

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Dear Councillor

9th Sept 2019

Your attendance is requested at a meeting of Rhuddlan Town Council at the Community Centre, Rhuddlan on Thursday, 12th September 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. Aelwyn Morgan Award Presentation.
4. Invited guests: Claire Darlington & Darryn Thomas from Betsi Cadwaladr
5. Urgent Items - having been advised to the Mayor 24 hrs in advance.
6. Police matters —to receive a report.
7. Minutes – approve minutes of the 11th / 29th July and 23rd August – pre-circulated.
8. Correspondence from:
 - a. The Mayor.
 - b. The Deputy Mayor.
 - c. The Town Clerk.
 - d. DCC – Water Leak in Vicarage Lane.
 - e. DCC – Library Quarterly Report.
 - f. Willow Trees in Admirals.
 - g. Ysgol y Castell – letter of thanks.
 - h. DCC: Public Footpath 8.
 - i. Lt Col (Retired) D Roberts & Mrs D Roberts – Dogs on Admirals Field.
 - j. DCC – Policy on Ragworts.
 - k. Dementia Friendly Rhuddlan Steering Group – Letter of thanks.
9. County Council Members Report.
10. Budget/Finance matters
 - a. To approve the payments listing due.
11. Planning Applications for comment: No applications to consider.
12. Quotes to carry out work in Rhuddlan.
 - a. Power washing the High Street.
 - b. Install fence around the Fresh Air Gym.
 - c. To clean Edward 1st Inscription.

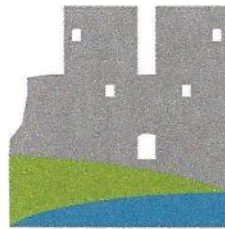
- d. Supplier of Christmas Lights on High Street.
- 13. **New Policy** – Terms of Reference for the Personnel Committee.
- 14. **Community Matters**
- 13. **Part 2. Exclusion of press and public.**

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.

- a. **Admirals Field:** To receive correspondence from Jones & Redfern Estate Agents and agree on next steps. John Owens Solicitor will be present to answer questions.
 - b. **Request for Financial Assistance** - Menter Iaith
Request for Financial – The Church Council, St Mary's Church
 - c. **Town Council Vacancy** – to receive an update.
14. **Date of next meeting** - Next meeting scheduled for October 10th 2019

Sian Mai Jones

Town Clerk - 07775 673706



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Rhuddlan Town Council – DRAFT Minutes of the meeting on the 11th July 2019

Present:

Cllr Arwel Roberts (Mayor in the Chair)
Cllr Gareth Smith (Deputy Mayor)
Cllr Gareth Rowlands
Cllr Mike Elgin (late arrival)
Cllr Reg Davies
Cllr Syd Gaskin
Cllr Ann Davies
Cllr Mike Kermode
Cllr Andrew Smith
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

None received

Eleven members of public were present including Reverend Brian Jones, Mayor's Chaplin, and Ruth Williams, Menter Iaith Sir Ddinbych.

2. Reverend Brian Jones

Cllr Arwel Roberts introduced the Rev Brian Jones to the meeting as the Mayor's Chaplin. Rev Jones thanked all present for the warm welcome and the invitation to act as the Mayor's Chaplin, which he has previously fulfilled 7 times. Rev Jones lives in Prestatyn and is responsible for 7 Presbyterian chapels in the area. Rev Jones once served as Chaplin to Cllr Ann Davies when she was Chair of DCC. He then gave a short resume of his career in the Presbyterian ministry and his role as President of Prestatyn Rotary club.

Cllr Ann Davies commented that Rhuddlan Town Council were lucky to have Rev Jones as Chaplin as he is a great community focused person and goes out of his way to support house bound people. When she was Chair of DCC Rev Jones never missed a meeting.

3. Ruth Williams Menter Iaith Sir Ddinbych

Ruth thanked the Town Council for the invitation to address the meeting and began by explaining what type of organisation Menter Iaith is and how it is funded. The aim is to promote the use of the language, not teach it. In Rhuddlan 20% of residents speak Welsh according to the last Census and Ruth's team has assisted with several events in Rhuddlan such as the Gwyl Dewi Sant Window Dressing Competition. A copy of the Annual Report was

distributed along with a bilingual report on the socio-economic profile, and linguistic profile, of Rhuddlan Town and featuring snapshots of how Menter Iaith has got involved in Rhuddlan.

Questions from those present included Cllr Gareth Smith enquiring about Menter Iaith being part of a wider organisation and Cllr Elgin seeking information about Welsh Classes were ably answered by Ruth. The presentation finished with an explanation of Menter Iaith's latest project which is an App named Tro which follows the Clwydian Range AOB.

The Mayor, Cllr Arwel Roberts thanked both speakers.

Cllr Arwel Roberts wished to make members aware of a Denbighshire CC note, given to County Councillors, explaining the Principles of Conduct expected of elected members in general.

Cllr Arwel Roberts wished to make members aware of a forthcoming event by Cor y Porthmyn on September 6th raising funds for Eisteddfod Yr Urdd, and CLIC Sargent.

Declaration of Interest.

Cllr Gareth Rowlands raised a Point of Order noting that there was no Declaration of Interest item on the agenda.

Cllr Ann Davies reminded Members that no declarations have to be made at the beginning of the meeting but must be made before the particular item is discussed.

Cllr Gareth Rowlands – Rhuddlan Allotment Society – item 7e – Allotments Society.

Cllr Ann Davies – item 11 – sits on DCC Planning Committee.

Cllr Reg Davies – item 13a – Rhuddlan History Society

Cllrs Gareth Rowlands, Reg Davies, and Arwel Roberts – item 8 – Admiral's Field Access Lane

4. Urgent Matters 24 hours in advance

a. Cllr Arwel Roberts had received comment on why the Council's Honours Board & Aelwyn Morgan Award Board had not followed the gold lettering of past years. The Town Clerk reported that firstly the gold lettering is gold leaf and therefore expensive. Secondly, it is difficult to find any sign writer who can provide the gold leaf. What has been used of late is in fact vinyl. Paul Smith, Clerical Assistant/Minute Clerk advised that PR Signs of Denbigh might be able to help.

b. Cllr Syd Gaskin reported that the Fresh Air Gym evening sessions were not as well attended as the morning sessions and wondered if the evening session can be changed to another daytime session. A Tuesday or Friday morning was the best option for the instructor. **Cllr Gaskin so proposed, Cllr Mike Elgin seconded, and all voted in favour.**

c. Cllr Gareth Rowlands acknowledged the success of the Fresh Air Gym sessions and proposed that the town council investigate the erection of a fence around the equipment to keep dogs away from the area, Cllr Syd Gaskin seconded **and it was resolved.**

d. Cllr Gareth Smith had been asked if an extra tier of wooden sleepers for the corner of the car park by the library could be installed. Cllr Mike Kermode stated that there should be money within the Blodeuo budget to cover this. Cllr Gareth Smith proposed and Cllr Kermode seconded that this be done. **All voted in favour.**

5. Police matters

PCSO Phil Roberts was unable to be present but had sent this report: -

Incident report from the 13/6/19 till 6/7/19 for Rhuddlan

- *2 reports of burglaries, enquiries still on going. Crime leaflets of home security passed on at the 2 different locations to local residents.*
- *2 thefts of bicycles – both recovered. Advice passed on to secure bikes to prevent thefts*
- *2 thefts from motor vehicles. The vehicles were not secure. Vehicle Crime prevention leaflets passed on to local residents at the location.*
- *1 theft of a house key from safety box. A line of enquiries conducted – negative results. Crime prevention passed on.*

Cllr Ann Davies wanted to know where the burglaries had taken place but the report had not provided this information. Cllr Davies also wanted to enquire as to what type of safety box it was on the last item on the report.

It was resolved that the Town Clerk should ask PCSO Roberts

Cllr Syd Gaskin had found a bike in his garden and had called 101. He followed the instructions from the call centre and received a prompt response resulting in the bike being recovered. He wished to commend the people involved for their quick action.

6. Minutes

Cllr Ann Davies wished to clarify issues surrounding item 4b in the minutes which relates to planning application 44/2019/0341 Princes Park, Rhuddlan. The Town Clerk again explained what had happened to the Members and apologised for anything she may have inadvertently done that was wrong in dealing with the matter.

Cllr Gareth Rowlands explained some inaccuracies within the wording of item 7f (Request for more Dog Bins). This related to dog waste bins, and litter bins, not waste bins.

Cllr Mike Kermode had some concerns over the accuracy of item 14b which was in Part 2 and as such would wait till Part 2 this evening to comment.

Matters Arising

- Park & Display refund scheme** - Cllr Arwel Roberts had spoken to officers of DCC which proved successful in principle. The next process is to examine the detail of the scheme and how it would operate.
- Cyclist on Pavement** - Cllr Andrew Smith has recently noticed that there is no continuity on what, or where, cyclists can cycle safely. In some areas they must use the road and in others they share the pavement with pedestrians. At times they have the use of a cycle lane and sometimes have no option but to dismount.
- Princes Road Cleansing** – The Town Clerk reported that no contractors had yet responded. It could prove difficult to find a suitable contractor at an affordable price.

- d. **Rhuddlan Surgery** – BCUHB have been invited to attend the Council meeting either in September or October but no response has yet been received.
- e. **Admiral's Field benches** – the contractor has not yet attended to the benches as he is very busy. Cllr Gareth Rowlands commented that his proposal to investigate a fence around part of the Admiral's Field may remove some of the benches anyway.
- f. **Memorial Bench outside Odyn** – the Town Clerk reported that the work has been instructed, Rhuddlan Town Council will maintain it, and all is progressing well.
- g. **No Fly Signing** – the signs have been received and will be placed in situ on Monday 15th July.
- h. **Annwyl Homes at Tirionfa** – the Town Clerk had received a reply from the Director of Construction reference the road & sewer contractors being from over the border and not local.
"They do have men from Wales but it does depend on the work they are currently working on. However, I can confirm that about 90% of the sub-contractors who will be working on our site will be from Wales."
- i. **CCTV Partnership** – The Town Clerk had received an e-mail response to her enquiry.
"Sincere apologies for any delays in getting cameras fully up and running. The Board commissioned an audit and I'm due to report back on 15th July on the state of play and some recommendations. That report hasn't been finalised yet and after it has been considered by the Board, I'll be in a better position to give an update on time lines. Whilst two cameras are of concern, I should clarify that the issue is one that occurs intermittently and the fault had been identified."
- j. **Gifts / Hospitality Received** – The Town clerk had recorded the Rhuddfest tickets on the DCC Gifts and Hospitality Register.
- k. **Ysgol y Castell** – members agreed that the school council be invited to the Council's November meeting.
- l. **The Deputy Mayor's chain** has been ordered and will be delivered sometime in September.
- m. **Aldi signs** – been removed
- n. **Shelter Cymru** – further clarification is required from Shelter Cymru. Once this is received, then the Town Clerk can arrange a cheque of £200 to be sent as a financial contribution from the Town Council.

7. Correspondence from:

7a. The Mayor.

Cllr Arwel Roberts presented his report of events attended

June 5th Dementia Aware Denbighshire Breakfast Meeting in Ruthin

16th Special Dementia Service at St Mary's Church

21st Cor Meibion Trelawnyd Concert in Ebeneser Chapel

23rd Penmaenmawr Town Council Civic Sunday

29th Strawberry Tea, Urdd Appeal in Rhuddlan

30th Signing of WW1 Peace Treaty, Rhuddlan Methodist Chapel

30th Rhuddlan Allotment Society BBQ

July 6th Castell Beat

7th Denbigh Town Council Mayors Civic Sunday
7th Abergele Town Council Mayors Civic Sunday
11th Pengwern College Memorial Football Tournament

Cllr Roberts commented that Pengwern College Memorial Football Tournament proved a great success and an important connection between our town and the college. Long may it continue to be so.

Cllr Roberts was asked only two days ago, to support the Great British Street of the Year as Rhuddlan Mayor by local businesses. Due to the late enquiry he had to act without the Members approval and complete the application form for Rhuddlan High Street which he believes is going from strength to strength. We have entered the Rising Star High Street category.

The report was accepted

7b. The Deputy Mayor.

Cllr Gareth Smith presented his report

15th June 2019 Grand Charity Dinner with Guest Speaker Jonathan Aitken.

Unfortunately, tickets had sold out for this, so I was unable to attend. However, I understand it was a successful event with money raised towards St. Kentigern Hospice. I feel in lieu of our absence; we should give a donation to express our apologies for not accepting their invitation in time and as a gesture of good will.

20th June 2019 Talking points meeting.

I met with Jason Haycocks to get a better understanding of the work he does as the Talking Points and Social Prescribing Coordinator for Denbighshire County Council. v Talking Points meet in Rhuddlan Library 2pm - 4:30pm EVERY Thursday. They are a very important service for those who need assistance with whatever life throws at them. I made it clear to Jason that he is welcome to approach the town council should he require our co-operation, particularly when the single point of access that is Talking Points benefits the people of Rhuddlan. If anyone would like more information, please contact me.

22nd June 2019 Riverside Clean-up.

This was a brilliant day! Surprising how much rubbish ends up on the river embankment and around parts of Rhuddlan! Thank you to the Community Centre for providing refreshments for all the hardworking volunteers and huge thanks to Gareth Jones from Keep Wales Tidy for providing the equipment and helping with transporting the rubbish bags to the collection point. There was a great sense of community spirit and working as a team as we commit to the long-term effort that is required to help keep Rhuddlan tidy. We could not do it without the generosity of so many people in giving up their time to help. I look forward to the next one.

6th July 2019 Castell Beat Music Festival.

Unfortunately, I was unable to attend in the end despite purchasing a ticket! I understand the event was a success and it was relieving to see the weather brightened up in time!

In other news....

Pleased to learn of news on 4th July by Welsh Government on setting up an expert group to explore ways of clamping down more widely on illegal parking, as well as pavement parking, across Wales.

I would just like to use this opportunity to point out some upcoming events: 1. Rhuddlan History Society Talk - Saturday 24th August Community Centre 2pm - £2 entrance including light refreshments - talk on Old Rhuddlan! 2. Open day at the allotments – Saturday 17th August. 3. Rhuddlan Community Group are entering the 'It's Your Neighbourhood' award and I wish them every success with their entry. I ask all councillors to keep an eye open and be sure to pick any litter up etc as I am sure most of us do anyway.

Cllr Gareth Smith commented that as the Guardians Grand Charity dinner tickets had all been sold, the Council should make a donation equal to the cost of a ticket which was £65. Cllr Gareth Rowlands agreed but added an amendment that the donation should be given to St Kentigern Hospice. Cllr Gareth Smith proposed and Cllr Gareth Rowlands seconded that £65 be donated to the hospice from the Civic Fund. Cllr Ann Davies abstained as she is a Trustee of St Kentigern Hospice. **Resolved.**

The report was accepted

7c. The Town Clerk.

June 3rd Fresh Air Gym Session

6th Meet with Auditor in DCC, Denbigh

11th Cup cake day to raise money for Alzheimers in Library – 38 attended & £140 raised.

13th Town Council Meeting

25th Meet with Auditor in DCC, Denbigh

25th AGM Dementia Steering Group

The report was accepted.

The Town Clerk informed the Members: -

That all the defibrillators were all in working recording and thanked Cllr Syd Gaskin for his assistance in this matter. Cllr Mike Kermode asked when the next defibrillators training is. Sian answered it was on October 22nd at 7pm.

There is to be an Open Meeting with the Police Crime Commissioner on October 2nd which will be limited to 55 people.

Rhuddlan Civic Sunday is on April 5th 2020

Cllr Andrew Smith asked that these dates be circulated by e-mail.

7d. DCC – Local Development Plan 2018-33

Cllr Arwel Roberts circulated for information a plan showing the areas in Rhuddlan that were under consideration within the LDP, noting that one has already been developed. The consultation exercise dates include 17th July in Llangollen, 22nd July in Rhyl, and 23rd July in Ruthin all between the hours of 2pm-7pm. Public views should be made known by the end of August 2019.

This is not for discussion tonight but County Councillors Arwel Roberts & Ann Davies have had permission to discuss the LDP at a Rhuddlan Town Council Meeting on September 12th as long as any comments are received by the next day. There was a proposal to hold a special meeting to discuss the LDP and this was seconded by Cllr Andrew Smith. **It was resolved to hold a special meeting of the Town Council on September 5th at 6pm.**

Cllr Kermode wondered whether we should invite an officer of the Council but Cllr Arwel Roberts said no but members of the public could attend.

7e. Allotments Society – A letter had been received asking permission to erect gazebo's on Admiral's Field for the occasion of their Open Day.

Cllr Gareth Rowlands declared an interest as a member of the Society.

Resolved to give permission.

7f. Denbighshire Citizens Advice

Correspondence had been received informing the Council of their school uniform recycling project which they want to extend to Rhuddlan and asking for a donation. They have been asked to complete a grant application form but nothing has yet been received. Cllr Mike Kermode noted that many schools have now returned to having school uniforms and they are expensive to purchase. He proposed that the Council support a donation in principle but decide on the amount donated when the actual application arrives. Cllr Reg Davies seconded the proposal and the **Members so resolved.**

7g. Theatr Bara Caws

A flyer has been placed on the agenda for Members information of Bara caws next production to be held in Llanrwst on August 5-9 2019.

7h. J Carrier – Clwyd Girls Football League

Cllr Gareth Rowland said that he may know of someone who may have been involved - Davies. Cllr Gareth Rowlands to make contact.

8. Admiral's Field Access Lane

Cllrs Arwel Roberts, Gareth Rowlands and Reg Davies declared an interest in this item and left the Chamber. The Deputy Mayor Cllr Gareth Smith takes the Chair for the discussion.

The Town Clerk had tabled a report which seeks to clarify advice from the John Owens solicitor on the subject of who is responsible for the maintenance and access rights of the various access lanes to Admiral's Field and the granting of a lease to Dragons FC. The solicitor seeks more details of adjacent property deeds & land registry.

The report also mentions a complaint from a resident on Rhyl Road on the state of Eiry Lane. The report recommends inviting the Council solicitor to the next meeting.

Cllr Mike Kermode noted that someone unknown has placed concrete in the potholes and so the urgency has now gone on this issue. Adding he thought the legal advice to be good and proposing that the solicitor be invited to the September meeting along with representatives of the Dragons FC under Part 2.

Cllr Mike Elgin thought the 1946 conveyance to be a red herring as since 1946 there has been the development of St David's Close and a new road created. He reported a sign on this road which states "Access for Residents Only", which he takes to mean that residents have free access.

Cllr Andrew Smith seconded the proposal to invite the solicitor and Dragons FC to the September meeting. **Resolved**

Cllr Ann Davies **asked that the Town Clerk send the solicitor some up to date photos of the area and request him to attend a site visit** to ensure he is familiar with the topography, signs, and issues.

The Deputy Mayor then vacated the Chair and Cllrs Roberts, Davies, and Rowlands were readmitted into the Chamber. Cllr Gareth Smith informed them of the decision taken.

9. County Council Members Report

Cllr Ann Davies

a. Rhuddlan Bridge.

Concerns have been raised regarding large vehicles travelling over Rhuddlan bridge during road works in Marsh road. Access to Aldi and other businesses will be over the by pass through the town and over the bridge.

Officers reply as follows-

The weight limit that is in place now is actually designed to stop lorries entering the town on environmental grounds rather than because the bridge is weak. Any concerns regarding the integrity of the bridge were addressed when it was brought down to one lane and therefore sending vehicles this way is not an issue.

Having carefully considered the best way to manage the traffic flow at Marsh Road while we do the work we feel the only viable option is to put these temporary arrangements in place - especially as we feel they will not be detrimental in the short term.

b. Wild Flower Meadow at Maes Bedwen

Back in 2017 DCC worked to create a wild flower area at the end of Maes Bedwen to cover the earth bund which was installed to help tackle noise from the by-pass.

Countryside services killed off the weeds and sowed a wildflower mix of species native to the county. The area looks stunning, four species of butterfly as well as numerous bumble bee species have been recorded on the flowers.

It shows that with correct planning we can produce beautiful biodiverse areas for residents and wildlife to enjoy.

The report was accepted

Cllr Arwel Roberts

- a. Cllr Ann and myself had a meeting with Highways officer because residents are concerned that the new traffic lights are causing tailbacks at the busy roundabout which allows traffic to enter Rhuddlan from Llanelwy, Abergele and Rhyl. The actions are, the site will be monitored and the big Aldi sign will be removed.*
- b. Orally I have been informed by a Highways officer that the barrier in front of the New Inn will be built soon.*
- c. Road between Rhuddlan and Rhualt B5429 the highways section will carry out a speed survey on the road and they will inform me of the result when finished.*
- d. Two residents have contacted me regarding parking in Castle Street. For many years they have been allowed to park in front of the flats near the street. It seems that residents within the flats, though they may not have vehicles themselves aren't happy. This issue hasn't been resolved to my knowledge.*
- e. Cemetery, a disabled lady, 87 years old was requesting access to the cemetery through the farm gate which is only used by undertakers and council workers. Officers were not agreeable to this and have offered the lady a compromise. The gate will be opened on Friday mornings once a month for an hour for her.*
- f. You may recall that in the last town council meeting we commended and supported businesses ideas to allow a tear-off portion within the name of a business on the parking ticket within the Parliament Car Park which allows the customer to have a discount in a local business. The officer in charge of the car park is very supportive but the devil is in the details.*
- g. Car park in front of the library hasn't been forgotten by the officer and I propose that the Town Council contact the County regarding this.*
- h. As the disabilities champion I had a request to accompany vulnerable people and their carers to visit businesses in town. Such people feel scared or at risk while they are out and need support right away. The scheme called Safe Place - Lle Diogel. Businesses within Denbighshire towns are invited to help people who are vulnerable*

and are at risk. The few businesses we visited were very supportive and are willing to join the scheme. Please visit www.safeplaces.org for more details.

- i. *It was a pleasure to discuss the cleaning of the High Street with the deputy mayor and the Clerk one early morning and to congratulate Cllr Smith who was receiving a degree that day.*
- j. *Also, a meeting with the clerk regarding the placing of the special bench in front of the Odyn.*
- k. *Many thanks to the clerk for finding out who owns two big trees in the Knights section. She will explain in the meeting.*

The report was accepted

The Town Clerk had discovered correspondence from the Rowley Conwy family in 2014 which agrees the land on which the Knights statues are situated being used by the Town Council and the conditions of use of the land. There is no cost associated with the use of the land by the Town Council but it must be added to the Council's asset register and insured by the Council. **Resolved**

The Town Clerk added that Admiral's Field and Vicarage Lane should also be added to the Council's asset register. **Resolved**

10. Budget/Finance matters

a. A list of payments due was tabled by the Town Clerk who added information verbally on a cheque that was sent out but had not arrived at the payee's address. The Town Clerk therefore cancelled the cheque and this had incurred a £10 charge. There was also a cheque being sent to Cllr Gareth Rowlands who had set up the WordPress software and was still receiving the invoices on behalf of the Town Council. This has now been amended to come to the Town Clerk in the future.

b. The Internal Audit report was before the Members for their information. It concluded that many financial items were in place but made one recommendation. The Council should agree a bullet point A4 sheet explaining the Town Clerk financial tasks that are carried out. This would ensure key tasks can be performed should the Town Clerk be unavailable.

Cllr Mike Kermode gave his thanks to the Town Clerk for her sterling work on the financial audit noting that the Town Council's financial issues are now being undertaken in a much better way than previously. Cllr Kermode proposed acceptance of the Auditors report which was seconded by Cllr Gareth Rowlands.

Resolved

11. Planning Applications for comment:

a. 44/2019/0477 Rose Cottage, Church Street, Rhuddlan

Cllr Mike Kermode abstained from commenting.

Members had no comments to make.

12. Community Matters

a. Cllr Mike Elgin spoke of difficulty in crossing Rhyl Road from the park entrance and wondered if it would be possible to ask DCC for a pedestrian crossing at that point.

Cllr Andrew Smith enquired as to whether a pedestrian island in the middle of the road would enable an easier crossing. Members agreed that it would not, and furthermore there was no room for one as the road narrows to provide on street parking.

Members resolved that the Town Council write to DCC asking for a pedestrian crossing in that area.

b. Cllr Gareth Smith had noticed a need for a dropped kerb to assist disabled residents in crossing the High Street and Vicarage Lane. Cllr Arwel Roberts noted the need for one outside the Community Centre too. **Resolved to write to DCC asking for dropped kerbs in these three areas.**

c. The Town Clerk had received a copy of the Boundary Commissions Report for Wales which will be available to view.

14. Part 2 Exclusion of Press & Public

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press & 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

Rhuddlan Local History Society – Cllr Reg Davies and Arwel Roberts both declared an interest and left the Chamber.

The Deputy Mayor Gareth Smith took the Chair. Application is for £168 towards the cost of boosting their information on Facebook as to increase membership and public donations.

It was noticed that the application included the fact that the society had a healthy bank balance and had made 8 donations to other local groups.

The application was refused

Cllrs Reg Davies and Arwel Roberts returned to the Chamber and Cllr Gareth Smith vacated the Chair

Rhuddlan Nature Reserve – Cllr Arwel Roberts and Cllr Ann Davies declared an interest and left the Chamber.

The Deputy Mayor Cllr Gareth Smith took the Chair again. Application for a £200 grant for the services of a Wildlife Trust Wales officer. He will lead a wild life adventure for pupils from Ysgol y Castell.

Cllr Gareth Rowlands proposed the Town Council support the application. Cllr Mike Kermode seconded it but added that it must be made clear that Rhuddlan Town Council sponsored the wildlife adventure.

Resolved to grant £200.

Cllr Gareth Smith vacated the Chair and Cllrs Arwel Roberts and Ann Davies returned to the Chamber.

Ysgol y Castell – Declaration of interest were made by Cllrs Andrew Smith and Cllr Arwel Roberts who are both members of the School Governors, and Cllr Mike Elgin who is the Rhuddlan Town Council representative on the school Governors.

The application was for some sports equipment that was not within the storage shed of sports equipment. Namely 2 x temporary goalposts and 48 footballs having a total value of £348. The application stated that the school children were actively fundraising towards this amount.

Cllr Mike Kermode believed that as these items were missing from the sports equipment storage shed given to the school, we should approve the grant.

Cllr Gareth Rowlands wished to add that Town Council should grant the amount of the goals and allow the schools own fund raising to meet the cost of the footballs. The goalposts amount being £300. **Resolved.**

Cllrs Andrew Smith and Arwel Roberts abstained from the vote but Cllr Mike Elgin was permitted to vote as he is a school governor by means of representing the town council.

- b. Multi Use Facilities** – Cllr Mike Kermode wished that the minutes of 8th June reflected the fact that these facilities are to be for multi-use on Admiral's Field and not exclusively for Dragons FC. It was also imperative to understand that under Part 2 there is to be balance between confidentiality and openness to the public.

Cllr Gareth Rowlands echoed the sensitivity of information. What we are discussing is not secret but commercially sensitive.

The Town Clerk reported on the meeting held on Monday 8th July with Dragons FC on this item at which the Council resolved to have a site meeting with the estate agent on a site being offered for sale, get a valuation of that site, and instruct a solicitor to begin searches.

Cllr Gareth Rowlands repeated the need for a valuation and discussed the possibility of grants that would be open to the Town Council themselves e.g. CFAP from the Welsh Government, and Prudential Borrowing.

The Town Clerk had organised a site meeting to view the site on offer for Monday 15th July at 5:30pm and all members were invited to attend. Cllrs Gareth Smith, Andrew Smith, and Mike Kermode all gave their apologies for that meeting.

The Clerical Assistant/Minute Clerk had provided some advice to Cllr Arwel Roberts as Mayor on the issues of community changing room portacabins, solar powered portacabins, and non-domestic rates relief for public toilets recently launched by the Westminster government.

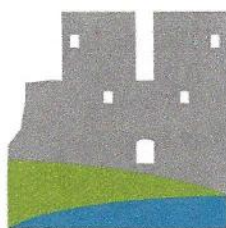
It was **resolved that as the solicitor is to be invited to the next Town Council meeting that questions on exactly what the Town Council can or can't do can be raised at that time.**

- c. **Town Council Vacancy** – The Town Clerk reported that 4 applications for the vacancy had now been received. Cllr Gareth Rowlands wished to propose that all four are invited to attend and interview process. There then followed a discussion on how this was done previously and if shortlisting might be useful in this scenario. Cllr Mike Kermode provided advise as to how best facilitate the interview of candidates informing the Members that shortlisting could not be possible. **It was resolved to invite each candidate to an interview slot of 20 minutes each, in alphabetical order, using a pre-set list of questions on Monday 29th July starting at 6pm for Members and the first candidate arriving at 6:15pm.**
- d. **Aelwyn Morgan Award** – The Town Clerk had received 3 nominations for the award. They were Cllr Arwel Roberts, Alan Chadwick, and Jill & Roy Price. Cllr Andrew Smith reminded the meeting that serving Cllrs cannot be considered for the award and so Cllr Arwel Roberts was removed from the list of nominees.
There then followed a secret ballot and the award will be presented to Gill & Roy Price.

13. Date of Next Meeting – September 12th 2019

Signed..... Cllr Arwel Roberts (Mayor)

Date.....



Cyngor Tref
Rhuddlan
Town Council

Minutes of the meeting on the 29th July 2019

Present

Cllr Arwel Roberts (Mayor)
Cllr Gareth Smith (Deputy Mayor)
Cllr Reg Davies
Cllr Mike Elgin
Cllr Ann Davies
Cllr Syd Gaskin
Cllr Gareth Rowlands
Cllr Mike Kermode
Cllr Andrew Smith
Town Clerk

1. Apologies - None

2. Declaration of Interest – Cllr Ann Davies on Item 3a.

3. 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. Town Council Vacancy

Four candidates were interviewed and were asked to give a brief presentation on three set questions. Voting was by secret ballot. It was unanimously **resolved** to appoint Charlotte Frobisher.

b. Planning Application

Cllr Mike Kermode abstained.

Application 44/2019/0596. Lawful development Certificate for existing use of Granny Annexe at rear of dwelling. Bedw Arian, Princes Road. **No objections.**

c. Letter from Custodian of Rhuddlan Castle

A letter had been received with concerns about the Rhuddfest event which had been advertised as being held in the Castle which caused a lot of people and vehicles

turning up at the Castle which clashed with the annual re-enactment event. Also, the custodian voiced concerns over incidents of anti-social behaviour in the Castle due to youths having consumed alcohol at the Rhuddfest.

Members of the Town Council acknowledged the letter and agreed that the organising aspect of Rhuddfest event is totally out of the Town Council's hands. **It was resolved** that the Town Clerk write to the Custodian to advise her to send a copy of the letter to Lord Langford as he is the landowner where the event is held. Also, she needs to take up her concerns with Denbighshire County Council.

DRAFT

Minutes of the Special meeting on the 23rd August 2019

Present:

Cllr Arwel Roberts (Mayor in the Chair)
Cllr Ann Davies
Cllr Charlotte Frobisher
Cllr Gareth Rowlands
Cllr Mike Elgin
Cllr Reg Davies
Cllr Syd Gaskin
Town Clerk

1. Apologies

Cllr Andy Smith
Mike Kermode

Cllr Kermode had sent a note to the meeting stating that he was in favour of a community use facility and would like to be involved in a working group to progress with this project.

2. Declaration of Interest.

None

3. Admirals Field – Proposed purchase of Coed y Brain, Rhyl Road, Rhuddlan.

The Town Council are looking to purchasing this property for the community so that there are toilets, changing and catering facilities on site.

Members were given a copy of the report from Prys Jones & Booth on the valuation of the above property. It was agreed that the Town Council need to purchase the building for the community. A discussion took place on the lowest bid to be placed. Cllr Mike Elgin proposed to start at £105k and the maximum to be £125K. This was seconded by the Mayor.

An amendment was proposed by Cllr Ann Davies for the minimum bid to be £98K. Some members were concerned that this was too low and might pose a risk to losing the facility. There is someone within the community with an interest in this property.

It was resolved to agree to start at £105k with the maximum being £125K subject to a satisfactory condition survey.

A working group to be set up to take this project forward. It was resolved that all members to be invited.

Town Clerk's Report – July & August 2019

Meetings / events attended:

July

- 1st Meeting with the Mayor, David Williams & Glassey regarding Memorial bench
- 5th Meeting with Mayor, Deputy Mayor, G.Mec Powerwash Contractor
- 8th Special Meeting to discuss new facility.
- 11th Town Council Meeting
- 18th Update Asset Register to include photos
- 24th CCTV HQ visit to Chester
- 29th Interview candidates for casual vacancy

August

- 1st Meeting North Wales Fencing
- 5th Meeting Colourfence
- 15th Noticeboard – Rhuddlan Election Notice
- 29th Meet Mayor & Tracey Kerfoot about event.

Forthcoming Events:

- Sept 21st Litter Clean Up Day, 9 a.m.
- Oct 2nd An Audience with the Police & Crime Commissioner @ 7 p.m. in the Library
- Oct 12th Rhuddlan Business Breakfast Meeting @ 8.30 a.m. in the Community Centre.
- Oct 22nd Defibrillator Training in the Community Centre @ 7 p.m.
- Nov 10th Remembrance Sunday. Procession to start from Rhuddlan Community Centre @ 10.30 a.m.

Elch cyf / Your ref:

Ein cyf / Our ref:

TW/DO

Dyddiad / Date:

16 July 2019

Rhif union / Direct dial:

01824 706397



Item 8d

Town Clerk
Rhuddlan Town Council
PO Box 224
Royal
Maesdu Road,
Llandudno
LL30 1QX

Tony Ward

Dear Sian,

Re: Water Leak in Vicarage Lane

Thank you for the letter dated 3rd July 2019 regarding the above. This has been a long standing issue that we have investigated thoroughly. We agree with Welsh Water's conclusion that their apparatus isn't to blame and our own interpretation of why the area remains damp is down to high ground water levels which prevent the area from drying out. Close to the problem our own drainage system tends to remain full of water so this only adds credence to our conclusion.

We have looked at options to resolve the problem but they would involve the installation of quite an extensive system at significant cost and with budgets being tight then regrettably this expenditure cannot be justified.

We monitor the condition and the area is swept very regularly. In winter, should ice occur, then this will be salted.

I am afraid there really is no viable, long term solution but assure you that we will continue to do all that we can to minimise any risk to people in the area.

Yours sincerely

Tony Ward
Pennaeth Priffyrdd a Gwasanaethau Amgylcheddol
Head of Highways and Environmental Services

*Pennaeth Priffyrdd a Gwasanaethau
Amgylcheddol
Cyngor Sir Ddinbych
Blwch Post 62
Rhuthun
LL15 9AZ*

*Ffon: 01824 706397
e.bost: tony.ward@sirddinbych.gov.uk
Gwefan: www.sirddinbych.gov.uk*

*Head of Highways & Environmental
Services
Denbighshire County Council
PO Box 62
Ruthin
LL15 9AZ
Phone: 01824 706397
e.mail: tony.ward@denbighshire.gov.uk
Website: www.denbighshire.gov.uk*

Rhuddlan Library and One Stop Shop

Report for Quarter 1 2019-20 (Apr – Jun)

Highlights

Item 8e



Tourist Information Point

Rhuddlan Library is set to become an official Tourist Information Point. After months of planning, it has been agreed that a series of informational boards will be installed at the rear of the library. These boards will contain valuable information for people visiting the area, such as the town trails and other local attractions. All library staff are set to undertake training to become 'Tourism Ambassadors', using their knowledge of the local area in combination with their customer service skills to assist tourists in their enquiries.

Service activity, events and developments

Health and Wellbeing

IAS – autism drop-in



The Integrated Autism Service held two public drop in sessions at the library during April and May. The sessions were designed for autistic individuals, parents and carers to get free impartial advice as well as access to specialist services.

Family Information Service drop-in



Denbighshire's Family Information Service have been running a number of drop in sessions in conjunction with the Bookstart children's group on Wednesdays. Denbighshire Family Information Service (FIS) offers free impartial advice, information and guidance for children, young people, families and professionals throughout the country on all aspects of family life including childcare.

Dementia Friendly drop-in

This drop in session, run by the Alzheimer's Society, provides useful information and offers one to one support for people living with dementia and/or their carers.

Music memories

The Music Memories group continue to meet fortnightly at Rhuddlan Library to celebrate their love of older music. The group is proving highly successful, with the last event attracting in excess of 35 visitors who came to enjoy and Sing along to music designed to be reminiscent of their past.

Children and Families

Cymraeg I Blant- Stori a Chan

Cymraeg I Blant are currently running 10 'Stori a Chan' Sessions at Rhuddlan Library. Each session takes place on a Wednesday morning and they are designed to give parents and children an opportunity to familiarise themselves with the Welsh language in an informal environment whilst making new friends.

Reader development

Book Groups

The recently established reading group, 'Happy Bookers' continue to meet at the library on the first Monday of every month. Numbers of attendees remain steady, and the group is still closely liaising with library staff members for book recommendations and orders. Rhuddlan Book group also continue to meet monthly, they currently have 6 regular members and are open to newcomers.

Summer Reading Challenge

All the materials have been received and the library decorated ahead of the Reading Agency's Summer Reading Challenge. This year's challenge, 'Space Chase', sees readers gather clues to find the aliens responsible for stealing books from the Moon Library!

School assemblies, and class visits to the library are set to take place in the first and second weeks of July.

The Reading Agency and Libraries Present

SPACE CHASE

Community

Out of hours use –

The use of the library as a community facility remains high, the space is used by Rhuddlan Town Council, Music Memories, 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.

National Scams Awareness Month

In support of National Scams Awareness Month, scam and nuisance mail amnesty boxes were placed in libraries and one stop shops across Denbighshire. The boxes were designed to enable residents to securely dispose of their scam/nuisance mail. The National Scams Team will collate the data obtained from scam/nuisance mail and use this information as part of their initiative with Royal Mail which blocks mail from being returned to known 'scammers'.



Working In Partnership

Citizen's Advice Denbighshire

Citizen's Advice Denbighshire host drop in sessions every Thursday afternoon in the library. They provide free, confidential advice for the public on a range of subjects such as benefit eligibility, employment, grants and housing, and much more.

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. Sessions have now finished for the end of term and will resume in September.

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
Happy Bookers/Rhuddlan Library reading Group	5	0	40
Music Memories	7	0	138
Talking Points	13	0	30
Bookstart (Spring half-term)	3	39	41
Grŵp Llandrillo Menai (PC classes)	9	0	52

Library news

Tourist Information

Rhuddlan Library is set to become an official Tourist Information Point. After months of planning, it has been agreed that a series of informational boards will be installed at the rear of the library.

These boards will contain valuable information for people visiting the area, such as the town trails and other local attractions.

Staffing Changes

Mathew Baker has taken post as the new Assistant Manager for both Rhuddlan and St Asaph library, with Meira Jones moving on to manage Denbigh and Ruthin libraries.

Self Service Kiosk

As part of Denbighshire County Council's commitment to investing in libraries, Rhuddlan library has recently received a new, state of the art self-service kiosk. The kiosk allows customers to quickly and easily borrow, renew and return items, as well as check the status of their account.

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 1:30-4pm
- Bookstart Rhymetimes for the under 4s – Mondays 1:30-2:30 every other half term
- Talking Points drop in sessions every Thursday afternoon

Annual performance statistics

Library and One Stop Shop

2019-20	Visitors	Books borrowed	Public IT sessions
April	1043	1255	166
May	1490	1178	157
June	1559	1111	177

Total	4092	3544	500
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Mathew Baker
Library and Customer Services Assistant Manager

Willow Trees in Admirals

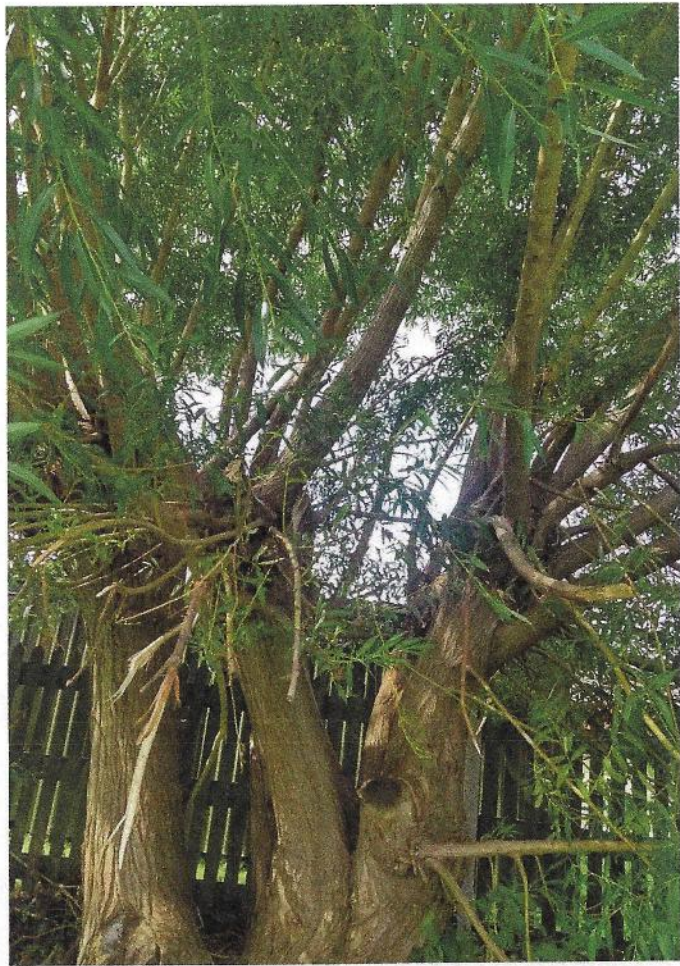
Item 8f

There has been concern about the willow trees in Admirals Playing Field since a young lad was injured on the field over the Summer.

The trees are located by the bowling club boundary fence. These trees have grown to be about 20 to 30ft high. Willow trees are not very safe trees. They grow and become very brittle and the branches break off without warning

Children sometimes play in the trees and this could pose a health and safety issue as the children could fall out of the tree injuring themselves. Children are also breaking branches off and carrying all over the field and these branches are becoming a trip hazard. A young member of a football team was injured when falling over one of the broken branches. The Town Council need to be aware of the risks.

These Willow trees should be removed and roots ground out and replaced with new trees to avoid any further cost





Ysgol y Castell,
Hylas Lane,
Rhuddlan,
Denbighshire.
LL18 5AG

01745 590545
ysgol.ycastell
@denbighshire.gov.uk



Ysgol y Castell,
Lon Hylas,
Rhuddlan,
Sir Ddinbych.
LL18 5AG

01745 590545
ysgol.ycastell
@sirddinbych.gov.uk

Learning from each other. Succeeding together

Item 89

16th July 2019

Dear Ms S M Jones

On behalf of Ysgol y Castell School Council members, we would like to thank Rhuddlan Town Council for their generous grant of £300. This money will help us buy football goals for our school.

Yours sincerely,

Caitlin Jones.

Secretary
Ysgol y Castell
School Council

Eich cyf / Your ref:

Ein cyf / Our ref: HNR.1.3,34, 37

Dyddiad / Date: 30/07/2019

Rhif union / Direct dial:

01824 706923

E-bost/E-mail:

tania.evans@sirddinbych.gov.uk

tania.evans@denbighshire.gov.uk



Item 8h

Tania Evans

Swyddog Mynediad Cefn Gwlad
Countryside Access Officer

Dear Consultee,

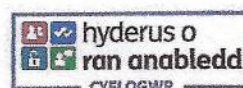
Re: Public Footpath 8, Bodelwyddan, un-numbered path in Rhuddlan and Footpath 19 St. Asaph

We have received a proposal for diverting the above footpaths which run from a point on Sarn road, Bodelwyddan. The current route follows the driveway to Pengwern College which was previously operated by MENCAP and is now under new ownership, through the college grounds to Pengwern Farm then south westerly across fields to the dual carriageway.

This footpath has been unavailable for many years at a number of points including the electronic gates that allow access to the college, these are considered necessary by the college owners in order to protect the safety of their clients/patients and the public.

There has been a long standing dispute between the college, the adjacent farm and the Council with regard to public access. The landowners have now put forward a proposal for opening the paths along an alternative route, which we believe, will satisfy the needs of both the landowners and path users. The new route will still follow the driveway to the college (A-B on the plan) but will enter the field just before the electric gates. The proposed path will then run along the field edge and through Pengwern Farm whilst avoiding any farm buildings. The proposed route has been put together by Denbighshire County Council, the local Ramblers Cymru volunteers and the two landowners. We believe the proposed route will benefit the public as it affords better views, avoids areas of the working farm, and will be just as convenient as the definitive route. The new route will benefit the landowners by making their properties more secure, and the college can safeguard their clients.

Before an application is put together we are giving your Council an opportunity to consider and provide your observations as to the suitability of the proposed route. Your comments can then be taken into account when the order, if confirmed, satisfies the requirements set by the legislation. If a response is not received within 28 days of this letter we will presume you have no comments to make. In any case, after this informal consultation should the order be made, there will be another opportunity for you to comment or object if you so wish.



Referring to the attached plan, the existing footpath route is A-B-C-D-E-F-G, and the proposed new line is A-B-L-K-J-H-G.

Yours faithfully

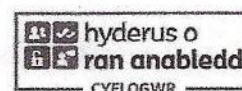
T. Evans.

Tania Evans

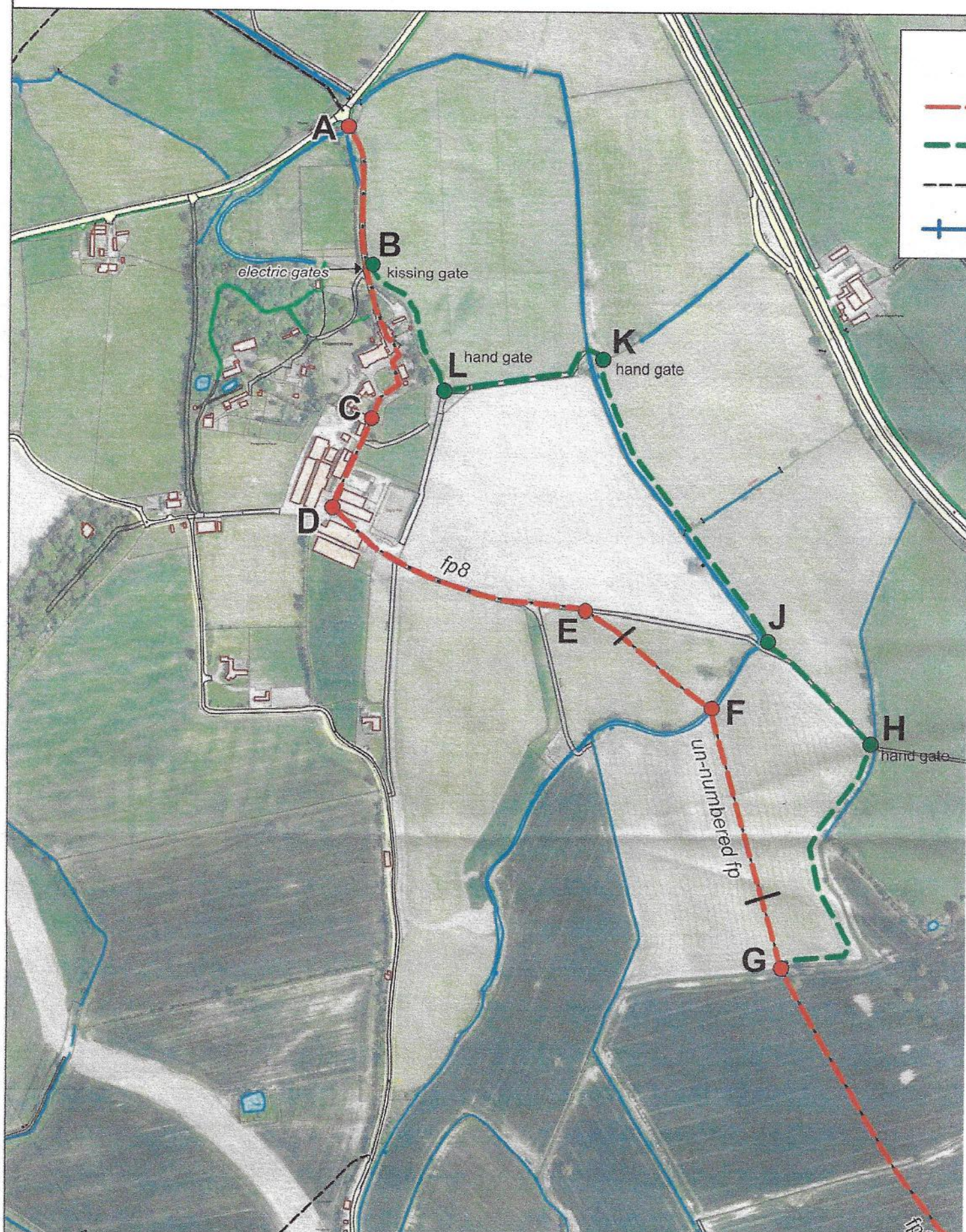
Swyddog Mynediad Cefn Gwlad – Tim Hawliau Tramwy Cyhoeddus
Countryside Access Officer – Public Rights of Way Team

Priffyrdd a Gwasanaethau Amgylcheddol
Cyngor Sir Ddinbych
Blwch Post 62
Rhuthun
LL15 9AZ
Ffon: 01824 706397
e.bost: tony.ward@sirddinbych.gov.uk
Gwefan: www.sirddinbych.gov.uk

Head of Highways & Environmental
Services
Denbighshire County Council
PO Box 62
Ruthin
LL15 9AZ
Phone: 01824 706397
e.mail: tony.ward@denbighshire.gov.uk
Website: www.denbighshire.gov.uk



Consultation Plan for Fp8, Bodelwyddan, un-numbered path previously in Rhuddlan and Fp19, St Asaph



Lt Col (Retd) David Roberts and Mrs Dina Roberts
Links Court, New Road
Rhuddlan
LL18 5PF

31st July 2019

Councillor Arwel Roberts
Town Mayor
Rhuddlan

Dear Councillor Roberts

We have met on various occasions when we spoke briefly about the selfish behaviour of some dog owners and the litter on the Nature Reserve. However, I wish to mention Admirals Field.

There are several of us residents of Rhuddlan who walk our dogs on the Field together. We are most diligent about picking up after our dogs as well as others who do not. We also make an effort to pick up all sorts of litter, including items of clothing as responsible citizens and, as always, an irresponsible few give a bad name to everyone.

In the last few days some of my companions were on the Field when I understand that a Councillor or some other person came onto the Field and informed those present (I was not there on this occasion) of the rules surrounding the Field as well as the fact that another camera was to be installed to 'catch' those offenders.

We feel that we are being targeted as dog owners and that the intention seems to be preventing any dogs with their owners on the Field. This Field is the only open space where dogs can run free and it would be a very sad occasion if this was stopped. Most owners are very careful in preventing their pets from going on the marked areas but sometimes the animals have a mind of their own and stray to sample the smells that dogs enjoy so much.

You do mention that it was hoped that Admirals Field would be improved for the Community. I am led to believe that the Field was left to the Community of Rhuddlan anyway, surely that includes dog owners.

I am unsure how you will stop the few thoughtless individuals and I am not sure an extra camera will necessarily catch the culprits. I believe that the people who transgress come on very early or very late and they do not care. I wonder whether charging a licence fee to dog owners would help but here again you will always have the irresponsible in the community carrying on as they have done always.

So far as the litter is concerned, this is just as much of a problem as dog waste and in some cases is just as dangerous (most responsible pet owners vaccinate their animals and worm them regularly and this is a good thing). There is food wastage and some of this is dangerous to animals and maybe encourages less likeable creatures such as rats.

I am unsure how the problem could be solved but I do think a closer liaison with the many dog users and other interested parties could be helpful. I find that sending councillors or other agents to warn people of the steps to be taken tend to make users cross and does not target the real culprits.

I am sorry this missive is so long but I felt I had to put to you what others including myself think and talk about.

I look forward to hearing from you in due course.

Kind regards

Dina Roberts



Lt Col (Retd) David Roberts and Mrs Dina Roberts
Links Court
New Road
Rhuddlan
LL18 5PF

02/08/2019

Dear Mr & Mrs Roberts

Thank you for taking the time to send me a letter about your concerns about Admirals Field.

You are right in stating that the Admirals Field was left to the community to enjoy. You will be aware that there are notices stating that dogs are not to go on the marked areas. This is to protect children and adults who use the facility for sports and recreation purposes. Dogs are welcomed on the other part of Admirals field and in fairness, the majority of dog owners do clear up after their dogs. However, there is a small minority who ignore the notices and these are the very people that the County Council need to catch.

Denbighshire County Council are in the process of securing another contractor to replace Kingdom since they withdrew their services. Once this contractor is appointed, they will be asked to monitor the situation in Admirals field and they will be able to enforce environmental crime on those dog owners who offend. I am looking to install a dog bag dispenser on site which will also help alleviate the problem.

With regards to your concerns of litter on the field, there are five litter bins surrounding the field which is adequate for the facility and they are emptied on a regular basis. However, I will bring this to the attention of the new contractor who can also monitor this.

For your awareness, Rhuddlan Town Council has recently received a number of complaints about dogs making a mess around the equipment of the Fresh Air Gym. In response, the Town Council has decided to fence off the Fresh Air Gym which should stop the problem.

Please be assured that responsible dog owners and their dogs are welcomed on Admirals field and it is heartening to see people of all age ranges using this valuable facility.

Kind regards

Clr Arwel Roberts

Clr Arwel Roberts - Mayor

Clerc Dref/Town Clerk, PO Box 224, Llandudno, Conwy, LL30 9GJ

clerk@rhuddlantowncouncil.gov.uk

Reply from Denbighshire County Council on Policy on Ragworts

On 12 Aug 2019, at 08:40, Bryn Williams <rbryn.williams@denbighshire.gov.uk> wrote:

Arwel,

Yr wyf wedi cysylltu gyda'r Gwasanaeth Priffyrdd a'r Amgylchedd ac nid oes ganddynt polisi swyddogol hefo ragwort ond, y meint yn delio hefo'r safleoedd y meint yn gwybod y bod rarwort. Os ydych yn gwybod am safleoedd lle mae ragwort, cysylltwch ag Mike Bennion neu Tim Towers.

Tim Towers tim.towers@denbighshire.gov.uk

Michael Bennion Michael.Bennion@denbighshire.gov.uk

Os ydych angen unrhyw gymorth neu gwybodaeth arall, gadewch I mi wybod.

Diolch

Bryn

TRANSLATION

Arwel,

I have contacted the Highways and Environment Service and they do not have an official policy with ragworts but, they deal with the sites that they know where there are ragwort. If you know of sites where there is a ragwort, please contact Mike Bennion or Tim Towers.

Tim Towers tim.towers@denbighshire.gov.uk

Michael Bennion Michael.Bennion@denbighshire.gov.uk

If you need any help or other information, please let me know.

Thank you

Bryn Williams

Rheolwr Asedau / Asset Manager

Asedau Strategol / Strategic Assets

Cyfleusterau, Asedau a Tai / Facilities, Assets & Housing

Cyngor Sir Ddynbych / Denbighshire County Council

(01824 706855 (: 07789948424

*: rbryn.williams@sirddinbych.gov.uk *: rbryn.williams@denbighshire.gov.uk



Item 81c

Dementia Friendly Rhuddlan Steering Group

***Chairman – Arwel Roberts
Secretary – Mike Kermode
Treasurer – Kath Atkinson***

2nd September 2019

Dear Sian,

Rhuddlan Dementia Group – Secretary's Role 2018-19

At the last meeting of the Group you left your role as Group Secretary after providing excellent support to the Group during its first 12 months. The support that you gave went well beyond the traditional secretarial role and included valuable support in the running of the Music Memories sessions in the Library and in gaining funding for the Dementia Friendly mats that are being used in the town. The Group wishes to record its thanks to you for the time and effort that you have provided to us.

The Group also wishes to thank Rhuddlan Town Council for allowing you to act in the role as Group Secretary as part of the Council's support for the Group during its first year. The financial support provided by the Town Council was greatly welcomed by the Group and we have been able to use this as the foundation for our activities and for gaining support from other funders and organisations.

Once again Sian, many thanks for your contribution to the work of the Dementia Steering Group.

Yours sincerely,

Mike Kermode

Group Secretary

List of Payments made between 16/08/2019 and 13/09/2019

Item 10

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
12/09/2019	RHUDDLAN TOWN COMMUNITY	102272	12.00		Hire of meeting room
12/09/2019	MAC3	102273	60.00		E-mail Hosting
12/09/2019	HMRC	102274	245.18		HMRC - September 2019
12/09/2019	Denbighshire County Council	102275	300.00		Internal Audit 2018/19
12/09/2019	NEST Pension	DD	112.28		Period 18th June - 17th July
12/09/2019	Town Clerk	SO	1,150.00		Salary
12/09/2019	Clerical Assist / Minute Clerk	SO	175.00		Salary
12/09/2019	HMRC	102276	244.78		HMRC - October 2019
12/09/2019	Prys Jones & Booth	102277	420.00		Inspection on property
12/09/2019	NEST Pension	DD	112.28		Period 18th July -17th August
12/09/2019	Denbighshire County Council	102278	12,000.00		Contribution - library 2019/20
12/09/2019	Rialtas	102279	406.20		Asset Inventory Software
12/09/2019	M. Murray	1022.80	49.74		Repair gate in Admirals
12/09/2019	Vodafone	DD	50.82		Vodafone - August 2019
12/09/2019	Staples UK Ltd	DD	83.69		Stationery
12/09/2019	Town Clerk	SO	1,150.00		Salary
12/09/2019	Clerical Assist / Minute Clerk	SO	175.00		Salary
12/09/2019	Glascoed Timber	102281	528.00		Raise sleepers - library
12/09/2019	Glascoed Timber	102282	900.00		Grass cutting
12/09/2019	Glascoed Timber	102283	547.20		Servicing litter bins
12/09/2019	Town Clerk	102284	250.06		Expenses
Total Payments			18,972.23		

Income received

£ 20.00 - Cŵr y Porllwyn - need transferring.

£ 30,717.00 - Precept No 2

£ 9,264 - VAT Reclaim

£ 34.80 - D.C.C.

Total Income = £ 40,035.80

Power washing the High Street

Item 12a

The Town Council have set a budget of £2k for power washing the High Street.

Three contractors were invited to submit a tender.

Only one submitted a tender on time: Greengrass Service LTD who were recommended by Prestatyn Town Council.

Cost is £3,115 + £623.00 VAT = £3,738.

Note that VAT is reclaimed by the Town Council.

Greengrass Service LTD will carry out the work early in the mornings and early evenings so to minimise disruption to members of the public. They have qualified staff with Chapter 8 who will do the pedestrian areas when the power washing is taking place and an extra person to control the pedestrians and public. Risk Assessments and Method Statements will be completed before the works.

It is recommended to proceed with this work but that it is delayed until next Spring. A budget of £2k has already been allocated in the 2019/20 budget. An extra allocation can be put forward in the 2020/21 budget to cover the extra cost.



Talargoch Trading Estate,
Meliden Road,
Dyserth,
LL18 6DJ

Estimate

Date	Estimate #
26/07/2019	4049

Name / Address
Rhuddlan Town Council, Town Clerk, PO Box 224, Llandudno, Conwy, LL30 9GJ

Phone No.	Web Site
01745 571712	www.greengrassservices.co.uk

Job No:
13190

Description	Total
Ref No: Tender to Power Wash Rhuddlan High Street. To carry out power washing of the areas shown on the map given for the tender. Please note the works could be done early in the mornings and early evenings.	3,115.00

This estimate is valid for 28 days from the date on the estimate.
We are registered as an authorised waste carrier. Carrier number CB/NM3985SA (Previously
Known As EAN/948615)

Subtotal	£3,115.00
VAT Total	£623.00
Total	£3,738.00

This is not a VAT Invoice

Provide fencing around the Fresh Air Gym

Item 12b

The Town Council agreed in the meeting of 11th June to investigate the installation of a fence around the Fresh Air Gym to deter dogs making a mess on the equipment.

Seven contractors were invited to submit ideas and tenders:

Two contractors submitted tenders:

1. North Wales Fencing Co - £5,235 + VAT or £5,508 + VAT.
2. S & P Fencing Ltd - £8,260 + VAT.

Note that VAT is reclaimed by the Town Council.

The Town Council need to decide on whether to go ahead with this work.

Cefn Coed, Llandegai, Bangor, Gwynedd LL57 4BG
Telephone: (44) 01248 364673 Fax: (44) 01248 354166
Email: info@nwfencingco.com www.nwfencingco.com

Rhuddlan Town Council,
Town Clerk
PO BOX 224
Llandudno
Conwy
LL30 9GJ

QUOTE 219677

Date: 07 August 2019

Your Ref: Sian Mai Jones

Dear Madam

RE: ADMIRALS PLAYING FIELD, RUDDLAN, LL18 2TP OPEN AIR GYM FENCING-

We thank you for your enquiry and have pleasure in quoting as below. Should this not meet your exact requirements we will be pleased to advise on alternative specifications to accommodate your variations.

Yours faithfully

JIM BLACKBURN

QUOTATION

Provide and install fencing to perimeter arrangement per your plan provided
In 2 alternative styles of galvanised Bow top generally to match adjacent fence
Through which a gap to be formed for access to the Open Air Gym enclosure.
New work to include for a single self closing safety gate for pedestrians with a
Combination maintenance access gate with a safety self closing leaf for pedestrians
And adjacent lockable leaf for maintenance access. All posts and support legs set in
Concrete, and surplus dug arisings disposed to tip off site.

Installed cost complete:

As standard bow top (matching adjacent)

£ 5,235.00 + V.A.T.

As Playspec (ROSPA Approved) safety bow top now often
used for Schools, play areas etc with anti trap bows etc.

£ 5,508.00 + V.A.T.

Availability by arrangement

THIS QUOTATION IS VALID FOR 14 DAYS FROM THE ABOVE DATE UNLESS OTHERWISE STATED
PAYMENT TERMS: STRICTLY NETT ON COMPLETION OF WORKS: SUBJECT TO VAT AT THE STANDARD RATE

Title to all goods and services priced is reserved until fully paid for. Please ensure that any underground services are clearly marked and shown to our staff before work commences as we cannot be held liable for damage caused.

Day works chargeable at C.E.C.A. current rates. Additional costs caused by requirements of Health and Safety plan/rules not issued at the time of tender will be charged extra.
This quotation is subject to the terms and conditions attached except where they are amended or omitted by the specification quoted and the notes given above.
If in placing your order you seek to impose any conditions that are at variance with the terms and conditions printed or written on this quotation, the latter will prevail.



Rhuddlan Town Council

Subject: FW: Fencing in Rhuddlan

Sent: 27 August 2019 08:13

To: Rhuddlan Town Council <clerk@rhuddlantowncouncil.gov.uk>

Subject: Re: Fencing in Rhuddlan

Hi Sian

I have worked out a quotation based on Play Specification railings that meet safety standards, similar to the railings surrounding the play area, without the Loop Top.

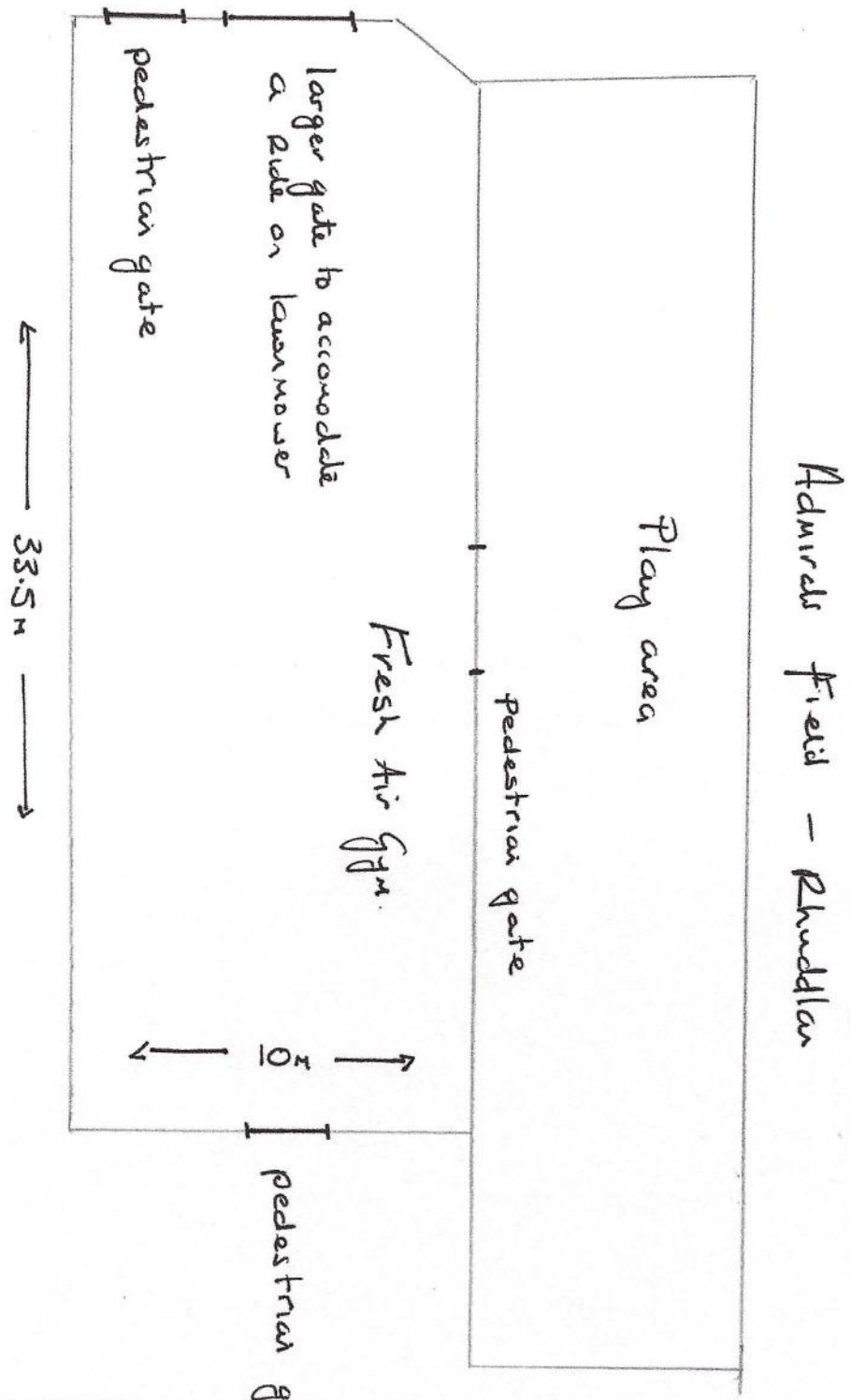
Galvanised Steel railings and gates, 16mm verticals bars, play spec, plain horizontal bar finish. Installed as per attached plan. Would cost including VAT £8,260.

If you required powder coated coloured railings this would cost £8740.

Thankyou
S & P Fencing Ltd

Done

Plan - Fencing.PDF



Inscription Edwards 1st on No 1 Parliament Street

Item 12c

The Town Council agreed to allocate £3k in the 2019/20 budget to have the above inscription cleaned.

Five contractors were invited to submit tenders:

One contractor submitted a tender:

IMI – Independent Memorial Inspection - £1,900 + VAT

Note that VAT is reclaimed by the Town Council.

Permission has been granted for this work to be carried out by owners of the property, 1 Parliament Street on which the inscription is mounted.

It is recommended that the Town Council go ahead with this work.

IMI
Independent Memorial Inspection
81 Main Road
Watnall
Nottingham
NG16 1HE

Estimate No 3487a

VAT Reg: 829 5636 89

Estimate

Customer

Name Mrs Jones
 Title Town Clerk
 Address Rhuddlan Town Council
 PO Box 224
 Royal Mail
 Maesdu Road
 Llandudno

Misc

Date 9th August 2019

Qty	Description	Unit Price	TOTAL
	Rhuddlan Stone Plaque No 12227, High Street, Rhuddlan, Wales		
1	Clean Memorial Plaque on Wall, Paint letters	1,900.00	1,900.00
1	written report and photos		free

SubTotal 1,900.00

Shipping

VAT 20.00% 380.00

TOTAL £2,280.00

IMI also undertake Memorial Safety Inspections,
 as per industry guidance

Office Use Only

Proud to be working with In Memoriam 2014, War Memorial Archive, Imperial War Museum

Thank you for your custom, I look forward to working with you in the future

Supplying Christmas Lights on High Street

Item 12d

Tenders have been invited from 5 suppliers. Closing date is 10th September

A report will be available before or on the evening of the meeting



Personnel Committee – Terms of Reference

Purpose of the Committee

To consider and review staffing issues including, recruitment, progressions, salaries, pensions, employment contracts, grievances and disciplinary matters. The Committee will make recommendations on these matters to the Town Council.

Membership

The membership comprises 4 members which are selected at the Council's AGM.

In 2019-20, the membership comprises of:

Cllr. Arwel Roberts (Town Mayor and Chairman of the Council)

Cllr. Gareth Smith (Deputy Town Mayor)

Cllr. Gareth Rowlands (Immediate Past Mayor)

Cllr. Mike Kermode – (Advisor and Clerk to the Committee)

Quorum and Voting

- a. The quorum of the Panel shall be 3 Councillors.
- b. The Chairman of the Committee shall have a second or casting vote in the event of a tied situation.

Detailed remit includes:

- a. To provide an initial route for discussion of staff matters.
- b. To provide information, advice and guidance to the Council on staffing issues.
- c. To facilitate the initial recruitment of personnel in conjunction with the Town Clerk.
- d. To review and advise on the terms and conditions of employment as required.
- e. To review and to advise on staff development and training needs.
- f. To authorise increments within the agreed budget.
- g. To initially consider any grievance or disciplinary issues relating to staff and to report on these to the Council.