. Thompson-Hill
Prestatyn Walking Festival Committee	As called	Cllrs M. Eckersley A. Sampson
Prestatyn 'You'll Never Walk Alone' Volunteer Walk Leaders Group	Quarterly	Cllr A. Sampson
Prestatyn Youth Club	Every 4-6 weeks	Cllrs P. Duffy J. Thompson-Hill
Rhuddlan Borough Talking Newspaper	3 monthly	Cllr P. Newell
Scala Board of Trustees	As called	Cllr A. Sampson
Vale of Clwyd Mind Association	As called	Cllr J. Morris
WRVS – King's Hall Newydd y Brenin Management Committee	6 weekly	Cllrs P. Duffy A. Sampson
Ysgol Bodnant – Infants	Per term	Cllr L. Muraca
Ysgol Bodnant – Juniors	Per term	Cllr J. Morris
Ysgol Melyd	Every Half Term	Cllr P. Newell
Ysgol Penmorfa	Per Term	Cllr G. Jones
Ysgol y Llys	Every 2 months	Cllr G. Frobisher
Ysgol Clawdd Offa	As called	Cllr P. Curtis

2) That item on Criminal Record Bureau and associated checks for Town Councillors be agendered for discussion at future meeting.

Details circulated with agenda.

12 MINUTES

RESOLVED

1) That Minutes of Full Council held 21st April 2010 be accepted.

Pursuant to Minute 221/182 Land by side of Aldi, Meliden Road, Prestatyn – It was reported this site had been significantly improved by works undertaken to date. Town Clerk/Financial Officer confirmed Council had contributed 5K to the project.

2) That Minutes of Town Planning Committee 21st April 2010 be accepted.

13 MAYOR'S CHAPLAIN

Cllr M. Eckersley, Mayor announced that Rev Q. Bellamy would be his Chaplain.

Mayor_____