



Rhuddlan Town Council Meeting

Dear Councillor

13th January 2020

Your attendance is requested at a meeting of Rhuddlan Town Council at Rhuddlan Community Centre on Thursday, 16th January 2020 at 7 p.m. Any planning applications can be viewed at 6.30 p.m. Members of the public are welcome to attend.

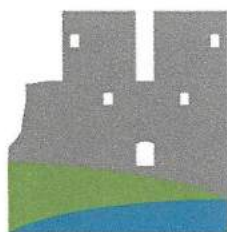
AGENDA

1. Apologies.
2. Declaration of Interest
3. Urgent Items - having been advised to the Mayor 24 hrs in advance.
4. Police matters —to receive a report.
5. Minutes – approve minutes of the 12th December 2019. Pre-circulated.
6. Correspondence from:
 - a. The Mayor.
 - b. The Deputy Mayor.
 - c. The Town Clerk.
 - d. DCC – Rhuddlan Library
 - e. Owl Cymru Crime Prevention Charity
7. County Council Members Report.
8. Budget/Finance matters - to approve the payments listing due.
9. Planning Applications for comment - none received to date.
10. Standing Orders – to review the Town Council's Standing Orders Policy.
11. Bus Shelter Cleaning – Quote attached
12. Precept Meeting of 9th January – Draft Minutes attached.
13. Community Matters

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.

14. Coed y Brain Community Facility – next steps
15. Date of next meeting - 13th February 2020

Sian Mai Jones - Town Clerk - 07775 673706



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 12th December 2019

Present:

Cllr Arwel Roberts (Mayor in the Chair)
Cllr Reg Davies
Cllr Syd Gaskin
Cllr Mike Kermode
Cllr Andrew Smith
Cllr Bleddyn Williams
Cllr Charlotte Frobisher
Cllr Gareth Rowlands
Cllr Mike Elgin
Cllr Ann Davies
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

None given

4 members of the public were present along with Steve Buckley of Website Studio.

2. Declaration of Interest

Cllr Mike Kermode, Cllr Arwel Roberts, Cllr Andrew Smith, Cllr Mike Elgin, and Cllr Ann Davies reference the Dementia Group – Item 13a.
Cllr Ann Davies reference Planning Applications – Item 10.
Cllr Gareth Rowlands reference Admirals Playing Field

3. Urgent Items – having been advised to the Mayor 24hrs in advance

Cllr Arwel Roberts introduced Miss Helen Furneaux a resident who represents the Rhuddlan Community Group. Miss Furneaux gave an interesting presentation about the group's new bilingual booklet – Rhuddlan Community Group – 8 Rhuddlan Walks. Explaining how this had been funded and some future ideas about how they could sell and promote the booklet. Selling at only £2:50 each several Members bought a copy for themselves. Miss Furneaux asked Council's permission to place an advert for the brochure in the town council noticeboard. **Permission granted.**

Cllr Mike Kermode was keen to see the Rhuddlan Community Group working with other groups in the town to encourage the walks. Especially Rhuddlan Dementia Group and how

they could work together to make more walks dementia friendly. Miss Furneaux answered that they have had dementia sufferers on previous walks and looked forward to working with the group in the future. Cllr Kermode invited them to attend one of their meetings to promote the walks.

Cllr Gareth Rowlands congratulated the group on their brochure and reminded those present of the existence of the walks on the Town Council website and ibeacons system.

Cllr Arwel Roberts presented Miss Furneaux with a dog waste bag dispenser for the community group to place in Rhuddlan Nature Reserve.

4. Website Studio Presentation – Cllr Gareth Rowlands gave some background to the reasons behind wanting a new website layout and that some Members had met with Steve Buckley from Website Studios on December 5th to discuss a brief of what was wanted and what might be achieved. Cllr Mike Kermode adding that it would make the town council website look far more professional to potential visitors and businesses.

Steve Buckley then proceeded to present to members a drafted website suggestion based on that discussion.

Cllr Mike Elgin stated he thought the suggestion looked good and asked if other videos could be downloaded to the web site. They can

Cllr Gareth Rowlands informed Members that the website would be bi-lingual.

The Town Clerk commented that Members had been keen to promote tourism through such a promotional video but we are awaiting DCC to assist with this as discussed previously, and asked what Members would like to do.

Cllr Mike Elgin wondered if we could create our own video, and Cllr Mike Kermode adding that perhaps some working relationship could emerge between the Town Clerk, Assistant Town Clerk, and Website Studio in providing website material and uploading it. Steve Buckley replied just send it to them and they will “web it up”.

Cllr Andrew Smith was aware of how much impact this and other social media streams can positively provide.

Cllr Syd Gaskin asked if the website would be compatible with Apple. It would.

Cllr Mike Kermode then commenting that all seemed very positive about the suggested website and asked how much would it cost?

At this point Steve Buckley was thanked for his presentation and asked to leave the Chamber whilst the costs were debated.

The Town Clerk reported that the modernising of our current website would be a one-off cost of £650 and that the monthly maintenance charge would £120.

Cllr Mike Kermode proposed that modernising cost, and the maintenance contract cost, be approved. But, with a condition that it requires a 2-month notice clause if not proving successful. This was seconded by Cllr Gareth Rowlands. **Resolved.**

5. Police Matters

No report had been received and no officer present.

Cllr Arwel Roberts reported that there was a member of the public present who wanted to comment on police matters in Rhuddlan. Mr Andy Sutton addressed the meeting and

introduced himself. He asked if Members were aware of a report in March 2019 of a potential body buried under the bar area of Rhuddlan Golf Club, and if any Members had heard of any progress on the matter.

Cllr Ann Davies replied she was aware of an article in the Daily post back in March

Cllr Mike Kermode was not, but asked why this matter is being brought to the Town Council as it is not the Town Council's responsibility.

Mr Sutton repeated his questions

Cllr Mike Elgin suggested that the questions should be put to the golf club or police not the Town Council.

Mr Sutton informed Members that a police investigation was ongoing and multiple complaints been made and persisted in his questions.

Cllr Arwel Roberts reiterated that this was a matter for the police, not the Town Council, and that the meeting needed to move on.

Mr Sutton and another member of the public then left the Chamber.

Cllr Arwel Roberts then invited Cllr Andrew Smith to speak on another police matter. Cllr Smith noted that police presence at the Town Council meetings are sporadic and there are times that a Police Report is not received. The Town Clerk reminded Members that the Police & Crime Commissioner was attending a meeting in January 2020 and so this issue and others raised previously can be put to him.

Cllr Ann Davies commented that PCSO Roberts is a good officer, works hard, and does his best for our town noting that he seems to attend when on duty.

Cllr Gareth Rowlands said that such a letter has been sent before and the Town Clerk should advise the Police & Crime Commissioner that this will be an issue in January when he attends. **Resolved**

6. Minutes – 12th November 2019.

Cllr Gareth Rowlands noted that the last item 5f on P69 which referred to a key to the CCTV lighting box should be amended to say "that CCTV Partnership have a key to the concrete bunker at the MUGA so as to access the power supply to the camera".

Cllr Mike Kermode wished item 5t to be amended from "DCC is running a series of business events" to "DVSC is running a series of business events".

Subject to these amendments the minutes were proposed by Cllr Mike Kermode, seconded by Cllr Andrew Smith as a true record and signed.

Matters Arising

- a. **Tourist Video** – the Town Clerk had circulated a list of ideas for any future tourist video, but wanted Members to agree if they should be sent to the DCC tourist department for inclusion on their webpage or the Website Studio webpage.
Cllr Mike Kermode suggested that we ask DCC if their web page could be modernised by our own video, and if not then produce our own. **Resolved.**
- b. **Dog Waste Bag Dispensers** – the Town Clerk circulated a bag dispenser with bags and enquired how many Members would like the Town Council to purchase. Cllr Gareth

Rowlands reported that he knew of a supplier who would supply much cheaper dispensers & bags and will pass on the contact to the Town Clerk.

Cllr Mike Kermode asked who would replenish the dispensers and the following Members offered to do it, Cllrs Mike Elgin, Ann Davies, and Arwel Roberts.

- c. **Repeat Prescriptions** – Cllr Reg Davies reported that the system was still not working efficiently although the surgery repeats prescription box informed patients there was 48 hours wait. The Chemist Miss Timothy, was still having complaints and even went to Prestatyn to collect them. She was informed that there was more waiting but were not logged on the system, and that the system is still not working properly.

Cllr Ann Davies offered to call a meeting with BCHUB but **Members resolved to invite Darren Thomas from BCHUB to our next meeting to discuss.**

Cllr Andrew Smith added that the surgery hours of opening on the door were not right and asked that Mr Thomas address that issue too.

- d. **Deputy Mayors Chain** – Cllr Syd Gaskin asked for any news on the arrival of the chain. The Town Clerk answered that there wasn't.

- e. **Welcome Sign** – The Town Clerk had received an estimate costing of £2,500-£3,000 for the revamping and relocation of the signs as discussed previously.

Cllr Mike Kermode proposed that the Town Council should follow this up and this was seconded by Cllr Andrew Smith.

Cllr Gareth Rowlands agreed with the proposal. **Resolved**

Cllr Arwel Roberts informed the Members that he and the Town Clerk are to meet with Mike Jones from Highways and this will be included in the discussion along with several other issues such as the car park refund voucher, and the Ffordd Rhyl crossing.

Members resolved to invite Jackie Burnham and Gemma from the Cheesemonger to the meeting with Mike Jones as business representatives.

- f. **Power Washing** – the Town Clerk informed members that only 20%-30% had been completed when the machine broke down and that it will not be replaced until March. Although the contractors had been recommended Members discussed retendering the work with another contractor.

Cllr Syd Gaskin circulated a photo of the debris left behind when the contractor had visited the town which was not of a high standard.

Cllr Andrew Smith proposed that the Council write to cease the original contractor contract and **Members so resolved.**

Cllr Mike Kermode noted that there was a budget provision for this work and given the winter weather and road salting we should use the money before the end of March. **Resolved.**

- g. **Cleaning Edward 1st Inscription** – the Town Clerk informed members that this would be completed before the end of the financial year but the erection of a plaque recording the inscription cannot be placed on a nearby road sign as Members had wanted. It would require a traffic regulation change via the Welsh Government. **Members agreed to wait the outcome of the cleaning before deciding to continue with the plaque.**

- h. **Fresh Air Gym Fence** – now arriving in January.

- i. **Christmas tree** – Cllr Arwel Roberts thanked Cllr Reg Davies for his help with the Christmas tree this year.

- j. **Admirals Field Willow Trees** – now removed.

- k. **Business Breakfast** – Cllr Mike Kermode had met with DVSC and there will be a presentation in January on dementia sufferers and best business practice. The Town Clerk reported that Kirsty Hutton Davies of DCC will be holding another business breakfast in March on the theme of Marketing Rhuddlan, and social media platforms. **Resolved to support both DVSC, Rhuddlan Dementia Group, and DCC with their events.**
- l. **Town Plan** – Amy Selby will be attending the March meeting to advice on writing a draft town plan.
Cllr Charlotte Frobisher wished to update Members on a recent Hylas Lane incident which highlighted the need to look at a one-way system for the road. This is minuted in Community Matters.
- m. **Unightly land by library** –Cllr Gareth Rowlands stated that we now need to arrange for plants and planting in this area. **Resolved.**
- n. **Bowls Club** – Cllr Mike Kermode informed Members that he had delivered a presentation on providing suitable facilities / adaptations for people with living with dementia
- o. **Christmas Carols around the tree** – Cllr Andrew Smith has arranged a band to be present and was hoping they will show up. Access to the Electric power is required. The Town Clerk will contact the relevant officer in DCC.
- p. **Castle Street Parking** – the Town Clerk had written to the police and the PCSO will contact Roy Price. The car on the junction is not causing an obstruction according to the police but if DCC placed double yellow lines on the road side it would become illegal to park there which may cause problems to businesses when they are awaiting deliveries.
- q. **Environment Enforcement** – Tim Wynne Evans and a member of the new team will be coming to the March meeting.
- r. **Youth Club** – Cllr Ann Davies reported that the club had not yet started as DCC are awaiting a decision on the floor issue.
- s. **Community Matters** – Unfortunately, school children from Ysgol y Castell will not be attending Carols Around the Tree due to the late timing.
Cllr Gareth Rowlands reported that the Rotary Club's Santa Float can't attend as the programme is put together in September. But please write in a request for 2020 if wanted.
Cllr Andrew Smith confirmed that the electric car charge point at the Talardy is now working and is regularly used. There then followed a discussion on an electric car charger being provided by the Council on land it owns at the library car park and the potential leasing of the car park to DCC in the future. Cllr Mike Kermode proposed and Cllr Gareth Rowlands seconded that the Town Council get a cost for the charger and get on with it. **Resolved.**
Coed y Brain does not trigger a Land Transaction Tax as the threshold is £150k.

7. Correspondence from:

7a. The Mayor.

Cllr Arwel Roberts presented his report:

- 9th of November.- Ebeneser Chapel present in their tea party . Invited to congratulate members, minister and officers for their existence as a centre of religion for two hundred years. Also present in the Rock and Groove Dance organised in the Community Centre by Rhuddlan Dementia Group.
- 10th of November - Sunday to Remember the Fallen. Thanks to Cllr Kermode who took down the poppies from all the different street posts.
- 16th of November - coffee afternoon organised by family and friends of the late Val Jones - excellent occasion.
- 17th of November - Caerwys Civic Sunday.
- 22nd of November - Little Theatre Rhyl - excellent show - Little Shop of Horrors.
- 23rd of November - Christmas Service in St Mary's Church organised by Town Woman's Guild within Rhuddlan.
- 30th of November - coffee morning in the Community Centre organised by Treasure Chest main organiser Rhuddlan resident Mrs Mair Solomon. Good support for such a valuable organisation. Visited the Artisan's Fair in St Mary's Church and Christmas Tree Festival.
- 2nd of December - switching of Christmas Lights in the company of Ysgol y Castell pupils.
- Hopefully the Mayoress and myself will be present in these occasions before Christmas:
- 9/12/2019 - Rhuddlan history society dinner.
- 10/12/2019 - Carol Singing in Pengwern College. Rushing then to a Christmas Concert organised for Denbighshire Chairman in Dinbych.
- 17/12/2019 - Carol Singing around the Christmas Tree.

As chair of Rhuddlan's Dementia Group I have present in all organised events such as Music Memories Sessions and Sit and Fit Sessions.

Cllr Mike Kermode reported that he had removed the poppies and would be giving them to Cllr Gareth Rowlands for storage.

The report was accepted

7b. The Deputy Mayor

None given

7c. The Town Clerk

The Town Clerk asked who would be judging the best business and best house decoration competition. It was agreed that Cllrs Arwel Roberts, Ann Davies, and Mike Elgin will meet at 5pm on Saturday 14th December by the Kings Head.

Cllr Mike Kermode congratulated the Town Clerk on receiving her CiLCA Certificate from the Society of Local Council Clerks.

The Mayor's Charity Evening is to be held on February 15th 2020 in support of MIND and the Fish & Chip Supper is to be held on March 14th 2020.

The report was accepted

7d. DCC – Provision of a new Cemetery. A reply from Tony Ward had been received on the issue in which he states a cost of more than £950k for a new cemetery (at 2004 prices) and that DCC had decided that the cost was prohibitive. Adding that if the Rhuddlan Town Council were minded to fund a new cemetery, then he would be happy to discuss the matter further.

Cllr Gareth Rowlands was disappointed with the reply and stated that some of the sites had actually been built on now. He asked Cllr Ann Davies were exactly she had mentioned at the November meeting which she explained. He suggested that the Town Council consult with the Rhuddlan community to gauge their opinion on a provision of a new cemetery in Rhuddlan.

Cllr Rowlands suggested a potential site between the bye-pass, Tan yr Eglwys, and leading up to Maes yr Onnen.

There is a budget set aside to carry out a feasibility study / consultation. **The Members resolved to get a quote.**

7e. Transport for Wales bus passes. The Town Clerk had received an email which provides instructions on how to apply for a TfW bus pass. This will be placed on the Town Council noticeboard.

Cllr Andrew Smith had heard rumours that the eligible age of 60 is being raised.

Cllr Mike Kermode believed this might be in line with the retirement age.

This is out for consultation at present.

8. County Council Members Report

County Councillor Report – Cllr Ann Davies

- a. *Cllr Davies updated Members on the Performance Committee activities including the removal of plastic cups, budget cuts for the next financial year, and youth service cuts.*
- b. *Cllr Davies remarked on the hole in Bryn Hafod road and the issue in general around Rhuddlan.*

- c. *Cllr Davies thanked Cllr Mike Kermode for his work with the Dementia Group*
The verbal report was accepted

County Councillor Report - Cllr Arwel Roberts

- a. *Cllr Roberts updated Members on his recent County work*
b. *He is involved in a problem in Canol y Dre Ruthin*
c. *Cllr Roberts informed Members of the libraries printing facility and the cost.*
d. *Cllr Roberts was grateful to Cllr Mike Kermode for his work with the Dementia Group and pointed out to Members the recent article in the Journal*
e. *Cllr Kermode added that there is a coffee morning on Saturday and the new 2020 dates for Memory singing are now available.*

The verbal report was accepted

9. Budget/Finance Matters

- a. The Town Clerk presented the due payment list for Members approval.

The payments were approved

- b. The Town Clerk informed the Members that our next meeting in January 9th 2020 will be for the budget setting and expressions of proposals were invited. The Town Council meeting will be held on January 16th 2020.

- c. The Members were reminded by the Town Clerk that they need to complete a Members Allowance form for 2019/20 and the forms were distributed. If a Member did not want to claim the allowance, then they need to tick the relevant box.

- d. A bill had been received in the sum of £960 +vat for the supply, putting up, and removal of Christmas trees for the years 2015/16/17/18. Cllr Reg Davies explained why the bill is late. Cllr Gareth Rowlands acknowledged that the Council was awaiting the bill and proposed that it is paid. **Resolved.**

- e. Cllr Arwel Roberts noted that the Prosperity building was empty and wondered if Members would consider purchasing it as a potential Rhuddlan museum in collaboration with the History Club. Cllr Mike Kermode suggested that it should be included in the budget setting meeting on January 9th for discussion. Cllr Gareth Rowlands adding that the issue of purchasing the building came up in Town Council years ago but decided not to do it at that time. After further discussion **Members resolved to investigate if the building is for sale now it's empty again.**

10. Planning Applications for comment:

Cllrs Mike Kermode and Arwel Roberts abstained from the discussions.

- i) 44/2019/0976 Single storey extension and construction of garage at 9 Princes Park, Rhuddlan.

There were no objections.

- ii) 44/2019/1020 Development of 0.04ha of land for the erection of a detached dwelling at 16 Maes Rhosyn, Rhuddlan.

There were no objections

11. 75th Anniversary of V.E.Day.

Cllr Mike Kermode suggested holding a 1940's themed celebratory concert in the Community Centre in conjunction with Cor Clwyd and the Town Council. As Friday 8th May is confirmed as the 2020 May Day Bank Holiday Cllr Kermode thought holding the concert on that evening would be most suitable. Perhaps having role playing sessions to add to the evening. Cllr Kermode was happy to lead on the event along with the Town Clerk, assistant Town Clerk, and Roy & Jill Price from the Community Centre. During further discussion it was noted that other groups, churches, and organisations in Rhuddlan might like to participate in the celebrations in some way. Cllr Andrew Smith saying that Rhyl Marching Band had already been asked about attending the event. **Resolved to hold a concert on Friday 8th May.**

12. Community Matters

The Mayor Cllr Arwel Roberts asked around the table if any member had any matter to be discussed.

- i) Cllr Gareth Rowlands had contacted the administrator for voluntary led hearing aid clinics and had secured this for Rhuddlan library starting on Friday January 24th on the fourth Friday of each month up to June as a trial period. Cllr Rowlands had attended a Grant Clinic in Rhyl Town Hall and informed Members that Rhuddlan Town Council is eligible for Gwynt y Mor windfarm grant scheme as long as the Council has a qualified Clerk of Works. Items like building refurbishment and upgrading were covered by this grant and could help with Coed y Brain project.

There was a need to reframe the Wales in Bloom certificates and Cllr Rowlands proposed to put all 4 in one big frame and place in the Community Centre. Cllr Kermode seconded this and all **voted in favour.**

Now the willow trees have been removed from Admiral's Field Cllr Rowlands proposed the Council provide and plant 3 rowan trees. **Resolved.**

Cllr Rowlands made a plea that the Council should be listening to the youth of Rhuddlan and reminded Members that the school council had written to us and we should not forget to reply commenting on their ideas. Both Ysgol y Castell & Ysgol Dewi Sant should be included in a Mayor visit for Rhuddlan residing children, and report back to Council.

Cllr Rowlands wanted to add to the budget setting list the addition of child based Fresh Air Gym equipment as currently it is mostly adult focused. Cllr Andrew Smith asked about any commuted sum for the Tirionfa development but Members heard that this is being used for educational purposes at the school. **Members agreed to add to the budget list for next financial year.**

- ii) Cllr Syd Gaskin noted that the Christmas lights on lampost 21 was not working. Members believed that this had been rectified but the Town Clerk was asked to look at it again.

Cllr Gaskin also reported a flickering lampost on the bridge across the river. **Cllr Ann Davies will report this to DCC**

Cllr Gaskin said that wild flowers had been planted on the river bund over the bridge but still no trees. Cllr Gareth Rowlands adding how important it is to have such green lungs for our community and wondered if the land owner would be interested in the Town Council providing some trees via Coed Cymru. It was reported that the land in question has now been transferred to another owner but the question will be asked.

- iii) Cllr Charlotte Frobisher described an incident on Hylas Lane on the school pantomime evening. An altercation ensued on someone's private driveway and people claiming that the lane was a one-way street. Cllr Andrew Smith said that the school had been advised to use the lane as a one-way street but it is not classed as such. After some discussion Cllr Arwel Roberts stated that the complainant should report the incident to the police and the school.
- iv) Cllr Bleddyn Williams had a request from the landlady of the New Inn to open up the Community Centre for the homeless on New Year's Eve. He invited the lady to attend the meeting but she had failed to turn up. This is a matter for the Community Centre not the Town Council but if support is needed from Council the lady should write in formally.
- v) Cllr Reg Davies had noticed that boat & canoe access to the river was not available due to the gate by the old laundry being locked. Other areas of the banks are steep and slippery in Rhuddlan so people would have to access the river in Rhyl. Has the Council a key to the gate? Cllr Arwel Roberts suggested asking Peter Robinson. Cllr Gareth Rowlands proposed that the Town Council write to NRW requesting a key to the gate. **Resolved**
Cllr Davies also commented on the fact that another pedestrian had been knocked over on the High Street pavement by a cyclist, and wondered if the CCTV system could be reviewed. Cllr Gareth Rowlands replied that it could as the police now have a radio link to the control centre in Chester but it needs reporting immediately. It also depends on which way the CCTV camera is pointing.
- vi) Cllr Mike Elgin has spoken to a resident who doesn't drive and had noticed that the new Aldi does not have a taxi free phone but the Prestatyn store does. He proposed that Aldi be approached by the Town Council to ask for this provision. **Resolved**
- vii) Cllr Mike Kermode commented on the state of the road of Bryn Hafod. It is real mess and something needs to be done with particular attention to its repatriation after the works are finished. **Resolved to write to the contractor and Mike Bennion of DCC**
- viii) Cllr Arwel Roberts said he had given a dog waste bag dispenser to the community group and would be putting one each at Admiral's Field and the Nature Reserve. If members have ideas for other sites then please speak to Cllr Roberts.

Cllr Roberts was still concerned about the old shed by the church that was destroyed by fire. Nothing has been done and asked Members what we could

do. There then followed a discussion around the fact that it may be on church ground, and even a thought that a resident of the Pen y Bont terrace had erected it years ago. There appeared to be no one claiming it. **Cllr Frobisher will investigate the Land Registry to ascertain ownership.**

13. Part 2 Exclusion of the 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 Dementia Friendly Group.

Due to a Declaration of Interest from Cllrs Mike Kermode, Arwel Roberts, Ann Davies, and Andrew Smith they all left the Chamber. Cllr Syd Gaskin was appointed chair who asked the Town Clerk to describe the application for those remaining.

The application is from the Rhuddlan Dementia Group and for £1000 towards the cost of a £20,000 project to provide a sensory garden area in Rhuddlan Nature Reserve. Cllr Gareth Rowlands informed Members that if successful the £1,000 would be a lever for other funding applications. If agreed the funding would be placed in the budget but not be paid to the applicant until other funding is in place.

Cllr Reg Davies so proposed, Cllr Charlotte Frobisher seconded and all voted in favour. **Resolved.**

The Cllrs who had declared an interest were then readmitted to the Chamber and Cllr Arwel Roberts returned to the chair.

b. DCC Youth Services – application for funding from the Council's youth grant scheme. DCC have £12,820 running costs per annum for the proposed youth club. This was broken down into rent of building, rent of kitchen, staffing costs, resources/events, and external providers.

Cllr Mike Kermode commented that the application seemed worth supporting and this Council have been trying to start a youth club for a long time and we are nearly there.

Cllr Kermode proposed a grant of £500 within the 2019/20 budget to start when the club starts and be payable in arrears. A further £1,820 be granted from the 2020/21 budget to be paid quarterly. A constraint was suggested of this being dependant on receiving quarterly reports from the youth service on its success and how the funding is being spent.

Cllr Andrew Smith seconded the proposal.

Cllr Gareth Rowlands thought this was a good idea and proposed an amendment of the provision of £3,000 for the 2020/21 budget.

Cllr Ann Davies commented that she thought this should be a DCC provision and wondered why Rhuddlan Town Council should be contributing.

Cllr Gareth Rowlands was worried about the youth service cuts that Cllr Davies had mentioned in her County Councillor report and that this amount could provide an encouragement to the County Council to work with us on this issue.

Cllr Arwel Roberts seconded the amendment and all voted in favour. **Resolved**

14. Coed y Brain

Cllr Gareth Rowlands declared an interest in this matter but was asked to remain in the Chamber to offer advice but not voting.

In the last Town Council meeting, members resolved to ask for a reduction of £6,959 from the original £125,000 offer. The £6,959 is a quote that has been received from a local contractor to carry out essential repair to the building.

Also, members were keen to purchase the additional piece of garden that had been offered by the client.

Correspondence had been received from Jones and Redfearn Estate Agent stating that the vendor expected that the price of £125,000 remains the same. The vendor agreed to the offer of £2.5,00 for the additional piece of garden.

Cllr Mike Elgin had not expected a further reduction for the building repairs and accepts the vendor's view.

Cllr Reg Davies said he wanted to pay the price now offered.

Cllr Mike Kermode was not liking the offer from vendor now tabled and had noted a window had been broken in the building recently and the owner had put up a board and was not fixing it properly.

Cllr Syd Gaskin commented that the word "converting" used by the estate agents was misleading, it should read "repairs".

Cllr Gareth Rowlands was asked for his advice. Which was that the price had so far been negotiated down by a good amount, and it was time to make a decision adding that Members should think about how bad this Council wants this property for our community.

Cllr Mike Elgin mentioned that he hoped that the necessary repairs could be met by grant applications.

Cllr Ann Davies was in favour of trying to reduce the costs further.

Cllr Andrew Smith adding that in the absence of very limited other interest over a long period of time, the price was still too high. He believed the vendor should move on the cost of repairs issue.

The Town Clerk queried if planning application for the change of use was required as the building may be used for the supply of refreshments in the future.

Cllr Arwel Roberts wanted Members to make a decision either way.

Cllr Mike Elgin proposed the asking price is paid and the Council go ahead with the repairs with the assistance of grant applications.

Cllr Reg Davies seconded the proposal. **Resolved that the original offer of £125,000 remains and that £2.500 be paid for the additional piece of garden, thereby making the new offer of £127,500 for Coed y Brain.**

Cllr Gareth Rowlands abstained from voting but asked Members to consider that only 3 years ago the Town Council wanted to provide a changing room on the site at an estimated cost of £250,000. He advised that Dragons FC had offered help with the building repairs and grant applications, adding that a Clerk of Works would be required if applying to Gwynt y Mor.

Cllr Mike Kermode said that now the Council had agreed to purchase the property we should include a contingency sum and funding for any grant applications. He suggested a sum of £50,000.

Cllr Mike Elgin seconded and it was **resolved**.

16. Date of Next Meeting - Thursday 16th January at 7pm

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

Date.....

Rhagfyr/December 2019.

13ddeg o Rhagfyr Carol Service in Treffynnon / Holywell.

14ddeg o Rhagfyr Concert to raise finances for Vale of Clwyd Mind - Rhyl Town Hall. Excellent night.

17eg o Rhagfyr Singing around the Christmas Tree, good to see more people there this year.

18fed o Rhagfyr Special dinner organised by the Stroke Club in the Community Centre.

19eg o Rhagfyr Special dinner organised by the luncheon club, again in the Community Centre.

Ionawr/January 2020.

Ionawr 14ddeg Library - the Police Commissioner for North Wales.

Town Clerk's Report – January 2020

Meetings / events attended:

December

- 2nd Christmas Lights Switch On.
- 5th Meeting with Web Studio in HTM Business Park.
- 10th Meet with Mayor
- 12st Town Council Meeting
- 17th Christmas Carols Around the Tree

Forthcoming Events:

- February 2nd Mayor's Charity Evening – Rhuddlan Golf Club
- March 14th Mayor's Fish & Chips Charity Evening
- April 5th Mayor's Civic Sunday – Ebeneser @ 10.30 a.m.
- May 8th Victory in Europe (V.E.) Day – Rhuddlan Community Centre

A request has come from the Customer Service Assistant Manager of St Asaph & Rhuddlan Libraries to meet to discuss the following matters with regards to Rhuddlan Library:

1. Review the annual Service Level Agreement.
2. Keyholding- there has been a big uptake in the number of local groups interested in using the building out of hours. The Chairperson of the Historical Society has recently been made a key holder. The Meditation Group are also wanting to use the building. As it is not feasible to create any more keyholders, would the Council be able to help facilitate access to users out of hours?

Members need to decide who will represent the Town Council at this meeting.

www.owlcymru.org



Crime prevention charity Est.1987 as a Neighbourhood Watch
Association committed to Building Community Resilience

President: Rt. Hon. Lord Jones PC
Chairman: Bill Brereton



An award winning Community Safety
registered Charity 1101555
(Building Community Resilience)

ITEM 6e

26th November 2019 from Denise Edwards CEO
For the attention of Community & Town Councillors Liaison Forum

OWL Cymru/helping build community resilience/ options paper for consideration for Denbighshire

Denbighshire has 30 Wards represented by 37 Community & Town Councils with a population of around 95,330. You will be aware that with our support we introduced the OWL crime and safety alert/watch schemes system to Denbighshire with North Wales Police initially operating it in your District. Since 2016 at the request of people who were receiving the OWL alerts and we have continued providing OWL.

Since the initial core scheme being Neighbourhood Watch we provide in Denbighshire 42 other types of watch schemes such as School, Business, Shop, Farm, Forecourt, etc. providing localised communications and support. Where possible we have attended events to support the people including older people's groups providing our doorstep crime/scam clinics to help increase safety through providing information and resources.

Funding background that provided funds to cover license and administration was provided initially by Mark Polin, the then Chief Constable, before passing onto the Police Crime Commissioner (PCC) at the time being Mr Roddick. Since 2016 there has been no funding provided to us to cover the operating and license costs. We do however have a funding arrangement with the current PCC Mr Arfon Jones which equates to £956.33 per quarter per district to OWL Cymru.

In light of this OWL Cymru's Board of Trustees offer this paper for consideration by all of the Community & Town Councils in Denbighshire for the OWL Cymru system/service support to continue. Without support from you we, OWL Cymru will not be able to continue to support without implementing charges to the community. This options paper for all The Community & Town Councils and their communities is a vested interest for the whole of Denbighshire to consider the options below to enable OWL Cymru to continue.

We have based the options below on ALL WARDS participation to provide a fair approach to all and gives Councils the opportunity to have the service and support of OWL Cymru. In providing as much notice as we can the options below based on financial contribution per Ward, as below and will need to be in place with us by 28th January 2020. If not in place we will use the final couple of months to implement option D with the community.

- | | |
|---|---------------------------------------|
| A. OWL system for alerts & responses | £350 |
| B. + additional charge of a community event | £100 - £150 dependant on requirements |
| C. Package of above to include A. with 3 events | £650 |
| D. We apply for a annual fee to the public who wish to continue receiving OWL support/services from us. | |

OWL Cymru,
King Street,
Mold, Flintshire CH7 1EF Phone | 01352 708118 Fax | 01352 754055
Website www.owlcymru.org www.owl.co.uk

County Council Members Report

Item 7

A) Still waiting from the Youth Department regarding the opening of an youth centre in the town -Ebenezer Chapel Hall on Friday nights.

B) Reported that gullies and grids are really full of general rubbish areas such as Princes Road, Vicarage Lane to name a few.

C) County are in the process of moving vulnerable persons from their places of work such as the Bont and Popty. Have been involved as the Denbighshire Disabilities Champion.

D) Represented businesses in town regarding the bridge was closed over the weekend the 10th to the 12th. Some businesses have perishable goods and they were not warned by the subcontractor for Scottish Power beforehand. They placed signs in the town informing the public was closed but didn't inform them that businesses were open as usual. I will send the answer given to me by Head of Highways to the clerk and the response from one of the businesses.

List of Payments made between 01/01/2020 and 17/01/2020

ITEM 8

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/01/2020	Goodsigns & Print	102344	20.40		Christmas Flyer
16/01/2020	Goodsigns & Print	102345	70.20		Compliment Slips
16/01/2020	Goodsigns & Print	102346	18.00		Poster - Christmas Events
16/01/2020	RHUDDLAN TOWN COMMUNITY	102347	120.00		Facility Hire
16/01/2020	Vaughtons	102348	3,096.70		Deputy Mayors Chain
16/01/2020	A Roberts	102349	150.00		Members Allowance
16/01/2020	G Rowlands	102350	150.00		Members Allowance
16/01/2020	S Gaskin	102351	150.00		Members Allowance
16/01/2020	A Davies	102352	150.00		Members Allowance
16/01/2020	B Williams	102353	150.00		Members Allowance
16/01/2020	M Elgin	102354	150.00		Members Allowance
16/01/2020	Town Clerk	102355	190.30		Expenses
16/01/2020	Town Clerk	SO	1,150.00		Salary
16/01/2020	Clerical Assist / Minute Clerk	SO	175.00		Salary
16/01/2020	NEST Pension	DD	112.28		Period 18th Dec - 17th Jan
16/01/2020	Scottish Power	DD	90.00		Electricity
Total Payments			<u>5,942.88</u>		

Rhuddlan Town Council

Payment Request for Town Clerk

To be submitted to December meeting

Travel Claim	£83.70
Postage	£29.60
Poop Bag Dispenser	£2.00
DCC - Application for Licence - Raffle Tickets	£40.00
Civic Event - Deposit for Mayoral Event	£35.00
TOTAL	£190.30

Authorised by the Mayor: (Signature)

Cheque No: 102355

RHUDDLAN TOWN COUNCIL STANDING ORDERS

1. MEETINGS.

The Annual Meeting and all other meetings of the Council, including Committee meetings shall be held at the Community Centre, Parliament St, Rhuddlan, at 7.p.m unless the Council decides otherwise at a previous meeting. Planning Applications will be available for viewing 15 minutes beforehand.

2. STATUTORY ANNUAL MEETING

- a) In an election year this shall be held on the Thursday next following the fourth day after the ordinary day of elections to the Council and
- b) In a year which is not an election year, shall be held on the second Thursday in May or on such other date as may be determined by the Council.

3. In addition to the Annual Meeting of the Council and any meetings convened by the Mayor, or by members of the Council in accordance with Standing Order 21, meetings for the transaction of general business shall be held on the second Thursday in each month or on such other dates as may be determined by the Council. During the month of August, no meetings shall be held except as a matter of urgency.

4. At least 3 clear working days' notice of any meetings of the Council or its Committees must be given in writing setting out the place and time of the meeting. The notice of the meeting will also be displayed in the Council's Notice Board and in the Library. The notice will normally be supported by concise written reports about the items for discussion so as to provide Councillors with sufficient information to help them to make informed decisions. Verbal reports should only be used in exceptional circumstances.

5. CHAIRMAN OF THE MEETING

At a meeting of the Council the Mayor, if present, shall preside.

6. If the Mayor is absent from a meeting of the Council, the Deputy Mayor shall preside. If neither is present, the Council shall elect a Chair for the meeting.
7. The person presiding at a meeting may exercise all the powers and duties of the Mayor in relation to the conduct of the Meeting.
(The Mayor and Deputy Mayor of the Council are ex-officio members of all committees unless they attend as members in their own right)

8. QUORUM

Five members shall constitute a quorum.

9. ORDER OF BUSINESS OF GENERAL MEETINGS OF THE COUNCIL

At every meeting other than the Annual Meeting the first business shall be to appoint a Chairman if the Mayor and deputy Mayor be absent and to receive such declarations of acceptance of office (if any) as are required by law to be made, or if not then received to decide when they shall be received.

- a. Declarations of interest by Councillors.
- b. Any business required by Statute to be done before any other business.
- c. The Order of Business will be at the discretion of the Mayor.
- d. After considering the Minutes to approve the signature of the Minutes by the person presiding as a correct record.
- e. To dispose of business, if any, remaining from the last meeting.
- f. Police report
- g. The Mayor's announcements.
- h. To receive and consider reports, minutes and recommendations of Committees
- i. To review the Town Clerk's report in line with information available at the time the Agenda is circulated. Discussion by exception.
- j. To review the County Councillors' reports in line with information available at the time the Agenda is circulated. Discussion by exception.
- k. To ratify the invoices due.
- l. To discuss the decisions on Planning Applications submitted.
- m. To consider motions in the order in which notice has been received.
- n. Any other relevant business specified in the summons.
- o. Urgent business: items of business not on the agenda should not be discussed at a council meeting except, in the opinion of the chairman, it should be considered as a matter of urgency. Any such items should be brought to the attention of the chairman 24 hours ahead of the meeting but in exceptional circumstances can be brought to the chairman's attention at the beginning of the meeting and can be discussed at the discretion of the chairman.
- p. Community matters which specifically relate to the remit of the Town Council
- q. Any Other Business – Since the summons to a meeting of a council must by law specify the business to be transacted, a council cannot legally decide to take any action under the general heading of Any Other Business. However, there is no objection to exchanges of information or giving notification of important business for the next time.

- r. The chairman may agree to vary the order of business on the ground of urgency or at the request of a member.

10. NOTICES OF MOTION

Notices of every motion other than a motion which under Standing Order 12 may be moved without notice, shall be given in writing, signed by one quarter of the members of the Council giving the notice, and delivered at least 6 clear days before the next meeting of the Council, at the office of the Town Clerk, by whom it shall be dated, numbered in the order in which it is received and entered in a book which shall be open to the inspection of every member of the Council.

The Town Clerk shall set out in the summons for every meeting of the Council all motions of which notice has been duly given in the order in which they have been received, unless the member giving such notice intimated in writing, when giving it, that he/she proposes to move it at some later meeting or has since withdrawn it in writing.

If a motion thus set out in the summons be not moved either by a member who gave notice thereof or by some other member on his/her behalf it shall, unless postponed by consent of the Council, be treated as withdrawn and shall not be moved without fresh notice.

If the subject matter of any motion of which notice has been duly given comes within the province of any committee or committees it shall, upon being moved and seconded, stand referred without discussion to such committee or committees, or such other committee or committees as the Council may determine, for consideration and report.

Provided that the Mayor may, if he/she considers it convenient and conducive to the despatch of the business allow the motion to be dealt with at the meeting at which it is brought forward. Every motion shall be relevant to some matter in relation to which the Council have powers or duties or which affects the town.

11. MINUTES

Minutes of the proceedings of the Council or a Committee, shall be drawn up and held in a file kept for that purpose and shall be signed at the same or next ensuing meeting of the Council, or as the case may be, at the same or any subsequent meeting of the committee by the person presiding thereat, and any minute purporting to be so signed shall be received in evidence without further proof. Every page will be initialled by the Chair.

Until the contrary is proved a meeting of the Council or a Committee thereof in respect of the proceedings whereof a minute has been made and signed shall be deemed to have been duly convened and held and all the members present at the meeting shall be deemed to have been duly qualified, and where the proceedings are the proceedings of a Committee, the Committee shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minutes.

The Mayor shall put the question that the minutes of the previous meeting of the Council be approved as a correct record.

No discussion shall take place upon the minutes, except upon their accuracy, and any questions of their accuracy shall be raised by motion. If no such question is raised, or if it is raised then as soon as it has been disposed of, the Mayor shall sign the minutes.

12. RULES OF DEBATE.

A motion or amendment shall not be discussed unless it has been proposed and seconded.

A member when speaking shall address the Mayor or Chairman. If two or more members wish to speak, the Mayor or Chairman shall call on one to speak.

A member shall direct his/her speech to the question under discussion or to a personal explanation or to a point of order. No speech shall exceed five minutes except by consent of the Chairman.

An amendment shall be relevant to the motion.

Such omissions, insertions or addition of words shall not have the effect of negating the motion before the Council.

A member shall not address the Council more than once on any motion or amendment but the mover of an original motion may have the right of reply – (see clause 13 below). However, a member may speak more than once provided that he/she speak:

1. To a point of order
2. If he/she believes him/herself to be misunderstood
3. Once an amendment moved by another member
4. If the motion has been amended since he/she last spoke, to move a further amendment.

Only one amendment may be moved and discussed at a time and no further amendment shall be moved until the amendment under discussion has been disposed of, but notice of any number of amendments may be given.

If an amendment be lost, other amendments may be moved on the original motion.

If an amendment be carried, the motion as amended shall take the place of the original motion and shall be the motion on which other amendments may be moved.

The mover of a motion or an amendment rejected by the Council shall not be entitled to move further amendments on the question under discussion.

A motion or amendment may be withdrawn by the mover with the consent of his/her seconder and of the Council.

13. RIGHT OF REPLY

The mover of a motion has the right to reply at the close of the debate on the motion, immediately before it is put to the vote. If an amendment is moved, the mover of the original motion shall also have a right of reply at the close of the debate on the amendment, and shall not otherwise speak on the amendment. However, he/she must not introduce any new material and shall confine him/herself to answering previous speakers. The mover of the amendment shall have no right of reply to the debate on his/her amendment.

14. CLOSURE

At the end of any speech a member may, without comment, move "that the question be now put", "that the debate be now adjourned" or "that the Council do now adjourn". If such motion is seconded the Chairman shall put the motion but, in the case of a motion "to put the question", only if he/she is of the opinion that the question before the Council has been sufficiently debated. If the motion "that the question be now put" is carried, he/she shall call upon the mover to exercise or waive his right or reply and shall put the question immediately after that right has been exercised or waived. The adjournment of a debate or of the Council shall not prejudice the mover's right of reply at the resumption.

15. RECISSION OF PREVIOUS RESOLUTION

A decision (whether affirmative or negative) of the Council shall not be reversed within six months except either by a special resolution, the written notice whereof bears the names of at least one third of the members of the Council, or by a resolution moved in pursuance of the report or recommendation of a committee and that the resolution has been received by the Clerk within 6 working days and signed by the Clerk.

When a special resolution or any other resolution moved under the provisions of paragraph of this Order has been disposed of, no similar resolution may be moved within a further six months.

16. VOTING

All acts of the Council and all questions coming or arising before the Council shall be decided by a majority of the members of the Council present and voting thereon.

Members shall vote by show of hands, or, if at least three members so request, by signed ballot.

If a member so requires, the Clerk shall record the names of members who voted on any question so to show whether they voted for or against it.

Where immediately after the vote is taken by whatever means, if any member so requires there shall be recorded in the minutes of the proceedings of that meeting whether that person cast his/her vote for the question or against the question or whether he/she abstained from voting.

The Chairman may give an original vote on any matter put to the vote, and in the case of an equality of votes may give a casting vote even though he/she gave no original vote.

If the person presiding at the annual meeting would have ceased to be a member of the Council but for the statutory provisions which preserve the membership of the Mayor and Deputy Mayor until the end of their term of office he/she may not give an original vote in an election for Mayor.

The person presiding must give a casting vote whenever there is an equality of votes in an election for Mayor.

Chairmen of Committees shall in the case of an equality of votes have a second or casting vote.

Voting on co-opting new members and on appointment of personnel will be by secret ballot by resolution of the Council.

17. INTEREST OF MEMBERS IN CONTRACTS AND OTHER MATTERS

All councillors shall be given a copy of the Code of Conduct at his/her acceptance of office and shall sign that he/she agrees to abide by this code.

All employees of the Council shall agree to abide by this code even though it may be assumed that this code is incorporated into the conditions and service for Town Clerks and other employees. Employees will duly sign that they agree to the code.

The Clerk shall record in a book to be kept for the purpose, particulars of any notice given by any member or any officer of the Council of a prejudicial interest in a contract, and the book shall be open during reasonable hours of the day for the inspection of any member.

18. EXPENDITURE

Orders for the payment of money shall be authorised by resolution of the Council and signed by two members.

At its first meeting, the Council will select 4 persons authorised to sign cheques for the forthcoming Year. All Councillors can be added to the Mandate should they so wish.

Bills should be itemised and the Council should refuse to consider a bill that does not set out the reasonable clarity the goods or services for which payment is demanded.

Councillors' expenses will be based on the same rate as County Councillors' rates.

19. ACCOUNTS

The Accounts of the Council shall be open to inspection by any member of the Town Council and each member may make a copy thereof or an extract therefrom.

20. ELECTION OF CHAIRMAN OF COMMITTEE.

Every committee shall, at its first meeting, before proceeding to any other business, elect a Chairman for the year, and may at any time elect a Vice-Chairman. In the absence from a meeting of the Chairman (and Vice-Chairman, if elected) a Chairman for that meeting shall be appointed.

21. SPECIAL MEETINGS OF COMMITTEES

The Chairman of a Committee or the Mayor may call a special meeting of the Committee at any time.

A special meeting shall also be called on the requisition of a quarter of the whole number of the committee, delivered in writing to the Town Clerk but in no case, shall less than three (3) members requisition a special meeting.

The summons to the special meeting shall set out the business to be considered thereat, and no business other than that set out in the summons shall be considered at that meeting.

22. QUORUM OF COMMITTEES

The quorum of each Committee shall be agreed by Committees as and when established and will be reviewed and amended by the Town Council as and when necessary.

If a quorum is not present when the Council meets or if during a meeting the number of Councillors present and not debarred by reason of a declared pecuniary interest falls below the quorum, the business not transacted at that meeting shall be transacted at the next meeting or on such other day as the Chairman may fix.

23. STANDING ORDERS TO APPLY TO COMMITTEES

The Standing Orders of the Council shall apply to Committee meetings.

24. ALLOCATION OF SPECIALIST ROLES

Specialist roles can be considered and allocated to the members in order to harness their skills and expertise in an informal support role for the chairman and the Town Clerk. These will be reviewed at the AGM or at another relevant time as determined by the chairman.

25. CONTRACTS

Where it is intended to enter into a contract exceeding £4,000 but not exceeding £10,000 in value for the supply of goods or materials or for the execution of works, the Clerk shall give at least three weeks public notice of such intention in the same manner as public notice of meetings of the Council is given.

Where the value of the intended contract exceeds £10,000, similar notice shall also be given to all the firms included in the County Council's appropriate standing approved list of contractors or if no such list is maintained then in such newspapers circulating in the district as the Council shall direct.

Notice of a contract exceeding £10,000 shall state the general nature of the intended contract and state the name and address of the person to whom tenders are to be addressed and the last date by which those tenders should reach that person in the ordinary course of post.

Tenders shall be opened by the Clerk and one Councillor and shall be reported by the persons who opened them to the Council or where the tenders have been sought by a Committee to that Committee.

Neither the Council nor any Committee is bound to accept the lowest tender.

If no tenders are received or if all the tenders are identical the Council may make such arrangements for procuring the goods or materials or executing the works as it thinks fit.

Every contract in writing shall specify such arrangements for procuring the goods or materials or executing the works as it thinks fit.

26. ADMISSION OF THE PUBLIC AND PRESS TO MEETINGS

The press and public shall be admitted to all meetings of the Council and its Committees which may, however, temporarily exclude the press and public by means of the following resolution:

"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."

The Clerk shall afford to the press reasonable facilities for taking their report of any proceedings at which they are entitled to be present.

If a member of the public interrupts the proceedings at any meeting, the Chairman of that meeting shall warn him/her. If he/she continues the interruption the Chairman shall order his/her removal from the Council chamber. In the case of general disturbance in any part of the chamber open to the public the Chairman shall order that part to be cleared.

With prior agreement of and arrangement with the Chairman, members of the public may be allowed to address the Council – to ask questions and make observations. The Chairman will determine length of such sessions.

27. ATTENDANCE AT MEETINGS

Any member shall attend any meeting of the Council's Committees even if he/she is not a member of that committee. He/she shall be allowed to speak at the discretion of the chairman but shall not be allowed to vote.

If a member of a Committee or Working Group is unable to attend that meeting he/she may supply the chairman with written observations and questions. These may be put to that meeting at the discretion of the chairman and may be considered.

28. INSPECTION OF DOCUMENTS

A member may for the purpose of his/her duty as such (but not otherwise) inspect any document in possession of the Council or a committee, and if copies are available shall, on request, be supplied for the like purpose with a copy.

All Minutes kept by the Council and by any Committee shall be open for the inspection of any member of the Council. Copies of the minutes will be made available on the Council's website.

The Minutes of the Council shall be open to inspection by any local government elector of the Community without charge.

29. UNAUTHORISED ACTIVITIES

No member of the Council shall in the name of or on behalf of the Council

- a) Inspect any lands or premises which the Council has a right or duty to inspect; or
- b) Issue orders, instructions or directions or
- c) Any Councillor who is approached by the press for comments should ensure that the press are aware that any remarks made are personal observations and not the views of the Town Council, unless authorised to do so by the Council.

30. CONFIDENTIAL BUSINESS

No member of the Council shall disclose to any person not a member of the Council any business declared to be confidential by the Council or the Committee as the case may be.

Any member in breach of the provisions of this section of Standing Orders may be removed from any Committee by the Council.

31. DISORDERLY CONDUCT

No member shall at a meeting persistently disregard the ruling of the Chairman, wilfully obstruct business, or behave irregularly, offensively, improperly or in such a manner as to scandalise the Council or bring into contempt or ridicule.

If, in the opinion of the Chairman, a member has broken the provisions of this section of the Standing Orders, the Mayor shall express that opinion to the Council and thereafter any member may move that the member named be no longer heard or that the member named do leave the meeting, and the motion, if seconded, shall be put forthwith and without discussion.

If either of the motions mentioned in the above paragraph is disobeyed, the Chairman may suspend the meeting or take such further steps as may reasonably be necessary to enforce them.

When the chairman stands all those speaking shall cease.

32. COUNCIL VACANCY

In filling a casual vacancy on the Council and having gone through the legal procedures as required by Statute, the Council may co-opt a member by any means as they see fit – within legal requirements.

33. SUSPENSION OF STANDING ORDERS

Subject to paragraphs 2, 5, 6, 7, 8, 9(1), (2), (3), 16(3), (5), (6), (7), (8), 17(3), 18(1), 22(1), 25(1), (2), 27(2), of these Standing Orders, any of the preceding Standing Orders may be suspended so far as regards any business at the meeting where its suspension is moved.

A motion to suspend Standing Orders shall not be moved without notice unless there shall be present at least one half of the whole number of the members of the Council.

34. REVIEW

The Standing Orders will be reviewed one month after the annual AGM.

Electronic copies will be made available on the website

35. INTERPRETATION

The ruling of the Chairman as to the construction or application of any of these Standing Orders, or as to any proceedings of the Council, shall not be challenged at any meeting of the Council.

Standing Orders reviewed 13th September 2018.

From: Darren Izzard
Sent: 07 January 2020 12:14
Subject: Re: Bus shelters maintenance

Hi Sian,

We went and looked at the shelters attached. We just finished a refurbishment for DCC of 20 shelters and refurbished the main shelter at Glan Clwyd Hospital so I can send you pictures of the end result.

Based on leaving polycarbonate in the ones that have it

- 1) Maes Y Bryn - Clean, sand down , paint & replace one piece of polycarbonate. £190
- 2) Tree Tops Court - Clean, sand down & paint £150
- 3) Parliament House - Clean sand down & paint £150
- 4) Marsh Warden Station - Clean, sand down & paint £150
- 5) Premiere Inn - Clean , sand down & paint £150
- 6) Kings Head - Clean , sand down & paint £150
- 7) Abbey Rd - Clean, sand down & paint £150
- 8) Bryn Crescent - Clean, sand down & paint £150 (this shelter is all Polycarp easy to scratch graffiti etc. If you wanted the poly removed and replaced with 8mm toughened as we have done on the coast road Rhyl it would be £1265)
- 9) Opposite Treetops - Clean, sand down & paint £150
- 10) Llys Dewi - Clean, sand down & paint £150
- 11) Highlands Close - Clean , sand down, paint & replace missing glass panel £350

Refurb Cost Options

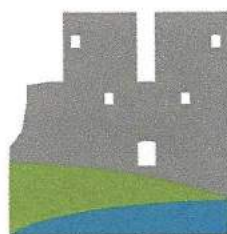
1)Based on leaving in the Polycarbonate but replacing the missing broken glass from Highlands Close the total refurb cost would be £1890 for all 11 shelters

2)Based on replacing Bryn Crescent with toughened glass the total cost of the refurb would be £3005 for all 11 shelters

3)We can just clean them all for £440

Kind Regards

Darren Izzard - www.northwalescleaning.co.uk



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Draft Minutes of the Precept meeting on the 9th January 2020

Present:

Cllr Arwel Roberts (Mayor in the Chair)
Cllr Gareth Smith (Deputy Mayor)
Cllr Mike Kermode
Cllr Mike Elgin
Cllr Andrew Smith
Cllr Gareth Rowlands
Cllr Bleddyn Williams
Cllr Charlotte Frobisher
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

Cllr Ann Davies, Cllr Reg Davies

1 member of the public was present

2. Declaration of Interest

Cllr Gareth Rowlands Item 4, Coed Y Brain purchase, and Item 6, Rhuddlan Allotment Society.

3. Urgent Matters

Burnt out shed at the back of Pen y Bont – Cllr Charlotte Frobisher had provided land registry details of the Tittle to properties in the area, adding that these are public documents. Cllr Gareth Rowlands is to visit the site and report back as to which site the burnt-out shed is on.

Cllr Mike Kermode wondered why this was an urgent matter and the Mayor answered that this was due to the weather warnings in operation which may cause further damage if not dealt with.

Cllr Gareth Rowlands stated that dealing with the issue was not in the Town Council's powers and so once the site owner has been decided it must be reported to the relevant authority. Cllr Rowlands so proposed and Cllr Andrew Smith seconded. **Resolved**

4. Coed Y Brain

The Town Clerk required Member's agreement for the Business Case prepared for the Welsh Government, and the preferred repayment method for the Public Works Loan Board (PWLb) for the purchase of the property. The owner had contacted the Town Clerk and explained that he is not currently in a position to sell the extra parcel of land as it is part of Marl, the property next door on which there is a small mortgage. The owner confirmed that when selling, the Town Council will have the option/first refusal to purchase the land at a fixed price of £2,500; is intended that this sale proceeds to a legal completion.

As a consequence, what amount of loan do we apply for £125k or £127.5k? **Members resolved to apply for £125k using reserves for the garden element purchase.**

As the Council had agreed to purchase the property, Cllr Rowlands no longer had to declare an interest and could contribute to the discussion.

Cllr Mike Kermode proposed, and Cllr Andrew Smith seconded that the Fixed Rate loan was preferable as the Equal Instalments loan demonstrated a changing interest scenario. **Resolved.**

5. Setting the Precept for 2020/21

The Town Clerk had distributed a spreadsheet to each Member and went through the various budget lines one by one asking Members for their comments and/or agreement to each line. The Town Clerk then amended the details where necessary immediately on the original document as discussions progressed.

General Administration – Cllr Gareth Rowlands wanted the line "Staff" Expenses replaced with "Office" Expenses. Cllr Andrew Smith queried the reason for Councillors Expenses of £27. This was for travel to the CCTV office in Chester so needs to be re-coded. The Town Clerk explained that the £10 bank charge was due to a cheque being cancelled as it had got lost in the post and not received by the recipient. Cllr Mike Kermode stated that although he had attended the North & Mid Wales Association of Local Councils (NMWALC) on Council's behalf, he thought our membership now seemed unwarranted and proposed to cease membership. Cllr Andrew Smith seconded and all agreed. Members asked the Town Clerk to investigate alternative insurance providers for 2020/21. The website budget line would need to be amended to reflect the costs of the new website supplier and the regular maintenance fee. Denbighshire CC now has a new bus shelter contractor and Members resolved to discuss at full council meeting how this will affect this budget line but for now keep at £1500.

Community Projects – Cllr Gareth Rowlands asked if we should term community grant as community grant Section 137.

The Town Clerk explained the reason for Sundries appearing three times under the General Administration, Community Projects, and Playing Fields sections. Members agreed to keep the Remembrance Day budget of £1k and to increase the community grants budget to £13.5k to meet increased demand. Members agreed that Blodeu should remain the same so as to take Council through the Wales in Bloom competition and any other environmental projects such as the corner of the library car park. Cllr Mike Kermode wanted to increase the library running cost budget line to £14k and Members agreed. DDA Act 2005 should remain

the same at £1k. The cemetery budget line should remain at £5k. Members agreed to reduce Business Group amount to £1k. DVSC and the Dementia Group are running a workshop on 17th March in the library at 8.30am. Events calendar budget can be removed as this will now appear on the new website. Pressure washing budget line to remain at £2.5k and the Town Clerk is meeting an alternative contractor next week. Members agreed to keep the contingency fund budget line and reduce the PWLB loan to £8k. Repairs & maintenance remains the same but increase the MUGA electricity costs to £1.1k. The litter collection budget should remain.

Precept - The Town Clerk had now amended the total expenditure line to £187,430 and asked Members to now discuss and agree the precept for 2020/21.

Cllr Mike Kermode noted the healthy reserves of the Town Council and the Auditor General's general concerns that Councils are holding large reserves. Rhuddlan TC are completing a lot of good community work and should be proud of this. **Cllr Kermode proposed that Council takes £40k from the reserve account and set the precept at £86.26. This was seconded by Cllr Gareth Smith and Members all voted in favour.**

6. Part 2 Exclusion of the 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. Proposed by Cllr Andrew Smith, seconded by Cllr Gareth Rowlands. **Resolved.**

Request for Financial Assistance – Rhuddlan Allotment Society had sent a request by letter for a grant of £4.5k. The Town Clerk read the letter to Members. Members wanted to know why this was before them for discussion tonight and not at full Council on 16th January. Cllr Gareth Rowlands had declared an interest as a member of the society but explained why the application was in the form of a letter and not the agreed application form.

Members resolved not to discuss further without a completed application form.

[illegible]

Community Projects						
Sundries	£2,500.00	£3,105.00	£3,105.00	£2,500.00	Overspend but £1000 grant paid in 2018/19 for Dementia Mats	
Christmas Street Lights	£11,000.00	£6,464.00	£11,000.00	£11,000.00		
Remembrance Day	£1,000.00	£0.00	£1,000.00	£1,000.00		
CCTV - Crime & Disorder	£3,500.00	£3,500.00	£3,500.00	£3,500.00		
Section 137 Grants - Community	£9,000.00	£6,750.00	£9,000.00	£13,500.00	Increased to meet anticipated demand.	
Section 137 Grant - Youth Projects	£3,000.00	£500.00	£1,000.00	£5,000.00	Increased to meet anticipated demand.	
Blodeuo	£3,000.00	£114.00	£114.00	£3,000.00		
Library Running Costs	£12,000.00	£12,000.00	£12,000.00	£14,000.00		
DDA Act 2005	£1,000.00	£0.00	£1,000.00	£1,000.00		
Vicarage Lane Tarmac Path	£3,750.00	£3,840.00	£3,840.00	£0.00	Project completed	
Renovate Plaque	£3,000.00	£0.00	£3,000.00	£0.00	Project to be completed by 31 March 2020	
Fresh Air Gym Sessions	£400.00	£0.00	£400.00	£400.00		
Cemetery	£5,000.00	£0.00	£0.00	£5,000.00	Carry out consultation for provision of cemetery	
Business Group	£2,000.00	£121.00	£250.00	£1,000.00	Carry on with workshops for business groups	
Events Calendar on website	£2,000.00	£0.00	£0.00	£0.00	This project will be incorporated in website management	
Pressure wash High Street	£2,000.00	£0.00	£2,500.00	£2,500.00	Rolling programme of street cleaning.	
Contingency fund - Community Facility				£50,000.00	New project - Coed y Brain Community Facility for clubs/organisations	
Annual re- payments of PWLB loan				£8,000.00	Re-payment on £125k loan to purchase property	
Playing Fields						
Sundries	£2,500.00	£557.00	£2,500.00	£2,500.00		
Repairs and maintenance	£5,000.00	£1,020.00	£5,000.00	£5,000.00		
Electricity MUGA	£600.00	£716.00	£1,000.00	£1,100.00	Increased to meet anticipated costs	
Grass cutting	£2,000.00	£750.00	£2,000.00	£2,000.00	Increased due to unexpected items	
Vicarage Lane Boundary Planting	£300.00	£0.00	£0.00	£0.00	Project completed.	
Litter Collection	£2,000.00	£456.00	£2,000.00	£2,000.00		
VAT DATA	£0.00	£4,161.00				
TOTAL EXPENDITURE	£127,150.00	£73,330.00	£110,100.00	£187,430.00		
Credits received						
Denbighshire CC - Precept	£84,370.00					
Interest received	£114.00					

