

**FULL COUNCIL**

Minutes of Full Council held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on Wednesday 28<sup>th</sup> June 2017 at 6.20pm – 6.35pm.

**PRESENT**

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

**IN ATTENDANCE**

Mr N. Acott – Town Clerk/Financial Officer, Mrs C. Evans – Assistant Town Clerk/Financial Officer, Mrs L. Hewitt – Committee Support Assistant, Mr T. Brown – Internal Auditor, Rev J. Harvey – Mayor's Chaplain.

**APOLOGIES**

Councillors: G. Frobisher (Mayoral duties), P. Penlington.

**35 PRAYERS**

Rev J. Harvey, Mayor's Chaplain offered prayers seeking help with listening, guidance and wisdom to promote the common good.

**36 DECLARATIONS OF INTEREST**

Deputy Mayor read a prepared statement from Denbighshire County Council reminding Councillors of the need to declare any personal and personal/prejudicial interest in today's business. Councillors were also reminded of Code of Conduct requirements.

**37 MAYORAL COMMUNICATIONS**

- a) Mayoral Diary 17.05.17 – 28.06.17 – copy circulated at meeting.
- b) Letters of thanks for Council support had been received from Denbighshire Citizens Advice Bureau, Prestatyn Men's Shed, and Benefits Advice Bureau.

**38 MINUTES**

**RESOLVED** That Minutes of Council's Annual General Meeting held on 17<sup>th</sup> May 2017 be accepted.

**39     MINUTES OF OTHER COMMITTEES**

**RESOLVED** That Minutes of Committees be accepted as follows:-

Town Planning Committee – 17<sup>th</sup> May 2017.

Finance and Management Committee – 14<sup>th</sup> June 2017.

Town Planning Committee – 14<sup>th</sup> June 2017.

Pursuant to Minute 34 Planning Application 43/2017/0445 (Meliden). It was reported that several local residents had objected to Denbighshire County Council, Planning Authority about this application due to poor highway access and concerns about impact on conservation area.

Deputy Mayor \_\_\_\_\_

## TOWN PLANNING COMMITTEE

Minutes of Town Planning Committee held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on Wednesday 28<sup>th</sup> June 2017 at 6.35pm – 6.45pm

### PRESENT

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

### IN ATTENDANCE

Mr N. Acott -Town Clerk/Financial Officer, Mrs L. Hewitt – Committee Support Assistant, Mrs C. Evans – Assistant Town Clerk/Financial Officer, Mr T. Brown – Internal Auditor

### APOLOGIES

Councillors: P. Penlington, G Frobisher (Mayoral duties).

#### **40     DECLARATIONS OF INTEREST**

Councillors were reminded of the prepared statement issued by Denbighshire County Council regarding declarations of personal and personal/prejudicial interests and Code of Conduct requirements.

#### **41     DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS**

Committee considered planning consultations to 28th June 2017 and submitted following observations: -

<u>APPLICATION</u>	<u>COMMENT</u>
43/2017/0538 (North) Change of use of A3 unit to an aesthetics clinic. 4A Bastion Road, Prestatyn	No Objection
43/17/0580 (South West) Conversion of detached garage into living accommodation ancillary to the dwelling and erection of pitched roof in place of flat roof. 9 Chester Close, Prestatyn	No Objection
43/2017/0548 (Central) Change of use of existing dwelling to a mixed use dwelling and cattery, removal of existing shed and erection of replacement cattery building 47 South Avenue, Prestatyn	Observation Committee expressed concern about scale and possible impact of business upon neighbouring residential properties.

Business waste disposal method requires clarification. Animal welfare licensing requirements should apply

43/2017/0594 (North)  
Crown reduction of Holly Tree subject to a Tree Preservation Order  
5 South Meadow Close, Prestatyn

No Objection

43/2017/0537 (East)  
Erection of pitched roof to dormers at front and rear (retrospective application)  
51 Bastion Gardens, Prestatyn

No Objection

43/2107/0536(East)  
Erection of pitched roof to dormers at front and rear  
49 Bastion Gardens, Prestatyn

No Objection

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

**42 DENBIGHSHIRE COUNTY COUNCIL – PLANNING APPEAL 43/2016/0600**  
**Mindale Farm, Meliden**

Notification had been received from Denbighshire County Council, Planning Authority of a planning appeal against refusal of permission for large scale residential development on land at Mindale Farm, Meliden. The Chairman reported that written representation had also been submitted to the Welsh Assembly Government, Planning Inspectorate confirming Town Council's objection.

Chairman\_\_\_\_\_

## **COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE**

Minutes of Community Development and Regeneration Committee held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on Wednesday 26<sup>th</sup> July 2017 at 6.15pm – 8.50pm.

### **PRESENT**

Councillors: A Flynn (Chairman), G Frobisher, A Sampson (arrived 6.20), A Frobisher P Penlington R Flynn K Jones G Sandilands G Davies S Frobisher M German T Jones L Muraca A Tomlin P. Duffy, B Murray.

### **IN ATTENDANCE**

Mr N. Acott – Town Clerk/Financial Officer, Mrs L. Hewitt – Committee Support Assistant, Mrs C. Evans – Assistant Town Clerk/Financial Officer, Mr T. Brown – Internal Auditor, Ms K. Edmunds - Community Events/Town Support Officer .. Ms S Edwards – Health & Community Development Manager

### **APOLOGIES**

Councillors: J Thompson-Hill, M Poller.

#### **43 DECLARATIONS OF INTEREST**

Chairman read a prepared statement issued by Denbighshire County Council regarding declarations, code of conduct, and requirement to record personal and prejudicial interests that arise during meeting.

#### **44 COMMUNITY OFFICER REPORTS**

Chairman welcomed Ms Kimberley Edmunds, Community Events and Town Support Officer. He then invited her to present her report. Kim referred to her report which was circulated with the agenda outlining events thus far and those organised for the rest of 17/18. All event planning was well in hand commencing with each Thursday in August's Headliners events, followed by Field Day Festival on August 18th. Volunteers for this event are needed to assist with certain activities. The Cookhouse have confirmed they will be providing a bar for the Field Day Festival and Holywell Brass Band have also confirmed they will be playing at all the planned events. Councillor G Sandilands queried the status of the long term sustainability of town events, as it was hoped that volunteers would take on the organising of events after Town Council's initial support. The Town Clerk/Financial Officer cited Prestatyn Rocks which this year is being organised by The Cookhouse as a good example of how this works and how Town Council encourages events to be self sustaining. Councillor P Penlington asked how the acts were sourced to which Kim explained for this year they were generally acts she had worked with before, and their costs were the most competitive. She had experienced considerable online negativity, however there is a need to refresh the acts booked to provide interest and variety. Councillor A Sampson requested more prominence on Town Council's website for other events in town to which Kim confirmed she would do so but needed the information to enable this. Councillor A Flynn requested that the annual events are presented in a booklet format for 2018 and to be distributed to various outlets in the town. Kim replied this was a piece of work she was

progressing. Kim referred to the plan for 2018 to organise a Pirate event to celebrate North Wales Tourism Year of the Sea. She is seeking external funding to assist financially.

Chair invited Sue Edwards, Community Health and Development Manager to present their previously circulated reports.

- Defibrillator Initiative – training still available for those interested
- HLAP – Summer activities all booked up with only swimming activity with vacancies. Some activities have had to be cancelled due to bad weather. Councillor G Sandilands asked whether the attendance figures were rising to which Sue explained that they were constant year on year. Sue requested members thoughts on whether the unrefunded deposits could be ring fenced to use for HLAP and not contribute to the general pot of funding. Town Clerk/Financial Officer advised that in principle there was no problem with this approach, but that a report would need to be taken to the next Finance and Management Committee meeting in order that Members were clear how that might impact on other initiatives. Town Clerk to action. Councillor R Flynn referenced an initiative called “Every Child Has the Chance to Fly” which may be able to assist with funding
- Dementia Friends – Steering Group includes Sue and Steve Fenner at Artisans CIC. A drop in service runs at the Old Library every Friday at 2.00pm.
- Mind Music – Unfortunately the group had to move premises due to cost of hiring Kings Hall as the lottery funding for this initiative has expired. This makes the future of this initiative uncertain. The estimated cost of continuing is £1,700 - £2,000 per annum. Attendance at the Group sessions have gone down after the premises move from 25 to 7. Councillor Muraca expressed disappointment that the numbers had gone down to such an extent, Sue is using best endeavours to source funding to sustain the initiative
- Men’s Sheds – Going from strength to strength. They will soon be operating from a workshop on Fern Avenue which was kindly donated to the group by ex Councillor John Morris’ widow
- Wales in Bloom – The judge was taken to the allotments at Coed y Morfa as part of the route and seemed very positive
- Diabetes Awareness Day – The day went very well and has encouraged participation in walking and table tennis
- Cardiac rehabilitation – As report, proceeding well
- Food Bank – Tesco send donations to Denbigh. In order for Prestatyn and Meliden people to benefit, food donations to be taken to The Old Library (Artisans), Alive Church or any Church

Councillor Sandilands thanked Sue and enquired what funding she had applied for 2018 to ensure sustainability Sue replied none as yet. Councillor A Flynn asked how the message got out to the public to which Sue responded through leafleting etc. Social media was not a good source of information for most of these initiatives as it was generally the elderly population who were not connected to social media. Councillor R Flynn suggested leafleting care/nursing homes, however the issue with that is that they have to be accompanied which entails carers being away from the workplace.

Sue then went on to present Debbie Hughes – Community and Health Development Officer’s report which was circulated with the agenda

- Social Riders – Debbie pulling back from this somewhat but willing to assist with new members to help ensure future sustainability of the new group.
- Community Allotments – There is considerable local interest in allotments and the existing ones have now been opened up for family use rather than children only. Members favoured further investigation into provision of traditional allotments
- You’ll Never Walk Alone – Continuing success

- Walking Festival – Very popular and the 2018 event will include a cycle ride
- Walking Football – Prestatyn Town FC withdrew offer to help, however the Kick It providers may step in
- Table Tennis – Very popular
- Social Bowling – to re-commence. Councillor R Flynn suggested trying to encourage participation from younger age groups
- Easy Circuit Training – no funding required for this

## RESOLVED

- 1) That all Officers be thanked for their attendance and presentation.
- 2) That Town Clerk/Financial Officer presents proposals regarding funding for Mind Music and HLAP to the next Finance and Management Committee meeting. Members wished to record that ring fencing unreturned HLAP deposits for recycling into further activities is agreed in principle subject to a future report
- 3) That Town Clerk invites Garry Davies DCC Countryside Services and Gren Kershaw to attend the next CDRC meeting on 6th September 2017 re allotments

## 45 FINANCIAL ASSISTANCE APPLICATIONS

Details of financial assistance applications for town events had been circulated with agenda. Councillor G Frobisher asked Town Clerk/Financial Officer to explain the criteria for awarding grants for the benefit of new Members. Town Clerk replied that applications had to demonstrate :-

- Benefit to the town
- Priority given to applications which demonstrated benefit
- Applicants to submit latest audited accounts
- Average funding given £140 to existing organisations

## RESOLVED

- 1) That the following grants be awarded:-

	£
Ffrith Indoor Bowling Centre	1,100
Relate Cymru	75 (letter to seek further information)
Soroptimists (Bee Project)	560 (letter to seek information re engagement with adults)
Friends of Prestatyn Railway	600
Pop In	1,000
Highbury Bowling Club	250 (letter offering other assistance e.g. promotion of event)
Prestatyn Flower Show	1,000

Prestatyn Classic Car Show	650
Festival of Christmas Trees	325

Declarations of Interest: Cllrs P Duffy, A Sampson, G Sandilands (Friends of Prestatyn Railway), L Muraca (Tape) declared interest and retired from Chamber during consideration and voting, M German (Highbury Bowling Club) declared personal interest.

Financial/Legal Implications: All grants awards to be contained within relevant service budgets 2017/18. Local Government Act 1972 Sections 137 and 144.

(Councillor Paul Penlington left the meeting at 7.34pm)

- 2) That Town Clerk seeks further information from Tape as to how the work they do relates to residents in Prestatyn and Meliden

#### **46 TOWN PROJECTS**

Town Clerk/Financial Officer provided a report which was circulated with the agenda. Cllr G Sandilands gave an update on the proposed Coach Park. The current proposal is to develop a drop off area in Kings Avenue car park as there had been objections to the High Street and Bus Station proposals. The completion of Hillside Gardens had received financial assistance from PTC and an official opening ceremony date is still awaited. The wall mosaic at Ty Pendre is to celebrate Prestatyn as the location at the end of Offa's Dyke Path and to raise the profile. Cllr Mike German sought clarification regarding the security of the brass acorns recently put into the footpaths should highway works proceed. Carol Evans (Assistant Town Clerk) gave assurances that this had been resolved with DCC. Town Clerk had hoped to provide an update re Ffrith Pump Track but unfortunately the DCC Officer had not provided it in time. The delay would appear to be attributable to the requirement for a Flood Consequence Assessment. Members were keen to advise DCC of the frustrations with the continued delays

#### **RESOLVED**

- 1) That reports be received.
- 2) That further information on Melyd Goods Sheds development be sought and possible invite to a future meeting to provide details on progress and overview of the project.

Financial/Legal Implications: 2017/18 PTC has allocated 5K towards this project  
Local Government Act 1972 S.133



**47 CCTV PARTNERSHIP**

Town Clerk/Financial Officer reported upon proposed plans to replace the CCTV server subject to Welsh Assembly Government Grant and/or assistance via Denbighshire Copunty Council to fund the 100k required from savings in Partnership operational costs. Cllr B Murray also reported upon the new CCTV monitoring arrangements being negotiated with Cheshire County Council that would help to reintroduce a higher degree of surveillance.

**RESOLVED**

That information be received.

**48 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED** That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A Parts 8, 9.

**49 UTILISATION OF DCC FRAMEWORK FOR MINOR WORKS AND REPAIRS**

Assistant Town Clerk provided a report which was circultaed with the agenda. The framework will ensure contractors' Health and Safety policies and procedures are vetted and approved and cost of works have been tendered and evaluated for VFM. In addition, a thorough specification of works will be provided through the service. Denbighshire County Council's Building Maintenance Department will organise, oversee and supervise the works carried out at an greed fee of 13.5% of cost of works

**RESOLVED**

That Committee accept the proposal and review the arrangement following a 12 month period.

**50 TENDER REPORTS FOR COMMUNITY CENTRE REFURBISHMENTS**

Assistant Town Clerk provided tender reports which were circulated with the agenda. Denbighshire County Council's Housing Renewal Department are acting as PTC's agents in this matter and their fees are charged at 12% of cost of works.

**RESOLVED**

1) That Committee accept the report and accept the tenders as follows:-

Jubilee Community Centre, Seabank Road	M&C Jones	£35,816.55 (inc 5% contingency)
Meliden Community Centre	T G Williams	£25,089.75 (inc 5% contingency)
Ty Caradoc Community Centre	T G Williams	£14,101.50 (inc 5% contingency)

Financial/Legal Implications: 2017/18 Costs to be contained within budget provison for property repairs. Community Centres owned by PTC but leased to relevant management association. Local Government Act 1972 S.133 and Local Government( Miscellaneous Provisions) Act 1976 S. 19

- 2) That Finance and Management Committee are informed of the above costs and kept informed of progress.

**51 COUNCIL TENDERS, GROUNDS MAINTENANCE AND FLORAL DISPLAYS**

Assistant Town Clerk provided a report and copies of the proposed contract for 2018 which were circulated with the agenda. Committee members thanked the Assistant Town Clerk for providing a detailed contract and specification to move forward with. She also outlined some alternative proposals for Planters and Hanging Baskets. Councillor A Tomlin asked whether Prestatyn Business Forum (PBF) could opt in to provide additional hanging baskets to which Assistant Town Clerk advised she would look in to the likely costs and procedures

**RESOLVED**

- 1) That Committee accept the proposed contract documents for implementation in April 2018.
- 2) That Assistant Town Clerk investigate alternative proposals for hanging baskets and planters and options for (PBF) to opt in.

The meeting closed at 8.50pm

Chairman\_\_\_\_\_

## TOWN PLANNING COMMITTEE

Minutes of Town Planning Committee held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on Wednesday 26<sup>th</sup> July 2017 at 8.50pm - 9.10pm

### PRESENT

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

### IN ATTENDANCE

Mr N. Acott -Town Clerk/Financial Officer, Mrs L. Hewitt – Committee Support Assistant, Mrs C. Evans – Assistant Town Clerk/Financial Officer, Mr T. Brown – Internal Auditor

### APOLOGIES

Councillors: J Thompson Hill, P. Penlington, M Poller

### **52     DECLARATIONS OF INTEREST**

Councillors were reminded of the prepared statement issued by Denbighshire County Council regarding declarations of personal and personal/prejudicial interests and Code of Conduct requirements.

### **53     MINUTES**

**RESOLVED** That Minutes of meeting held on 28<sup>th</sup> June 2017 be accepted

### **54     DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS**

Committee considered planning consultations to 26<sup>th</sup> July 2017 and submitted following observations: -

#### APPLICATION

43/2017/0580 (South West)  
Conversion of detached garage into living accommodation ancillary to the dwelling and erection of pitched roof in place of flat roof.  
9 Chester Close, Prestatyn

#### COMMENT

Observation  
Some residents have expressed concern to local members about the design of development and adverse impact upon immediate neighbour's privacy. Increased parking as a result of development may cause problems at this site. Possible encroachment of neighbours land during construction and future maintenance.  
(Cllr L Muraca declared personal interest took no part in voting)

43/2017/0644 (North West)  
Erection of extension to dwelling  
37 Victoria Road West, Prestatyn

No Objection  
Single storey development restriction  
should be imposed

43/2017/0647 (East)  
Erection of extension to dwelling  
5 East Avenue, Prestatyn

No Objection  
Reference made to lack of site plan

## 55 STANDING ORDERS

**RESOLVED** That standing Order No 1 be waived and meeting extended by ten minutes.

## 56 DENBIGHSHIRE COUNTY COUNCIL – PLANNING CONSULTATIONS (cont)

43/2017/0664 (North West)  
Demolition of existing conservatory and  
erection of rear extension with roof space  
room  
185 Marion Road, Prestatyn

No Objection  
Reference made to lack of site plan

43/2017/0665 (South West)  
Erection of extension and alterations to  
dwelling  
64 Ffordd Penrhwyfya, Prestatyn

No Objection

43/2017/0650  
Details of scale, appearance and  
landscaping of 7 no. dwellings submitted in  
accordance with condition no. 1 of outline  
planning permission code no. 43/2014/0644  
Land between Prestatyn Car Sales and Plas  
Deva Caravan Park off Ffordd Talargoch,  
Prestatyn

Observation  
Concerns about height of new  
properties due to topography of land  
and visual impact upon surroundings.  
Reference made to 'sink hole' in  
vicinity of development and surface  
water run off.

43/2017/0586 (North)  
Erection of pitched dormer with balcony to  
front and dormer level balcony to side  
43 Beach Road West, Prestatyn

No Objection

43/2017/0654 (Central)  
Erection of a single storey extension and  
raised decking area to rear of dwelling  
8 Calthorpe Drive, Prestatyn

No Objection

43/2017/0616 (Meliden)  
Erection of extension to rear, attached  
garage to side and construction of a new  
vehicular access  
4 Brynlllys West, Meliden, Prestatyn

No Objection

43/2017/0615

Installation of a 15m slim-line monopole supporting 3 no. shrouded antennas, 2 no. transmission dishes, 2 no. equipment cabinets, 1 no. meter cabinet and ancillary telecommunications development thereto  
Land off A548 Prestatyn Road, Prestatyn

Observation

Design should be sympathetic to visual amenity of surrounding area. Committee reaffirmed its concerns about health impact of telecommunication transmissions.

43/2017/0617 (North)

Erection of a conservatory to rear of dwelling  
10 Llys Vyrnwy, Prestatyn

No Objection

43/2017/0541 (East) - **AMENDED**

Alterations and extensions to dwelling  
1 Linden Close, Prestatyn

No Objection

Lack of site plan. Reference to concerns about size and scale impacting upon neighbouring property

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

Chairman \_\_\_\_\_