



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 10th December 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 Reg Davies (late arrival)
Cllr Charlotte Frobisher
Cllr Syd Gaskin
Cllr Mike Kermode
Cllr Gareth Rowlands
Cllr Andrew Smith
Cllr Bleddyn Williams
Town Clerk
Clerical Assistant/Minute Clerk
Project Officer

1. Apologies

Cllr Ann Davies

A member of the public had requested to be present at the virtual meeting for Item 9b, "Ideas for inclusion in the 2021/22 budget", namely speed signs.

DCC Public Protection Business Manager was present for a brief overview of the CCTV Partnership.

Cllr Gareth Rowlands as the host of the meeting informed all present that the meeting was being recorded to investigate how it is done and how it can be used in the future.

2. Declaration of Interest

Cllr Gareth Rowlands - Item 13, Request for Financial Assistance from Rhuddlan Allotments Society.

3. NICE Investigate Community Portal

The Mayor welcomed DCC Public Protection Business Manager to the meeting for a brief overview of the CCTV system and how it works in practice to provide evidence of incidents to North Wales Police (NWP). The Partnership is investigating a new system which will enable NWP to monitor and control evidence directly.

There then followed a question & answer session.

The Mayor thanked the DCC Public Protection Business Manager for his overview and time in attending the meeting.

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

None had been received

5. Police Matters

No report received

6. Minutes

Town Council 12th November 2020.

Subject to minor amendments the Minutes were proposed by Cllr Mike Kermode, seconded by Cllr Syd Gaskin as a true record, and all voted in favour. **Resolved.**

Matters Arising

- a. **Cemetery** – A member asked for an update on the potential drainage survey. The Clerk said that DCC stated that it was not being looked at until the New Year. The Mayor added that the specialist survey engineers are English based companies and Covid restrictions are exasperating the issues, but DCC are awaiting costs.
- b. **Parking Matters** – The Project Officer presented his investigation into parking issues at Vicarage Lane and Parliament Street car parks.

The presentation raised the following issues:

- Provision of white line space markings.
- Lack of clear signage to car parks.
- Inclusion of St Mary's Church & Rhuddlan community centre car parks.
- DCC calculations of costs are correct.
- Great independent shops, but need to consider other attractions.
- Confirmation needed of any formal Agreement/lease.

Following a discussion on the various issues, Cllr Mike Kermode proposed that any parking scheme agreement/lease be placed on the agenda for discussion at the January meeting. Seconded by Cllr Gareth Rowlands. **Resolved.**

- c. **Speed Survey** - The Mayor confirmed that GoSafe had visited Rhuddlan on 1st December and captured 2 speeding offences, and that this will continue in the future. The Clerk had contacted DCC Officers with regards to the installation of 20 mph signage in Rhuddlan. She was informed that due to a lack of resources DCC needs to prioritise such action based on evidence of occurrence of speeding. Members agreed that evidence of speeding was required and it was suggested that the Town Council could purchase its own activated speed message sign. This will be discussed in more detail under Item 9b, "Ideas of 2021/2 budget".
- d. **Webcast** – As previously mentioned the meeting is being recorded. One of the problems Council needs to investigate is the sheer size of the file, which means it cannot be sent by e-mail. Council's webmaster believes it can be saved to the Council's You-Tube account ready for any request we may receive to view it. Members were informed of associated costs of recording meetings which led to a discussion on the subject compared with face to face meeting room hire as pre Covid pandemic.

Members agreed to await the investigation into webcasting issues.

- e. **Christmas Lights switch on** – The Mayor thanked Cllr Reg Davies for help with the tree, Cllr Gareth Rowlands for organising the Rotary float, and Cllr Charlotte Frobisher for help with streaming the switch on. There were a number of views recorded on Facebook.
- f. **Best Decorated House & Business** – The Chairman of Wales in Bloom, Peter Brton Price along with his wife Heidi Barton Price will be judging the best dressed business category on Saturday 12th December. The Mayor encouraged Members to spread the word on this matter.
- g. **Awel y Mor** – The Clerk had formally asked the question of why RWE were looking at land in Rhuddlan. The response was that there are parcels of land in Rhuddlan which are not registered and they wanted to speak to owners so as to arrange various surveys. Following a short discussion on certain parcels of land the Council asked the Clerk to question Angela Lofthouse from DCC as to what the County might own.
Resolved.
- h. **KFC Additional Bins** – The Mayor reported that this has now been agreed between DCC & KFC.
- i. **Virtual Carol Service** – Members were informed that the Dementia Group virtual Carol Service will be on Tuesday 15th December on Zoom, kindly sponsored by the Mayor and the group themselves. An invitation for the service will be sent to the Town Clerk to circulate.

7. Correspondence from:

a. The Mayor

The Mayor thanked the Head Boy & Girl of Ysgol y Castell for switching the lights on and everybody involved for their efforts.

The report was accepted. Appendix A

b. The Town Clerk

- The Clerk informed Members of the meetings and events attended and updated them on Admiral's Field & Vicarage Land playground works. All inspector issues of maintenance raised have now been completed, but some will need to be monitored for renewal as opposed to maintenance works. An additional item to the inspector's report was dealt whilst completing the maintenance works.
- The Clerk reported that now that the town Council employees are growing it would be beneficial to re-join One Voice Wales. The Clerk listed the benefits and believed that the cost of £600 would be seen as good value. After a discussion on the Council's previous membership merits, and the potential to save resources, it was proposed by Cllr Mike Kermode that Rhuddlan Town Council re-join. Seconded by Cllr Gareth Rowlands. **Resolved**

The report was accepted. Appendix B

c. Green Flag Community Award

The Clerk had circulated the award eligibility and application criteria, and briefly went through the details. After a short discussion, Cllr Arwel Roberts proposed

that Council investigate a suitable site for inclusion in the award and Council supports any entry. Seconded by Cllr Mike Elgin. **Resolved.**

d. Welcome to Rhuddlan Town Signs

The Clerk had received an e-mail from DCC Highways which was circulated to Members. She explained the two sites: the A525 approach to Rhuddlan between Sarn Lane and Morfa Lodge and A547 approach to Rhuddlan between the HTM Business Park access and Morfa Lodge roundabout. Members discussed that the estimated cost included 2 signs but on reflection 5 signs are needed to cover all entry roads into Rhuddlan.

Both the Wales in Bloom and Britain in Bloom Gold Awards should be acknowledged within the sign.

Cllr Gareth Rowlands proposed that costings for the above be sought, seconded by Cllr Mike Kermode. **Resolved.**

e. Social Media Service Proposal

Web Studio North Wales had submitted a quote to provide a one way Facebook page for the Town Council so as to better promote events in Rhuddlan. Members had a lengthy discussion on the merits of Facebook, its problems, what could be posted on there, its cost effectiveness, and comparison with another Town Council use of Facebook. Council agreed that engagement with the public was desirable to promote activities undertaken and that comments were welcomed but Members had already resolved to have a one way Facebook page for several reasons, and this Web Studio service would provide that for £100 per month. Cllr Mike Kermode proposed that we engage Web Studio for a 12month contract initially, seconded by Cllr Gareth Rowlands. **Resolved.**

f. iBeacon Proposal

In 2018 Rhuddlan Town Council agreed to support the cost of a digital trail platform hosted by Locly and developed by Cadwyn Clwyd. Unfortunately, Locly are winding down at the end of 2020. The Clerk had circulated a report on developments by Cadwyn Clwyd to maintain the trails for use via the web. There are concerns this will not allow Council to update the trail content. The Council owns the Copyright and we could download the content to our website and therefore control it easily. Cllr Gareth Rowlands proposed that Council follows Cadwyn Clwyd's proposal and ask their permission for Rhuddlan Town Council to be able to update information once secure. Seconded by Cllr Mike Kermode. **Resolved.**

g. Overgrown Trees in Admiral's Walk

Town Council has previously resolved not to cut back the trees in question. The Clerk has spoken with the resident who is asking the Council to reconsider that decision. Members discussed that if the trees are encroaching the resident's property that he can go ahead and cut off the overhanging trees and he would be responsible for disposing the cuttings as advised on Royal Horticultural Society website.

There followed a vote which resulted in a tie at 5 against and 5 for the proposal. The Mayors casting vote decided "no action".

No action to be taken. **Resolved.**

A.R

h. Admiral's Field Treeline

DCC Biodiversity Officer had provided a report and recommendation on this item which the Clerk had circulated. After careful consideration Members had a proposal put forward by Cllr Gareth Rowlands. Lay the hedge as recommended, clear the base out, infill with native species such as fruit trees and holly. Seconded by Cllr Mike Kermode. An amendment was put forward by Cllr Andrew Smith who supports the proposal but wanted to add that a site meeting of Members be arranged, at a weekend, to better understand the proposal before resolving. This was seconded by Cllr Arwel Roberts. **Resolved**
Cllr Gareth Rowlands will organise the site meeting.

8. County Councillors Report

Cllr Ann Davies

The report was accepted. Appendix C

Cllr Arwel Roberts

The report was accepted. Appendix D

9. Budget/Finance Matters

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

b. Consideration of Ideas for 2021/2 Budget

i) Cllr Mike Kermode was asking Members to consider approving a Welsh Language Policy. He had submitted a brief report clarifying Council's current informal policy on this issue, and that a sum of £5000 be inserted in the 2021/2 budget for translation costs. Until a Welsh Language Policy is agreed these costs are difficult to estimate as it might relate to document translation and/or immediate translation at meetings.

Cllr Mike Kermode offered to set up a small working group to investigate details of such a policy and make recommendations to Full Council in due time. Cllr Gareth Rowlands seconded. **Resolved**

ii) Cllr Mike Elgin was asking Members to consider the purchase of activated message speed signs by the Council. He had submitted a short report on clarifying what an activated message speed sign is, details of how they operate, and if agreed by Members a sum of £7,077.26 be inserted in the 2021/2 budget. He thanked Cllr Syd Gaskin for his assistance in this matter, and added that the signs are portable for use at different locations in Rhuddlan.

A member of the public present at the meeting was invited to speak about his idea on speed reduction. A resident of Highlands Road, and a daily traveller on the UK's trunk roads as a Vehicle Inspector, had noticed signs produced by children to reduce speed limits in their local community. These signs would be drawn, reproduced to large size, and then be mounted on the side of the roads. The message would be things like "Slow Down" "Don't Kill my Dad/ Mum/ Sister/ Brother". He was thanked for his idea.

Members supported this idea fully and wanted to investigate it, as well as the use of cardboard cut-out children, and the smiley face speed message signs. It was agreed

that the Deputy Mayor would chair a small working group to look at the details of such schemes. **Resolved.**

The member of public left the meeting

10. Code of Conduct Review

The Clerk had circulated the current Code of Conduct and asked Members if there were any changes they wished to make. There were none.

The Clerk highlighted that the SLCC (Society of Local Clerks) Magazine had highlighted the importance of a Dignity at Work Policy. Although not legislation, it may be beneficial in terms of good practice. Cllr Gareth Rowlands proposed that the Code of Conduct be accepted and that the Town Clerk draft a Dignity at Work policy to be considered by the Town Council. Cllr Arwel Roberts seconded. **Resolved**

11. Community Matters

The Mayor asked in turn each Member for any community matters that they need to raise.

- a. A member had noticed a paint spill by the bus stop which had covered the litter bin, and asked what the Council could do to get it removed. The Mayor, answered that he would mention this to DCC Officers for their attention.
- b. A member had noticed that the pedestrian safety railings on the roundabout by Victoria Carpets were damaged and need repairing. The Mayor asked the Clerk to write formally to DCC Public Realm Officer for his attention.

12. Coed y Brain

The Town Clerk had received a letter from the vendor's solicitor which was read out. The transfer has been approved along with the following:

- Access confirmed for the Town Council the right to install a gas pipe.
- The client understands the refusal of the Town Council for right of way along the right-hand pathway from the front flat let property along the right-hand side of Coed y Brain and to the Admirals Playing Field.
- In terms of option over purchasing the extra parcel of land, it was suggested that the option could be in place for 5 years to be fixed at a cost of £2.5K.
- The vendor is happy to agree to contribute half towards the cost of construction of the fence to a maximum of £500

Completion would not be before Christmas.

Members agreed with the above proposals.

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.

13 Land for sale at Marsh Road

Details of a parcel of land on Marsh Road were circulated to Members for consideration to rent as a coach park facility as included in the Town Plan. Members felt this was very expensive given that Council would have to also pay for the necessary infrastructure and planning approval. Cllr Gareth Rowlands proposed that Council approach Aldi to investigate using spare capacity within their car park area for a coach park facility. Seconded by Cllr Bleddyn Williams. **Resolved**

It was noted that the provision of electric car charging points was to become law in 3 years and Aldi should be asked their intentions separate to the coach park for such a provision. **Resolved.**

14. Request for Financial Assistance – Rhuddlan Allotments Society

An application for drainage works to the lower allotments within Admiral's Field. They were asking for £1650 towards the total cost of £3650. The remainder having been raised already by other grants, donations, and the societies own funds. After a short discussion Cllr Mike Kermode proposed that a grant of £1650 be agreed, seconded by Cllr Jackie Burnham. **Resolved.**

15. Date of Next Meeting – Budget & Precept Setting, Thursday 7th January 2021 at 7pm Full Council Meeting, Thursday 14th January 2021 at 7pm

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

Date.....*January 2021.*.....

Tachwedd - November

The month of Remembrance.

Sunday the 8th .

Very quiet this year. Circumstances were so different. Unusual because of the challenging times involved. I'm full of gratitude to all who were involved.

Wednesday the 11th - Remembrance Day itself - invited to St Mary's Church by Vicar Jayne Coxall to be present and to sing Colon Lân.

Friday the 27th - all poppies taken down - very grateful to Cllr Mike Kermode for his assistance.

Rhagfyr- December.

Preparation for Christmas.

1st of December.

Switching of the lights- Diolch to everybody involved, County Officer Kristian. Our Clerk, Cllr Gareth Rowlands and his Llanelwy Rotary buddies. The head girl and head boy of Ysgol y Castell for turning on the switch. Cllr Reg Davies for donating the tree and it's placing.

4th of December - an initiative by the County Council - light up different buildings including Rhuddlan Castle. Purpose to enhance more visitors to our town centres.

15th of December - Carols and Christmas Service - Zoom based session on the internet- music with lyrics and a Christmas message from Jayne Coxall the vicar of St Mary's . No charge. Session sponsored by myself as Mayor and Rhuddlan Dementia Group.

Town Clerk's Report

Appendix B

1.Meetings / events attended in November:

- 8th November Remembrance Sunday
- 16th November Meet with Mayor - Xmas Arrangements
- 24th November Meet with Clerical Assistant
- 26th November Website Studio North Wales
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2.The following were placed on the Town Council's website in November:

- 9th Welsh Government Covid 19 News
- 10th Awel y Mor Offshore Windfarm Consultation
- 20th Mayor Welcomes new Esquire Barber Shop to Rhuddlan
- 23rd Christmas Lights Switch On
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3. Play Areas Repair & Maintenance

Admiral's Field

- Access gate needed new self-closing spring which has now been fixed. Local resident states that youths are often swinging on the gates.
- Rotaweb – item been greased to see if this corrects the rotating issue. This is the cheapest option of repair. If it is mentioned in the next Inspection Report then bearings will need replacing. This is costly.
- Spinning Pole – greased up as above. If mentioned in the next Inspection Report then new bearing required.
- Elephant seat to be fixed very soon if weather ok.
- Excess threads on MUGA and fresh air gym cut off

Vicarage Lane

- The gate slams thus making a noise which is concerning residents. The receiver has been padded and bolts tightened. It might need replacing which is around £500.
- Nattertube fixed, swings have been greased and the seat is being monitored.
- Rope bridge requires monitoring which has done so. Wait till next Inspection Report to see if something more permanent needs doing

County Councillor Ann Davies Report.

a. ABBEY ROAD

Together with a highway inspector I had a site meeting in Abbey Road. The drainage work done last year has improved things, although there was still some water evident, officers do not feel it justifies any further work at this time .

There has been some further movement in the carriageway and it is clear that at some stage there will be the need to repair this, however it will require a significant investment.

The area is regularly checked and it is a site on the DCC geotechnical monitoring list so any significant risk will be picked up.

b. CASTLE STREET / PARLIAMENT STREET

A site meeting was held to discuss the problematic access from Parliament Street to Castle Street. It has been suggested that yellow lines should be installed on this junction. I await further correspondence from officers on this matter.

c. PENTRE LANE

Residents raised concerns regarding-

Drainage issues

Obstruction to road signage

Cleanliness of the road.

I'm pleased to say that the work to address these problems has been completed.

Speeding traffic and visibility for residents accessing Llys Pen y Ffordd remains a problem. It has been suggested the area would benefit from speed calming measures .

d. ARCHAEOLOGICAL WORK

DCC have received and approved the initial phase for the archaeological work on land in Hylas Lane. The work was carried out in November and we await the report on any findings before any building work can commence.

e. NATURAL FLOOD MANAGEMENT STRATEGY

Welsh government grant funding has been secured to manage and reduce flood risk in flood prone areas in the Clwyd catchment . Flood risk maps as well as records of historical flooding show that flood risk is significant at many locations.

Potential sites will be carefully selected and Landowners will be consulted.

End of report

**a. Cynllun Datblygu Lleol Sir Ddinbych
Denbighshire Local Development Plan.**

This is new risk for the County “ Failure to progress the replacement LDP to adoption “. This is as a result of impacts of the Covid - 19 crisis, the County will not be able to progress the Replacement LDP in line with the current Delivery Agreement timetable. The current LDP expires at the end of 2021. Risks are the failure to agree a revised Plan in time, and the Welsh Government not allowing an extension to the end date of the current LDP. We would be reliant on national policy only, which would have an impact, for example, on delivery of affordable housing in Denbighshire, and pressure for development on unallocated sites.

b. Cycling on Pavements.

This is a message from Ben Wilcox-Jones (Senior Engineer - Road Safety and Sustainable Transportation.)

There is no shared use active travel route through the High Street which is for use by pedestrians only. Any instances of cyclists cycling in the High Street should be referred to North Wales Police in the first instance as it is their responsibility to undertake enforcement.

c. Speed Survey

Very impressed that there is another speed survey occurring on Ffordd Ganol. Whilst talking to a resident within the road I witnessed a vehicle going at a speed not conducive to the speed limit. Have sent the vehicle details to the police. The police are preparing the apparatus for Go safe on Rhyl Road 1/12/2020.

d. Tan yr Eglwys

Visited this area with three housing officers and Cllr Ann Davies. One of the houses owned by Denbighshire is being re-modelled, a big one, a family of eight could easily live there. The area needs a brush up and a complete revamp. Dog muck very prevalent, have requested that the enforcement officers visit there.

Gwindy Street seems to be an area full of potholes, they have been filled. Also, where this street meets Kerfoot Avenue there is an overgrown cut which in the past Street Scene used to clear regularly. Not now; they pass the responsibility to the flood risk team.

Also behind 44 Tan yr Eglwys there is a constant flood, either a pipe burst or a well coming through. This is ongoing for months and it's one of the areas which has been flooded over the past years.

e. Homelessness

This is another risk that could be prevalent throughout the country including Sir Ddinbych . Our County will see an increase in demand for services, people will not be able to pay rents and council tax. You may be aware that the Sarth (Single Access Route to Housing) list is not being used at present it's in abeyance. Suspended.

f. Paths and Roads

Maes y Bryn - state of this road is problematic. Have reported it again. Nant Close area, water spurting over from one of the properties- water board involved. Path at the end of Ffordd Annwyl has a tree spreading over a public footpath. Shared cycleway from Prince's Road to Heol Hendre. This isn't a public footpath, even though there is a green sign informing the public that it is at the Heol Hendre end.

Whilst this path/cycleway is lighted up I have requested if they are conducive to light pollution. One side of Abergele Road is full of minute cracks - reported.

The railings around the mini roundabout are bent and in a poor state. I thank Cllr Syd Gaskin for the picture of them - reported on the 2nd of December.

g. Commuted Sums.

During the last week of November 38 houses were occupied on the Annwyl and McBrydes site. Another 12 and the County can request the release of the Commuted Sums. The funds are held specifically for the enhancement of open spaces and play areas and projects need to be accessible by the whole community. Formal Parks and Garden, informal open space, sports grounds and children play areas.

The property built in Castle Street isn't so straightforward- there seems to be a breach of condition- the property has been built and the open space condition has not been satisfied. Unfortunately, the planning enforcement officer has to continually prioritise his workload therefore planning officers cannot give a timeframe in which this problem will be resolved.