



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 14th January 2021

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
Project Officer

1. Apologies

None

One member of the public was present Mr Brent Vogelsberger

Two observers were present from Denbighshire County Council. Cllr Tony Thomas, Lead Member of Housing & Communities, and Ann Mellor, Independent member of the Standards Committee

Members were informed that the meeting was being recorded for audio only due to technical difficulties during visual recording in December.

2. Declaration of Interest

Cllr Ann Davies - Planning Matters

3. Urgent Matters

None

4. Police Matters - Appendix A

A report had been received and circulated.

Cllr Gareth Rowlands informed Members that a tree in Admiral's Field had been broken, it had been reported to the police and was being replaced.

Cllr Mike Kermode noted that 160 reports to NWP had been received in November & December but there was no summary of what these reports were. He proposed that Council ask for a brief summary in future reports. Seconded by Cllr Gareth Rowlands. **Resolved.**

5. Minutes

Town Council 10th December 2020

Subject to minor amendments the Minutes were proposed by Cllr Andrew Smith, seconded by Cllr Mike Kermode. **Resolved.**

The Minutes were duly signed.

Matters Arising

- a. **Cemetery** - Members were informed by Cllr Ann Davies that the drainage survey will now commence on around 20/1/21, and that a local builder had presented some ideas of remedial works to stop flooding which had been passed on to DCC. Cllr Mike Kermode wished to record thanks to Cllr Davies for her hard work on this subject.
- b. **Webcast** - the December meeting recording had failed visually so tonight's meeting is being trialled audibly.
- c. **Awel y Mor** - A response from DCC Angela Lofthouse was circulated which stated that the parcel of land in question was the only non-operational vacant land owned by DCC in Rhuddlan. The resident who raised the issue with Rhuddlan TC thanked the Town Clerk for investigating this. No further action required.
- d. **Green Flag Community Award** - Unfortunately the Covid pandemic has put a stop to the award. The Town Clerk advised Members that a management plan for Admiral's Field should be considered at a future meeting.
- e. **Welcome Sign** - An updated quote from DCC had been received for installing 5 signs (instead of two) which was £5k to 6K. Cllr Mike Kermode proposed that £5k to £6k be approved and the Town Clerk be authorized to action. Seconded by Cllr Gareth Rowlands. **Resolved**
- f. **Social Media** - The Clerk informed Members that the Council is now on social media.
- g. **iBeacon** - Jo Danson from Cadwyn Clwyd has advised Rhuddlan TC that once she has the details (content of Rhuddlan's iBeacon), she will send through in the hope that the content can be updated once the website is live. **Resolved**
- h. **Admiral's Field Treeline** - Although a site meeting request had been supported to better understand the recommended action, it had proved difficult to arrange due to Covid restrictions. As a consequence, the original proposal by Cllr Gareth

Rowlands, to lay the hedge as recommended, clear the base, and infill with native species was put before Members. This was seconded by Cllr Arwel Roberts. **Resolved**

- i. **Welsh Language Policy** – members were reminded that in December they resolved to investigate details and make recommendations to full Council of such a policy, along with a budget provision of £5,000 for translation services for 2021/2. It is hoped to return to Council in February with recommendations.
- j. **Speed Indicator Devices (SID's)** – Cllr Mike Elgin had chaired a meeting of the working group on January 12th 2021 who had made recommendations for Full Council discussion and approval. These were
- SIDS to be placed on Rhyl Road and Abergele Road initially with a focus on Rhyl Road being the priority if costs budgeted were exceeded.
A lengthy and informative discussion ensued which resulted in a proposal from Cllr Gareth Rowlands, that the recommendation be approved in principle but due to complex issues the working group would meet again before the February Full Council meeting along with Ben Wilcox-Jones from DCC Highways in attendance to resolve the issues. This was seconded by Cllr Mike Kermode with a request that diagrams be provided for the SID site placements. **Resolved**
 - Write to NWP asking if any other surveys had been carried out in Rhuddlan since December. Cllr Elgin informed Members he had already taken it upon himself to action this and had been informed that there had been another on Rhyl Road in December and more are planned in the future.
- The Mayor thanked all those who had attended the working group for their hard work and reminded Members that the group was open to all Councillors.
- k. **Paint Spill** – reported but not removed yet
- l. **Pedestrian Safety Railings** – reported and DCC responded that due to a busy workload they could not repair them at this moment.
- m. **Coach Park** – The Town Plan Manager had spoken to Aldi about using their car park but they declined stating that car park numbers are already too low for the size of the development and as a result won't be able to accommodate a coach parking bay at this time. When asked if Aldi had been keen to support the electric charging points in Aldi car park, he answered no but that he would go back to them on this matter.

6. Correspondence from:

a. The Mayor – Appendix B

Congratulations to Rejuva Beauty Salon and Clinic in winning the best lit business window.

The report was accepted

b. Town Clerk – Appendix C

Thanks, given to Cllr Syd Gaskin for his checking of the defibrillators, and to Cllr Reg Davies for arranging the purchase, installation and removal of Christmas tree.

Members were informed of a potential financial assistance for defibrillators. An email from a member had highlighted that Pentre Lane and Highlands road may benefit from a defibrillator due to increased physical activity during lockdown restrictions.

The report was accepted

7. County Council Members Reports

Cllr Ann Davies – Appendix D

Wanted confirmation that Appendices to be included in the minutes when placed on website. The Clerk confirmed.

The report was accepted

Cllr Arwel Roberts - Appendix E

Reported several occurrences of potholes in Rhuddlan area and that DCC was having difficulty in obtaining the materials to repair them. Members also heard that DCC Customer Services had given the same answer to pothole reports but that Clwyd Avenue had been repaired today.

Cllr Roberts had been advised of a potential Welsh Government grant of £12,000 for Town Centres Covid Response, and managed by DCC. This was received on 11th December 2020 and had a very tight timescale attached for spend. He had discussed this opportunity with the Deputy Mayor and Project Officer in the first instance and apologised for not involving all Members. The Project Officer was invited to give Members a briefing.

A very thorough and wide ranging discussion then took place, and the following points were made.

- A business directory had been created by the Project Officer.
- All businesses had been contacted about providing canopies outside as a potential grant project but some have still not replied to messages left.
- Members were interested in knowing which businesses would be included: They are Little Cheesemonger, the Little Flowermonger, Farmhouse Kitchen, Head Masters, Morris Evans Opticians, and Williams Estate Agents.
- It may be necessary to phase this provision so as to meet the tight timescale if further responses from businesses are received, and the finance is made available.
- Draft work schedule is to receive formal quotes for 4-6 shop canopies, instruct planning drawings for a planning application by 22nd January, and order (at risk) once quotes received. Any grant has to be spent by March 5th 2021.

- Any application will require approval from the Elwy MAG (Members Area Group) which meets on January 22nd.

Cllr Reg Davies Declared an Interest in a business he owned and abstained from voting.

One Member indicated that he was supportive of the small representation used in this instance due to the tight timescale. If not, the opportunity would have been missed.

The grant available for Rhuddlan is £12,000 and Council will need to find 20% Match funding towards this. Cllr Jackie Burnham proposed, seconded by Cllr Andrew Smith that Council proceed to apply for 6 canopies and set the draft schedule into practice. **Resolved.**

The Mayor thanked the Project Officer for his diligence and hard work.

The report was accepted

8. Parking Matters

The Project Officer had circulated a report. He outlined its content including four options for Members to discuss in delivering free 1 hour parking at Vicarage Lane and Parliament Street car parks.

DCC had insisted that no caveats can be included in a lease for Vicarage Lane car park. Cllr Andrew Smith proposed that Council agree to no caveats being included, seconded by Cllr Mike Elgin. **Resolved**

During the discussion Members highlighted the benefits of all options, their concerns for some of them, the finance return from the library subsidy to come, and how benefits for the local shops and surgery can be monitored once the free parking had been put into operation.

Cllr Jackie Burnham proposed that both car parks offer free 1 hour parking which was seconded by Cllr Mike Kermode. Cllr Andrew Smith adding that the benefits to shops and surgery be monitored after 12 months.

Cllr Ann Davies proposed an amendment that this should be increased to 2 hours free parking. There was no seconder. Cllr Ann Davies abstained from voting

The original proposal was resolved.

9. Budget/Finance Matters

The Town Clerk circulated the list of payments to be approved by Members.

Cllr Ann Davies noted that sometimes we appear not to secure several quotes for certain works and proposed that competitive quotes are sought. Seconded by Cllr Mike Kermode. **Resolved.**

Cllr Gareth Rowlands abstained.

The Clerk informed Members that DCC had been sent Council's agreed Precept, and that a press release had been sent to the Journal and Parish Magazine.

10. Dignity at Work Policy

As agreed at the December Council meeting the Clerk had drafted and circulated a Dignity at Work policy for Members consideration. Note that if the policy is agreed a Grievance Procedure and a Disciplinary Procedure will be submitted to Members for consideration.

Members discussed the difference between a Code of Conduct and a Dignity at Work policy and the need for both. Examples of where they both can be applied were given and as the Town Council personnel adviser, Cllr Mike Kermode, informed Members of the policies importance especially in light of the Equalities Act 2010.

Cllr Mike Kermode proposed that the Dignity at Work policy be approved Seconded by Cllr Gareth Rowlands. **Resolved.**

11. Coed y Brain

The Town Clerk gave a verbal update on progress stating that the completion process was very close. The Clerk proceeded to ask members to discuss and agree the next steps.

- Survey of what works are required
- Draw up a detailed specification
- Go out to tender for works
- Apply for Gwynt y Mor grant by March 8th

The Council had already received a £4.6k grant for the boiler installation.

Cllr Gareth Rowlands proposed that the above next steps be approved. Seconded by Cllr Arwel Roberts. **Resolved.**

12. Community Matters

Cllr Arwel Roberts began with a community matter asked each Member for any matters they need to raise.

- a. A member expressed concern about the state of dying trees behind the "Knights" statues. Town Council do not own this land so asked for Members support to contact the land owners to investigate a solution. **Resolved.**
One member wished to add that any pictures be forwarded to DCC and ask to be cut before the nesting season starts and remove fly tipping in the area.
- b. Cllr Mike Kermode informed Members of the Dementia Groups project for a sensory garden which Council had supported with a grant. He highlighted other grants that had been secured. Cllr Kermode asked permission to use the Town Council's Zoom facility to convene a meeting. **Resolved.**
- c. Enquiries was made about the Town Plan leaflets and concern about Covid restrictions and Councillors delivering them by hand. Members agreed to get the leaflets printed then discuss delivery in the next Full Council meeting to be held in February.
- d. One member highlighted 3 matters. Firstly, a street light not working in Gwindy Street, secondly cars parking on the kerb in Gwindy Street, and

thirdly, an overgrown hedge which was to be seen walking towards the bridge over the river, just before the "Knights" statues.
Cllr Ann Davies will report the street light and kerb parking to DCC, and Cllr Arwel Roberts will report the overgrown hedge. **Resolved**

13. Date of Next Meeting: Full Council Thursday 11th February at 7pm

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

Date.....*February 2021*.....

Again, a very low report of crime ASB for the Rhuddlan area for November/December 2020.

- There were no reports for the month of November/December that are in the interest of the public. . However, there were 9 reports of shoplifting – 1 Aldi and 6 CO OP and 2 Spar for November/December.
- No burglaries / criminal damage or thefts reported.
- There have been 160 reports to NWP for November/December for the Rhuddlan area. Although high, the vast majority are not crime related.

1. Roedd yn bleser cyflwyno £50 i'r tŷ mwyaf disglair yn ystod cyfnod y 'Dolig. Natalie â Mark a'r teulu wrth eu boddau. 19 Rhodfa Harding.

It was a pleasure to present £50 to the best Christmas Lights House. Natalie , Mark and their families were very happy indeed. 19 Harding Avenue.

2. Congratulations also to Rejuva the best lit business window.
3. Arian i achosion da: Lleng Brydeinig - £200 - British Legion Y feddygfa leol - £250 - Local Surgery. Ysgol y Castell - to be decided.
4. Trefnu bore o gasglu sbwriel ar y 7fed o Ionawr 2021. A litter pick organised on the 7th of January 2021.
5. Diolch i'r dirprwy Faer am fy nghyflyru i seiclo at achos da yn y dyfodol, mi ddaw y manylion eto.
Thanks to the deputy Mayor for enticing me to cycle towards a good cause in the future, details to come in the future.
6. A Litter Pick was arranged. Seven volunteers helped collect 15 bags of litter.

Town Clerk's Report

Appendix C

1.Meetings / events attended in December:

1st December – Christmas Lights Switch On

7th December – Meet Project Officer

16th December – Arrange for cheques to be signed

2.The following were placed on the Town Council's website in December:

Have your say about Policing in North Wales

Christmas Lights Switched on by Head Girl & Head Boy of Ysgol y Castell

Winners of the Best Dressed Christmas House

Code of Conduct - Updated

3 General

Cllr Syd Gaskin has checked the two defibs and also recorded them on the circuit.uk as asked to do by Tomos Hughes - North Wales Defibrillator Support Officer.

Winners of the best dressed Christmas Window was awarded to:

1st Rejuva Beauty Salon and Clinic - £50 (this is to be donated to St Kentigern)

2nd Sales, Lettings and Property Management made simple - £30

3rd New Inn - £20 (donated to charity)

1. Christmas Cheer Bags

I was delighted to be involved in this Christmas Cheer Bag initiative. St Mary's Church came up with the wonderful idea of knitting angels for all children at Ysgol y Castell. There was an astounding 400 angels knitted by residents. This initiative was then widened to provide these angels to some of the more vulnerable individuals living alone and carers in the community.

An appeal was made for donations which meant we were able to make up gift bags with some lovely items for distribution to over 50 residents.

I would like to thank the local businesses and residents who gave so generously towards this initiative. It was heartening to see the reaction of residents, who were extremely touched by the kind gesture.

My thanks to the Reverend Jayne Coxall for writing all the cards, to those who helped pack and delivery the bags.

I am conscious we were not able to reach everyone we would have liked to, but I am hopeful we can repeat this initiative in the future when we can capture those we did not on this occasion.

It was nice to see such positivity and community spirit during this difficult time.

2. Pentre Lane

Following a road traffic accident in Pentre Lane, I called a meeting with the relevant officers and residents to discuss a way forward. Information received from Officers is that there is currently insufficient evidence, in terms of vehicle speed and collisions, to justify the implementation of any remedial measures from our road safety budgets. An estimated cost for the implementation of speed cushions, signage, carriageway markings and temporary traffic management would be between £6000-£7000.

However, I did request and it was agreed that Pentre Lane be added to the potential future works programme and DCC will continue to monitor the situation.

3. Rhuddlan Cemetery

DCC hope to progress the drainage survey on the week beginning 11th January 2021.

End of report.

1. Cyfarfod gyda dau swyddog Cyfoeth Naturiol Cymru wyneb yn wyneb 8fed o Ionawr.
Meeting two officers from National Resources Wales face to face 8th of January.
2. Filling potholes are still being done before and after Christmas. Stryd y Castell, Station Road, and in front of one of the Bus Stops(by the Nature Reserve)
Reported the state of road surface in Clwyd Avenue.

Residents are complaining at the state of the road out of the town towards Abergele.
One particular pothole is causing a problem.

Reported that a light isn't working in Gwindy Street. Also, three lights in Clwyd Avenue. These lights are now working.

3. Instigated the project to use a possible 12k fund from the Welsh Government on our town centre, met the Deputy Mayor and Steve our project officer. More details in the meeting.
4. Was involved in a meeting regarding speeding with Ben Wilcox-Jones, Highways Officer, Cllr Ann Davies and residents of Pentre Lane and Llys Pen y Ffordd.