



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 10th September 2020

Virtual Meeting during the Covid 19 Restrictions

Present:

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

1. Apologies

None

Although members of the public were invited to join the meeting, and following the guidance, there were no members of the public who had taken up the invitation.

The Mayor Cllr Arwel Roberts welcomed Councillor Jackie Burnham to her first meeting since being co-opted to the Council. Cllr Burnham is an experienced member who has served previously on the Town Council. The Mayor is looking forward to working with Cllr Burnham on Town Council matters.

2. Declaration of Interest

Cllr Ann Davies Planning Matters, and St Kentigern Hospice

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

None had been received.

4. Police Matters

There have been 167 reports for Rhuddlan. Only a very small amount were actually crime related.

July:

1 x shoplifting report for Aldi.

1 x ASB Marsh Rd.

1 x Public order High St. No suspects identified and no victim identified.

1 x ASB Ffordd Cae Glas.

1 x Theft Cwybr Fawr.

August:

1 x ASB Clos Berllan.

1 x Criminal damage Admirals field. No suspects identified (CCTV not working at time of damage)

1 x Criminal damage High St. Ongoing enquiries.

1 x Criminal damage HTM business park.

Cllr Mike Kermode noted that the CCTV camera at Admiral's Field was not working when criminal damage occurred and that it never works when needed for evidence.

The report was accepted

5. Minutes

a) Town Council 9th July 2020.

Cllr Ann Davies asked for the following amendments to the Minutes.

P31, Urgent Matters should record that an item be minuted as "presented by" not "raised by" the Councillor making it.

P32, amend Police Matters Minute regarding the 101 call being made by Cllr Ann Davies and not the resident.

P35, Marie Curie Minute – to use the word "essential" when describing the service provided.

P38, Cllr Ann Davies County Councillor report. Minute regarding tree cutting should read "Trees hanging over the pavement at the front of the cemetery were causing a problem, the work to cut the trees was out to tender".

Cllrs Mike Kermode and Andy Smith stated that they felt that the minutes presented were accurate.

Subject to these amendments the Minutes were proposed by Cllr Syd Gaskin, seconded by Cllr Arwel Roberts as a true record, and all voted in favour. **Resolved.** The Minutes were duly signed.

Matters Arising

- a. **Tourist Video** – The Town Clerk reported Web Studio are now back to a full staffing level following Covid restrictions and work was progressing well. She had received a draft video and suggested that a small group of Members review it for comments. Cllr Mike Kermode supported the suggestion and Cllr Gareth Rowlands added that all members could attend if they so wished.

Cllr Mike Elgin reported that the Destination Partnership had met on September 2nd where DCC Marketing Manager Angie Platt was introduced. He suggested that the Town Clerk contact Ms Platt to see if she could assist with the video.

- b. **Dog Waste Bag Dispensers** - Cllr Gareth Rowlands informed the Members that two washing up bowls for the dispensers had been broken and he had replaced them and that the actual bags are going quickly.

Cllr Arwel Roberts has plenty more bags if required, and Cllr Rowlands added that we are having a monthly delivery now.

- c. **Seating Bench Proposal** – The Town Clerk reported that the bench will be installed by the end of the month.
- d. **DCC Destination Partnership** – Cllr Mike Elgin had attended the recent meeting and informed Members that the Welsh Government Coastal Community Fund was open for applications for £50,000-£300,000 projects till 2nd October 2020.
- e. **Strip of Land Between Padarn & cemetery** - Cllr Arwel Roberts reported that this is now a private matter
- f. **Ysgol y Castell** – Cllr Arwel Roberts informed Members that the school was now open again.

b) Coed y Brain meeting 28th July 2021

P43, Cllr Charlotte Frobisher asked that the Minutes be amended to record that although she had sent her apologies, she had included her favoured option (No 2) for Coed y Brain design as it was more inclusive with the single unisex toilets and changing facilities.

- a. The Town Clerk had sent a letter to North Wales Police on 30th July 2020 stating that the Town Council were supportive of Mr Brent Vogelsberger letter on speeding issues.
- b. **Trees for Admiral's Field** – Cllr Gareth Rowlands recommended making enquiries to the cost of having a laurel hedge in the top left-hand corner of Admirals. Cllr Ann Davies said that DCC Countryside Services have free trees.
Cllr Mike Kermode proposed that a laurel hedge cost be investigated and enquire with Countryside Services what they have for free. Cllr Rowlands seconded.
Resolved.
- c. **VJ Day** – Cllr Arwel Roberts informed the Members that the event whilst observing Covid guidelines had gone very well and thanked all that were able to attend. Especially Cllr Reg Davies' family who had arranged the church bell ringing.
- d. **Remembrance Sunday 2020** – A discussion took place on whether this could happen this year. Cllr Andrew Smith informed Members that the British Legion had already said that no procession, or large gathering of people was going to be held, but wreaths from organisations and families can be laid at the memorial individually. Cllr Smith will enquire nearer the date as to what exactly can be organised.
- e. **Coed y Brain** – The Town Clerk informed Members that the determination due date for the application is the 7th October 2020.

6. Correspondence from:

a. The Mayor

- *Tri cyfarfod yngylch Coed y Brain, ar y safle / Three meetings regarding Coed y Brain on site.*
- *6ed o Awst - trefniant i gyfarfod Mrs Beti Noel Jones a meddygon y feddygfa i ddiolch iddi am gasglu cymaint o arian i'r feddygfa / 6th of August- a meeting organised to thank Mrs Beti Noel Jones for the amount of work and money she had collected for the Rhuddlan Surgery.*
- *15th of August a Service to remember those who lost their lives during the 2nd World War which finished in Japan 75 years ago / 15fed o Awst Gwasanaeth i gofio y rhai a gollodd eu bywydau yn ystod yr Ail Rhyfel Byd a ddaeth i ben yn Siapan 75 mlynedd yn ôl*
- *18fed o Awst - cyfarfod personèl / 18th of August-personnel meeting.*
- *24th of August accepted an invitation to be present in the Community Centre. RHUDDLAN Town Community Association Committee Meeting. Well organised under the Covid Guidance but the echo was horrendous. Good news is the fact that they have agreed to store a bag of equipment for RHUDDLAN provided by Keep Wales Tidy. / 24ain o Awst derbyn gwahoddiad i fod yn bresennol mewn pwyllgor o Cymdeithas Cymuned Tref Rhuddlan. Y pwyllgor wedi ei drefnu yn dda ac yn dilyn canllawiau Covid. Yn anffodus roedd yr atsain yn yr ystafell yn ofnadwy. Y newyddion da yw fod y pwyllgor wedi cytuno i storio bag o offer casglu gwasarn wedi ei ddarparu gan Cadw Cymru yn daclus.*
- *Invited to a cheese tasting session on the 28th of August- great to have a taste of Caws Cenarth from South West Wales. An area I know very well. Diolch to Gemma from the Little Cheesemonger / Derbyn gwahodd i sesiwn blasu caws ar yr 28ain o Awst - gwyh i gael blas ar Caws Cenarth o Dde Orllewin Cymru. Ardal rwy'n ei hadnabod yn dda iawn. Diolch i Gemma o'r Little Cheese Monger.*
- *My good causes this year will be Royal British Legion, The Local Surgery, and Ysgol y Castell PTA. / Fy achosion da eleni fydd y Lleng Brydeinig Frenhinol, Y Feddygfa Leol, a PTA Ysgol y Castell.*
- *Have already been involved with the PTA - they have organised a Scarecrow Festival. We have a very friendly bear in our front garden. Please vote in the Cheesemonger Shop for the best scarecrow 50p a vote / Wedi bod yn gysylltiedig â'r CRhA eisoes - maent wedi trefnu Gŵyl Bwgan Brain. Mae gennym arth gyfeillgar iawn yn ein gardd ffrynt. Pleidleisiwch yn y Cheesemonger Shop am y bwgan brain gorau 50c y bleidlais.*
- *On the 11th of August 2020 I received this message from Peter Lea. "Arwel I have requested an answer to the parking area in front of the Rhuddlan Health Centre from NCUHB FROM Chris Wilcock estate sector." "Mr Wilcock answered on the 14th of August- I can now confirm that the proposal set out in your 14th January e-mail are acceptable in principle."*

The report was accepted

A.R.

b. The Town Clerk

Members' attention was drawn to the Christmas lights switch on 2020. If this is going to be done then the Town Clerk needs to start planning for it now.

Cllr Andrew Smith had concerns about the number of people gathering outside for events and an announcement on this issue being made tomorrow Friday 11th September.

Members agreed to plan and hold the lights switch on as it will be a simple switch on event without a large gathering. It will begin the Christmas build up and brighten up the town, encouraging visits to the town's businesses. **Resolved.**

Cllr Gareth Rowlands enquired whether Members would like to book the St Asaph Christmas float. The decision in 2019 came too late to book. It would only be stationary and play piped music but at least it would add to the Christmas spirit.

Cllr Charlotte Frobisher suggested that the light switch on and the stationary float could be streamed for people to see and so proposed. This was seconded by Cllr Arwel Roberts. Cllr Frobisher was asked to do the streaming for the Council. **Resolved.**

The report was accepted

c. DCC Road Salting

The Town Clerk had included a report from DCC Head of Highways, Facilities, & Environmental Services for the Members' information. There is to be a change to the salting of rural roads this winter and it explains their assessment of what is needed, and how a scoring matrix has been developed to aid this assessment.

Cllr Arwel Roberts adding that Hylas Lane will receive a salt pile as well as a full salt bin by Ysgol y Castell.

The report was accepted.

d. Solar Energy Farm Consultation

Cllr Mike Kermode asked why Rhuddlan Town Council are being consulted when the proposal is not in Rhuddlan.

Cllr Arwel Roberts thought that it would create traffic disturbance whilst under construction. Adding that the proposed site is on very good arable land and was concerned about its loss.

Cllr Gareth Rowlands agreed that this was a shame to build on such good arable land and had hoped that it could be protected for future food production. He wanted to propose that the Town Council should object on these grounds but acknowledged that this was not a planning reason for objection. Adding that there was around 80 acres of arable land already lost on the Abergele straight for a similar project.

Cllr Arwel Roberts suggested that members who had concerns put them to planning as a concerned private individual via the consultation process.

e Transport for Wales – New Appointment

Included for Members' information

Cllr Mike Kermode proposed that the Council write welcoming the new appointee with a view to invite to a future meeting. **Resolved.**

f. Business Award Proposal

Received from Ingrid Unsworth asking if the Town Council would consider a one-off award for businesses who have gone above and beyond for the community during the lockdown.

There then followed a debate by Members on the proposal and the difficulties associated with it.

Cllr Jackie Burnham was in support and suggested looking at other business award schemes to get ideas for categories.

Cllr Mike Kermode commenting that the Council would be walking into a minefield.

Cllr Ann Davies agreed. It's been difficult for businesses to operate effectively during lockdown, and felt that they have all tried their best.

Cllr Jackie Burnham noting that it's a public vote and not a Members vote.

Cllr Ann Davies asked how the process of voting would be achieved by the public.

Cllr Mike Elgin agreed with Cllr Kermode's comment adding that it would be difficult to judge because some businesses were not permitted to be open by the Welsh Governments restrictions.

Cllr Andrew Smith proposed that a framework of such an award be drawn up which can be bought before Members for their approval.

Cllr Gareth Rowlands had concerns about giving a prize, but suggested an amendment that a letter could be sent to all businesses congratulating them for their work during the difficult lockdown period. Cllr Ann Davies seconded the amendment. Cllr Rowlands then withdrew the amendment.

At this point Cllr Mike Kermode asked that for the purpose of the Minutes Cllr Ann Davies should not use terms of family relations like "your father" when discussing formal issues in the Council meetings. Please use the more formal terms of Councillor followed by the surname.

Cllr Gareth Rowlands proposed that a letter be sent to all businesses in Rhuddlan congratulating them for all their hard work during lockdown. This was seconded by Cllr Mike Kermode asking if there was a list of Rhuddlan businesses.

Cllr Gareth Rowlands said there was a few years ago.

The Town Clerk agreed but thought it would be out of date now so will contact Denbighshire CC for an up to date list. **Resolved.**

g. Defibrillator Request

A request from Rhuddlan Bowling Club presented by Cllr Mike Elgin. Cllr Arwel Roberts declared an interest as a member of the bowling club. Cllr Elgin, himself a member of the club, did not believe there was an interest in the matter as the defibrillator was for all the community and it could be situated at Coed y Brain.

The Town Clerk had a cost of approximately £1500 for the defibrillator, heating cabin, and electric installation.

Cllr Andrew Smith proposed and Cllr Gareth Rowlands seconded that a defibrillator be provided at Coed y Brain in the future for the benefit of the community and the bowls club. **Resolved.**

h. Rhuddlan Job Opportunities

Letter received from David Barrio highlighting the problem he is having finding a job locally. In it he explains his particular issues and the fact he understands that the Covid pandemic is affecting job loses, and opportunities. He suggests things that Rhuddlan Town Council could do about unemployment and asks for support in achieving full employment.

Cllr Arwel Roberts commented on the loss of jobs scenario across the UK and believed there is more to come quoting that Pizza Hut could potentially be closing soon.

Cllr Mike Elgin suggested that if agreed tonight we could advertise the project Manager's job opportunity on the Council's website.

Cllr Gareth Rowlands proposed that we should reply in a sympathetic manner at Mr Barrio's plight, sharing our potential job opportunity if agreed, and passing on to Denbighshire and other employment agencies for further advice from them.
Resolved.

i. Friends of Rhuddlan Surgery

Correspondence for information about the closing of the book sales scheme at the surgery. Cllr Arwel Roberts had sight of copies of the Friends minutes and wondered if they could be kept somehow by the Town Council.

Cllr Ann Davies had also copies of the minutes and agreed that they were a great resource for future generations.

Cllr Gareth Rowlands proposed placing them in Denbighshire's archives, which was seconded by Cllr Roberts. **Resolved.**

j. Keep Wales Tidy

Gareth Jones asking if Rhuddlan Town Council would like to set up a litter picking hub for Rhuddlan. The letter explains how such a hub works, what facilities would be needed, and the Epicollect5 reporting system. The Community Centre group have agreed to store the equipment. Cllr Arwel Roberts had spoken to the litter picker group of volunteers who are keen to start observing social distancing requirements. Cllr Roberts offering to sanitize the equipment after each use.

Cllr Roberts proposed that a trail litter picking event be organised before the end of September. **Resolved.**

7. Town Plan

Cllr Arwel Roberts gave his thanks & congratulations to Cllr Mike Kermode for his work in preparing the draft Town Plan and handed over the discussion to Cllr Kermode.

a. Consideration of Road Safety Report for Inclusion

Cllr Kermode had received no observations from Members so assumed that all were in support of it being included in the draft Town Plan. **Resolved.**

b. To consider the final draft Town Plan.

Cllr Mike Kermode wanted Members views on including the Speeding Vehicles project in the final plan, and if it was, what would be its priority positioning. Cllr Mike Elgin had carried out research with residents who responded with their concerns

about speeding issues in Rhuddlan. Members agreed to work with North Wales Police and Denbighshire County Council to address residents' concerns about speeding vehicles on certain roads in the town through measures such as – traffic/speed reviews – speed cameras – traffic calming – 20mph zones – pedestrian refuges. **Resolved**

It was agreed to place speeding issues as the 10th priority on the Town Plan and that a booklet to be delivered to every household. Cllr Frobisher suggested the Town Councillors deliver them. It was proposed to get a quote to print 2000. **Resolved**

8. Idea for New Cemetery

The Mayor had received a previous design for a Rhuddlan Cemetery by the son of Colin Holmes, and wanted to gauge Members opinion. Perhaps we could ask Denbighshire to look at the plan and its suggestions. Cllr Mike Kermode agreed it was worth passing on to Denbighshire but noted it appeared only good for cremations. As heavy rainfall causes flooding due to the nature of the ground which affects the new burial area. Cllr Ann Davies suggested sending to Jill Henderson a Denbighshire officer. The Town Clerk informed Members that she now had a reply from the owners of Cwybyr Mawr who said no to the site as a cemetery, so this is no longer an option. Cllr Kermode proposed and Cllr Ann Davies seconded sending the idea to Denbighshire for comment. **Resolved.**

9. County Council Members Reports

Cllr Ann Davies

- **VICARAGE LANE CAR PARK**

Site meetings were held back in July 2019 to discuss the possibility of introducing traffic parking controls at the Vicarage Lane car park, this scheme would allow two hours free parking which would free up parking for others using the library and the surgery. DCC and town council agreed to support this scheme but there was a delay in getting permission from BCUHB.

Following intervention from our MP Dr James Davies I'm pleased to say they have now responded and have confirmed that they are in agreement with the proposals in principle for parking restrictions to be installed.

We now wait for more detailed arrangements from the highways officer.

- **HIGHWAYS SPEED LIMITS.**

Speeding in many streets of the town is of great concern to many residents.

The welsh government have set a target date of April 2023 for changing the legislation so that the default speed limit for street lit roads is 20mph.

As such DCC have informed me that they are unlikely to change any further 20mph limit traffic order before that date, however I will continue to press for an earlier date.

A.R.

- **PARKLETS**

Rhuddlan could become the first town in Denbighshire to introduce parklets.

As part of the covid 19 response DCC have a budget available to introduce measures to help promote social distancing in the main streets of our towns whilst supporting businesses. These can include parklets which is a seating area and temporary pathway widening. Three locations in Rhuddlan have been identified as benefiting from such a scheme, and the businesses have been consulted.

I am now waiting for a response from the highways officer.

- **CITIZENS ADVICE DENBIGHSHIRE.**

CAD has received funding from Energy Redress to enable them to provide emergency fuel credit vouchers for £49 to each household that has a prepayment metre or have been affected by the covid 19 pandemic or its wider economic and social impact.

For further details telephone 03003302124 / 01745818087.

- *The benefits advice shop in Rhyl will open on the 7th September, by appointment only. That can help with -*

- *PIP FORMS*
- *DLA benefit claimants' forms.*
- *Attendance Allowance Forms*
- *Carers allowances.*

Tel 01745345145

- **PENTRE LANE**

A meeting was held in Pentre Lane to discuss residents' concerns. McBride representative was present and he was very approachable and fair with issues raised.

The area would also benefit from another street light column, a suitable location for a waste bin has also been identified.

Cllr Ann Davies highlighted that BCHUB had now responded positively to the Vicarage Lane car park scheme following the intervention of Dr. James Davies MP.

The report was accepted

Cllr Arwel Roberts

- *The meetings are now increasing on Webex or Zoom. No meetings have been held in County Hall for us County Councillors since the Covid-19 outbreak.*
- *Councillor Ann and myself met an officer who works for Denbighshire a Traffic, Parking and Road Safety Engineer.*

His section has had a budget from the Welsh Government and Sustainable Transport Measure in response to Covid-19. Measures specifically designed to aid social distancing, promoting local businesses, cafes and restaurants.

We specified outside the farmhouse kitchen cafe within the parking bay. Also, outside the little Cheesemonger within the parking bay. A discussion occurred with myself only, there is a possibility of narrowing the carriageway at the Old Crown at the Castle Cafe to allow for potential seating.

- *Parking in Castle Street is causing a problem. Pendoran flats hold the right for parking and the housing department have decided that only the residents who live in them can park in the area in front of them. At present other residents in Castle Street also park there. Obviously, this is causing problems. Very grateful to one of the housing officers and Councillor Ann for their presence in a site meeting to discuss the problem.*
- *Flooding issues were nearly with us again and this during August. Pont Robyn rose substantially. Have reported this to the County and Natural Resources Wales.*
- *Still requesting a speed survey for the Town. The police Commissioner have requested the police to place a Arrive Alive vehicle in the town.*

Cllr Arwel Roberts explained the idea of a “parklet” as a sustainable transport measure and mentioned he & Cllr Ann Davies had met with highway officers on the issue.

Cllr Arwel Roberts highlighted the problematic Castle Street car parking and that he was trying to introduce residents parking in this area with the support of Cllr Ann Davies & a Housing Officer.

Cllr Jackie Burnham enquired what a “parklet” was, which Cllr Roberts described as an area to promote social distancing, supporting local businesses, café’s, and restaurants. They could be situated in front of the Little Cheese monger and Farmer’s Kitchen premises.

Cllr Burnham responded by asking if parking spaces at these locations will be removed and if the local businesses had been consulted. Cllr Roberts confirmed they had.

The report was accepted

10. Budget/Finance Matters

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

Cllr Ann Davies enquired as to why Glascoed Timber was on the list for payment when the works had not been completed as the stones on the Covid Snake had not been varnished. The Town Clerk explained that with schools reopening the contractor had been busy, so if approved this evening she will delay payment until the work is completed.

The payments were approved

The Town Clerk informed the members that there was currently £137,000 holding in the bank which includes the 2nd Precept of £49,000. That at the October meeting 6-

monthly accounts will be available, and that there is one more cheque to add for Catalyst for resolving email issues to tonight's approved list. **Resolved.**

The Town Clerk explained that there had been an over payment of £190 to Denbighshire County Council when submitting the planning application (Community / Town Councils get a reduced price). The Town Clerk has sent bank details to a Planning Officer for the money to be paid into the Town Councils' account.

11. Planning Applications for comment:

Cllr Mike Kermode abstained from commenting

Cllr Ann Davies had Declared an Interest

- a. **44/2020/0557 – 44 Clwyd Avenue, Rhuddlan** - Erection of a 2-storey extension
Cllr Andrew Smith reported he had concerns about the distance between properties and asked that we comment that Denbighshire planning check the issue.

Cllr Ann Davies enquired if Cllr Bleddyn Williams was going to Declare an Interest in this application. Cllr Mike Kermode advised that it was up to individual members to Declare an Interest. Cllr Davies responded by saying that Cllr Williams was new and may need some help with this issue.

12. Code of Conduct

The Town Clerk had been asked to include this agenda item by Cllr Ann Davies as she had concerns over breaches of the Code of Conduct. The Town Clerk advised that this is not a matter for the Town Council and that it should be referred to the Ombudsman.

Cllr Ann Davies commented that she would not deal with it at this level, but asked if the Town Council has a Local Resolution Policy. The Town Clerk confirmed the Council does. She commented that the policy specifically states that breaches of Code of Conduct should not be considered under the Local Resolution Process.

Cllr Ann Davies asked for a copy of the Local Resolution Policy to be sent to her.

13. Community Matters

Cllr Arwel Roberts asked in turn each Member for any matters that need to raise.

- a. Cllr Andrew Smith wanted to raise his concern that the weed situation in Rhuddlan was out of control.
- b. Cllr Mike Kermode advised that the Community Centre was now open and that Gill & Roy Price had done a great job in doing this in line with Covid guidance and restrictions. The Dementia group have restarted their Sit & Be Fit activity on a Monday at 1pm and that all are welcome. Entry is free.
- c. Cllr Gareth Rowlands had two matters to report. Firstly, that the weeds on the pavements at several locations in Rhuddlan need reporting to Denbighshire. Secondly, the hedge situated on the left-hand side of Vicarage Lane needs some weeding underneath, and a slight trim now that nesting birds have gone. Cllr Rowlands so proposed, seconded by Cllr Kermode. **Resolved.**

Cllr Arwel Roberts added that a reminder about the various weeding issues should be sent to the Denbighshire Street Team, and that Glascoed be contracted for the hedge trimming.

Cllr Ann Davies reminded Members that any Councillor can send an email to Denbighshire Customer Enquiries.

Cllr Mike Kermode asked that the Town Clerk do this as it has now been resolved.

Cllr Roberts added he would also follow it up.

- d. The Town Clerk asked if she could bring a community matter to the meeting. Agreed. It was brought to member's attention that a resident litter picked the Admiral's Field every day.

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.

14 St Kentigern Donation Request

Cllr Ann Davies had Declared an Interest

The Town Clerk read out the letter from the Community Fundraiser at St Kentigern explaining how Covid has affected their events and fundraising efforts. Cllr Reg Davies proposed the Town Council donate £1000 which was seconded by Cllr Syd Gaskin. **Resolved.**

15 Application for Funding

St Mary's Church - Application for the World War 1 memorial window remedial works costing a total of £1338.00. This is for the remedial work and guard to protect it in the future. The church has already obtained grants of £9500 for the remedial works to 3 other windows from 4 other grant schemes, and is asking for the full £1338.

Cllr Andrew Smith confirmed he was supportive of the application but thought it needed resubmitting as it appears as though they don't need the funding.

The Town Clerk reminded the Members that the Fresh Air Gym scheme suffered from a similar criticism of too many funds in reserves.

Cllr Mike Kermode noted that it was asking for as much as possible towards the total of £1338 and that the other monies noted in the application are for 3 other windows. He proposed 50% or £699.

Cllr Ann Davies reminded Members that the church is an historical monument and an important town facility and seconded the proposal.

Cllr Andrew Smith made an amendment of £780 which was for the window remedial works themselves. Seconded by Cllr Bleddyn Williams

Cllr Syd Gaskin passed another amendment to Members of the full £1338 to cover the guard too on the condition that a plaque is provided to record the Town Council support. Seconded by Cllr Gareth Rowlands. **Resolved**

In response to a question from Cllr Ann Davies if the Community Centre needed a donation, Cllr Arwel Roberts stated they are not struggling as they have received a £10,000 grant from Denbighshire Business Support.

16. Future Meetings

Cllr Arwel Roberts asked Members if they were supportive of continuing with Zoom for virtual meetings for the time being as the Community Centre is not suitable for face to face meetings whilst observing Covid restrictions.

Cllr Ann Davies agreed to continue with Zoom.

Resolved.

17 Minutes of the Co-option Interviews 3rd September 2020

Cllr Gareth Rowlands wished for an amendment to the Minutes. On the second page in a response to a question from Cllr Ann Davies as to how Members would know they had voted, Cllr Gareth Rowlands replied you don't as it is a secret vote. Subject to this amendment the Minutes were as a true record, and all voted in favour.

Resolved. The Minutes were duly signed.

Matters Arising

Candidate Responses – The Town Clerk reported that Mr Ivor Beech had written a thank you letter to the Town Council for the opportunity of an interview and adding his congratulations to the successful candidate - Jackie Burnham.

18 Minutes of Personnel Meeting 18th August 2020

The Town Clerk left the meeting

The mayor passed on the Minutes to Cllr Mike Kermode

Cllr Mike Kermode passed on to the Personnel Committee Chair, Cllr Gareth Rowlands.

The Minutes were deemed accurate with no amendments. **Resolved.**

- g. Project Officer** - Cllr Kermode then introduced the item of a Project Officer recruitment stating that two Members had attended as observers and asking if the recommendation to proceed to recruit was acceptable. If agreed, then this would be the suggested timeline.

Wednesday 7th October – Personnel Committee – shortlisting the applications for Project Officer

Thursday 8th October – Shortlisting reported to Town Council.

Thursday 22nd - Interviews and selection by Town Council (using Zoom software).

Cllr Ann Davies asked what we are being asked to agree to.

Cllr Kermode said that the Town Council recruits a Project Officer as per the details above and in the report's recommendation.

Cllr Ann Davies stated "I would like to make it clear that I am not trying to change the decision made by the council at a previous meeting. When recruiting an extra member of staff was discussed at a previous meeting, I thought it may be a good idea in principal. However, since that meeting things have changed considerably, not

only in Rhuddlan but Nationally and we do not know what financial situation the town/county will face in the near future. I cannot justify to the residents of Rhuddlan that employing three members of staff on Rhuddlan town council would be in their best interest. I do not support this proposal.”

Cllr Kermode acknowledged that Cllr Ann Davies was a very experienced Councillor and reminded her of the 6 Month Rule, adding that if Rhuddlan Town Council wants a Town Plan then they will need a Project Officer.

Cllr Gareth Rowlands acknowledges Cllr Ann Davies’s comments on finances but notes that this creates a new job in these hard times of unemployment. It has already been decided so goes ahead.

Cllr Andrew Smith proposed that the recommendation to recruit a Project Officer is approved. Cllr Jackie Burnham seconded. **Resolved.**

ii. **Town Clerk Pay Grade** – Cllr Kermode pointed out to Members the extra responsibilities that the Town Clerk will have in delivering the Town Plan and the management of a new member of staff. The recommendation was the pay grade should be raised to the higher section of LC2 with the proviso that this be at the lowest point of the grade, and at the appointment of the Project Officer Role. The next increment progression being on 1st April 2021.

Cllr Jackie Burnham asked if the Town Clerk would be managing the new post. Cllr Kermode answered yes. Cllr Burnham proposed, and Cllr Andrew Smith seconded that the recommendation be approved.

Cllr Ann Davies repeated her comments above on not wanting to change any decision but felt she could not justify to residents that employing 3 members of staff on Rhuddlan Town Council would be in their best interest.

Cllr Kermode noted that the Council had the necessary balances to meet the costs and that Members are asking the Town Clerk to manage another member of staff.

Cllr Arwel Roberts said that many public sector organisations give annual pay rises. Adding that he felt we must follow this procedure.

The proposal having been made and seconded **the Council voted and resolved the pay grade rise for the Town Clerk.**

Cllr Arwel Roberts gave his thanks to Cllr Kermode and Cllr Gareth Rowlands for their work on this item.

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

Date.....*October 2020.*.....