

Rhuddlan Town Council Meeting, 12th April, 2018

AGENDA

- 1. Apologies**
- 2. Declaration of Interest**
- 3. Police matters** – to receive a report
- 4. Minutes** – to approve the minutes of 8th March 2018
- 5. Correspondence from:**
 - a. The Mayor
 - b. The Town Clerk
 - c. The Independent Remuneration Panel for Wales - attached
 - d. Member of Public - Rhuddlan boundary with Cwm - attached
 - e. Rhuddlan Community Group - Library Car Park - attached
- 6. Cenotaph / Remembrance Day**
 - a. Removal of Wreaths and Poppies – report attached
 - b. Cenotaph Renovation – report attached
 - c. Battles Over – report attached
- 7. Special Award – Peter Robinson** - report attached
- 8. Street Parking Places** – Prohibition and Restriction – report attached
- 9. County Council Members Report**
- 10. Blodeuo** - general update
- 11. Information & Website matters** – to approve minutes of 29th of March.
- 12. Budget/Finance matters** - to approve accounts due. - attached
- 13. Planning matters for comment**
- 14. Urgent Community matters** – having been advised to the Mayor 24 hrs in advance.
- 15. Election of Mayor Elect for 2018/19**
- 16. Election of Deputy Mayor Elect 2018/19**
- 17. 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 Donation** – St Kentigern Hospice Charity Event
 - b. **Request for a grant** – Dial a Ride
- 18. Date of next meeting.**

Sian Mai Jones – Town Clerk



Item 4

Rhuddlan Town Council – DRAFT Minutes of meeting on 8th March, 2018

PRESENT

Cllrs: Andy Smith (Mayor in the Chair), Jackie Burnham, Mike Elgin, Reg Davies, Heather Ellis, Syd Gaskin, Mike Kermode, Arwel Roberts, Gareth Rowlands and Gareth Smith.

One member of the public was present.

1. APOLOGIES

Cllr. Ann Davies

2. DECLARATION OF INTEREST

Cllr Mike Kermode – Rhuddlan Festival
Cllr Jackie Burnham – Rhuddlan Festival
Cllr Arwel Roberts – Rhuddlan Festival
Cllr Andy Smith (Mayor) – Rhuddlan Festival

The Town Council need to restate Declarations of Interest at the next Annual General Meeting in May. The Standing Orders need to be updated to state that this is to be done on an annual basis.

3. POLICE MATTERS

PCSO Amy Bennett and PCSO Richard Williams attended the meeting.

Police Report Incidents 11/02/18 – 24/02/18

11/02/18	Criminal damage to fence panel – Offender identified and community resolution process utilised (Apology and compensation)
15/02/18	Assault Bryn Y Wal – No complaint from victim
03/03/18	Burglary other than dwelling - Coed Park Units – Nothing taken

One member was aware that a house had been broken into in Hylas Lane. The Police were aware of this and there are no suspects so far.

There is a problem in Rhuddlan High Street with people cycling on pavements. PCSO Rebecca Evans is looking into this issue.

There is a problem with people speeding into Coop with no consideration for pedestrians who have right of way.

There is a problem with traffic on Hylas Lane with people taking/collecting their children from school. Police say that this issue outside every school but that they will ask PCSO Rebecca Evans for presence in that area.

Cllr Gareth Rowlands had recently met the Chief Inspector, Andrew Williams in a CCTV Partnership meeting and he is willing to come to a Rhuddlan Town Council meeting.

4. MINUTES

The minutes of 8th of February 2018 (attached) were approved.

Matters Arising

a. Castle lights

Three quotes were submitted to install lighting for the Castle. **It was resolved** to go for the quote provided by Fred Weston Electric for £5200 + VAT. However, the Town Clerk to check two things before proceeding (i) How much extra will the cost be to install vandal protection cover. (ii) Will CADW be covering the cost of electricity to light the Castle.

b. Defibrillators

Rhuddlan Town Council is considering installing two extra defibrillators in kiosks in Rhuddlan, one in Clwyd Avenue and one in Princes Park in Dyserth Avenue. **It was resolved** that the Town Clerk write to B.T. to ask permission if they are willing for the kiosks to be used as a location for defibrillators. Tomos Hughes from Achub Calon y Dyffryn has offered to help with a British Heart Foundation grant.

Cllr Syd Gaskin has kindly volunteered to carry out monthly checks on the two new defibrillators, one outside the Police station and one outside the New Inn.

Another training course on how to use the defibrillators has been organised for September 10th

c. Bus Stop

The Town Clerk to remind Denbighshire County Council about cladding on the bus stop.

d. Lunch club

This was very well attended. All members to promote this excellent initiative in the community.

e. Bins

Denbighshire County Council have advised emptying the bins a minimum of twice a week. The cost of emptying a bin including disposal would be £10.50 per week (£546 per annum). Members were not happy about paying for this service as Rhuddlan Town Council have already made a commitment to pay for the bins which helps Denbighshire County Council with their issues (litter and dog fouling). Cllr Arwel Roberts to contact Michel Bennion, Street Scene Manager to challenge this.

f. Slipway

A reply has been received from the County Council Harbour Master with regards to the request to leaving the slipway gate open for the Sea Scouts to have access to the riverside. The Harbour Master stated that the use of the river would have to be approved by Crown Estates and Natural Resources Wales. **It was resolved** that the Town Clerk follow up with Natural Resources Officer.

g. Crazy paving

Concerns had been raised about safety aspects of the crazy paving. This land does not belong to the Town Council and Denbighshire County Council have confirmed that it is not their land.

h. Litter on A525 – Denbighshire County Council have confirmed that they clear this road twice annually.

i. KFC

The Mayor has spoken to management on the problem of litter outside KFC but would like this done on a more formal basis. **It was resolved** that the Town Clerk to write to Chief Executive which can be done through their website

j. Banners

The fence near Marsh Lane is full of banners which gives a negative impression of Rhuddlan. Cllr Gareth Rowlands has a contact that he can follow up to see if these signs can be removed.

k. Plastic Free Rhuddlan

A press release on the above has gone to the Daily Post, Rhyl Journal and Rhuddlan Magazine. Business support is needed for this initiative to develop.

l. Commuted Sums

Rhuddlan Town Council have been awarded £9,866 towards the Fresh Air Gym. The Town Clerk stated that the first payment of £9,151.20 is required for this work to go ahead. Fresh Air Fitness have asked for local contacts details for installation Day. Cllrs: Gareth Rowlands, Arwel Roberts and Mike Kermode put their names forward.

m. C.C.T.V.

It was decided in the last meeting to invite Emlyn Jones and a representative from North Wales Police to a future Town Council meeting. As Cllrs Gareth Rowlands and Syd Gaskin were attending a meeting on the 7th of March it was decided to delay the invite.

Cllr Gareth Rowlands who is a member of the C.C.T.V. Partnership was sent a draft agreement from Cheshire West and Chester. The Legal Department of Denbighshire County Council want this agreement signed. The financial commitment from Rhuddlan Town Council will be £3,500 and this will rise in line with Retail Price Index during the three-year contract. **It was resolved** to go ahead and sign the final agreement. If unforeseen circumstances happen which will have implications for Rhuddlan, then this matter needs to come back to Rhuddlan Town Council.

n. Local Government Reorganisation.

A report was submitted (attached) by Cllr Mike Kermode who had attended a stakeholder engagement event on the 7th of March with regards to future structures and responsibilities of local government at Town and Community Council level. **It was resolved** to accept the report and Cllr Mike Kermode was thanked for attending the event and for the report.

o. Dog Fouling – Ysgol y Castell

This matter has now been transferred to Denbighshire County Council.

p. Tourist Direction Signs for the Vale of Clwyd

A letter stating Rhuddlan Town Council's support and financial commitment for the above project has been sent to Ann Jones AM.

q. Admirals Playing Field

The Mayor and the Town Clerk met with Chairman of Dragons Football with regards to the pitch not being used for the foreseeable future because of water logging issues. The Mayor has written to Ysgol y Castell to ask if the school fields can be used but no reply has been received to date. **It was resolved** that the Town Clerk to make enquires about paying a suitable contractor to spike the pitch, carry out a professional assessment of the pitch and can advise on an annual maintenance programme. This can then be scheduled around the football season. Also, the Town Clerk to go ahead with organising pitch marking of Vicarage lane.

5. CORRESPONDENCE FROM:

5a. The Mayor

The Mayor attended the following event:

<i>27th January</i>	<i>Denbigh's Mayoral charity concert</i>
<i>10th February</i>	<i>Mayor of Llandudno charity dinner</i>
<i>23rd February</i>	<i>Visited first Luncheon Club at the community centre</i>
<i>24th February</i>	<i>Caerwys charity evening</i>
<i>28th February</i>	<i>Welsh society dinner Rhuddlan Golf Club</i>
<i>1st March</i>	<i>Chairman of Denbighshire's charity dinner</i>
<i>2nd March</i>	<i>Mayors of St Asaph charity ball</i>

This time of year, is the charity season, I have seen so many aspects of community life. We have so much to be proud of in our Community, I must congratulate Gill and Roy Price for their work on the luncheon Club, and I hope that both the Welsh society and the Luncheon club goes from strength to strength.

5b. The Town Clerk

The Town Clerk and Chairman of Blodeuo met with a County Councillor Officers with regards to looking at supplementary signs promoting Blodeuo Rhuddlan's achievements. A separate report is attached – Item 9b.

The Defibrillators course on the 19th of February was well attended. It is planned to organise another course in the Autumn.

The Blodeuo Meeting held on the 20th was supported by 28 people.

A Website and Information meeting was held on the 20th February to have an overview of the website.

The Town Clerk and Mayor met with Chairman of Dragons Football on Admirals Fields to give an update on the situation since it has been out of use.

The Town Clerk and the Mayor met with electrical contractor on site with regards to lighting the Castle. The contractor is to submit a quote by the 8th of March.

The Town Clerk and Mayor visited the new Lunch Club which was well attended. The next Lunch Club is to be held of the 9th of March.

Press Releases sent to press:

- *Plastic Free Rhuddlan*
- *Two New Defibrillators in Rhuddlan*
- *New Lunch Club.*

Forthcoming Events / Meetings:

- *Mayor's Charity Event – Friday, 27th April, 7.30p.m. @ Rhuddlan Golf Course. Tickets now available.*

5c Denbighshire County Council – Quarterly Reports on Library

The Town Clerk gave a resume of this report. Members were grateful for the update. **It was resolved** Town Clerk to arrange a meeting with library staff. Report attached.

5d. Poppy Appeal Organiser – The Silent Soldier Campaign

At the last Town Council meeting, the local Poppy Appeal Organiser gave a background to the British Legion the Silent Soldier Campaign which in encouraging community and town councils to install a silhouette of a soldier to remember the sacrifices made by the Armed Forces during World War 1. **It was resolved** to have one bilingual silhouette (attached) for £250 installed in the middle of the roundabout, near Rhuddlan Golf Club, facing Rhyl Road. The Poppy Appeal Organiser who will install the silhouette, stated in the previous meeting that he had been given assurances from Denbighshire County Council that planning permission is not required.

5e. Community Relations and Recruitment Manager – Community Information Day

A Community Day is to be held on the 20th March 1.30 p.m. until 4p.m. in Rhyl (details attached). The Town Clerk has put on the notice board and the website.

6. DEMENTIA FRIENDLY COMMUNITIES

A report submitted by Cllr Mike Kermode (attached) was considered. **It was resolved** to progress with this initiative. Cllr Arwel Roberts was given unanimous support to lead on this project. An invitation will be extended to Jo Lane, Dementia Friendly Communities Coordinator to run an open public workshop. The following Town Councillors offered to be involved: Gareth Rowlands, Mike Kermode, Heather Ellis, Syd Gaskin, Gareth Smith and Reg Davies. The Mayor thanked Cllr Arwel Roberts and Mike Kermode for their work.

7. SPECIAL AWARD – PETER ROBINSON

Following the meeting on the 8th of February where members were given the opportunity to forward their ideas on how to acknowledge Peter Robinson. **It was resolved** that the Town Clerk make enquires about a certificate and a glass trophy. Report attached.

8. COUNTY COUNCIL MEMBERS REPORT

County Councillors Report – Cllr Arwel Roberts

Er yr eira rydym yma o hyd.

After the snow we are still here.

Denbighshire Highways have been excellent during the cold snap. Ysgol y Castell were very concerned with the state of Hylas Lane. A parent phoned me I contacted Customer Services and the next day the pavements and road were gritted.

Cwrt Gwindy - a resident contacted me regarding the weekly bin collections. The state of the area where the bins are collected at present isn't viable. Housing officers have promised to improve the amenity soon.

Environmental Crime Enforcement.

Present in a meeting with Tim Wynne Evans with regard to control of dogs. He and a kingdom officer agree that there is a need for bin to be placed near to the opening from Princes Road to Plas y Brenin. I have further information on this matter which should be in Part Two please.

Due to the snow we had to cancel a meeting with a Highway officer. I'm meeting him now 8:30 a.m. - more information in the Town Council Meeting.

I-beacon project. Please remember that the next meeting is on the 13th of March - library 9:30 a.m.

Aldi/KFC - Ian Antley - fly tipping officer has been in contact with these two businesses with regard to the litter on their sites. He is aware that they have promised more bins on the

Co-op Rhuddlan – come in at great speed into the petrol station. There is no disabled parking space. Propose we ask co-op would they remove that costa thing is hiding? TC to send to head office.

9. BLODEUO

9a. General Update

The Wales in Bloom (North Wales) launch will be held in Beaumaris on the 16th March. The following will be attending: Cllr Gareth Rowlands (Chairman of Blodeuo), Nerys Rowlands, The Mayor and Consort and the Town Clerk. A meeting has been arranged with Coleg Pengwern to look to extend the hanging baskets initiative with improved hanging baskets which may cost between £5 to £8. It was resolved that £250 can be contributed towards this from the Blodeuo budget.

Another initiative Coleg Pengwern is to look at is the corner of the entrance to the library which is devoid of grass and is totally bare. Coleg Pengwern have indicated that they would like to plant succulents there and provide wooden edges. Some branches need lopping off the tree which will discourage children climbing onto the branches which has been

highlighted as a safety issue. Cllr Arwel Roberts to arrange a meeting with Street Scene Manager from Denbighshire County Council and also to secure consent from management of the library.

Cllr Gareth Rowlands (Chairman of Blodeuo) and Cllr Arwel Roberts are organising a litter clean up in partnership with Keep Wales Tidy Officer Gareth Jones for the 14th April. The Town Clerk to ensure that the Town Council has Public Liability Insurance in place for volunteers. Gareth Jones has agreed to arrange to have the waste collected.

St Asaph Rotary may have spare tree saplings that need planting before the end of March. A site in Rhuddlan needs to be identified. If it falls on Denbighshire County Council land the Town Council need to secure permission.

9b Road Signs

A report by the Design Manager, Highways & Environmental Services was submitted on installing supplementary signs which will promote the Wales in Bloom Gold Winners and Britain in Bloom Finalist (wording to be confirmed). **It was resolved** accept the report and earmark - £4,500 towards this project. Report attached.

10. INFORMATION & WEBSITE MATTERS

The Town Clerk gave an overview of the meeting held on 20th February. The new website has been in existence since October 2017 and has been very well received by Councillors and members of the public. The following amendments were recommended:

- **Home Page:** To include Britain in Bloom 2018 Finalists.
- **Councillors page:** To add which Committees/working groups that they are members of. Members need to be encouraged to submit a profile of themselves. Max 150 words. To include the new Councillor, Mike Elgin's details.
- **Policies and Procedures page:** All policies are up to date and need reviewing annually.
- **News (Blog) page:** This is updated regularly and is informative and shows the breadth of the work that the Town Council undertakes. The news section needs to be limited to Rhuddlan Town Council work.
- Need to include information on the Aelwyn Morgan Award and Grants available.
- Need to purchase a compact camera that takes top quality photograph. This was advised by Denbighshire County Council who built the website. Poor quality photographs detract from the professionalism that the Town Council is keen to portray. It was resolved to go ahead and purchase a camera; the Town Clerk has authorization to spend up to £500.

Cllr Mike Kermode brought attention to new legislation on Data protection regulation from the Information and Commissioners Office (report attached). This report was handed to the Town Clerk to be include on the next Website and Information meeting.

Future Website and Information meetings need to be treated the same as Town Council meetings i.e. supply agenda and minutes which are available to the public.

11. BUDGET/FINANCE MATTERS.

Accounts due.

Members approved the list of accounts due for March 2018 (attached).

12. PLANNING MATTERS FOR COMMENT

Cllr Mike Kermode abstained from this item

12a. Planning Application 44/2018/0057– Erection of extension to dwelling. 12 Lon Cwybr. No objections.

12b.Consultation Before Applying for Planning Permission – Erection of 61 Dwellings. Land of Meliden Road, Dyserth. It was resolved that the Town Clerk to inform them that they have the wrong County and need to re-issue the letter. There were concerns that it is a flood risk area and that it would bring more traffic problems. On this basis, the Town Council objected to the erection of 61 dwellings.

12c Planning Application 44/2018/0195 – Lopping of chestnut tree. 15 Tirionfa. No objections.

13. URGENT COMMUNITY MATTERS

- a. Cllr Arwel Roberts had met with Tim Wynne Evans, the Senior Public Protection Officer (Community Safety) with regards to dog mess / dog control. Denbighshire County Council have devised a Control of Dogs (Environment Crime Enforcement Information) form which is to be translated and distributed in the Community. There needs to be covering letter from Denbighshire County Council and the Mayor explaining that the County Council, Rhuddlan Town Council and the community are working together to tackle this problem.
- b. This initiative will be promoted through Denbighshire County Council media department. A gentleman from Rhuddlan who is very supportive and compliant of this initiative is to be invited, along with his dog for a photo-call along with the Mayor, Cllr Arwel Roberts and Cllr Ann Davies.
- c. Denbighshire County Council are looking to set up a DNA base that will help catch owner of dogs that allow their dogs to foul in public areas. Consideration is currently being given to raising fines up to a maximum of £100

- d. Potholes along Gwindy Street has been reported by Cllr Arwel Roberts.
- e. Grave concerns were expressed over potholes on Abergele Road and is a serious safety issue. The Town Clerk to write to the Chief Executive of Denbighshire County Council.
- f. Concern was expressed over parking issues in Vicarage Lane on the entrance to the library. The Town Clerk had invited Officers from Highways and Parking Section to attend this meeting but they were unable to do so. The Town Clerk has already sent dates of the next meeting the Officers.
- g. There is no light in Hylas Lane Road. Cllr Arwel to follow up
- h. A question has been raised on how long should poppies and wreaths remain on the cenotaph? The Town Clerk to make enquires with North Wales Society of Local Councils Clerks (SLCC) members to see what they do.
- i. Rhyl Journal employ only two photographers. Rhuddlan Town Council need to consider employing freelance journalist to take photos at the next Remembrance Sunday

13 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.

13a. Request for Financial Assistance - Grwp Gwledd - Rhuddlan - Fest Group

Declaration of Interest: Cllrs Jackie Burnham, Andy Smith (Mayor), Mike Kermode, Arwel Roberts.

Cllrs Andy Smith (Mayor), Mike Kermode, Arwel Roberts left the meeting while this matter was discussed. **It was resolved** to contribute £800 towards the arrangement of Rhuddlan Fest to cover costs of closing a section of Parliament Street for the day and for County Council signage. The County Council give use of the Parliament Street car park from one of its "free" days for this event. The organisers thanked the Town Council for their continued support.

13b. Request for Financial Assistance - Online Watch Link Association

It was resolved not to support this request and to give support to the local Neighbour watch which would be more beneficial to Rhuddlan. Cllr Gareth Rowlands to catch up with Beverley Parry to see what support (if any) is needed to promote/develop the local Neighbourhood Watch scheme

13c. Request for Financial Assistance - Sudden Adult Death Trust

It was resolved to give a donation of £50 towards this which will enable Tomos Hughes (the volunteer that assisted the Town Council to install the defibrillators and provide training free of charge) to be able to continue this important service.

13d. Request for Financial Assistance – Mobile Virtual Dementia Tour Bus

It was resolved to contribute £500 towards bringing the mobile virtual dementia tour bus to Abergele and for a slot to be reserved to Rhuddlan Town Council to view the information/experience

14. DATE OF NEXT MEETING

April 12th 2018

Item 5b

Town Clerk's Report – April 2018

Town Clerk and Chairman of Blodeuo met with staff from Pengwern College on the 12th March with regards to providing hanging baskets for Rhuddlan and tidying up the bare patch by the library.

The Town Clerk completed an online survey on Review of how local government bodies deliver services in rural communities in Wales.

Town Clerk attended ibeacon meeting on the 13th March

Town Clerk, Chairman of Blodeuo and the Mayor attended a Wales in Bloom Launch in Beaumaris on March 16th

A Website and Information meeting was held on the 26th March

The Town Clerk and Mayor met with Chairman of Dragons Football on Admirals Fields on the 29th March to give an update on the situation since it has been out of use.

Forthcoming Events / Meetings:

Mayor's Charity Event – Friday, 27th April, 7.30p.m. @ Rhuddlan Golf Course. Few tickets available.

13. Payments to Members of Community and Town Councils

- 13.1 The Panel has had responsibility for the remuneration of community and town councils since the Measure of 2011 and its first determinations for such members came into effect in the financial year 2013/2014. Subsequent Annual Reports have developed ideas for remuneration of community and town councillors, allowing flexibility to meet appropriate responsibilities.
- 13.2 The Panel recognises a wide variation in geography, scope and scale across the 735 community and town councils in Wales, from small community councils with relatively minimal expenditure and few meetings to large town councils with significant assets and responsibilities.
- 13.3 Since producing its last report, the Panel met with 104 Councillors and Clerks representing 68 Community and Town Councils in 4 meetings it held across Wales. The discussions confirmed the widely held view that the roles individual councils undertake varied significantly. Subsequent research the Panel undertook into councils' income and expenditure and councillor to population ratios further supported the wide variation.
- 13.4 The Panel is of the view that in accordance with this wide variation, the responsibilities and accountabilities of councillors must also vary. Councillors managing income or expenditure of £1m and those delivering significant services, including some that might have been delegated from principal councils, are operating in a much more complex environment than a council with an annual budget of less than £30,000.
- 13.5 Therefore the Panel is proposing to form groups of Community and Town Councils to reflect these differences. The Panel examined a range of measures they could use as the basis for any groupings and it considers that 3 groups based on the level of income or expenditure, whichever is the highest, in the previous financial year, is most appropriate. Using income or expenditure figures better reflects the activity levels of a council than population ratios which the Panel found did not correlate to income or expenditure. It is also easy for councils to understand which group they belong to.
- 13.6 In the draft report the Panel proposed a range of mandatory payments for councils. As part of the consultation on the draft report, the Panel received some helpful feedback from councils with income or expenditure of less than £30,000 which outlined the disproportionate impact this would have on their precept and administrative costs. The Panel has considered this and adjusted its groupings as set out in table 7 below.

In creating these three groups it has reflected that councils with income or expenditure in excess of £200,000 are subject to section 40 of the Wellbeing of Future Generations Act; approximately 50% have income or expenditure

below £30,000; and those councils with income or expenditure of between £30,000 and £200,000 are likely to have a greater range of responsibilities.

The Panel has reflected different payment requirements for councils in each of these three groups as set out in the remainder of this report. The Panel will be considering further differentiations based on the groups in the future.

Table 7: Community and Town Council Groupings

Community and Town Council Group	Income or Expenditure in 2017-18 of:
A	£200,000 and above
B	£30,000 - £199,999
C	Below £30,000

- 13.7 The Panel is of the view that Community and Town Councillors are not volunteers because further to the democratic process they have accepted formal responsibilities and all face some degree of liability, in respect of the Council functions they are running. Also, the Panel wants any member who has personal support needs and / or caring responsibilities to be able to fulfil their role. To reflect this, the Panel is mandating payment of a contribution to costs and expenses for members of councils in Groups A and B; and authorising payment of a contribution to costs and expenses to be made available for members of councils in Group C as set out in determinations 44 and 45. The Panel is also mandating reimbursement of cost of care for all members of Community and Town Councils as set out in determination 51.
- 13.8 The Panel is also of the view that Councils in Group A are likely to have a greater number of committees reflecting its level of activity; and therefore is additionally mandating the payment for senior roles as set out in Determination 46.
- 13.9 Where not mandated, each determination requires a formal decision by each of these community or town councils annually. A Council can adopt any or all of the non-mandated determinations but if it does make such a decision, it must apply to all its members.
- 13.10 In all cases, any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council.
- 13.11 In the event of a member of the council standing down during the year, it is a matter for the council to decide whether or not to reclaim any payments made.
- 13.12 Members in receipt of a Band 1 or Band 2 senior salary from a principal council cannot receive any payment from any Community or Town Council, other than travel and subsistence expenses and reimbursement of costs of care. However, this does not preclude them from holding a senior role.

Payments towards costs and expenses

- 13.13 The Panel is mandating payment of a contribution to costs and expenses for members of councils in Groups A and B; and authorising payment of a contribution to costs and expenses to be made available for members of councils in Group C. Receipts are not required for these payments.

Determination 44: Community and town councils in Groups A and B must make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

Determination 45: Community and town councils in Group C are authorised to make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

Senior roles

- 13.14 The Panel recognises that specific member roles especially within the larger community and town councils, for example a committee chair, will involve greater responsibility. It is also likely that larger councils will have a greater number of committees, reflecting its level of activity. The Panel has therefore determined that councils in Group A must make available a payment for a minimum of one senior role and a maximum of five senior roles. Councils in Groups B and C are authorised to pay up to five responsibility payments for specified roles.

Determination 46: Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination 47: Community and town councils in Groups B or C are authorised to make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses if that is claimed.

Reimbursement of travel costs and subsistence costs

- 13.15 The Panel recognises there can be significant travel and subsistence costs associated with the work of community and town council members, especially

Payments towards costs and expenses

- 13.13 The Panel is mandating payment of a contribution to costs and expenses for members of councils in Groups A and B; and authorising payment of a contribution to costs and expenses to be made available for members of councils in Group C. Receipts are not required for these payments.

Determination 44: Community and town councils in Groups A and B must make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

Determination 45: Community and town councils in Group C are authorised to make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

Senior roles

- 13.14 The Panel recognises that specific member roles especially within the larger community and town councils, for example a committee chair, will involve greater responsibility. It is also likely that larger councils will have a greater number of committees, reflecting its level of activity. The Panel has therefore determined that councils in Group A must make available a payment for a minimum of one senior role and a maximum of five senior roles. Councils in Groups B and C are authorised to pay up to five responsibility payments for specified roles.

Determination 46: Community and town councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Determination 47: Community and town councils in Groups B or C are authorised to make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses if that is claimed.

Reimbursement of travel costs and subsistence costs

- 13.15 The Panel recognises there can be significant travel and subsistence costs associated with the work of community and town council members, especially

where the council area is geographically large and/or when engaging in duties outside this area.

Determination 48: Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties.⁸ Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per mile per passenger carried on authority business.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

Determination 49: If a community or town council resolves that a particular duty requires an overnight stay, it may authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:

- £28 per 24-hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

Compensation for financial loss

13.16 The Panel has retained the facility which councils may pay as compensation to their members where they suffer financial loss when attending approved duties.

Determination 50: Community and town councils are authorised to pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows:

- Up to £34.00 for each period not exceeding 4 hours:
- Up to £68.00 for each period exceeding 4 hours but not exceeding 24

⁸ Where a member who is on official business is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.

hours.

Reimbursement of the costs of care

- 13.17 The purpose of this is to enable people who have personal support needs and or caring responsibilities to carry out their duties effectively as a member of an authority. The Panel believes that the additional costs of care required to carry out approved duties should not deter people from becoming and remaining a member of an authority or limit their ability to carry out the role.
- 13.18 The Panel recognises the issues relating to the publication of this legitimate expense. This is reflected in the options for publication as set out in Annex 4. To support current members and to encourage diversity the Panel urges authorities to promote and encourage greater take-up of the reimbursement of costs of care.

Determination 51: All community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

Civic Head / Deputy Civic Head Honoraria

- 13.19 Recognising that some mayors and chairs of community and town councils and their deputies are very active during their year of office, the Panel has determined that community and town councils should be authorised to pay an honorarium for these roles. In previous annual reports the Panel did not determine a maximum level of payment to mayors/chairs and their deputies.
- 13.20 The Panel's consultation meetings this year, confirmed that the majority of community and town councils make no or very modest payments to their civic leaders and that some of them are reporting the budget allocated for civic functions and civic expenditure rather than the amount paid as personal senior salary to the individual.
- 13.21 The Panel is concerned only with the amount paid to the mayors/chairs as an honorarium to be used or retained at their discretion. This is separate from a budget for mayoral/chair activities. The Panel has determined that the maximum amount to be paid to a chair/mayor of a community or town council in this way shall be £1,500. The maximum amount to be paid to a deputy mayor/chair in this way shall be £500.

Determination 52: Community and town councils are authorised to provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Determination 53: Community and town councils are authorised to provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum amount of £500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Publicity requirements

- 13.22 There is a requirement on community and town councils to publish details of all payments made to individual members in an annual Statement of Payments. This information must be published on council noticeboards and/or websites (with easy access) and provided to the Panel by email or by post no later than 30 September following the end of the year to which the payments relate. The Panel draws attention to the requirements stipulated at Annex 4. The Panel is concerned that a significant number of councils are in breach of this requirement.

Item 5d

Rhuddlan Boundary with Cwm

Comment received by member of public via Rhuddlan Town Council website

I assume Rhuddlan town council covers the area up to the boundary with Cwm. The minor road from Rhuddlan to Cwm has had some ditching work carried out by DCC, partly within the Rhuddlan area. Rubble, stones, fly tipped waste and mud has been dragged out of the ditch and some is actually on the road surface, to the extent that the road width is reduced and the mess left is unbelievable.

Denbighshire Highways have been informed but have done nothing. I was hoping that some additional prompting from Rhuddlan may help.

I know that numerous residents of Rhuddlan walk up the lane towards Cwm and I am sure they are disappointed at the state this once scenic lane has been left in. Perhaps one of your County Councillors could have a look and see what they think.

Thanks in anticipation

Item 5e

Rhuddlan Community Group – Library Car Park

Dear Sian,

Can this request please be read out at the next Town meeting.

Regarding the proposals to start charging at Rhuddlan library car park.

The Rhuddlan Community Group is in the process of preparing 5 or 6 local walks and 3 walks that will be suitable for wheelchair users and buggys.

These walks all start from Rhuddlan library car park and finish at the bottom of the High Street opposite Church Street. The idea being that all walkers will return to their cars via the High Street passing shops, cafes and public houses.

Some walks will take up to 2.5 hours.

The aim is to bring people into Rhuddlan and increase the economy as well as increasing people's well-being.

Can the Town Council please take this into account when deciding on the amount of time for free parking? We would like our walkers to have time to stop for refreshments and visit our shops.

Many thanks,

Chair of Rhuddlan Community Group.

cc Vice chair and Secretary

Item 6a

Wreaths on Cenotaph

At the Town Council meeting on the 8th of March, a question was raised on how long poppies and wreaths should remain on the cenotaph. The Town Clerk was to make enquires with North Wales Society of Local Councils Clerks (SLCC) members to see what they do. The following are replies from Town / Community Councils.

- Ours stay on as do the other organisations wreaths. They are generally moved from the Cenotaph before it's time to lay them again.
- We don't have a written policy, but ours usually remain there for around a month. We have had problems with them blowing around in the past, as November often seems to be very windy, but I do try to secure them and leave them there until our Parks team disposes of them sometime in December.
- Our community leave ours on until the next year. If they were damaged or looked unsightly we would remove earlier.
- I looked into this a few years ago and there is no set date for this, having checked with the Royal British Legion. What I have done is agree with the local branch of the British Legion that the wreaths stay in place until the 31st December and they are then removed. This clears the War Memorial before the start of the new year, ready for the ceremony in that year. It works well, and I haven't any complaints.
- Our Town Council leave the wreaths for approximately one month. They are taken away by the British Legion ready for our Christmas lights switch on event.
- I've taken advice from our local Poppy Appeal worker who is also a long-standing community councillor, and she advises that "wreathes etc. should be removed when faded/weather beaten or tatty". I believe this reflects the notion of keeping things smart/tidy and respectful of those who are being honoured.
- Royal British legion Website advise as follows: The local authority (city, borough, town, village or parish) is responsible for Remembrance services and parades. The Royal British Legion is asked to help with the organisation and provides the wreaths, but does not have permission to authorize their removal from war memorials. There is no guidance as to how long wreaths should remain at memorials. In some places they are removed after weeks, in others after months. In most places, the local Legion branch and local authorities agree on a suitable time to take them away. Your local council should be able to advise you on how to dispose of them.

Rhuddlan Town Council need to make a decision on how long wreaths and poppies remain in place on the cenotaph

Item 6b

Cenotaph Renovation

At the Town Council meeting on the 9th of November 2017, the Town Clerk reported that she had met with a stone mason with regards to refurbishing the cenotaph. The Town Clerk had contacted eight different local business to carry out this work. Three businesses responded but were unable to carry out the work. J N davies, Stone Mason, quoted £2,200 to carry out the work which include the removal of the current cenotaph. The stone mason also quoted £3,200 for the work to be carried out in situ. **It was resolved** to go with the £2,200 quote and give notice to the people of Rhuddlan that the cenotaph will be removed for a short period of time.

This work was scheduled to take place in March 2018. However, the stone mason discovered, on commencing with the removal of the marble stone, that the stone was deeply embedded into the wall and is secured by two pins. To continue with its removal was risky in terms of causing structural damage to the Community Centre wall and also there was a risk of the marble breaking.

Bearing in mind that it was difficult to find a stone mason to carry out this work, it is recommended that the stone mason be given authorization to carry on with the work in situ which will incur the cost of £3,200.

Item 6c

Battles Over

In the Town Council meeting in May 2017, a report was submitted with regards to the Nationwide Battles Over – Tribute to WW1.

It was reported at the time that more than 800 WW1 Beacons of Light have been confirmed through the U.K., Channel Islands, Isle of Man and UK Overseas Territories. Rhuddlan Town Council have agreed to support this event by lighting a bacon in Rhuddlan, location to be decided at a later stage. Twtil was put forwards as a potential venue and the Town Clerk submitted a request for permission to CADW and is awaiting a response.

An update has been received from the organisers of Battle's Over and they want to see more than 1,000 churches and cathedrals participate by ringing their bells simultaneously at 7.05pm on the night of November 11th 2018.

Ringling Out for Peace is part of Battle's Over, a unique day-long commemoration of the end of the first world war taking place throughout the United Kingdom, Channel Islands, the Isle of Man, and at scores of locations overseas.

It begins at 6am on November 11th 2018 with lone pipers playing Battle's O'er, a traditional tune played after a battle, outside every cathedral in the country. At the same time, pipers everywhere will be playing the same tune in their local communities around the world

At 6.55pm buglers will sound the Last Post at more than 1,000 locations, where at 7pm WW1 Beacons of Light will be lit, signifying the light of peace that emerged from the darkness of war.

Then at 7.05pm church and cathedral bells will be Ringling Out for Peace, organised with the assistance of the Central Council of Church Bell Ringers, the representative body for groups who ring bells in the English tradition with rope and wheel. It was founded in 1891 and represents 65 affiliated societies of local ringers from all over the British Isles and in Australia, Canada, the USA, South Africa and Italy.

Churches can register their involvement by completing the Ringling out for Peace entry form found at – www.brunopeek.co.uk

The event has four charities linked to it – The Royal Naval Association, Army Benevolent Fund – the Soldiers Charity, RAF Benevolent Fund and the Merchant Navy Association.

Rhuddlan Town Council need make a decision on contacting the local church with regards to taking part in this event.

Item 7

SPECIAL AWARD – PETER ROBINSON

Following the meeting on the 8th of March members were given the opportunity to forward their ideas on how to acknowledge Peter Robinson. **It was resolved** that the Town Clerk make enquires about a certificate and a glass trophy.

Attached is glassware from Dragocraft. The price for the decanter engraved, boxed and posted is £93 total.

Other options also available.

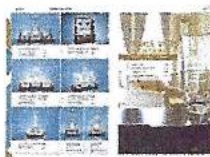
CONTACT US

Search Search entire store here...

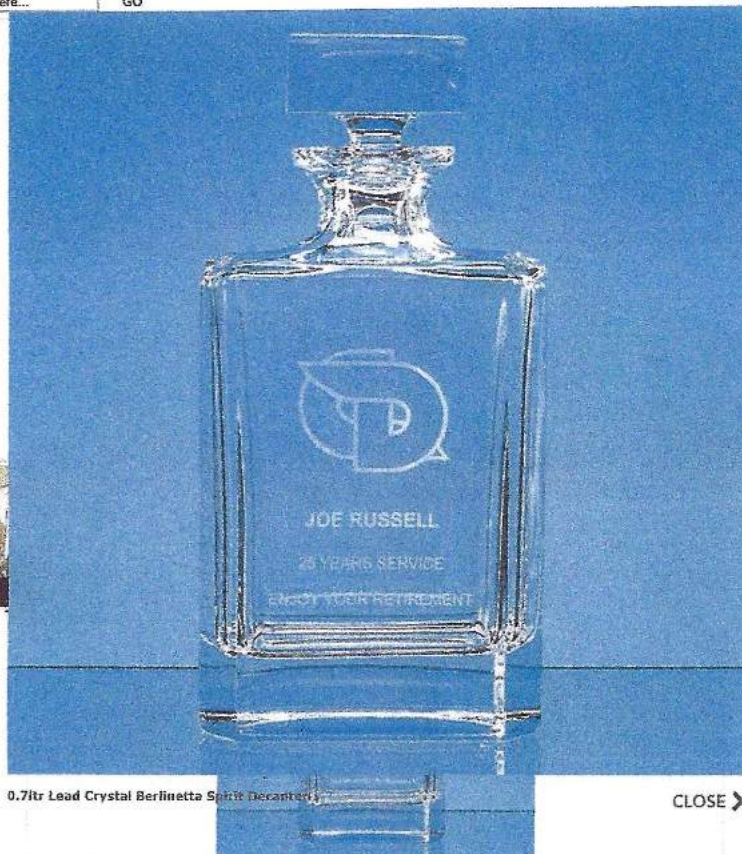
GO

Products

Tableware
 Bowls, Vases & Giftware
 Awards
 Caskets, Plaques & Frames
 Desktop Gifts
 Branded Ranges
 Wood Bases
 Presentation Boxes
 Specials



See our e-catalogue



0.7ltr Lead Crystal Berlinetta Spirit Decanter

CLOSE X

New Products



Clearance Lines



Full Colour Printing



Additional Information

Product Code	JR30
Weight	2.6Kg
Engraving area	H100, W80
Dimension	H245, W125

RELATED PRODUCTS



Universal Bowl/Award Satin Lined Presentation Box*

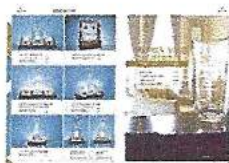
£8.95

As low as: £8.40

Search Search entire store here... [GO](#)

Products

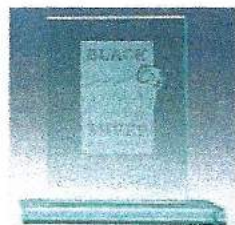
Tableware
Bowls, Vases & Giftware
Awards
Presents, Plaques & Frames
Desktop Gifts
Branded Ranges
Wood Bases
Presentation Boxes
Specials



See our e-catalogue

[Home](#) / [Awards](#) / [Jade, Clear & Smoked Glass Awards](#)

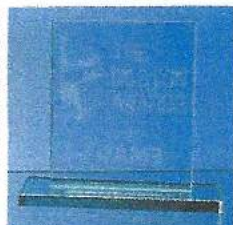
Jade, Clear & Smoked Glass Awards



R34
12cm x 9cm x 12mm Jade Glass
Rectangle Award

£14.95

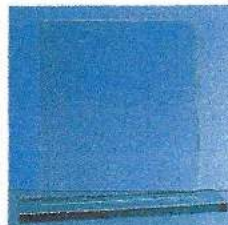
As low as: £13.75



R35
15cm x 12.5cm x 12mm Jade
Glass Rectangle Award

£19.45

As low as: £17.95



R36
20cm x 17.5cm x 12mm Jade
Glass Rectangle Award

£24.25

As low as: £22.35



SY4073
12cm x 9cm x 12mm Clear Glass
Rectangle Award

£15.75

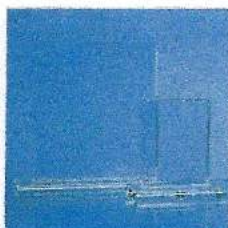
As low as: £14.55



SY4074
15cm x 12.5cm x 12mm Clear
Glass Rectangle Award

£19.90

As low as: £18.35



SY4075
20cm x 17.5cm x 12mm Clear
Glass Rectangle Award

£28.45

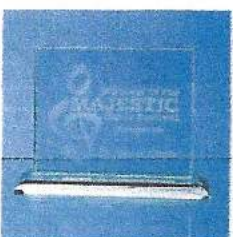
As low as: £26.20



EUR55
9cm x 12cm x 12mm Jade Glass
Horizontal Rectangle Award

£16.45

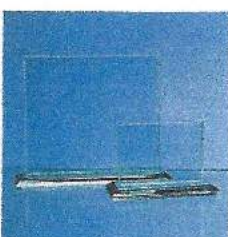
As low as: £15.15



EUR56
12.5cm x 15cm x 12mm Jade
Glass Horizontal Rectangle

£20.25

As low as: £18.85



EUR57
17.5cm x 20cm x 12mm Jade
Glass Horizontal Rectangle

£25.30

As low as: £23.35

New Products



Clearance Lines



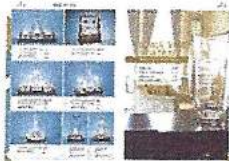
Full Colour Printing



Search Search entire store here... GO

Products

Tableware
Bowls, Vases & Giftware
Awards
Crescents, Plaques & Frames
Desktop Gifts
Branded Ranges
Wood Bases
Presentation Boxes
Specials



See our e-catalogue

Home / Awards / Optical Crystal Awards & Gifts

Optical Crystal Awards & Gifts

This is our fantastic optical crystal awards range. We have a wide selection of crystal and glass awards which can be engraved with names and business logos of your choice. Crystal Awards are ideal recognition, achievement or incentive gifts.



SY3000
25cm Optical Crystal Glacier Award
£103.90
As low as: **£89.70**



SY3001
28cm Optical Crystal Glacier Award
£127.40
As low as: **£110.10**



SY3002
30.5cm Optical Crystal Glacier Award
£190.80
As low as: **£164.90**



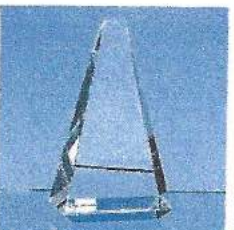
SY5058
15cm Optical Crystal Facet Diamond Award
£50.60
As low as: **£43.70**



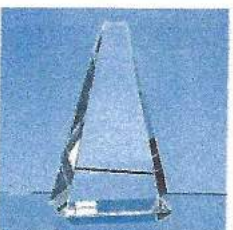
SY5059
17.5cm Optical Crystal Facet Diamond Award
£62.70
As low as: **£54.15**



SY5060
21cm Optical Crystal Facet Diamond Award
£75.60
As low as: **£65.30**



SY5087
16cm Optical Crystal Vantage Peak Award
£42.50
As low as: **£36.80**



SY5088
18cm Optical Crystal Vantage Peak Award
£51.10
As low as: **£44.15**



SY5089
21cm Optical Crystal Vantage Peak Award
£61.50
As low as: **£53.25**

Shopping Options
PRICE

£0.00 - £19.99 (20)
£20.00 - £39.99 (52)
£40.00 - £59.99 (48)
£60.00 - £79.99 (45)
£80.00 - £99.99 (13)
£100.00 - £119.99 (6)
£120.00 - £139.99 (2)
£140.00 - £159.99 (2)
£160.00 and above (1)

New Products



Clearance Lines



Full Colour Printing



Item 8 Street Parking Places

DENBIGHSHIRE COUNTY COUNCIL **(VARIOUS ROADS, RHUDDLAN)** **(PROHIBITION AND RESTRICTION OF WAITING LOADING AND UNLOADING) AND** **(STREET PARKING PLACES) ORDER 201**

Denbighshire County Council proposes to make an Order under Sections 1(1), 2(1) to (3), 4(2), 32 and 35, and Part III and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984, and all other enabling powers containing provisions effective on the days and during the hours referred to in the proposed order facilitating :-

- No Waiting
- No Loading and Unloading
- Limited waiting
- Disabled Badge Holders only
- Existing restrictions to be revoked

The proposals affect Rhyf Road, Vicarage Lane, Berllan Avenue, Marsh Road and High Street, at Rhuddlan, in the County of Denbigh.

Exceptions will be provided on certain lengths of road in the proposed Order to permit waiting for the purposes of alighting, boarding, loading and unloading and works of maintenance, repair and the like as specified in the proposed Order.

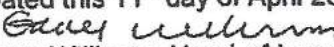
Exceptions will also be provided in the proposed Order to allow vehicles displaying both a Disabled Person's Badge and a Disabled Person's Parking Disc to wait on certain lengths of road specified in the proposed Order for a period not exceeding 3 hours (not being a period separated by an interval of less than 1 hour from a previous period of waiting by the same vehicle on the same day).

The importance of viewing the proposed Order in its entirety needs to be emphasised, and a copy can be read in greater detail with maps showing the lengths of road to which the proposals relate, and a statement of the Council's reasons for proposing to make the Order, during normal opening hours at Rhuddlan Library, Vicarage Road, Rhuddlan, on the council's website, and at the offices of the undersigned.

The Denbighshire County Council (Prohibition and Restriction of Waiting and Street Parking Places) Consolidation Order 2004 previously made by the Council, will be revoked in so far as it relates to the lengths of road referred to, in all other respects the Order remains unchanged.

Any person wishing to object to the proposed Order should send a written statement of objection, stating the grounds on which they are made, to the Head of Legal HR and Democratic Services, Denbighshire County Council, PO Box 62, Ruthin LL15 9AZ, by no later than 11th May 2018. Please include name and address details and note that all representations received may be considered in public by the Council and that the substance of any representation together with the name and address of the person making it could become available for public inspection.

Dated this 11th day of April 2018


Gary Williams, Head of Legal HR and Democratic Services, Denbighshire County Council,
County Hall, Wynnstay Road, Ruthin, Denbighshire. LL15 1YN
SBH/DCC028709

Reason for proposing to make the order

1. To prevent indiscriminately parked vehicles causing an obstruction to the safe and free movement of vehicles and pedestrians.
2. To designate the available on-street parking space on Vicarage Lane for 2 hour short stay use and for use by disabled badge holders only.
3. To increase the waiting time limit in the existing short stay on-street parking spaces on High Street from 30 Minutes to 1 hour and to designate a space for use by disabled badge holders



Enter Title Here
Scale: 1:500
Printed on: 10/8/2017 at 8:40 AM

VICARAGE LANE, RUDDLAN PROPOSED PARKING RESTRICTIONS



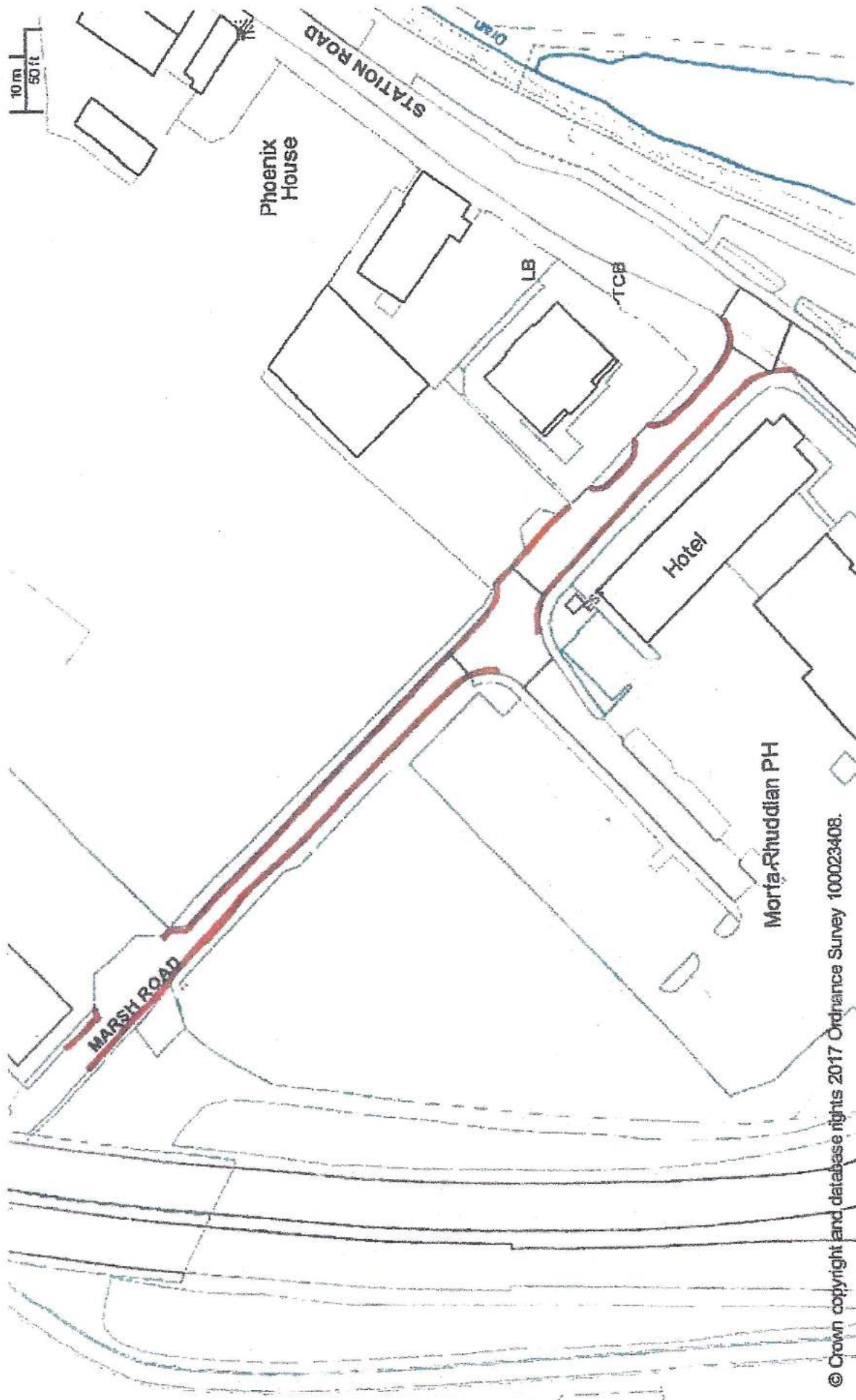
© Crown copyright and database rights 2017 Ordnance Survey 100023408
 Enter Title Here
 Scale: 1:500
 Printed on: 13/11/2017 at 9:57 AM

HIGH STREET, RUDDLAN **PROPOSED PARKING RESTRICTIONS**

— LIMITED WAITING, 8AM TO 6PM

— 1 HOUR NO RETURN 1 HOUR

— DISABLED BADGE HOLDERS ONLY
 8AM TO 6PM, 1 HOUR NO RETURN 1 HOUR



MARSH ROAD, RUDDLAN


 PROPOSED PROHIBITION OF WAITING, AT ANY TIME

DENBIGHSHIRE COUNTY COUNCIL
(VARIOUS ROADS, RHUDDLAN)
(PROHIBITION AND RESTRICTION OF WAITING LOADING AND
UNLOADING) AND (STREET PARKING PLACES) ORDER 201

Denbighshire County Council (hereinafter referred to as "the Council") in exercise of the powers conferred by Sections 1(1) and (2), 2(1) to (3), 4(2), 32, 35, and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 ("the Act of 1984"), as amended and of all other powers then enabling and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act of 1984, hereby makes the following Order:-

PART I
CITATION AND INTERPRETATION

1. This Order shall come into operation on the day of 201 and may be cited as the Denbighshire County Council (Various Roads, Rhuddlan) (Prohibition and Restriction of Waiting Loading and Unloading) and (Street Parking Places) Order 201

2. In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

"ambulance" has the same meaning as in the Vehicle Excise and Registration Act 1994;

"authorised agent" means the parking services contractor appointed by or duly authorised to act on behalf of the Council for the purposes of the supervision and enforcement of this Order;

"authorised officer" means the Head of Transport and Infrastructure for the Council or any other officer of the Council to be designated by the Council;

"bus" has the same meaning as in Schedule 1 of the 2016 Regulations;

"bus stop" means any area of carriageway, intended for the waiting by buses, which is comprised within and indicated by road markings complying with Schedule 7 Part 4 Item 9 incorporating the words "bus stop" and a sign complying with Schedule 4 Part 3 Item 2 of the 2016 Regulations;

"bus stand" means any area of carriageway, intended for the waiting by buses, which is comprised within and indicated by road markings complying with Schedule 7 Part 4 Item 9 incorporating the words "Bus Stand" and a sign complying with Schedule 4 Part 3 Item 2 of the 2016 Regulations;

"bus stop clearway" means any area of carriageway intended for the waiting by buses, which is comprised within and indicated by road markings complying with Schedule 7 Part 4 Item 9 and a sign complying with Schedule 4 Part 3 Item 2 of the 2016 Regulations;

"carriageway" means a way constituting or comprised in a highway being a way (other than a cycle track) over which the public have a right of way for the passage of vehicles;

"civil enforcement officer" shall have the same meaning as in Section 76 of the Traffic Management Act 2004

"disabled person's vehicle" has the same meanings as in the Local Authorities' Traffic Orders (Exemption for Disabled Persons) (Wales) Regulations 2000;

"disabled person's badge " and "parking disc" mean the badge and disc issued by a local authority in accordance with the provisions of the Disabled Persons (Badges for Motor Vehicles) (Wales) Regulations 2000 as amended or being a badge having effect under these regulations as if it were a disabled person's badge;

"driver", in relation to a vehicle waiting in a parking place or on a road or length of road, means the person driving the vehicle at the time it was left in that parking place or road or length of road;

"enactment" means any enactment, whether public general or local, and includes any order, byelaw, rule, regulation, scheme or other instrument having effect by virtue of an enactment and any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment;

"goods" means goods or burden of any description and includes postal packets of any description;

"goods vehicle" means a motor vehicle which is constructed or adapted for use for the carriage of goods or burden of any description;

"hackney carriage" means a vehicle licensed under Section 38 of the Vehicle (Excise) Act, 1971;

"taxi rank" means an area of carriageway which is comprised within and indicated by road markings complying with Schedule 7 Part 4 Items 5 or 7

and a sign complying with Schedule 4 Part 3 Item 1 or 2 of the 2016 Regulations;

"immobilisation device" has the same meaning as in Section 104(9) of the Act of 1984;

"institution" means an institution concerned with the care of disabled persons to which a disabled persons badge may be issued in accordance with Section 21(4) of the Chronically Sick and Disabled Persons Act, 1970;

"institutional badge" means a disabled persons badge issued to an institution;

"loading" means the loading or unloading of goods to or from a vehicle;

"motor cycle" and "invalid carriage" have the same meanings as in Section 136 of the Act of 1984;

"motor vehicle" has the same meaning as in Section 136 of the Act of 1984;

"owner", in relation to a vehicle means the person by whom the vehicle is kept. In determining who was the owner of the vehicle at any time it shall be presumed that the owner was the person in whose name the vehicle was at that time registered under the Vehicle Excise and Registration Act 1994;

"parking place" means any parking place indicated on a carriageway by markings in accordance with the 2016 Regulations, on a road designated by an order made of having effect as if made under the Act of 1984;

"penalty charge" shall have the same meaning as in Sections 72, 77 and 78 of the Traffic Management Act 2004

"permitted hours" means the hours identified in the Schedules to this Order;

"relevant position" in respect of: -

- (a) a disabled person's badge, means
 - (i) in the case of a vehicle fitted with a dashboard or fascia panel, the badge is exhibited thereon so that part 1 of the badge is legible from the outside of the vehicle; or
 - (ii) the case of a vehicle not fitted with a dashboard or fascia panel, the badge is exhibited in a conspicuous position on the vehicle so that part 1 of the badge is legible from the outside of the vehicle;

- (b) a disabled person's parking disc, means that the side showing the quarter hour during which the period of waiting began is legible from outside the vehicle;
- (c) a residents permit and a waiver certificate, means
 - (i) in the case of a vehicle fitted with a dashboard or fascia panel, the permit is exhibited thereon so that the certificate is legible from the outside of the vehicle; or
 - (ii) the case of a vehicle not fitted with a dashboard or fascia panel, the badge is exhibited in a conspicuous position on the vehicle so that the certificate is legible from the outside of the vehicle;

"specified position" a vehicle left in a parking place during the permitted hours in accordance with the foregoing provisions of this Order shall cause it so to stand:-

- (a) in the case of the parking place in relation to which special provisions as to the manner of standing of a vehicle in that place are specified so as to be in accordance with those provisions;
- (b) in the case of any other parking place -
 - (i) if the parking place is not in a one-way street, that the left or near-side of the vehicle is adjacent to the left-hand edge of the carriageway;
 - (ii) that the distance between the edge of the carriageway and the nearest wheel of the vehicle is not more than 300 millimetres;
- (c) so that every part of a vehicle is within the limits of a parking place;
- (d) that no part of the vehicle obstructs any vehicular means of ingress to or egress from any premises adjacent to the side of the road on which the vehicle is waiting.

"specified hours" means the hours identified as referred to in this Order;

"telecommunication apparatus" has the same meaning as in the Telecommunications Act 1984;

"The 2016 Regulations" means the Traffic Signs Regulations and General Directions 2016;

"The Act of 1984" means the Road Traffic Regulation Act 1984;

"sign" means a sign of any size, colour and type prescribed or authorised pursuant to or having the effect as though prescribed or authorised pursuant to Section 64 of the Act of 1984.

"waiver certificate" means a certificate duly issued on behalf of the Council permitting a specified vehicle to wait in specified circumstances on a length or lengths of road where the waiting of that vehicle would otherwise be restricted;

3. Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order. Any reference in this Order to a road or side of road identified in the Schedules to this Order is a reference to all those so identified
4. The prohibitions and restrictions imposed by this Order shall be in addition to and not in derogation of any restriction, prohibition or requirement imposed by any Regulations or Orders made or having effect as if made under the Act of 1984, or by or under any other enactment.
5. Save where the contrary is indicated, any reference in this Order to:
 - (a) this Order or another Order shall be construed as such a reference to this Order or, as the case may be, such other Order, as the same may have been or may from time to time be amended, varied or supplemented;
 - (b) a Statute or Regulation shall be construed as reference to such Statute or Regulations as the same may have been, or may from time to time be amended or re-enacted.
6. The Interpretation Act 1978 shall apply to the interpretation of this Order as it applies for the interpretation of an Act of Parliament and as if for the purposes of Section 21 of that Act this Order were an Act of Parliament and the Order revoked by Article 31 were Acts of Parliament thereby repealed.

PART II PROHIBITION AND RESTRICTION OF WAITING

7. Save as provided in Articles 8 to 12 of this Order no person shall, except upon the direction or with the permission of a police constable cause or

permit any vehicle to wait on the roads or sides of the roads identified and for the periods identified (or, in the case of a road or side of road where limited waiting is permitted, otherwise than during the period identified) in the Schedules attached to this Order

8. Nothing in Article 7 of this Order shall render it unlawful to cause or permit any vehicle to wait so long as it may be necessary for the purpose of enabling goods to be loaded on or unloaded from the vehicles on the lengths of roads identified and for the periods identified in the Schedules attached to this Order and for the periods identified therein:

Provided that unless notice is given twenty-four hours in advance to the Council and a waiver certificate is obtained, no vehicle shall wait in any road or side of road where loading is restricted during the periods of restriction as identified in the Schedules attached to this Order:

9. (1) Nothing in Article 7 of this Order shall render it unlawful to cause or permit any vehicle to wait in any of the roads, lengths of road or on the sides of road specified therein for so long as may be necessary to enable:
- (a) a person to board or alight from the vehicle;
 - (b) the vehicle, if it cannot conveniently be used for such purpose in any other road, to be used in connection with any of the following operations, namely:-
 - (i) building, industrial or demolition operations;
 - (ii) the removal of any obstruction to traffic;
 - (iii) the maintenance, improvement or reconstruction of the said lengths or sides of road; and
 - (iv) the laying, erection, alteration or repair in or on land adjacent to the said lengths or sides of road of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any line of telecommunications apparatus as defined in the Telecommunications Act 1984;
 - (c) the vehicle, if it cannot conveniently be used for such purposes in any other road, to be used in the service of a local authority, water undertaker, sewerage undertaker or the National Rivers Authority in pursuance of statutory powers or duties;

- (d) the vehicle of a universal service provider (as defined in section 4(3) and (4) of the Postal Services Act 2000) to be used for the purpose of delivering and/or collecting mail;
 - (e) the vehicle to take in petrol, oil, water or air from any garage situated on or adjacent to the said lengths or sides of road;
 - (f) to enable the vehicle to be used for fire brigade, ambulance or police purposes;
 - (g) in any case where the person in control of the vehicle,
 - (i) is required by law to stop;
 - (ii) is obliged to stop so as to prevent an accident, or
 - (iii) is prevented from proceeding by circumstances outside his control;
 - (h) if the vehicle is displaying in the relevant position a valid waiver certificate and is waiting in accordance with the terms and conditions prescribed by the said certificate.
- (2) Nothing in Article 7 of this Order shall render it unlawful to cause or permit any vehicle
- (a) to wait upon an authorised parking place, or
 - (b) being a hackney carriage, to wait upon a taxi rank .
10. Nothing in Article 7 of this Order shall render it unlawful to cause or permit a disabled person's vehicle which displays in the relevant position a Disabled Person's Badge and a parking disc, on which the driver or other person in charge of the vehicle has marked the time at which the period of waiting began, to wait in the lengths of road referred to in Schedule 2, to this Order, for a period not exceeding three hours (not being a period separated by an interval of less than one hour from a previous period of waiting by the same vehicle in the same length of road or on the same side of road on the same day)
- Provided that in respect of the roads identified in the Schedules to this Order when loading is permitted at all times or limited to certain times such period lies entirely within the period during which loading is permitted.
11. Nothing in Article 7 of this Order shall render it unlawful to cause or permit a disabled person's vehicle which displays in the relevant position a Disabled Person's Badge to wait at the sides of the roads identified on the lengths of road referred to in the Schedules to this Order where limited waiting is permitted Provided that if use of the parking place is restricted to

a specified class of vehicle the vehicle displaying a Disabled Person's Badge is also of the class specified.

12. Nothing in Article 7 to this Order shall render it unlawful for the driver of a public service vehicle to cause that vehicle to wait at a recognised bus stop or bus stand.

PART III
AUTHORISATION AND USE OF STREET PARKING PLACES

13. (1) The parts of the roads identified in the Schedules to this Order are authorised to be used, subject to the following provisions of this Order, as parking places for such purposes and classes of vehicles, in such positions and on such days and during such hours as identified in the said Schedules.

(2) Nothing in paragraph (1) of this Article shall restrict the power of this Council or a police constable in uniform, for preventing obstruction of the streets, by Order on the occasion of any public procession, rejoicing or illumination, or where the streets are thronged or liable to be obstructed, to close any parking place.

(3) Nothing in paragraph (1) of this article shall restrict the power of the Council or a person designated by the Council to suspend the use of permitted parking places on a length of road or any part thereof whenever he/she considers such suspension reasonably necessary.

14. Save as provided in Article 24 and identified in the Schedules to this Order a parking place is described as available for vehicles of a specified class or in a specified position, the driver of a vehicle shall not permit it to wait in that parking place -

- (a) unless it is of the specified class; or
- (b) in a position other than that specified.
- (c) for longer than may be necessary to enable goods to be loaded or unloaded from the vehicle where the parking place is specified in the Schedules as being for loading only

15. (1) Save as provided in article 24 of this Order the driver of a vehicle shall not permit it to wait in a parking place for longer than the maximum period permitted for waiting specified in relation to that parking place and as identified in the Schedules to this Order

(2) Save as provided in article 24 of this Order when a vehicle has left a parking place after waiting thereon the driver thereof shall not permit it to wait again upon that parking place within the time period after its leaving specified for that parking place in the Schedules to this Order

16. A driver of a vehicle shall not use a parking place -

(a) so as unreasonably to prevent access to any premises adjoining the road, or the use of the road by any other persons, or so as to be a nuisance;

(b) when for preventing obstruction of the streets the Council shall by Order made on the occasion of any public procession, rejoicing or illumination or when the streets are thronged or liable to be obstructed have closed that parking place and exhibited notice of such closing on or near the parking place.

17. The driver of a motor vehicle using a parking place shall stop the engine as soon as the vehicle is in a position in the parking place, and shall not start the engine except when about to change the position of the vehicle in or to depart from the parking place.

18. Save as provided in Article 24 of this Order no person shall use a vehicle, while it is in a parking place, in connection with the sale of any article to persons in or near the parking place or in connection with the selling or offering for hire of his skill or services.

19. (1) No person shall use a vehicle while it is in a parking place in connection with the maintenance or repair of the vehicle other than in the event of a breakdown to enable the vehicle to be removed from the parking place.

(2) No person shall use any part of a parking place or any vehicle left in a parking place:-

(a) for sleeping or camping purposes
(b) for cooking purposes

(c) for the purpose of servicing or washing or carrying out any work of maintenance or repair to any vehicle or part thereof other than is reasonably necessary to enable that vehicle to depart from the parking place

20. A vehicle being used in the transport of a disabled person which displays in the relevant positions a disabled person's badge and a parking disc left in a parking place shall be exempt from any limitation on time:
Provided that if use of the parking place is restricted to a specified class of vehicle the vehicle displaying a disabled person's badge is also of the class specified.
21. Subject to the proviso hereto, when a vehicle is left in a parking place in contravention of any of the provisions contained in Articles 14 15 or 16 of this Order a person authorised in that behalf by the Council may remove the vehicle or arrange for it to be removed from that parking place.
Provided that when a vehicle is waiting in a parking place in contravention of the provision of Article 14(b) of this Order, a person authorised in that behalf by the Council may alter or cause to be altered the position of the vehicle in order that its position shall comply with that provision.
22. Any person removing a vehicle or altering its position by virtue of the last preceding Article of this Order may do so by towing or driving the vehicle or in such other manner as he may think necessary and may take such measures in relation to the vehicle as he may think necessary to enable him to remove it or alter its position as the case may be.
23. When a person authorised by the Council removes or makes arrangements for the removal of a vehicle from a parking place by virtue of Article 21 of this Order, he/she shall make such arrangements as may be reasonably necessary for the safe custody of the vehicle.
24. The provisions contained in Articles 14, 15 17 and 18 of this Order and the restrictions imposed by Article 7 of this Order shall not apply to any hackney carriage while waiting upon a taxi rank or public service vehicle waiting upon a recognised bus stop or bus stand.
25. Notwithstanding the foregoing provisions of this Order, the Council may at its discretion issue a waiver certificate allowing a specific vehicle to wait in a road or a parking place during the hours of operation of any restriction or prohibition to the contrary.
26. A waiver certificate may be cancelled at any time at the sole discretion of the council and shall thereupon immediately cease to be valid.
27. Notification of such cancellation shall be sent by post to the holder of the certificate at any address, which the Council believes to be that person's address, and the certificate shall forthwith be surrendered to the Council.

PART IV

DESIGNATED PARKING PLACES FOR DISABLED PERSONS' VEHICLES

28. (1) The lengths of roads identified in the Schedules to this Order and therein designated "Disabled Badge Holders Only" may be used, subject to the provisions of this Order, as parking places for disabled persons' vehicles in such positions, during such periods and for such hours as are identified in the Schedules to this Order.

(2) Where, within a parking place, there is a sign or surface marking which indicates that a parking bay is available only for a disabled person's vehicle, the driver of a vehicle shall not permit it to wait in the parking bay unless the vehicle has displayed in a relevant position a valid Disabled Person's Badge and the vehicle is being used by the person to whom the badge is issued.

PART V

PENALTY CHARGE

29. If a person contravenes any provision(s) of this Order they will be liable to pay a penalty charge
30. The penalty charge shall be paid in the manner specified on the penalty charge notice

PART VI

REVOCATIONS

31. The Denbighshire County Council (Prohibition and Restriction of Waiting and Street Parking Places) Consolidation Order 2004 is hereby revoked in so far as it relates to the prohibitions and restrictions of waiting and street parking places on the said lengths of road in the Schedules hereto

Lengths of Road at Rhuddlan in the County of Denbighshire

SCHEDULE 1

No Waiting At Any Time / No Loading At Any Time

Ref.	Street Name	Side	Description
1.01	Rhyl Road	North West	From the projected easterly kerblin of Vicarage Lane for a distance of 19m in a north easterly direction.
1.02	Vicarage Lane	West	From the projected north westerly kerblin of Rhyl Road for a distance of 22m in a northerly direction.
1.03	Vicarage Lane	West	From a point 28m north of the projected north westerly kerblin of Rhyl Road for a distance of 10m in a northerly direction.
1.04	Vicarage Lane	East	From the projected north westerly kerblin of Rhyl Road for a distance of 36m in a northerly direction.

SCHEDULE 2

No Waiting At Any Time

Ref.	Street Name	Side	Description
2.01	Berllan Avenue	Both	From the projected easterly kerblin of Vicarage Lane for a distance of 10m in an easterly direction.
2.02	Marsh Road	Both	From the projected north westerly kerblin of Station Road for a distance of 197m in a north westerly direction.
2.03	Vicarage Lane	West	From a point 82m north of the projected north westerly kerblin of Rhyl Road for a distance of 56m in a northerly direction.
2.04	Vicarage Lane	East	From a point 36m north of the projected north westerly kerblin of Rhyl Road for a distance of 100m in a northerly direction.

SCHEDULE 3

Limited Waiting 8am – 6pm, 1 hour No return within 1 hour

Ref.	Street Name	Side	Description
3.01	High Street	North West	From a point 8m south west of the projected south westerly kerbline of Gwindy Street for a distance of 50m in a south westerly direction.
3.02	High Street	North West	From a point 31m north east of the projected north easterly kerbline of Gwindy Street for a distance of 16m in a north easterly direction.
3.03	High Street	North West	From a point 64m north east of the projected north easterly kerbline of Gwindy Street for a distance of 30m in a north easterly direction.

SCHEDULE 4

Limited Waiting 8am – 6pm, 2 hours No return within 2 hours

Ref.	Street Name	Side	Description
4.01	Vicarage Lane	West	From a point 38m north of the projected north westerly kerbline of Rhyl Road for a distance of 44m in a northerly direction.

SCHEDULE 5

**Disabled Badge Holders Only 8am – 6pm,
1 hour No return within 1 hour**

Ref.	Street Name	Side	Description
5.01	High Street	North West	From a point 47m north east of the projected north easterly kerbline of Gwindy Street for a distance of 6m in a north easterly direction.

Class of Vehicle permitted to park

- (i) Private Motor Car, goods vehicle
- (ii) Motorcycle

Position in which vehicles may park - wholly within the parking place as marked on the surface of the carriageway by broken white lines.

Times of operation:- 8.00 a.m. to 6.p.m.

SCHEDULE 6
Disabled Badge Holders Only 8am – 6pm,
2 hours No return within 2 hours

Ref.	Street Name	Side	Description
6.01	Vicarage Lane	West	From a point 22m north of the projected north easterly kerbline of Rhyl Road for a distance of 6m in a northerly direction

Class of Vehicle permitted to park

- (i) Private Motor Car, goods vehicle
- (ii) Motorcycle

Position in which vehicles may park - wholly within the parking place as marked on the surface of the carriageway by broken white lines.

Times of operation:- 8.00 a.m. to 6.p.m.

THE COMMON SEAL of DENBIGHSHIRE)
COUNTY COUNCIL was hereunto)
affixed in the presence of:-)

Authorised Signatory

Dated this day of 201

SBH/DCC028709



Cyngor Tref
Rhuddlan
Town Council

Item 11

Minutes of a meeting of the Website and Information Committee held on the 29th March

PRESENT: Cllr Gareth Rowlands (Chair), Cllr Gareth Smith, Cllr Andy Smith, Mike Kermode, Town Clerk

1. APOLOGIES: Cllr Jackie Burnham

2. DECLARATION OF INTEREST: None

3. MINUTES: Minutes of 20th of February 2018 were approved.

Matters Arising: None

4. USE OF I.T. IN COUNCIL MEETINGS

The use of iPad to be used by members was discussed. This would provide electronic agendas / minutes and cut down on paper. The pros and cons were discussed and this was seen as an initiative for the medium term. **It was resolved** that the Town Clerk send a questionnaire to members to ask if they would consider using an iPad if training and support was offered. The Town Clerk to make enquiries with North Wales members of SLCC to see what use of iPad is made in Town / Community Councils.

5. DATA PROTECTION REGULATION

The Information Commissioners Office had produced further actions under the General Data Protection Regulation (GDPR). The GDPR places greater emphasis on the documentation that data controller must keep, to demonstrate their accountability. Organisations need to map out which parts of the GDPR will have the greatest impact on their activities and give those areas due prominence in their planning. A summary of the Information Commissioners Office Checklist is attached.

It was resolved that the Town Clerk make enquiries with SLCC about training courses with a view to attending a course.

6. TRANSLATION SERVICES

A number of documents provided by the Town Clerk need to be bilingual e.g. for the website. There was a question over the accuracy of the translation that is on the website. **It was resolved** to make enquires about costs of translation services from three suppliers.

7. OTHER MATTERS

The Town Clerk to make enquiries if Disclosure Barring Service (DBS) checks transfer automatically to other organisations. DBS checks for members need to be discretionary not mandatory. The Town Clerk to make enquiries about cost of supplying Rhuddlan Town Council ID badges with lanyards to members.

Information Commissioner's Office Checklist

1. Awareness

You should make sure that the decision makers and key people in your organisation are aware that the law is changing to the GDPR. They need to appreciate the impact this is likely to have.

2. Information you hold

You should document what personal data you hold, where it came from and who you share it with. You may need to organise an information audit.

3. Communication privacy information

You should review your current privacy notices and put a plan in place for making any necessary changes in time for GDPR implementation.

4. Individual's rights

You should check procedures to ensure they cover all the rights individual have, including how you would delete personal data or provide data electronically and in a commonly used format.

5. Subject access requests

You should update your procedures and plan how you will handle requests within the new timescale.

6. Lawful basis for processing personal data

You should make sure you have the right procedures in place to detect, report and investigate a personal breach.

7. Consent

You should review how you seek, record and manage consent and whether you need to make changes. Refresh existing consents now if they don't meet the GDPR standard.

8. Children

You should start thinking now about whether you need to put systems in place to verify individual's ages and to obtain parental or guarding consent for any data processing activity.

9. Data Breaches

You should make sure you have the right procedure in place to detect, report and investigate a personal data breach.

10. Data protection by Design and Data Protection Impact assessments

You should familiarise yourself now with the ICO's code of practice on Privacy impact Assessments as well as the latest guidance from the Article 29 Working party and work out how and when to implement them in your organisation.

11. Data Protection Officers

You should designate someone to take responsibility for data protection compliance and assess where this role will sit within your organisations structure and governance arrangements.

12. International

If your organisation operate in more than 1 EU member state (i.e. you carry out a cross-border processing, you should consider determine your lead data protection supervisory authority.

Item 12

Accounts due for April 2018 meeting

Process	Payee	Reason	Amount	VAT	Total
102154	Denbighshire C.C.	Xmas Lights	£2,952.00	£590.40	£3,542.40
102155	MPS	Play Area Inspection	£195.00	£39.00	£234.00
102156	Meifod	Planter for High Street	£164.74	£32.94	£197.68
102157	HMRC	Tax & NI	£433.54	£0.00	£433.54
102158	S M Jones	Reimbursement & expenses	£637.42	£0.00	£637.42
DD	Staples UK	Stationery	£46.47	£9.29	£55.76
DD	Staples UK	Stationery	£67.46	£13.49	£80.95
DD	S M Jones	Salary	£960.00	£0.00	£960.00
DD	NEST	Pension	£178.77	£0.00	£178.77
DD	Vodafone	Monthly bill - March 2018	£19.58	£3.91	£23.49
DD	Scottish Power	Electricity	£120.33	£0.00	£120.33
			£5,775.31	£689.03	£6,464.34