



Rhuddlan Town Council Meeting

Dear Councillor

6th July 2020

Your attendance is requested at a virtual meeting of Rhuddlan Town Council Thursday, 9th July 2020 at 7 p.m. Members of the public wishing to attend may do so by informing the Town Clerk by the 7th July so that necessary arrangement can be made.

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 meeting held 11th June. Minutes pre-circulated.
6. **Correspondence from:**
 - a. The Mayor.
 - b. The Town Clerk
 - c. Awel y Mor Consultation
 - d. Marie Curie Emergency Appeal – North Wales
 - e. Money Raising for NHS Charities Together
7. **Town Plan**
 - a. To approve minutes of the meeting held on 18th June. Minutes pre-circulated.
 - b. To consider the next steps following the prioritisation of projects. Report pre-circulated.
8. **County Council Members Report** – to receive reports
9. **Website & Personnel Committee** – to approve the Terms of Reference
10. **Budget/Finance matters**
 - a. To approve the payments listing due.
 - b. To receive feedback from Internal Audit
11. **Planning Applications for comment** – none received to date.
12. **Coed y Brain** – to receive an update
13. **Community Matters**
14. **Aelwyn Morgan Award** – to announce the recipient of the 2020 Award.
15. **Town Council Vacancy** – to receive an update.
16. **Date of next meeting** - 10th September 2020

Sian Mai Jones - Town Clerk - 07775 673706

Police Matters

Item 4

Here is the report for the month of June

There have been 104 reports for Rhuddlan. Only a very small amount were crime related.

4 x shoplifting reports for Spar/CO OP /Aldi

Approximately 10 x ASB reports for Rhuddlan. Mostly for youths attending river bank fields and Castle when the weather is hot. 2 youths have been issued Yellow cards and reported to the Youth offending Team. They climbed the safety fencing on the castle wall and placed themselves in grave danger.

I am glad to inform you that we have a new member to the Rhuddlan Neighbourhood Policing team. PC 3401 John Dickie who is the new CBM (Community Beat Manager) . He is looking forward to meeting you all in the very near future.

Adroddiad y Maer - Cyfarfod y 9fed o Orffennaf.

Mayor's Report – Meeting 9th July 2020

1. No invites from other Mayors, naturally because of Covid -19.
2. Had information regarding the Surgery – you may be aware that the rules insist that books placed in the reception area had to be removed, Covid – 19. These rules are going to be with us for a very long time.
3. 3rd of July, COED Y BRAIN– conference on site with the clerk, deputy mayor, and previous Mayor.

Town Clerk's Report

Meetings / events attended:

June

8th Notice Board – Agenda. Sign cheques.

19th Meet with Mayor. Deliver Dog bags to Cllr Gareth Rowlands. Sign cheques.

The following were placed on the Town Council's website in June:

- DCC – Have your say on Town Centres Re-openings.
- Welsh Government – Latest Guidance for Tourism and Hospitality Businesses
- The Countryside Code
- DCC – Reminder for Denbighshire Businesses to apply for Rate Relief Scheme
- Wales & West Utilities Launch Safe & Warm Fund
- Welsh Government – Coronavirus Covid 19 – News
- North Denbighshire Community Hospital Development in Rhyl
- DCC Environmental & Civil enforcement Operation



Major Casework Directorate
Temple Quay House
2 The Square
Bristol, BS1 6PN

Customer Services: 0303 444 5000
e-mail: AwelyMor@planninginspectorate.gov.uk

Your Ref:

Our Ref: EN010122-00023

EN010122-00020

Date: 12 June 2020

Dear Sir or Madam,

**Planning Act 2008 (as amended) and The Infrastructure Planning
(Environmental Impact Assessment) Regulations 2017 (the EIA Regulations)
– Regulations 10 and 11**

**Application by Awel y Môr Offshore Wind Farm Limited (the Applicant) for an
Order granting Development Consent for the Awel y Môr Offshore Wind Farm
(the Proposed Development)**

**Scoping consultation and notification of the Applicant's contact details and
duty to make available information to the Applicant if requested**

The Applicant has asked the Planning Inspectorate on behalf of the Secretary of State for its opinion (a Scoping Opinion) as to the information to be provided in an Environmental Statement (ES) relating to the Proposed Development. You can access the report accompanying the request for a Scoping Opinion via our website:

<https://infrastructure.planninginspectorate.gov.uk>

Alternatively, you can use the following direct links:

<https://infrastructure.planninginspectorate.gov.uk/document/EN010112-000023>

<https://infrastructure.planninginspectorate.gov.uk/document/EN010112-000020>

The Planning Inspectorate has identified you as a consultation body which must be consulted before adopting its Scoping Opinion. The Planning Inspectorate would be grateful therefore if you would:

- inform the Planning Inspectorate of the information you consider should be provided in the ES; or
- confirm that you do not have any comments.

If you consider that you are not a consultation body as defined in the EIA Regulations please let us know.

The Planning Inspectorate on behalf of the SoS is entitled to assume under Regulation 10(11) of the EIA Regulations that you do not have any comments to make on the information to be provided in the ES, if you have not responded to this letter by 12 July 2020. The deadline for consultation responses is a statutory requirement and cannot be extended. Responses received after this deadline will not be included within the Scoping Opinion but will be forwarded to the Applicant for information.

Responses to the Planning Inspectorate regarding the Scoping Report should be sent preferably electronically to AwelyMor@planninginspectorate.gov.uk or by post marked for the attention of Helen Lancaster.

Once complete, you will be able to access the Scoping Opinion via our website, using the following link:

<https://infrastructure.planninginspectorate.gov.uk/projects/wales/awel-y-mor-offshore-wind-farm/?ipcsection=advice>

As the Planning Inspectorate has been notified by the Applicant that it intends to prepare an ES, we are also informing you of the Applicant's name and address:

Awel y Môr Offshore Wind Farm Limited
Innogy Renewables UK Limited
Windmill Hill Business Park
Whitehill Way
Swindon
Wiltshire
SN5 6PB

You should also be aware of your duty under Regulation 11(3) of the EIA Regulations, if so requested by the Applicant, to make available information in your possession which is considered relevant to the preparation of the ES.

If you have any queries, please do not hesitate to contact us.

Yours faithfully,

Helen Lancaster

Helen Lancaster
Senior EIA Advisor
on behalf of the Secretary of State

This communication does not constitute legal advice.
Please view our [Privacy Notice](#) before sending information to the Planning Inspectorate.

<https://infrastructure.planninginspectorate.gov.uk>



Marie Curie Emergency Appeal – North Wales

Hello,

I hope this email finds you well. I am the local Community Fundraiser for Denbighshire and would like to make an appeal to your council for support.

Schools: back on. Sport: back on. Socialising: back on.

We wish we could put normal life back on for dying people, and those left behind. But we can't. Life may be beginning to start up again. But for people with a terminal diagnosis, and families devastated by loss, there's no going back. Freedoms are still restricted, fears still rife. Grief doesn't go away overnight. The hardships of life with a terminal illness like cancer, dementia, MND or Parkinson's, and now Coronavirus, won't go away with the lifting of lockdown.

- Here in Denbighshire our Marie Curie Nursing Services and bereavement services have been here through it all, day and night, seven days a week, caring for people with and without the virus. Our Denbighshire Community nurses continue to work on the front line providing expert nursing care for patients in the safety and comfort of their own home. Our nurses pride themselves on being present with one patient at a time, for a full nine hour shift, which is always delivered free of charge to our patients and their family.
- In addition to this we continue to run our much needed 'Conwy & Denbighshire Rapid Response Service' providing emergency care to people in their own homes during the out of hours period.
- And our Support Line has been here, listening. We never stopped. And we adapted at speed, launching a bereavement support service for those in desperate need of a listening ear. Right now, more people need us than ever before.

With the current restrictions across hospitals and hospices, many more patients and families are choosing to be cared for at home, and because of this we have seen a huge rise in demand for our community nursing services across the area. It is vital we can continue to be there for people when they need us, but with events still cancelled and gatherings on ice, and much of our fundraising still on hold, we urgently need your support to make that possible, and wonder if your Council might consider making a financial donation to support our local service.

"Families are very grateful that we're still coming in overnight, because they don't want their loved ones going into hospital or hospice due to the coronavirus risk. They're grateful they're still getting the support that they need at the end of life."

Clare, Marie Curie Nurse.

All money received through the North Wales fundraising Office supports the local Marie Curie nurses and services, so you can rest assured that your gift will directly benefit patients and families in our Community.

If you have any questions or would like to discuss this request, I would welcome your call on 07590 729665.

Kind regards

Victoria Hardy
North Wales Community Fundraiser, Marie Curie

Money Raising for NHS Charities Together

To whom it may concern,

I'm writing to you to see you could support me in my fundraising journey, I am just asking for some support of you whether it is sharing my facebook page, a column in your paper or an interview, as we live in a world where most of the news we hear is negative I just want to bring some positive news whilst I do something positive for charities.

I am a 17 year old, school girl from North Wales trying to do my bit for charity. In these uncertain times everyone needs support and whilst I can't help everyone I can try and help the ones that I feel strongly about. The people that are putting their own lives at risk need our support. I always like to challenge myself and prove people wrong however this is the biggest challenge I have ever done and the thing that keeps me pushing forward on this journey is that there are people a lot worse off than me and I am very lucky to have not been personally affected by this pandemic but that just wants me to raise more money for those that have. From people not being able to see family and friends to losing people that they loved it has had an effect on each one of us, the amount we have been affected changes from person to person but all of us as a country know that this is a hard time for all of us and we need to do our part, if this is supporting a fundraiser or starting your own we need to do something.

I am trying to raise money for the NHS Charities Together to help all those who are risking their lives to save ours, the local hospice St. Kentigern Hospice who have lost most of their funding at the moment as their charity shop is unable to open, this charity is very close to my heart as they looked after my Teid (Grandfather) in his last days, they make sure people pass with the dignity and respect that they deserve. The British Horse Society which carries the same value as me when it comes to the welfare of horses and allows everyone to enjoy horse no matter what background you have.

I could with as much publicity as possible this will help me reach my fundraising target

I got this idea to do this ride from my mum and best friend as they did this journey around 17 years ago and I thought if they could do it so could I. I have started vlogging my journey of getting my horse fit enough to do this marathon of a ride and I will be doing a vlog each day of my trip so people can see the views and what I am doing whilst I'm riding. I want all my supporters to feel like they are with me on this journey, I will show the struggles and the joys of doing this because I'm sure this will test all my strength to continue. My horse's welfare will be put first over everything she will be following a strict fitness plan so she will be as prepared for this as best she can. Also have regular physio beforehand and at the start of each day she will have a health check this will also be done at lunch time and at night to make sure she is in the best health possible to continue. My other horse will be following the same fitness plan, he will be my back up horse so if Stripe for any reason cannot continue I will still be able to complete my ride.

I will also ask other riders to join me on my way down the county as this will hopefully raise even more much needed funds. Again this I feel may be helpful through any support you can give me.

Please follow the links below if you need to contact me for further information or if you could donate however small click the link to my just giving page

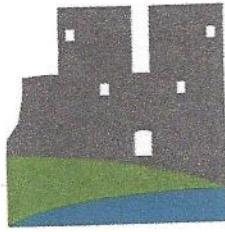
serenhafparry@outlook.com

<https://www.facebook.com/northtosouthwales>

<https://www.facebook.com/northtosouthwales>

Thank you for the time you have given to read my letter

Yours sincerely - Seren Parry



Cyngor Tref
Rhuddlan
Town Council

Item 7a

Rhuddlan Town Council – Draft Minutes of the Town Plan Meeting 18th June 2020

Virtual Meeting during the Covid 19 Restrictions

Present:

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

1. Apologies

None

2. Declaration of Interest

None

3. Play Areas Cleansing

The Mayor, Cllr Arwel Roberts, introduced this as an extra item on the agenda and asked the Town Clerk to explain the why.

The Town Clerk had noted that the Welsh Government's First Minister Mark Drakeford MS was due to make the next Covid 19 announcement tomorrow Friday 19th June. It is possible that play areas may be included as having restrictions lifted. Our quarterly inspection regime has already highlighted that before any opening can take place all play areas will need a cleansing & sanitization. Would Council therefore like to consider booking a cleansing & sanitization of the 4 play areas that the Town Council are responsible for?

We already know that schools are to open again on June 29th and they will be requiring cleaning & sanitization in preparation, and potentially as a regular operation. Meaning that it could be difficult to access this service in the future.

This will include the Admiral's Field MUGA, Fresh Air Gym, play area, and the Vicarage Lane play area. The cost for cleaning Vicarage Lane play area in 2017 was £480 and the quote of £1,900 to cover the four areas is good value.

Resolved – but only when announcement has been made by First Minister.

4. Town Plan

Cllr Arwel Roberts informed the Members of the great importance being placed by the Local Authority and other partners in having a Town Plan and how pleasing it was to see all Members present at this virtual meeting. He also gave thanks to Cllr Mike Kermode for his hard work in preparing the discussion document that was before the Council this evening, which was echoed by those present.

Cllr Mike Kermode was invited to take the Members through the process and 20 projects that Members have put forward.

Cllr Mike Kermode stated that the Council need to decide what they want in/out of the Town Plan from the 20 proposals that have been put forward. Utilising the 3 factors of finance, staff resources, and deliverability. Those selected will then be put into an agreed list of projects which will be sent to each Member for them to arrange into what they individually see as the priorities. Cllr Kermode will then bring the scores together to produce a prioritised Town Plan for 2020 - 2023. This will then be placed before Members at the July meeting for confirmation.

Admiral's Field Community facility - Purchase of Coed y Brain, adaption costs, ongoing management. **Resolved all in.**

Town Cemetery – Identification of site, define Potential Costs, public consultation. **Resolved all in**

Rhuddlan Library – Support for operational costs, Support for future service developments when needed. **Resolved all in.**

Youth Facilities – Support for indoor facility provision, provide financial support. **Resolved all in.**

CCTV – Maintain & develop beyond present partnership agreement that expires March 2021. **Resolved in.**

Rhuddlan Museum – Identification of site. **Resolved in.**

Welcome to Rhuddlan – Promotion of visitor attractions, ensure clear visitor information, ensure appropriate signposting, ensure main entrance routes provide a welcoming image. **Resolved all in.**

Coach Friendly Rhuddlan – Identification and provision of coach drop-off & pick up points, Identify & support provision of a coach park. **Resolved all in.**

Dementia Friendly Rhuddlan – Encourage & support for those living with dementia and their carers. Cllr Mike Kermode Declared an Interest. **Resolved in.**

A Clean & Tidy Town – Encourage & support groups to maintain the town's amenities, Encourage and support regular litter picking regime, promote the benefits of a clean & tidy town to local residents. **Resolved all in.**

Town Cycle Path – Provide a cycle route to circumnavigate Rhuddlan. **Resolved in.**

Vicarage Lane Car Park – Progress the pay & display scheme. **Resolve all in.**

Parliament Street Car Park – Provision of new tarmac base, Review parking space layout.

Resolved all in.

Car Park Fees & Street Parking Limits – Pay & display car parks to have a free 2-hour session, on street parking to have a minimum 1-hour stay. **Resolved all in.**

Public Conveniences – Ensure provision of public toilets, Ensure the maintenance regime meets the needs of users. **Resolved all in.**

Admiral's Field Football/Sports Facilities – Use by Rhuddlan FC, Use by different sports e.g. Tag rugby & basketball. **Resolved to support the use by different sports but not Rhuddlan FC.**

Admiral's Field Environmental Area – Improvement of the environmental amenities, developing community led growing projects. **Resolved all in**

Local Recycling – Change the public litter bins to recycle bins so as to encourage self-sort recycling in suitable locations by DCC. **Resolved.**

Traffic Management – One Way road system, Station Road roundabout. **Resolved all out.**

High Street Pedestrianisation – **Resolved out.**

Farmer's Market/shop – Cllr Arwel Roberts wished to add this extra project idea to the 20 others. **Resolved in.**

5. Consultation

Cllr Arwel Roberts highlighted that the discussion document asked that Members consider whether public consultation is required. Members agreed that this work will form the Town Council's Town Plan 2020 - 2023 and publish it for information. **Resolved.**

Cllr Arwel Roberts again thanked Cllr Mike Kermode for all his hard work on this matter and thanked the Members for participating in this evening's virtual meeting. The Town Plan is progressing well.

Cllr Mike Kermode will now list those projects the Council has agreed to include for each Member to prioritise in order. These scores will be calculated to provide a prioritised list of projects for the next Town Council meeting.

Date of Next Meeting – Thursday 9th July at 7pm

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

Date.....

RHUDDLAN TOWN PLAN – 2020-2023

Prioritised Proposals

On the 18th June Councillors agreed a list of 19 proposals to be included in the Town Plan. Each Councillor has now had the opportunity to list the proposals in priority order and the prioritised list is shown on Table 1.

The Town Council's positive approach in providing services and improvements in the town in recent years is shown in the fact that 9 of the 19 proposals are already "active". Funding has been made available for them and they are either being delivered in some way or have a plan of action mapped out for them.

Table 2 shows the proposals that are not yet funded by the Council and those that are to be delivered by other bodies, such as D.C.C.

A number of the proposals in the Town Plan have not yet been costed. Therefore, they remain as proposals until the Council has been able to consider their full costs and can decide whether or not to make them an "active" project.

Delivering the Town Plan

2020-2021

Most of the 9 funded proposals are being delivered or being investigated in one way or another in the current year. Councillors can review the future funding and levels of activity for these proposals either now or when the 2021-2022 budget is set in the New Year. If any additional resources/actions are wanted in the current year then the Council can access its bank balances which are in excess of £65,000.

Two of the projects still require significant amounts of work if they are to be delivered this year:

- (a) **Admiral's Field – Community Facility** – the main issues are:
 - Obtain change of use from D.C.C.
 - Finalise the purchase of the property.
 - Agree and implement the adaptations required to deliver changing rooms, public toilets and kitchen/refreshment area.
 - Arrangements for key-holders, cleaning, caretaking and security.
- (b) **New Cemetery** – the main issues are:
 - Identify a suitable site that is available for purchase or lease.
 - Test the preferred site to check it meets cemetery requirements.
 - Determine the key costs of the proposal, including site acquisition and development and the ongoing operational costs of the new cemetery.
 - Consultations with D.C.C. and Rhuddlan residents about the next steps.

Some of the proposals in Table 2 will need some preparatory work this year if they are to be delivered by 2022-2023. In particular the museum, the coach parking and drop-off/pick-up points and the Farmers' Market.

2021-2022 and 2022-2023

When the Council sets its budgets for these two financial years it can review and allocate funds to the 9 projects that are already "active".

It can also allocate resources to un-funded proposals from Table 2.

Capacity to Deliver

The three key elements for successful delivery of the proposals are – funding – staff time and skills – engagement with key stakeholders.

Funding – Major projects will be funded by capital resources. These will come from long-term prudential borrowing, as with Coedy Brain. Other proposals will be funded from the Council's annual revenue budget. This has 3 main income sources – the Council Tax Precept – the Town Council's cash balances – external grants and/or sponsorship. The Council's bank balances have been mentioned earlier and it must be noted that the Auditor General's view will be that the Council's present balances of over £65,000 are too high.

Staff Resources and Skills – The present staff resources are already fully engaged with the day to day workings of the Council. This issue needs to be addressed if the Council wants to deliver the full range of proposals by 2023. Also, there are elements of some of the projects that may require skills or expertise in addition to those presently required for the traditional day-to-day operation of the Council.

There are a number of options to consider – the present staff can be offered additional hours – employment of a Projects Officer (on a limited-term contract) – engagement of external firms on a project by project basis. A further option is to set up project groups of councillors that will have the role of developing detailed proposals for consideration by the full Council.

Engagement with key stakeholders – Some proposals will require action from other organisations, such as D.C.C. and/or commercial firms. Engagement with these bodies will either require staff time, the use of external firms or the use of project groups with lead members.

Next Steps

There are a number of matters that the Council needs to consider:

1. Is the funding presently allocated to the 9 "active" proposals sufficient for this year or should some additional funds be allocated from the Council's balances?
2. Can any of the proposals in Table 2 be started in the current year – funded from the Council's balances?
3. Does the Council have sufficient staff resources and skills to deliver all 19 proposals in the timescale of the Town Plan? If not how can this be addressed?
4. Should a number of project groups be set up, each with a with lead councillor?

Cllr. Mike Kermode - 29th June 2020

Table 1 – Priority Listing of Town Plan Proposals

Priority number	Project	Funding in budget	Funding is for
1	Admiral's Playing Field – Community Facility	£50,000 £125,000 capital	Purchase and adaptations
2	Rhuddlan Library – Support and extend services	£12,000	Running costs
3	Youth Facilities and events	£5,000	Events and rental costs
4	Coach Friendly Rhuddlan		
5	Dementia Friendly Rhuddlan	£1,000	Sensory area in Nature Reserve
6	Welcome to Rhuddlan – tourism promotions	£10,000	Tourism signs on A55
7	Clean and Tidy Town	£11,000	Various activities
8	Public Conveniences		
9	New Cemetery	£5,000	Initial investigations
10	Parliament Street Car Park		
11	Farmers' Market		
12	Rhuddlan Museum		
13	Vicarage Lane Car Park		
14	Admiral's Playing Field – sports e.g. Tag Rugby		
15	Car park fees and High Street car parking		
16	CCTV Partnership	£3,500	Equipment and monitoring
17	Admiral's Playing Field – environmental/botanical areas	£3,000	Blodeu (also part of 7 above)
18	Town Cycle Path		
19	Local re-cycling bins in selected locations		

Table 2 – Proposals that are not yet funded and those that have no resource implications for the Town Council.

Priority number	Project	Notes
4	Coach Friendly Rhuddlan	No site for coach park identified Locations for drop offs/pick-ups not identified. Costs not known.
8	Public Conveniences	D.C.C. premises
10	Parliament Street Car Park	D.C.C. car park
11	Farmers' Market	Costs not known
12	Rhuddlan Museum	Two potential locations. Costs not known
13	Vicarage Lane Car Park	D.C.C. and Health Board's lease arrangements not yet finalised
14	Admiral's Playing Field – sports e.g. Tag Rugby	Costs not known
15	Car park fees and High Street car parking	D.C.C. responsibility
18	Town Cycle Path	D.C.C. responsibility
19	Local re-cycling bins in selected locations	D.C.C. service

County Council's Member's Report – Cllr Arwel Roberts

Adroddiad gan y Cyngorydd Sir - Y Cyng Arwel Roberts

1. Rwyf erbyn hyn wedi dechrau fel Cadeirydd Pwyllgor Craffu Perfformiad y Sir. Dau gyfarfod roedd yn rhaid imi fod yn bresennol yn rhithiol oedd pwyllgorau Cadeiryddion ac Is Gadeiryddion y pwyllgorau sydd yn cadw golwg ar benderfyniadau y cabinet a'r cabinet a'r broses adfer.

I have accepted the post of being the Chair of Performance Scrutiny within the County. Two virtual meetings have been arranged already for Chairs and Vice-chairs of committees. These meetings were arranged to discuss the way the County has managed to respond to the pandemic and how the committees are going to scrutinize the decisions taken by cabinet and the recovery process.

2. Enforcement Officers have been present on the Aldi site and have issued three fixed penalties for dropping litter on the site. There is a good collaboration with the Aldi Managers, using their Security Cameras for instance. There is still one corner opposite Huws and Grey which seems to have a vast collection of KFC litter. Since the Nature Reserve car park has been reopened there has been KFC litter around the area. Diolch to Mrs Pamela Pegram, previous winner of the Aelwyn Morgan Award who has been clearing the area. Dog poo isn't prevalent on the Nature Reserve, the poo bags are placed in the dispensers by myself regularly. Diolch also to Cllr G Rowlands for his assistance to turn six inches nails into rods for these dispensers.
3. Local voluntary action and community support has been and remains crucial in protecting our most vulnerable residents during the Coronavirus pandemic.

The team of six Community Co-ordinators were and have been deployed across the county. They have been in contact with groups and Local businesses throughout the county, and by working closely with the Community Navigator Team, DVSC, local members and Town, City and Community Councils, practical support and guidance have been provided where needed.

Any enquiries and request for support relating to the voluntary and community response to Covid- 19 should now be directed to Fran Rhodes in the Elwy Mag area – fran.rhodes@denbighshire.gov.uk

4. Car parking in Denbighshire – an update

The majority of the Council is updating its position on car parks across the county.

The majority of the Council's public car parks in the main town centres have remained open during the lockdown period and continue to be free of charge for the remainder of July. The free parking is there to encourage people to use their town centres for shopping and for doing business.

The Council has decided that it will be re-opening a number of car parks from Monday the 6th of July. These are along the coastline. Charges will apply at these above car parks and additional signs will be put in place, notifying visitors of the parking charges. Rhyl's Central Car Park and Quay Street car park will remain closed until further notice.

5. Town Centres Update.

I have contacted the County for feedback regarding what is happening in Rhuddlan. I have been informed that officers have been in Rhuddlan during the last week of June and visited some businesses whilst they were there and monitored the town Centre to see how things were working in relation to queues outside shops etc.

The County have secured WG funding to implement social distancing and active travel schemes in some of our towns. Mike Jones has led on this work. I'm still waiting for more information from him.

6. Covid – 19 and Care Homes in Denbighshire.

What is apparent from looking at data within Denbighshire is that a very significant proportion of cases have arisen in BCU key workers, or within care homes.

Presently that there is currently no significant issue with transmission within the wider Denbighshire community although there is a need to monitor the situation closely.

The numbers of deaths and cases in care homes has now stabilised, although a total of 26 people have sadly lost their lives in private sector Denbighshire care homes since the start of the pandemic.

7. Public Conveniences.

All but one of the conveniences have opened again since Monday the 29th of June. I'm still waiting for the procedures from the officers regarding cleanliness and care regarding Covid- 19.



Item 9

Website & Information Committee – Terms of Reference

Purpose of the Committee

To ensure that the Town Council's website is modern, user friendly and that it provides a source of transparent information for members and the public.

Membership

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

In 2020 - 21, the membership comprises of:

Cllr. Gareth Rowlands (Chairman)

Cllr. Mike Kermode

Cllr Andrew Smith

Cllr Charlotte Frobisher

Cllr Bleddyn Williams

Quorum and Voting

- a. The quorum of the Panel shall be 2 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 a platform for information sharing amongst those interested in the Town Council's work.
- b. Promote news and events via the post facility.
- c. To make available the Council's statutory reports/policies e.g. Financial Regulations.
- d. Reviewing the website and suggest improvements for future content.
- e. Allocate and manage budget for the web-site.
- f. To review the use of IT as a means of communication for members of the Town Council.

Date: 04/07/2020

Rhuddlan Town Council

Page 1

Time: 12:09

Current Bank A/c

List of Payments made between 01/07/2020 and 09/07/2020

Item 10a

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/07/2020	Town Clerk	SO	1,194.18		Salary
09/07/2020	Clerical Assist / Minute Clerk	SO	191.27	Salary	191.27
09/07/2020	NEST Pension	SO	116.30		Period 18th May to 17th June
09/07/2020	Web Studio	SO	120.00		Website Management
09/07/2020	MAC3	102421	60.00		Email Hosting
09/07/2020	B Jackson	102422	235.00		Repairs to playground
09/07/2020	Scot-Petshop Ltd	102423	129.60		Dog Bags - June
09/07/2020	HMRC	102424	251.92		HMRC - August
09/07/2020	Town Clerk	102425	78.84		Expenses
Total Payments			<u>2,377.11</u>		

Rhuddlan Town Council
Payment Request for Town Clerk
To be submitted to July meeting

102425
778.84

Travel Claim	£27.90
Headphones for Zoom meetings	£39.95
Dog Bags x 300	£10.99
TOTAL	£78.84

Authorised by the Mayor: (Signature)

Cheque No: 102425



Internal Audit Report 2019/20: Rhuddlan Town Council

June 2020

Background Information:

Rhuddlan Town Council agreed that Denbighshire Internal Audit Services would perform this Internal Audit review of their financial propriety and governance arrangements in accordance with the One Voice Wales/SLCC publication "Governance and accountability for local councils in Wales – A Practitioners' Guide (2011)".

Audit Opinion

Overall, we concluded that Rhuddlan Town Council has effective governance and financial controls for the financial year 2019/20.

Documented procedures and timetable are now in place following the 2018/19 audit, covering key tasks carried out by the Town Clerk. All policies are in place and are reviewed regularly and available to view on the town council's website; including Code of Conduct, Risk Assessment and Financial Regulations. The Town Council have developed terms of reference for the personnel committee and have drafted terms of reference for the website & information committee, which are due to be discussed in the July meeting. Our testing confirmed compliance with the Financial Regulations. Reviewing a sample of transactions and supporting documentation provided confirmation that there were effective controls and monitoring in place for the income, expenditure, salaries and the treatment of VAT, including the Annual Return for 2019/20.

There is a comprehensive risk register and asset register in place, which are regularly reviewed and updated. The Town Council has sufficient insurance to cover the assets identified in the asset register.

Following Government guidelines around Covid-19 and social distancing, Rhuddlan Town Council now meet virtually. Mechanisms have been set up to support communities and businesses in Rhuddlan. The Town Council does not forecast that it will face any significant impact due to the Covid-19 pandemic, therefore the risk assessment has not been updated. It is recommended that the Town Council continue to monitor the situation in terms of associated costs and risks of Covid-19.