



Rhuddlan Town Council Meeting

Dear Councillor

8th April 2019

Your attendance is requested at a meeting of Rhuddlan Town Council at the Community Centre, Rhuddlan on Thursday, 11th April 2019 at 7.00 p.m. Any planning applications can be viewed at 6.30 p.m. Members of the public are welcome to attend.

AGENDA

1. Apologies.
2. Declaration of Interest.
3. Police matters – to receive a report.
4. Minutes – to approve minutes of the 14th March 2019– pre-circulated.
5. Correspondence from:
 - a. The Mayor.
 - b. The Deputy Mayor.
 - c. The Town Clerk.
 - d. Rhuddlan Residents – Silent Soldiers Silhouettes.
 - e. Ingrid Unsworth – Condition of Princes Road.
 - f. Denbighshire County Council – Temporary road closure of Abbey Road.
 - g. Eiry Lane – Access Lane bordering Admirals Playing Fields.
6. County Council Members Report.
7. Rhuddlan Library & One Stop Shop
 - a. Service Level Agreement – to sign the annual agreement
 - b. Quarterly Report – for information.
8. Wales Audit Office Reports – for information.
9. Budget/Finance matters
 - a. To approve the accounts due.
 - b. To approve End of Year Return – to follow.
10. Planning Applications for comment:
 - a. Application 44/2019/0258**
Erection of single storey lean-to roofed extension at rear of dwelling. Bryn Clwyd, Princes Road, Rhuddlan.
 - b. Application 44/2019/0297**
Erection of extension to dwelling. 38 Highlands Road, Rhuddlan.
 - c. Application 44/2019/0295**
Alterations and extensions to existing dwelling (resubmission). 12 Bryn Hafod, Rhuddlan.
11. Urgent Community Matters – having been advised to the Mayor 24 hrs in advance.
12. Election of Mayor Elect for 2019/20

13. Election of Deputy Mayor Elect 2019/20

14. Part 2. Exclusion of press and public.

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items 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.

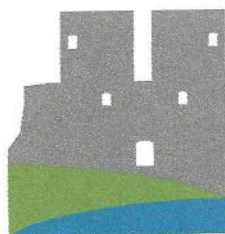
- a. **Request for financial Assistance** – To consider the attached Rhuddlan Food & Crafts Festival Grant Application.
- b. **Resignation** – to receive a resignation of a member and consider next steps.

15. Date of next meeting

Next meeting scheduled for May 9th 2019 which will include the A.G.M.

Sian Mai Jones

Town Clerk -07775 673 706



Cyngor Tref
Rhuddlan
Town Council

Item 4

Rhuddlan Town Council – Minutes of the meeting on the 14th March 2019

Present:

Cllr Gareth Rowlands (Mayor in the Chair)
Cllr Arwel Roberts
Cllr Gareth Smith
Cllr Mike Elgin
Cllr Mike Kermode
Cllr Reg Davies
Cllr Syd Gaskin
Town Clerk.

1. Apologies

Cllr Ann Davies
Cllr Heather Ellis
Cllr Jackie Burnham
Cllr Andy Smith

One member of public was present

2. Declaration of Interest.

- Cllr Arwel Roberts, Item 15a – Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- Cllr Mike Kermode, Item 15a – Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- Cllr Gareth Smith, Item 5e – Rhuddlan Community Group
- Cllr Arwel Roberts, Item 14 – Urgent Community Matters, Access Lane bordering the Admirals Playing field
- Cllr Gareth Rowlands, Item 14 - Urgent Community Matters, Access Lane bordering the Admirals Playing field
- Cllr Reg Davies, Item 14 - Urgent Community Matters, Access Lane bordering the Admirals Playing field

3. Police matters

No update was received

4. Minutes

Accepted.

Matters Arising

a. Woodland Bench

Lord Langford has agreed to the new location and the type of seating bench in Twtil.

b. CCTV

It was agreed to invite Dave Lennon, Manager of the Denbighshire CCTV Partnership Project to a future meeting.

The following Councillors would like to attend the CCTV base in Chester – Cllr Syd Gaskin, Cllr Reg Davies, Cllr Gareth Smith, and Cllr Gareth Rowlands

c. Neighbourhood Watch Stickers

County Council Staff to go ahead and put the stickers in place of the existing posts. This should have happened last week, but bad weather delayed this.

d. St David's Day Window Display

Menter Iaith Sir Ddinbych worked in partnership with the Town Council to arrange an excellent competition. The competition was judged by the Mayor, Mayoress and Meira Jones (Rhuddlan Library). Prizes were awarded as follows:

- First Prize – Wish
- Second Prize - Blooming Gorgeous Floristry
- Third prize – Williams Estate.

The main prize, a bunch of flowers was kindly donated by Blooming Gorgeous Floristry.

e. iBeacon project

The walking routes have gone live on the iBeacon site app.

f. Castle Lights

Following vandalism, the Castle lights are now repaired. This matter was reported to the police. Members expressed concern that there is an anti-social issue in Rhuddlan of which the police are aware of.

Correspondence from:

5a. The Mayor.

This report was accepted

5b. The Deputy Mayor.

This report was accepted

5c. The Town Clerk.

This report was accepted.

The defibrillators have been checked by Cllr Syd Gaskin and are in good working order.

5d. Helen Furneaux

Correspondence received from Helen Furneaux voicing concerns about the position of the new path in Vicarage Lane and asked the question if the contractor had followed instructions. The Mayor had met with the contractor, on-site, to issue specific instructions. Some factors needed taking into consideration when looking at the position of the path such as grass cutting and also the proposed new play area which needed an extra 3 metres space. All members felt that the work on the new path has been done to their satisfaction and there is ample room to plant the hedge.

The letter also instructed the Town Council that a member of the Council should be present when a contractor starts a project. It was reported that a member of the Town Council is always present to meet a contractor on-site before a job starts and to issue specific instructions. In the instance of the tree cutting, where branches had to be lopped off for safety issues as children were climbing onto the tree, there was an on-site meeting with the Mayor, Town Clerk and officers from Denbighshire County Council to discuss this before having a site meeting with the contractor.

It was resolved that the Town Clerk write to Helen Furneaux stating that all members agree that the work on the new path has been done to their satisfaction and that on-site meetings are always held with the contractor to issue instructions before work commences.

5e. Rhuddlan Community Group

Correspondence received from the Community Group thanking the Town Council for the new disabled space. **It was resolved** to thank the Community Group for the letter.

5f. Brenda Taylor

Correspondence received from Brenda Taylor who has kindly offered Lavender plants for the corner of the library. Mrs Taylor voices concern that this area is very dry and could benefit from having extra sleepers installed which could accommodate top-soil. Mrs Taylor is asking the Council if they could provide the sleepers and top soil. It was resolved that the Town Clerk and Mayor meet on-site with staff from Denbighshire County Council to seek their views on this.

5g. Dave Rayner

Correspondence received from Dave Rayner from Charity Scope asking for a suitable location in Rhuddlan for installing a textile recycling bank. There is one already in the car park near the library which is not in good condition. If Scope want to locate a recycling bank then they will need to ask Denbighshire County Council. Other possible location would be co-op site.

5h. Keith Smith

Correspondence received from Keith Smith asking if the Council would consider a narrow running track around the perimeter of the field to accommodate local residents who currently jog around the village. Members felt that this was good idea and a possible project for the future. Enquiries need to be made within the community to ascertain if there is a need for such a facility and if there is support for such a project to include in 2020/21 budget.

6. County Council Members Report.

Cllr Ann Davies

a. GP Out of Hours Survey

North Wales Community Health Council works on behalf of patients. They offer independent and free NHS complaints and advocacy service. Have you used your GP Out-of-Hours services recently? If so, you can help to improve the service by completing a short online survey. Your local Community Health Council will use the results to identify where the service is working well and where improvements are needed.

Please click here to access the GP Out- of Hours online survey:

<http://svy.@/hxqnn>

If you would like to contact your Community Health Council please call 01248679284 for more information.

c. Rhuddlan Surgery

I have received many concerns about the lack of GP appointments at Rhuddlan surgery. I have requested a meeting with representatives of the health board to discuss.

c Royal Alexandra Hospital

The Welsh Government have given the go ahead for the proposed development of the Royal Alexandra hospital in Rhyl. The new Community hospital will provide a range of services including a 28 bedded ward. This will relieve the pressure on the emergency department and wards at Ysbyty Glan Clwyd.

d. Library

Tourist information Boards will soon be displayed in the foyer of Rhuddlan Library, these will highlight the main local attractions. Local businesses who come into contact with visitors can order tourist information leaflets from the Denbighshire Tourist Distribution Service, delivery is free. Closing date for orders is 9th April.

e. Council House Visit

A council house at Tan yr Eglwys recently became empty and before the new tenants moved in, I was invited to view this fully refurbished property. The work has been carried out to a very high standard by local contractors. Well done to Geoff Davies and the Community Housing Team.

County Councillors Report – Cllr Arwel Roberts

a. Firstly I'm frustrated that Cyfoeth Naturiol Cymru haven't kept their promise with regard to work on the Bund near Station Road. Denbighshire County Council have given assurances that that the work will be carried out this week.

b. Secondly, the fact that Marsh Road hasn't been resurfaced though a promise was given it would have been done this financial year. An officer has given me a date of the 3rd of June 2019.

c. Please could you broadcast the fact that the Dementia group have arranged a second series of Singing Sessions in the library? Our clerk will surely inform us in the meeting.

d. I attended a meeting arranged by the County in Denbigh with regard to the development of the County's Towns. A Statement was made by an individual at the Workshop that St Asaph and Rhuddlan will be merged together. On following up with Denbighshire County Council Officer who stated that there is no foundation for this comment. **It was resolved** that Rhuddlan Town Council write to Denbighshire County Council to state that there is concern that this statement has been made and that there is basis for it and the Town Council would strongly oppose such a proposal.

e. I have been made aware of a safety issue outside the New Inn. When leaving the pub, people can step straight onto the road. There should a barrier put in place to avoid this. The Town Council to send a letter of support of installing a barrier to the New In owners hat he can progress matters with Denbighshire County Council.

7. Xmas Lights 2019

The Town Clerk submitted a report stating that the contract with Festive Lighting Company has come to an end. Members agreed that the same format be adopted i.e. lights on 30 lamp posts but also to include an extra 3 near Harvey's. **It was resolved** that the Town Clerk to invite 3 tenders for consideration.

8. Equality and Diversity Policy

The Town Clerk submitted a draft Equality and Diversity Policy. **It was resolved** to adopt this policy. It was also agreed that from May onwards that the following be kept: Member Attendance Register, Declaration of Interest List and Members Allowance list.

9. Disabled Grant

The Town Clerk submitted a draft grant application form. The application form asked for match funding. Members wanted this removing and to include in the grant application form the question "How much are you contributing towards this project?" **It was resolved** to accept the application form subject to this minor amendment.

Cllr Gareth Smith left the meeting due to another commitment.

10. Asset Register

10a. An updated Asset Register was submitted. More details have been included on the register e.g. dates of acquisition, cost of acquisition, location and sum insured. There are other items that need adding to this register such as flower containers and seating benches. **It was resolved** to accept this report and for the Town Clerk to include the additional items.

10b. RIALTAS Business Solutions who currently provide the Town Council's financial software has recently launched a Rialtas Suite – Asset Inventory. There is a 50% discount available until 31st March. The suite along with the 1st year annual support and maintenance licence will cost £266.50. Online Training of two hours is at £35 per hour. Annual ongoing support is £119 per annum. **It was resolved** to purchase the Rialtas Suite Asset Inventory which will help keep a proper record of the Town Councils assets.

11. Budget/Finance matters

11a. Members approved the list due for March 2019. Two other invoices need adding to the list - £127.32 to Pottles Premier Plants and £34.80 to **Denbighshire County Council** for pitch marking.

11b. The Town Council's Financial Regulations were submitted for consideration. The following amendments need to be made:

"Standing Orders" to be added under the list in 6.1

The sum of £300 to be increased to £500 in 11b

It was resolved to approve the Financial Regulations subject the above minor amendments.

12. Planning Application for comment:

Application 44/2019/0117 – Rose Cottage, Church Street, Rhuddlan.

Cllr Mike Kermode abstained.

Felling of 2no. Macrocarpa trees within Rhuddlan Conservation Area. **No objection**

A letter of support for felling the trees had been received from Mr and Mrs Wilson.

13. Rhuddlan Town Council Risk Assessment

The Town Council's Risk Assessment for 2019 was submitted. **It was resolved** to accept this report.

14. Urgent Community Matters

Access Lane bordering the Admirals Playing field

Correspondence received from Eiry Lane, Rhyl Road complaining about the condition of access lane bordering the Admiral's Playing Field. The lane is littered with big, deep potholes. Eiry lane would like to see a permanent resolution to this problem rather than merely filling in the potholes. Also, can something be done with regards to non-resident parking on this lane?

Cllrs Arwel Roberts, Gareth Rowlands and Reg Davies declared an interest.

Because of the Declarations of Interest there was no quorum to discuss this matter and therefore the matter to be postponed until the next meeting.

15. Part 2. Exclusion of press and public.

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items 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.

15a. Request for financial Assistance – To consider the attached Rhuddlan Food & Crafts Festival Grant Application.

Cllrs Arwel Roberts and Mike Kermode declared an interest. Also, Cllr Gareth Smith left the meeting early which meant that there was no quorum to discuss this matter and therefore the matter to be postponed until the next meeting.

15b. Personnel Matters

Members accepted the minutes of the Personnel Committee of 13^h March and its recommendations. Cllr Syd Gaskin had attended as an observer the meeting on the 13th of March where the process of shortlisting took place. Cllr Gaskin was very complimentary on the thoroughness and professionalism of the process and felt that all the bases had been covered. The Mayor thanked Cllr Mike Kermode for all the hard work in overseeing the recruitment of a Clerical Assistant / Minute Clerk. The interview to take place on the 18th March.

Date of next meeting April 11th

A team photo to be taken next month

Town Clerk's Report – March / April 2019

Meetings attended:

March 18 th	Interviews for Clerical Assistant / Minute Clerk in library.
March 19 th	Music Memories Singing Sessions in library.
March 22 nd	Meet Mayor, Denbighshire County Council staff regarding library corner.
April 2 nd	Meet Paul Smith (new candidate) in library.
April 3 rd	Rialtas business Solutions End of Year Accounts session.
April 7 th	Mayors Civic Sunday – Rhuddlan.
April 8 th	Dementia Steering Group.
April 11 th	Rhuddlan Town Council.

Background

At the Town Council meeting, December 13th 2018 under Item 14c, The Mayor reported that he had taken down all the poppies from the lamppost but has left silhouettes and the metal poppies on High Street. **It was resolved** that these can be left there all year round.

The Town Clerk has received the following correspondence from residents in Rhuddlan:

Dear Town Council,

Regarding: the Remembrance Day plastic figures and tall poppies.

I have been asked by several residents of Rhuddlan if the Remembrance Day plastic figures and tall poppies could be taken down because they are starting to become meaningless.

My thoughts are that they have looked wonderful and as a Council you made Rhuddlan look respectful and thoughtful during a very moving period.
And maybe they should be left up until the Christmas tree is put up and lit.

I remember at one of your meetings it was agreed to keep the wreaths.
I agree that the wreaths should be kept.

I know that you cannot please everyone but I said that I would contact you regarding this.

Many thanks,
Helen Furneaux - Resident of Rhuddlan

I would just like to register my feelings regarding the plastic figures on the benches in the High Street, and also the tall poppies in the flower boxes. They were a great idea last November, but if they are left in place all year, they will become totally meaningless, they will also be prone to vandalism. I have spoken to several people in Rhuddlan, and they all agree. Can we please have them removed till nearer the next Remembrance Day

Jonathan Cheshire.

19/03/2019

Good evening,

Please could I ask for the town council to consider the state of the above road at the next meeting and how it can be effectively cleaned at appropriate periods moving forward.

I need to unload my car upon my return to work and with the current conditions I am unable to even stand in the road to access my boot. I have shovelled up the sludge over the past month to the point that my green bin is full of the smelly sludge which is rather unpleasant.

I have attached some photos of the present condition of the road immediately outside my property and that adjoining me, which is unfortunately the case for the majority of the year.

Many kind regards,

Ingrid Unsworth
Beechwood, Princes Road, Rhuddlan

20/03/2019

Town Clerk advised Mrs Unsworth to forward the e-mail to Customer Services in Denbighshire County Council. The Town Clerk also informed Mrs Unsworth that this item would be put on the next agenda of the Town Council.

31/03/2019

Dear Sian,

Just a quick update to advise that DCC never responded to my email to them but I have noted that Princes Road has since been cleaned, would be good to keep this issue on the radar of the town council for the future as this can't be good news for the drains really, I look forward to hearing further from you following your April meeting,

Kindest regards as always,

Ingrid Unsworth





Temporary Road Closure; Abbey Road, Rhuddlan

Item 5f

Good afternoon,

Please find attached details relating to a temporary road closure; Abbey Road, Rhuddlan.
(closed section highlighted red, no alternative route available)

The reason for the closure is to facilitate drainage works 29/04/2019 - 10/05/2019 by
Denbighshire County Council - Works Unit.

Should you have any queries relating to the closure, please contact Richard Taylor (DCC)
01824 706966.

Cofion/ Regards

Teleri Rees Jones

Cynorthwydd Technegol Gwaith Stryd / Street Works Technical Assistant Priffyrdd a
Gwasanaethau Amgylcheddol / Highways & Environmental Services Ffon/ Tel: 01824 706981
Ffacs/ Fax: 01824 70 6898 gwaithstryd@sirddinbych.gov.uk
[/streetworks@denbighshire.gov.uk](mailto:streetworks@denbighshire.gov.uk)

RHYBUDD O ORCHYMYN TRAFFIG DROS DRO

Cyngor Sir Ddinbych
Abbey Road, Rhuddlan

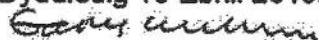
Rhybudd o Orchymyn Gwahardd Trafnidiaeth Drwodd Dros Dro Deddf Rheoleiddio Traffig Ffyrdd 1984 - Adran 14

Mae Cyngor Sir Ddinbych yn bwriadu gwneud Gorchymyn, ddim cynt na 7 diwrnod o 10 Ebrill 2019, sy'n gwahardd unrhyw gerbyd rhag telthio ar hyd Abbey Road, Rhuddlan, Sir Ddinbych, sy'n ymestyn o'i chyffordd gyda Princes Park am bellter o tua 700 metr i gyfeiriad y de. Mae angen cau'r ffordd er mwyn hwyluso gwaith draeniau gan Uned Waith – Cyngor Sir Ddinbych.

Nid oes llwybr arall i drafnidiaeth. Bydd mynediad i gerddwyr ar gael drwy gydol y cyfnod cau.

Daw'r Gorchymyn i rym ar 29 Ebrill 2019 am gyfnod o ddeunaw mis neu hyd nes y cwblheir y gwaith, pa un bynnag sydd gynharaf. Disgwylir i'r gwaith bara tan tua 10 Mai 2019.

Dyddiedig 10 Ebrill 2019.


Gary Williams, Pennaeth y Gwasanaethau Cyfreithiol, AD a Democrataidd,
Cyngor Sir Ddinbych, Neuadd y Sir, Ffordd Wynnstay, Rhuthun. Sir Ddinbych

NOTICE OF TEMPORARY TRAFFIC ORDER

Denbighshire County Council
Abbey Road, Rhuddlan

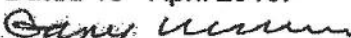
Notice of Temporary Prohibition of Through Traffic Order Road Traffic Regulation Act 1984 - Section 14

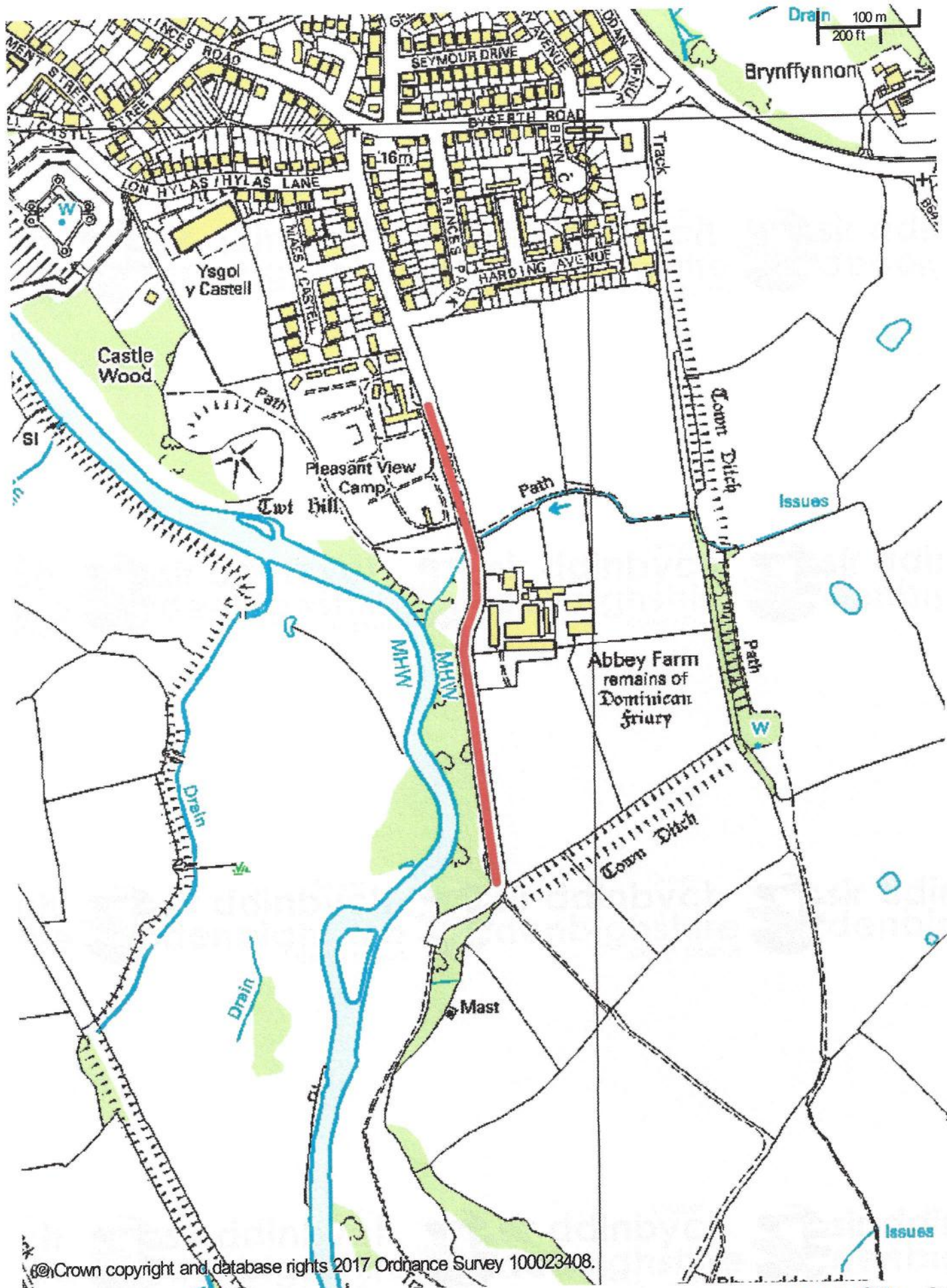
Denbighshire County Council intends not sooner than 7 days from 10th April 2019 to make an Order prohibiting vehicles using that length of Abbey Road Rhuddlan in the County of Denbigh which extends from its junction with Princes Park in a southerly direction for a distance of approximately 700 metres. The closure is necessary to facilitate drainage works by Denbighshire County Council Works Unit.

There is no alternative route available. Pedestrian access will be maintained throughout the period of closure.

The Order comes into force on 29th April 2019 for an eighteen month period or the earlier completion of the works whichever is soonest. The works are expected to last approximately until 10th May 2019.

Dated 10th April 2019.


Gary Williams, Head of Legal HR and Democratic Services,
Denbighshire County Council, County Hall, Wynnstay Road, Ruthin. Denbighshire



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Printed on: 4/2/2019 at 16:33 PM

sir ddinbych
denbighshire
County Council

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Thursday 14th March.

I understand the council is responsible for the maintenance of the access lane bordering the Admirals Playing Field, the condition of the lane has deteriorated considerably over time since lorries were given access during the construction of the houses in Cos David Owen. The lane is now littered with big, deep potholes posing a danger to tyres, springs, suspensions of our cars. I sincerely hope this situation can be rectified in a more permanent fashion other than by merely FILLING IN THE POTHOLES!!!

Also, would you please do something to stop non-residents using the lane as a car park making it difficult to get my car out of the garage, as some people are reluctant to move their cars when asked to do so.

Thank you, Eiry G. Lane
Rhyl Road

This matter was on the last agenda – 13th March 2019.

Cllrs Arwel Roberts, Gareth Rowlands and Reg Davies declared an interest.

Because of the Declarations of Interest there was no quorum to discuss this matter and therefore the matter to be postponed until the next meeting.

Helo Sian

Rwy'n atodi dofennau SLA ar gyfer cyfraniad y Cyngor Tref tuag at y lyfrgell ar gyfer 18/19 a 19/20. Oes modd i chi ddychwelyd copiau wedi eu harwyddo gan y Cyngor Tref os gwelwch yn dda (copi electroneg yn iawn)

Gyda diolch

Bethan

Bethan M. Hughes BA (Anrh) Dip.Lib. MCLIP

Prif Lyfrgellydd / Principal Librarian

Cwsmeriaid, Cyfathrebu a Marchnata / Customers, Communication and Marketing

Cyngor Sir Ddinbych / Denbighshire County Council

01824 708207 / 07920450223

TRANSLATION

Hello Sian

I attach Service Level Agreement documents for the Town Council's contribution towards the library for 18/19 and 19/20. Can you return copies signed by the Town Council (electronic copy is ok)

Rhuddlan Town Council and Denbighshire County Council
SERVICE LEVEL AGREEMENT (SLA)
April 1st 2018 – 31st March 2019

1. Purpose of the service level agreement

This service level agreement (SLA) is a contract between a Denbighshire County Council (DCC) and Rhuddlan Town Council (RTC) that defines the level of service expected from DCC and clearly sets out the roles and responsibilities of both parties. As consideration for this SLA, RTC have agreed to contribute £12,000 towards the operational costs of Rhuddlan Library and One Stop Shop.

2. Roles and Responsibilities:

DCC shall continue to be responsible for the management and of payment of costs associated with:

- Staffing
- Health & Safety (fire & activity risk assessments, maintenance of fire system including emergency lighting, detection devices and firefighting equipment)
- Cleaning & caretaking
- Hygiene services
- Maintenance of security & fire systems (including emergency lighting, fire extinguishers, smoke heat detectors, weekly testing of alarms)
- NNDR (National Non Domestic Rates)
- Water testing
- Insurance
- Refuse collection
- PAT testing
- Fixed wire testing
- Utilities (gas / electricity / water)
- Replacement of loose furnishings (desk, tables, blinds, electrical appliances in the ownership of DCC)
- Costs related to the service contracts / maintenance & repair of plant.
- Telephony and ICT maintenance, replacements & licensing (DCC lines and equipment)

- Licensing (PRS for music, PPL for music, events)
- CCTV
- DCC will facilitate all planned and reactive maintenance.
- DCC will facilitate the repair and maintenance of all fixed equipment.
- DCC will ensure that all staff are trained to the appropriate level.
- DCC will be responsible for informing DCC Finance & Assets of the re – build costs and other losses ensuring that appropriate levels of insurance are in place.
- DCC will approve capital improvements to the property
- DCC will continue to be responsible for recruitment and all personnel.
- DCC will continue to be responsible for financial management, strategic performance and programming.
- DCC will continue to be responsible for procurement of goods and services

Use of the buildings outside of regular library opening times will be facilitated by DCC, subject to a signed agreement by each user group and keyholding arrangements made in advance of use.

3. Conditions of contribution:

Rhuddlan Town Council have committed to contribute a maximum of £12,000 in 2018/19 on condition that

- a review will take place in November / December to agree the future arrangements for the library building
- it is understood that a reduction or withdrawal of the contribution would result in the reduction of staffing levels and opening hours.
- a quarterly report will be provided to the Town Council outlining performance and activity.



.....
Liz Grieve, Head of Customers, Communication and Marketing
Signed on behalf of Denbighshire County Council

.....
Signed on behalf of Rhuddlan Town Council

Rhuddlan Town Council and Denbighshire County Council
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April 1st 2019 – 31st March 2020

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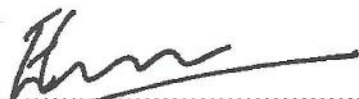
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Liz Grieve, Head of Customers, Communication and Marketing
Signed on behalf of Denbighshire County Council

.....
Signed on behalf of Rhuddlan Town Council

Rhuddlan Library and One Stop Shop

Report for Quarter 3 2018-19 (Oct - Dec)

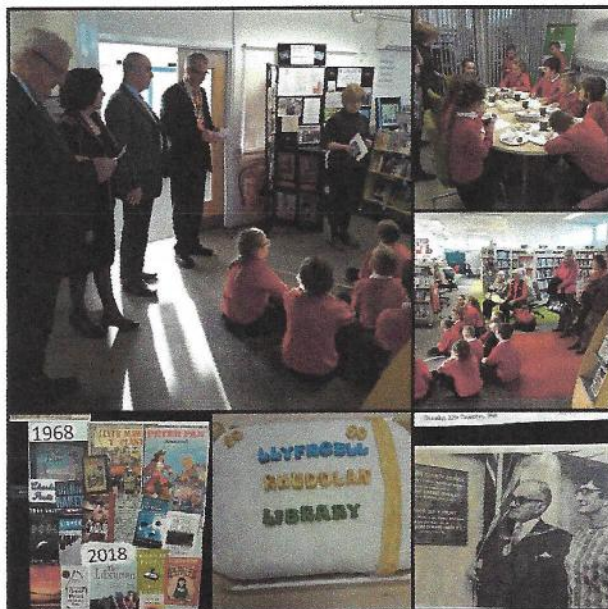
Highlights

Item 7b

Celebrating 50 years – Our Golden Library!

Rhuddlan Library celebrated 50 years at its current location on December 12th 2018. The occasion was marked with a coffee morning and cake when staff welcomed customers, former colleagues, families from 'Cymraeg i Blant' story and rhyme session as well as young people from Coleg Pengwern. The pupils on the school council of Ysgol y Castell, Rhuddlan also attended and wrote letters to the library 'I love my library because...'

Bethan Hughes, Denbighshire Libraries' Principal Librarian welcomed everyone and introduced Rhuddlan Town Mayor, Councillor Gareth Rowlands who described the close partnership between the Town Council and Rhuddlan Library. Both County Councillors Ann Davies and Arwel Roberts and Town Councillor Sid Gaskin also spoke about the wide range of facilities and services offered at the library, urging customers and the local community to make use of them.



Rhuddlan Library Staff and former staff celebrating 50 years 12/12/68-12/12/18

Another highlight of this period at Rhuddlan Library was establishing a new reading group. They have called themselves the 'Happy Bookers' and following their initial meeting they now

regularly meet on the first Monday evening of the month at the library.

Service activity, events and developments

Children and Families

Cymraeg i Blant / Cymraeg for kids - Cymraeg for kids is a national scheme by the Welsh Government that supports parents to use the Welsh language with their children by choosing Welsh medium childcare and education. The scheme is regulated by Mudiad Meithrin that provides Welsh medium childcare and preschool education in the day nurseries and the Cylch Meithrin.

The story and rhymetime sessions at Rhuddlan Library are an opportunity to experience a fun session by listening to a Welsh story and learn simple rhymes to use at home

Reader development

Reading Groups – Two reading groups now meet on a monthly basis at the library. Rhuddlan Library reading group meet monthly on the last Friday of the month at 2.00 p.m. and the Happy Bookers on the first Monday of the month. Both groups liaise with the library staff for suggestions and to order their reading material.

Community

Out of hours use – The use of the library as a community facility is increasing, the space is used by Rhuddlan Town Council, Happy Bookers Reading Club and Rhuddlan Blodeuo Group. Dedicated key holders have been designated to ensure the appropriate and safe use of the library out of opening hours.

Consultations

Library Survey

A Denbighshire Library survey was conducted between October 26th and November 17th to ask adult customers why they use the library and to give their opinion on the quality of the services on offer and how they benefitted from them. The survey was completed mainly online with paper versions available.

The information gathered will be used to help shape future service development, and to report on the service's performance against the Welsh Public Library Standards Framework 2017-2020 to Welsh Government.

Working in Partnership

Grŵp Llandrillo Menai (GLLM)

In partnership with a GLLM tutor, Rhuddlan Library host digital sessions every Monday morning from 10.00 until 12.00. Participants have gained a variety of digital skills including using e-mails, shopping safely on-line, using tablets, laptops and creating posters. 57 adults attended the sessions during this quarter.

OPUS

OPUS support individuals 25 and over, who are unemployed with multiple, complex barriers to employment by helping to provide participants with appropriate skills for work.

Contact details – 01824 712838 / 706707 E-mail opus@denbighshire.gov.uk

OPUS support workers regularly work and meet participants at Rhuddlan Library

Working Denbighshire

Sir Ddinbych yn Gweithio



If you or someone you know is in, or at risk of poverty and would like help to get into or progress at work, Working Denbighshire can help by providing support and guidance with such things as CV writing, applying for jobs and

interview techniques. The team can arrange appointments to meet participants at Rhuddlan Library.

Partnership activity figures

Partnership / Organisation	Sessions	Children attending	Adults attending
Bookstart (Hyd / Oct)	4	53	49
Talking Point	9		17
Cymraeg i Blant (Tach&Rhag/Nov&Dec)	4	34	37
Reading Groups	3		21
CAD, OPUS, Working Denbighshire etc (1-2-1)	23		47
GLLM	10		57

Library news

Sarah – Our cleaner has recently retired at the end of December 2018 after working an amazing 40 years for Denbighshire and the former Clwyd and Flintshire Counties. Sarah was

employed at both Rhuddlan and St Asaph Libraries over the forty years. Staff, former colleagues and friends celebrated her achievement and retirement with a meal at The White House, Rhualt.

Autism Awareness

~~St Asaph~~ Library staff attended an Autism Awareness Session recently organised by Denbighshire Libraries with the North Wales Integrated Autism Service. The sessions raised awareness and offered advice and support to working with individuals with autism. The Integrated Autism Service intend to hold drop-in sessions at St Asaph Library in the New Year.

Customer comments

"As chairman of Denbighshire County Council, I was delighted to officially open the newly-refurbished library in 2016. We the residents of Rhuddlan are very proud of the library, it has always been the hub of the community – long may it last. My daughter and I have been members and regular visitors to the library since it opened here in 1968"

Comments by Councillor Ann Davies following the 50 years celebration 12/12/18

What's available at the library

- Free downloadable eBooks and eAudiobooks online using the BorrowBox app, all you need is your library card and PIN numbers. Call in for more information.
- Help to get online
- Free public Wifi and scanning
- Printing service (40p A4 colour 10p A4 b&w)
- Browse, choose, order and renew your library books online 24/7
www.denbighshire.gov.uk/libraries

Regular activities

- Citizens Advice Denbighshire drop-in sessions every Thursday for free confidential advice between 1.00 and 3.30 p.m.
 - Bookstart Rhymetimes for children 0-3 years every other half-term on Monday afternoons at 1.30 p.m.
 - Talking Points every Thursday afternoon between 1.00 and 4.30 p.m.
 - Cymraeg I Blant for babies 0-2 years every other half-term on Wednesday mornings between 10.00 and 11.00 a.m.
-

Annual performance statistics

Library and One Stop Shop

2018-19	Visitors	Books borrowed	Simple OSS Enquiries	Full OSS Enquiries	Public IT sessions	Universal Credit assisted digital
April (18-30)	725	1538	65	54	236	0
May	1723	1230	69	29	170	0
June	1768	995	83	29	232	0
July	1001	1534	127	24	202	0
Aug	1802	1782	95	28	211	0
Sept	1547	1321	98	32	167	0
Oct	3088	1355	119	22	236	0
Nov	3067	1284	82	31	260	0
Dec	1951	856	82	20	113	0
Jan						
Feb						
Mar						
Total						

Simple Enquiries are resolved at the One Stop Shop on behalf of other services. Full Enquiries are forwarded to other DCC services

Meira Jones, Library and Customer Services Assistant Manager

Dear Clerk

The Auditor General recently published two national reports related to community and town councils.

[Financial Management and Governance – Town and Community Councils 2017-18](#)

sets out the Auditor General's overall conclusions from his audit work.

[Internal Audit Arrangements at Town and Community Councils in Wales](#) reports on the Auditor General's study on internal audit functions in the sector.

Both reports identify that community and town councils need to make improvements to their arrangements.

All councils can learn lessons from the issues reported and therefore we are sending copies to every council in Wales.

I would be grateful if you could circulate copies of the reports to your members for discussion at an appropriate council meeting.

Kind regards

Deryck Evans

Swyddfa Archwilio Cymru / Wales Audit Office www.audit.wales

List of Payments made between 01/04/2019 and 11/04/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
11/04/2019	HMRC	102234	289.03		Period Ending 5th April 2019
11/04/2019	Glascoed Timber	102235	4,608.00		Tarmac Surface
11/04/2019	FRED WESTON	102236	168.00		Repair flood light @ Castle
11/04/2019	Zurich Municipal	102237	226.12		Insurance for bus shelters
11/04/2019	NEST Pension	DD	133.36		Period March 18 - April 17
11/04/2019	Scottish Power	DD	32.30		Electricity
Total Payments			5,456.81		

① VAT refund submitted for £9,264.

② 1st of 3 Precept to be paid on 30 April - £30,716

Eich cyf / Your ref

Ein cyf / Our ref : 44/2019/0258

Dyddiad / Date : 27/03/19

Rhif union / Direct dial : 01824 706727



Item 10a

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

PO Box 224
Royal Mail
Maesdu Road
Llandudno
LL30 1QX

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2019/0258

CYNNIG / PROPOSAL: Codi estyniad tŷ unllawr gyda tŷ ar oledd yng nghefn yr annedd / Erection of single storey lean-to roofed extension at rear of dwelling

LLEOLIAD / LOCATION: Bryn Clwyd Princes Road, Rhuddlan, Rhyl

Amgaeaf gopi o'r cais a ddisgrifir uchod sydd wedi'i dderbyn gan y Cyngor Sir.

Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymdrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythyr hwn.

Byddwn yn gwerthfawrogi'n fawr iawn pe gallech nodi ein cyfeirnod a chynnwys disgrifiad byr o'r cynnig ar eich ymateb os yw hynny'n bosibl.

Byddaf yn cymryd nad oes gennych unrhyw sylwadau os na chlywaf gennych o fewn y cyfnod o 21 diwrnod. Mae'n bosibl y gwneir penderfyniad ar y cais ar ddiwedd y cyfnod ymghynghorol hwn, ac oherwydd mae'n bosibl nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y dyddiad cau gan y Cyngor.

Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond pendefynnu ar geisiadau cynllunio ond ar sail ystyriaethau cynllunio dilys. Fel arfer ni chymerir bod pethau fel colli golygfa, gwrthwynebiad ar sail foisol, cystadleuaeth

I enclose a copy of the above-described application which has been received by the County Council.

If you have any observations which you would like the Council to consider when they deal with the application, I would ask you to forward them in writing within 21 days of the date of this letter.

It would be very much appreciated if you could quote our reference number and include a brief description of the proposal in your response if at all possible.

I will assume that you have no observations if I do not hear from you within the 21-day period. The application may be determined at the end of this consultation period, hence any representations received after the expiry date may not be taken into account by the Council.

I should respectfully advise at this stage that the County Council can only determine planning applications on the basis of valid planning considerations. Matters such as loss of view, objections on moral grounds, unfair competition

Gwasanaethau Cynllunio, Caledfryn, Ffordd y Ffair, Dinbych, Sir Ddinbych LL16 3RJ Ffôn: 01824 706727
e-bost: cynllunio@sirddinbych.gov.uk Gwefan: www.eirddinbych.gov.uk

Planning and Public Protection, Caledfryn, Smithfield Road, Denbigh, Denbighshire, LL16 3RJ Phone: 01824 706727
e-mail: planning@denbighshire.gov.uk Website: www.denbighshire.gov.uk

annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Haw i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:

www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio a Gwarchod y Cyhoedd

and private legal disputes, for example, are not normally accepted as material to the planning merits of an application, and you should be aware that the County Council would not be able to attach any significant weight to such matters in making a decision.

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Please note that application details can be viewed on-line: www.denbighshire.gov.uk/planning

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning and Public Protection



Eich cyf / Your ref

Ein cyf / Our ref : 44/2019/0297

Dyddiad / Date : 05/04/19

Rhif union / Direct dial : 01824 706727

Item 10b

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

PO Box 224
Royal Mail
Maesdu Road
Llandudno
LL30 1QX

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2019/0297

CYNNIG / PROPOSAL: Codi estyniad i'r annedd / Erection of extension to dwelling

LLEOLIAD / LOCATION: 38 Highlands Road, Rhuddlan, Rhyl

Amgaeaf gopi o'r cais a ddisgrifir uchod sydd wedi'i dderbyn gan y Cyngor Sir.

Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymdrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythyr hwn.

Byddwn yn gwerthfawrogi'n fawr iawn pe gallech nodi ein cyfeirnod a chynnwys disgrifiad byr o'r cynnig ar eich ymateb os yw hynny'n bosibl.

Byddaf yn cymryd nad oes gennych unrhyw sylwadau os na chlywaf gennych o fewn y cyfnod o 21 diwrnod. Mae'n bosibl y gwneir penderfyniad ar y cais ar ddiwedd y cyfnod ymgynghorol hwn, ac oherwydd mae'n bosibl nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y dyddiad cau gan y Cyngor.

Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond pendefynnu ar geisiadau cynllunio ond ar sail ystyriaethau cynllunio dilyn. Fel arfer ni chymerir bod pethau fel colli golygfa, gwrthwynebiad ar sail foisol, cystadleuaeth annheg ac anghydfod cyfreithiol preifat, er

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Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

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www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio a Gwarchod y Cyhoedd

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I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning and Public Protection

Eich cyf / Your ref

Ein cyf / Our ref : 44/2019/0295

Dyddiad / Date : 05/04/19

Rhif union / Direct dial : 01824 706727

Item 10c

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

PO Box 224
Royal Mail
Maesdu Road
Llandudno
LL30 1QX

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2019/0295

CYNNIG / PROPOSAL: Newidiadau ac estyniadau i'r annedd bresennol (ailgyflwyno) / Alterations and extensions to existing dwelling (resubmission)

LLEOLIAD / LOCATION: 12 Bryn Hafod, Rhuddlan, Rhyl

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Head of Planning and Public Protection