



Rhuddlan Town Council Meeting

Dear Councillor

1st June 2022

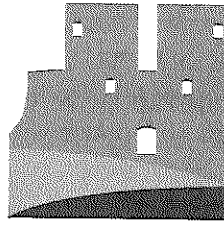
You are hereby summoned to attend a Hybrid* meeting of Rhuddlan Town Council Thursday, 9th June 2022 at 7.00 p.m. Members of the public wishing to attend may do so by informing the Town Clerk by the 1800 on 8th June 2022 so that necessary arrangements can be made. **Can join by Zoom or attend in person at Rhuddlan Community Centre.*

1. **Apologies**
2. **Declaration of Interest**
3. **Urgent Matters as Agreed by the Chairperson** – Notice of items which, in the opinion of the Chairperson, should be considered at the meeting as a matter of urgency in accordance with Standing Orders.
4. **Police matters** - to receive crime report
5. **Minutes** – Approve minutes of 2022 AGM and Town Council meetings held on 12th May 2022. Pre- circulated.
6. **Matters Arising from minutes**
7. **Correspondence from:**
 - a. The Mayor
 - b. The Town Clerk
8. **County Council Members Report** – to receive reports
9. **Town Plan Projects** - to receive an update on Town Plan projects.
10. **Jubilee** – to agree minutes of meeting held on 17th May 2022
11. **Information and Website Committee** – to receive update and agree minutes of meeting held on 31st May 2022
12. **Cutting of hedges and trees overhanging onto pavements** – DCC policy and process
13. **Aelwyn Morgan Award 2022** – Clarification of rules
14. **Planning** - to consider applications
 - a. **44/2022/0469** Erection of a single story extension to front of dwelling and associated works at 18 Heol Hendre, Rhuddlan
 - b. **44/2021/1247** Demolition of existing ground floor extension and conservatory to rear. Erection of ground floor rear extension and raising of roof height to form additional accommodation at first floor level, including balcony to rear, formation of patio to rear and associated works at Edgefield Efon Park, Rhuddlan
 - c. **44/2022/0470** Conversion and alterations of former dairy building into a holiday accommodation unit at Bryn Cwnin Farm Pentre Lane, Rhuddlan
 - d. **44/2022/0471** Conversion and alterations of former dairy building into a holiday accommodation unit (listed building application) at Bryn Cwnin Farm Pentre Lane, Rhuddlan
 - e. **44/2022/0468** Removal of conservatory, erection of flat roof extension and installation of rear dormer to provide accommodation in loft space at 7 Fairlands Crescent, Rhuddlan
 - f. To consider Councillor lead responsible for planning applications

15. **Annual review and approval of Risk Assessment and Equality and Diversity Policy** – pre-circulated
16. **Budget & Finance Matters**
- a. To approve the payments listing due
 - b. Payment of Councillor's allowance
 - c. Grant requests
 - a. Love North Wales Community Support Limited
 - b. Rhuddlan Community Group
 - c. St Kentigern's Annual Golf Day
17. **Community Matters**
- Part 2.** Exclusion of press and public. By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
- 18.1. Approval of supplementary minutes**
 - 18.2. Personnel Committee** - to receive update and agree minutes of meeting held on 31st May 2022

19. Date of next meeting: July 14th 2022

Steve Wilson - Town Clerk
07775 673706
clerk@rhuddlantowncouncil.gov.uk



Cyngor Tref
Rhuddlan
Town Council

Annual General Meeting Thursday 12th May 2022

Virtual Meeting during Covid 19 Restrictions

1. Signing of Declarations of Acceptance of Office

The Clerk asked that all Councillors read the acceptance document sent them, sign it in view of all present, and confirm they have signed it. All complied. A hard copy to be returned to the Clerk.

2. Appointment of Mayor 2022/3

Cllr Elgin invited nominations from the Members as the Deputy Mayor from last year was not re-elected. Cllr Mike Kermode proposed that to ensure continuity, and to offer our current Mayor a full year's office, effected by Covid restrictions, that Cllr Elgin should be appointed as Mayor. Cllr Jackie Burnham seconded. **Resolved.**

Cllr Elgin thanked the Members for appointing him Mayor again, saying that due to the Covid restrictions it had been a difficult year in supporting the community, and fulfilling tasks he would have loved to undertake.

Cllr Gareth Rowlands offered his congratulations along with other Members, and looked forward to another good year of Council meetings.

3. Signing of Declaration of Acceptance of Office (Mayor)

Cllr Elgin was asked to read the declaration, sign it for all to see, and return a hard copy to the Clerk.

4. To Record attendance and apologies for the AGM

Present Cllr Mike Elgin (Mayor)

Cllr Ivor Beech

Cllr Jackie Burnham

Cllr Ann Davies

Cllr Reg Davies

Cllr Mike Kermode

Cllr Arwel Roberts

Cllr Gareth Rowlands

Cllr Val Simmons

Cllr Bleddyn Williams

Cllr Rob Williams

Town Clerk

Clerical Assistant/Minute Clerk

Apologies None

Cllr Elgin welcomed all to this virtual meeting, especially mentioning our 3 newly elected councillors and a message of looking forward to working with them over the next 5 years.

Two members of the public were present Gill & Roy Price representatives of the Community Centre Association who were also welcomed warmly.

Members were informed that the meeting was not recorded.

5. Appointment of Deputy Mayor

Cllr Elgin invited nominations. Cllr Gareth Rowlands proposed Cllr Mike Kermode noting that he was experienced as a Councillor and a worthy recipient of the office. Seconded by Cllr Reg Davies. **Resolved.**

Cllr Kermode thanked the Members for the honour of being appointed Deputy Mayor and pledged his support for the Mayor.

6. 2022/3 Mayor's Welcome Speech

The Mayor had not prepared a welcome speech but his Farewell Speech to follow would include this aspect.

7. 2022/3 Mayor's Farewell Speech

Cllr Elgin highlighted several positives from 2021/2 and asked that all Members think of our community by working together as a team rather than as individuals. He warmly welcomed again, and congratulated, our 3 newly elected Councillors, and those Councillors who had been re-elected. He also gave mention of those who were not re-elected or had resigned thanking them for their work over their term of office, adding that Andy Smith & Syd Gaskin had been long standing Councillors and wished this to be recorded along with his thanks to them for their participation and support.

The previous Clerk had resigned this year after 5 years service, but an equally capable Clerk, Steve Wilson, had been appointed and was carrying out his tasks in fine manner. Mention was also made of the Assistant Clerk support although having some health issues at present. The one thing that has stuck in Cllr Elgin's mind about last year is the unbelievable and incredible amount of good work being done by so many members of the community.

The Mayor then informed Members of the charity fundraising events that had taken place over the last year with a bike ride, gala dinner at the Rhuddlan golf club, and a hamper raffle.

8. Formal Approval of the 2021 AGM Minutes

Cllr Gareth Rowlands proposed the Minutes be approved. Seconded by Cllr Mike Kermode. **Resolved**

9. Appointments to Internal Committees & Working Groups

a) **Information/website Committee** – Cllrs Gareth Rowlands, Mike Kermode, Jackie Burnham, Val Simmons, and Bleddyn Williams. **Resolved.**

b) **Personnel Committee** – Cllrs Mike Elgin, Mike Kermode, Arwel Roberts, and to include Cllr Kermode as advisor to the group given his past experience on personnel matters in addition to his Deputy Mayor role. **Resolved.**

- c) **Anti-Speed Working Group** – all Councillors are invited to attend this working group which will nominate a chair at their initial meeting for 2022/3. **Resolved.**
- d) **Coed Y Brain** – Cllrs Gareth Rowlands, Mike Elgin, and Mike Kermode have acted as a supervisory “sounding committee” to assist the Clerk to deliver the project within his delegated powers, and an agreed budget line. Any Member can participate if they would wish to. **Resolved.**

Members noted that the Mayor will serve as an ex officio member of all internal committees or working groups.

10. Appointments to External Bodies

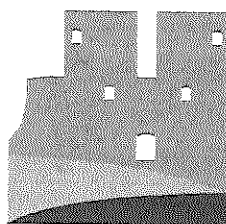
- a) **Denbighshire CCTV Partnership** – Cllr Gareth Rowlands wished to withdraw from his representation of Town Council on the partnership and explained how the partnership worked in making decisions. Each partner has one voting Member which is currently Cllr Rowlands. Cllr Rowlands proposed Cllr Arwel Roberts represent Town Council as its voting Member. Seconded by Cllr Mike Kermode. **Resolved.**
Cllr Roberts informed Council that he would accept provisionally whilst awaiting post-election decisions by Denbighshire CC.
Members thought that having a companion to attend with Cllr Roberts or to deputise for him was necessary. Cllr Bleddyn Williams volunteered his services along with Cllr Ivor Beech. **Resolved.**
- b) **Rhuddlan Community Association** – The Mayor Cllr Mike Elgin. **Resolved.**
- c) **Ysgol y Castell Governors** – Cllr Jackie Burnham. **Resolved.**
- d) **Rhuddlan Nature Reserve** – Cllr Gareth Rowlands will continue and he asked if anyone else would like to get involved. Cllr Ivor Beech was suggested as a newly elected councillor to gain experience of such collaboration with the community. Cllr Beech volunteered himself. **Resolved.**
It was noted that Cllr Ann Davies and Cllr Arwel Roberts both attend as Rhuddlan County Councillors.
- e) **Denbighshire Tourism Partnership** – Cllr Rob Williams was proposed as a tourism interested person and who as a newly elected Councillor could gain some experience of Council work and representation. Seconded by Cllr Ivor Beech. **Resolved.**
Members acknowledged that Cllr Val Simmons had experience of tourism issues too and so it was proposed by Cllr Ann Davies that Cllr Simmons deputise for Cllr Williams when necessary. Seconded by Cllr Mike Elgin. **Resolved.**

11. Cheque Signatories.

All Members are eligible to be signatories if they so wished but Cllrs Arwel Roberts, Gareth Rowlands, Ann Davies, Reg Davies, Mike Kermode, and Mike Elgin were agreed. **Resolved.**
The Clerk reminded Members that once online banking was completed no signatures would be required.

Signed:Cllr Mike Elgin (Mayor)

Date:



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 12th May 2022

Virtual Meeting during the Covid 19 Restrictions

Present:

Cllr Mike Elgin (Mayor)
Cllr Mike Kermode (Deputy Mayor)
Cllr Ivor Beech
Cllr Jackie Burnham
Cllr Ann Davies
Cllr Reg Davies
Cllr Arwel Roberts
Cllr Gareth Rowlands
Cllr Val Simmons
Cllr Bleddyn Williams
Cllr Rob Williams
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

None

Members of the public were invited to join the virtual meeting but none had requested to do so.

Members were informed that the meeting was being recorded, audio only.

2. Declaration of Interest

Cllr Jackie Burnham and Cllr Mike Kermode, Item 11 Fence at 28 Hendre Close.

3. Urgent Matters

The Mayor reported 3 Urgent matters. The first will be dealt with in Part 1 but the remainder in Part 2.

Members heard that Zoom virtual meetings had now been used for 2 years and had proved successful but is it now time to return to Face 2 Face meetings?

Cllr Gareth Rowlands explained the issues around the matter which included: the importance of Face 2 Face, getting to know our new Councillors better, associated costs, and the need for Lateral Flow Tests before meetings.

The Clerk pointed out to Members that under the Local Government Act 2021 there needs to be a Multi Format Meeting and consideration must be given to this.

This brought about a lengthy and full debate on the various issues of Face 2 Face, Multi Format, and Hybrid meetings. Several examples of Face 2 Face meetings now in operation were discussed, along with organising a trial of how a Face 2 Face/Virtual meeting might work to test the practicalities of equipment needed, venue suitability, and Members preferences of model. The debate also brought up several proposals and amendments which concluded with a proposal from Cllr Jackie Burnham to hold June's meeting as a trial of both Face 2 Face and virtual meeting with an ad hoc communication system (using a laptop and external speakers) which would allow Members to hear what was debated but not see, and no requirement for any Lateral Flow testing. Seconded by Cllr Gareth Rowlands. **Resolved.**

4. Police Matters

An e-mail had been received with no report attached but a commitment to attend the June meeting.

5. Minutes

Town Council Meeting 10th March 2022

The Minutes were proposed as a true record by Cllr Gareth Rowlands, seconded by Cllr Jackie Burnham. **Resolved.**

The Minutes were duly signed.

6. Matters Arising

a. **Castle Street Bollards Improvements** – No change yet.

b. **Free Car parking at Parliament Street Car Park** – The Clerk reported that DCC had provided a cost of £498 to re-programme the ticket machines for 1 free hour, and would be implemented once Town Council agreed. Cllr Jackie Burnham so proposed, seconded by Cllr Mike Kermode. **Resolved.**

On the subject of parking at Vicarage Lane, Members discussed the ongoing doctor's surgery use of the car park and the lack of a disabled parking place. It was acknowledged that this area of parking is not owned by the Town Council and as such it was not Council's place to discuss terms with BCUHB or agree decisions on how it should be used. DCC were asking Council for an opinion on the matter and Members agreed to inform DCC to proceed with BCUHB as the area is not in our ownership. **Resolved.**

It was suggested that the County Councillors speak to BCUHB and DCC explaining the situation as above. **Resolved.**

c. **Green Communities Grant** – The Clerk informed Members that the grants for everything we applied for had been successful.

d. **Internet Banking** – The Clerk informed Members that the previous mandate document was incorrect. A new document had been received, completed, and will be signed by all new signatories.

e. **Land Behind the Knights** – Bodrhyddan Estate had made further progress with the area much to the satisfaction of Members. The lease agreement was being drafted, and Members discussed a potential additional planting of trees by the river and footbridge. Council agreed to send a letter of thanks to the estate. **Resolved.**

- f. **Road Safety Update** – DCC was experiencing delays with assessing the additional SID sites. Ysgol Y Castell confirmed they had 200 paintings for the competition. The working group would arrange a meeting to judge the same within 2 weeks, adding that any member can attend that meeting.
- g. **St Mary's Church** - been written to so as to investigate how we can work together legally to support them.
- h. **Cemetery** – the poor grass strimming has been reported and DCC have stated they will action this more diligently in the future. On the subject of the cemetery Members noted two issues. Flooding and need for a new one. It was suggested that the Clerk ask DCC for a meeting on site to report on progress.
Cllr Ann Davies as a County Councillor reported that the second survey was completed and flooding issues were under control. Work is expected to commence soon. Members thanked Cllr Davies for her efforts on the issue but agreed that Town Council needs to push these two items. DCC is to be written to and details obtained of the survey and actions they propose to take. **Resolved.**

7. Correspondence From

a. The Mayor

The Mayor's report had been circulated.

The report was accepted.

b. Town Clerk

The report was circulated previous to the meeting and was discussed.

- a) The Clerk had received an email from DCC reference the A55 tourist directional sign delay. Members were concerned that DCC had the Town Council's contribution for over 12 months, and wished to send a strong letter complaining of the lengthy delay and sending a copy to the item funding partners Denbigh Town Council, St Asaph City Council, and St Asaph Cathedral. **Resolved.**
- b) A training plan has to be developed for all Councillors by law to include Code of Conduct and Data Protection policies especially. Clerk asked to investigate options. **Resolved.**
- c) The Annual Report is required to be completed by the end of August so will be scheduled for approval at the July meeting. Members discussed linking the report to the town Plan, the Council's website, and Facebook page to inform the community of progress on all Council's activities, to gauge thoughts on the future Rhuddlan's needs, and to get closer to them. It was noted that the Council's job was to progress were possible the communities need, and a two way communication has to be developed. Is it feasible to follow the Rhuddlan Today Facebook pages to achieve this? Cllr Gareth Rowlands proposed that the Website & Information Committee progress this discussion and return to Full Council with some recommendations. Seconded by Cllr Jackie Burnham. **Resolved.**
- d) Members heard that it would be beneficial to have all Members on a Town Council email address. Cllr Mike Elgin so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

- e) Members were reminded that any Council meeting agenda items, or reports, must be forwarded to the Clerk by 1900 hours on the Friday prior to the meeting.

The report was accepted

8. County Councillors Reports

None had been received due to the elections.

9. Town Plan Projects Report

The Town Clerk had circulated an update and each project update was read out.

The next Farmer's Market is on June 18th.

The report was accepted.

10. Minutes of the Jubilee Working Group 26th April 2022

The Minutes were proposed as a true record by Cllr Gareth Rowlands and should be approved. Seconded by Cllr Mike Elgin. **Resolved.**

Members, in noting the groups comment that no further meeting was thought necessary, debated several items that they thought needed more input. This included

- The delivery of flyers or not
- Concert charging policy
- Overturning previous recommendations approval by Full Council
- 1st come 1st served tickets potential to lead to a favouritism accusation
- New Members involvement

Members requested a further meeting of the group where these issues could be aired. It was proposed to meet virtually on Tuesday 17th May 7pm. Cllr Gareth Rowlands offered to organise in the absence of the Clerk. **Resolved.**

11. Fence at 28 Hendre Close

Cllrs Jackie Burnham and Mike Kermode had declared an interest and removed to the waiting room.

The Clerk had undertaken the ownership research and informed Members of his findings. In 1972 the previous parish council paid for the boundary fence, the Council's Deeds show joint maintenance and equal costs of maintenance, and the Land Registry is silent on the issue.

Mr Burnham was asking for permission to replace the fence from Town Council and that Council contribute 50% to the costs of the materials. Mr Burnham was offering to do the work himself at no cost to Town Council.

The ensuing debate involved much discussion. This included

- Rhuddlan Town Council refused to contribute back in 2008,
- The high standard of materials being suggested by the owner.
- Council to seek alternative material costs and contractor.
- Bowls club boundary fence being successfully replaced by Mr Burnham in the past.
- Council Deeds indicating a shared boundary.

- Transparency of the use of public funds.
- An acknowledgement of rising costs across contractors which will only increase with time.

Members agreed to a proposal by Cllr Gareth Rowlands, seconded by Cllr Arwel Roberts that Council give permission for the replacement boundary fence, and pay half the costs of materials. **Resolved.**

Further discussion took place about the need to tender for the materials and work being undertaken by the Council's fencing contractor. Along with an acknowledgment that Mr Burnham was going to remove the old fence, the high wire netting, and hedging. There was therefore a need to ensure like for like considerations within the above.

The Mayor wanting to progress the issue, reminded Members that they had already resolved to pay 50% of the costs and now had received a proposal that Council's fencing contractor be asked for a quote for the work ensuring like for like materials and work to be undertaken. **Resolved.**

Cllrs Burnham and Kermode were re-admitted to the meeting.

12. Local Places for Nature

A Member had asked for this item to be placed on the Agenda and was wondering if there was potential for the knights' area of land or any of our local environment groups being interested. It was noted that Tidy Wales, the correspondent, had visited Admiral's Field last year and that Starter Packages were not for us but potentially a community orchard could be. No suggestions came forward.

It was proposed by Cllr Gareth Rowlands that the details be posted on our website and Facebook page so the community can see it. Seconded by Cllr Mike Kermode. **Resolved.**

13. High Street Issues

Members commented on the issues of struggling businesses, empty shops, online shopping, and shopper's car parking. They noted that working with local businesses would be beneficial and some had participated in developing the Town Plan, but a collaboration with them had been tried before and was not supported by businesses. Ideas of creating a list of visitor attractions on the website and Facebook pages of the Council were suggested, along with vouchers to use at local businesses, Q Codes, a separate business workers car park, and information boards.

It concluded in a proposal from Cllr Jackie Burnham that a committee be created to work with businesses to see what may be achieved. Seconded by Cllr Mike Kermode. **Resolved.**

14. Planning Applications

- No Planning Number Provided - Mona Offshore Wind Limited regarding an Environmental Impact Assessment

Cllr Ann Davies declared an interest as a Member of the DCC Planning Committee. There were no comments.

15. Budget/Finance Matters

a. To approve the End of Year Statement for internal audit review. Proposed by Cllr Mike Kermode, seconded by Cllr Gareth Rowlands. **Resolved.**

Members wished to Minute a recognition of the good work undertaken by both the previous Clerk and the current Clerk.

In addition the Statement would demonstrate that balances were used to keep the precept down, inform the auditor of Council's healthy balances, and prove useful in drawing funds from other agencies.

b. To approve the Payments List. **Resolved.**

c. Amendment to Salary Standing Orders. Required to take into account recent pay rises. Proposed by Cllr Mike Elgin, seconded by Cllr Bleddyn Williams. **Resolved.**

16. Community Matters

a. Cllr Val Simmons mentioned her concern about the lack of disabled parking at the doctors surgery and speeding along Highlands Road.

b. Cllr Arwel Roberts asked that Members approve Urdd bunting be placed on the Council's noticeboard. **Resolved**

Approval for the next litter picking dates. **Resolved**

Y Cyngerdd dates and times details, 7pm May 20th.

Request for councillors to support the Gwledd Festival Saturday May 14th.

At this point the internet connection failed and the virtual meeting stopped. After some time the connection was re-established and the meeting continued with some Members unable to reconnect. Those being, Cllrs Bleddyn Williams, Ann Davies, and Reg Davies

No recording was possible.

c. Cllr Rob Williams, a newly elected councillor, commented on the speeding issue on Highlands Road, and the state of the grass cutting on the football pitch at Admiral's Field. Members asked the Clerk to investigate the grass cutting regime from our contractor. **Resolved**

The Mayor enquired about the wild meadow area at Nant Close. Cllr Arwel Roberts as a County Councillor said that DCC was investigating the issue.

d. Cllr Jackie Burnham raised the issue of dog waste asking what can Town Council do to improve the situation? A short discussion took place. Members were informed that enforcement officers are concentrating action around the school area, and that Tara Dumas was the DCC officer to report dog waste issues to. In addition, the legislation on dog waste signs was explained, they should be larger (already agreed by Council in the past), and perhaps consider designing notices for residents to place on their property gates.

e. The Clerk informed Members that CADW were holding a re-enactment at the Castle on Bank Holiday but no date was given. Members asked the Clerk to place details on the website.

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.

17. Approval of Supplementary Minutes 10th March 2022

For the purposes of the newly elected Members the Mayor explained the implications of being in Part 2 and what it means to them as part of the Council's Standing Orders. All Members were reminded that nothing in Part 2 can be communicated publicly.

Cllr Mike Kermode proposed that the Minutes be accepted as a true record, Cllr Gareth Rowlands seconded. **Resolved.**

Matters Arising – the letters resolved to be drafted and sent had been actioned.

18. Urgent Matters under Part 2

a) The Council has previously presented Long Service Medals to Councillors who had served more than 10 years. It was proposed by Cllr Gareth Rowlands, seconded by Cllr Mike Kermode that Cllrs Syd Gaskin and Andrew Smith both be considered for the medal. **Resolved.**

It was suggested by the Mayor that the Long Service Medal consideration be placed in the Standing Orders. **Resolved**

b) The Mayor read the response from the Welsh Ombudsman adding that the case should now be closed within Town Council, and the call for all Members to work together from a "clean sheet" perspective.

It was agreed that a copy of the report would be sent those councillors and staff members involved. **Resolved.**

19. Date of next meeting – 9th June 2022 Full Council Meeting 7pm

Signed.....Cllr Mike Elgin (Mayor)

MAYOR'S REPORT.

On 13th May Marianne and I attended the Civic performance of "Sweet Charity" by the Rhyl and District Musical Theatre Company at The Little Theatre in Rhyl. We were treated to a wonderful performance by a fantastic group of people.

On 18th May Marianne and I attended The Rhyl Town Council AGM and inaugural evening in which Cllr Diane King was made Mayor for a second year. It was a very enjoyable evening and I passed on our congratulations to Diane on behalf of Rhuddlan Town Council.

For much of the month, I have been engaged in the planning and then ultimately the various events being held in Rhuddlan to celebrate the platinum Jubilee of Her Majesty Queen Elizabeth.

These events being-

1. The judging and awarding of prizes to the best dressed business- awarded to Castle Day Nursery in Gwindy Street. The Deputy Mayor, Sue Butterworth and I noted that In addition to having excellent decorations the Day Nursery had actively involved the young children in the Jubilee celebrations. There had been a garden party with a magician, and this had certainly made the day memorable for them. It was so good to see that the town's young children are being involved in this notable event.

The prize for the best house was won by the family living at Finstall on Abbey Road with the decorations having been designed by the family's young daughter. Hetty had taken lots of time to produce two excellent Union Flags and had come up with a wonderful decoration layout that also included balloons and bunting. She was so pleased to receive the prize and had dressed up in red, white and blue for the occasion.

2. The planting of a Cherry Tree in Vicarage Lane playing fields to mark The Queen's Green Canopy tree planting initiative created to mark Her Majesty's Platinum Jubilee in 2022. Everyone across the UK had been invited to plant trees through to the end of the Jubilee year in 2022. Several Cllrs attended the ceremony with particular thanks to Cllr Rowlands who dug the hole for me! One of the Towns oldest residents Mr Basil Pierce also attended as he is of a similar age to The Queen.
3. The lighting of a Beacon in the grounds of St Marys Church to commemorate the Jubilee in tandem with the lighting of similar beacons throughout the UK. The event was made more memorable by the community coming together in the Church and putting on an impromptu Concert when the "entertainer" for some reason did not attend. The sense of Community spirits this generated was wonderful.
4. A Jubilee afternoon tea held in The Community Centre by the Lunch Club- Mrs Gillian Price was a fabulous event enjoyed by many people who were lucky enough to attend. The work done by many volunteers for this event and others throughout the year never fails to amaze me and we as a Town are very lucky to have such generous and hardworking people.
5. A wonderful Jubilee concert held at St Marys Church by Cor Meibion Colwyn which was very well attended- in fact the church was full. The feedback I have received has been all positive from people who attended with particular thanks to Andrew Smith who was instrumental in both organising the event and singing as part of the Choir.
6. A fun day and party held by Rhuddlan Bowling club which went off very well despite the wet weather on Sunday afternoon. It was well attended with everyone enjoying the fun and games.

I would like to formally thank several people who have contributed so much to making the events of the Jubilee so successful, I was going to name everyone, but the list would be so very long, and I may miss someone out which would not be good! -So, all members of the Jubilee Working group who have worked tirelessly since we began preparations in January. This group was a mix of Town Councillors, The Church and several members of the public. It has been a real team effort and the results have showed how good this has been.

Special thanks to the Clerk Steve Wilson who has helped pull everything together, The Community Centre volunteers, The bowling club committee and members

I have also attended meetings held for the Information and Website committee and the personnel committee.

Clerk's Report for June 2022

Correspondence:

1. Re-appointment of Cllr. Howard Hughes, Corwen TC to County Council Standards Committee (feedback requested from RTC for Garry Williams)
2. E-mail from Pentre Lane resident requesting update on crossing between Highlands Road and Pentre Lane, concerns over accuracy of SID and it being on the wrong side, excessive road noise (has the road surface been assessed by DCC) and the need for a speed camera on this road.
3. Thank you letters off RBL, St Kentigern & Osborne Trust for donation from Mayor's charity account
4. Notice from Awel Y Mor Offshore Wind Farm stating that their Development Consent Order application to the Secretary of State for Business Energy and Industrial Strategy C/O The Planning Inspectorate has been accepted.

Ongoing Council Admin:

1. Reminder that all agenda items, reports for inclusion in the full council meetings must be sent to clerk by 1900 on the **Thursday** before the meeting so the Agenda can be published on website and notice board on the Friday. If goes up on Monday then does not meet legal requirement of 3 full days (cannot include publication day nor the day of the meeting, bank holidays, Easter and Christmas breaks or Sundays).

Rhuddlan Town Council – Project Report June 2022

Farmer's Market – Next Market Sat 18/6 shortage of stalls

Road Safety – Awaiting DCC on installation of 3 SIDS. 200 paintings received of YYC.

Car Parking Vicarage Lane – DCC instructed to proceed as they hold lease to most of the car park.

Free Car Parking Parliament Street – Go ahead given and waiting installation date.

Community Centre Electrics – Snagging complete. Will claim money back off DCC grant.

Coed Y Brain:

External doors installed but some snagging outstanding.

Flooring – works order issued.

Plastering – completed but additional works to plaster ceilings prior to floor installation.

Heating and Plumbing – 50% of works completed including installation of the boiler.

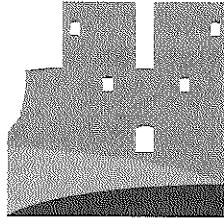
Externals – Drawings received and will go out to tender in June.

Estimated completion July/August 2022.

Green Communities – Grant successful but no progress to work yet.

Adroddiad – report – Arwel Roberts

- 1) Llongyfarchiadau – Congratulations to Cllr Elgin – he is following the traditions within the Town Council to be a Mayor for two years.
- 2) He has had a busy week – lighting the Beacon, organising that event and the Concert in the Church . The Sunday despite the weather was a success within the Bowling Green to remember Teyrnasiad y Frenhines – the Platinum Reign of Queen Elizabeth.
- 3) On my part since I'm now the Chair of Denbighshire an honour which I hope to fill to the best of my abilities. This past week has been hectic. My presence was needed in the Urdd National Eisteddfod sponsored by the County almost every day. It was a great success and it was a very important event for the Culture of Cymru – Wales, especially the county of Sir Ddinbych.
- 4) During the week also I was welcoming a young boy from Ysgol Emmanuel Rhyl who had designed a flag to commemorate the Queen's Reign. You can see the flag being flown by County Hall.
- 5) Whilst our Mayor was lighting a Beacon in Rhuddlan and on the same time I was lighting a Beacon in Rhyl on behalf of the County.
- 6) The events have been a considerable assistance to the County and Rhuddlan and other Towns and City. Good news also that we have a football team in the World Cup – da iawn Cymru!
- 7) The continuation of the problem of a wall where the last bungalow is situated by the ancient ditch by Kerfoot Avenue is causing great distress to the occupant of the residence. This is an annual occurrence and I have reported it again on behalf of the resident.
- 8) Abergele Road – still unhappy with the response from the highways officers – at least they could give the residents who live in the area some dropped kerbs.
- 9) One of these officers have given me details of the specifications provided by him for SIDS and I hope the Clerk has had them also.
- 10) A55 – still no sense from the County regarding the Brown Signs.
- 11) The Active Travel Initiative is on the horizon . A highway officer is planning a meeting with both County Councillors.
- 12) The A525 Talardy to KFC Roundabout Section has been given the Cyclic Maintenance of the year this week.
- 13) Cylch y Nant Wilding area is still causing disaffection amongst some residents – I have sent a complaint from one of them to Mr Tony Ward, his response is very long and I will pass it on to the complainant.
- 14) As mentioned in the last meeting of the TC Denbighshire should be launching a new initiative regarding keeping our Streets within the County clean from dog poo! Cheekily I have requested that this could be launched in Rhuddlan.
- 15) The County Cabinet will be led by a Coalition of Labour and Plaid Cymru Councillors – interesting and exciting times for the next 5 years.



Cyngor Tref
Rhuddlan
Town Council

**Rhuddlan Town Council – Minutes of the Queen’s Jubilee Working Group held on the 17th
May 2022**

Virtual Meeting during the Covid 19 Restrictions

Present:

Cllr Jackie Burnham
Cllr Mike Elgin (Mayor)
Cllr Ann Davies
Cllr Mike Kermode
Cllr Gareth Rowlands
Cllr Val Simmons
Town Clerk

Apologies:

Assistant Clerk/Minute Clerk

Four members of the public were present. Sue Butterworth Crochet & Craft Club, Jayne Coxall Vicar of St Mary’s, and Roy & Gill Price Community Centre representatives

The Mayor said that as the previous Chair of the group, had not been re-elected therefore the group needed to appoint a new Chair. He proposed the Deputy Mayor Cllr Mike Kermode for the role, seconded by Cllr Gareth Rowlands. **Resolved to recommend.**

Introduction

The Chair explained that there was no formal Agenda for the meeting but the Full Council meeting on 12th May had concerns about two issues of the Jubilee Event, the effectiveness of the flyer and the concert ticket distribution.

The Issues

Rhuddlan has a population of around 3500 and only 200 people can be accommodated in the church. Who will be the gate keeper and refuse admittance to a potential large number of people? The flyers do not mention details on ticket allocation and have already been printed and are scheduled for delivery commencing 20th May. Could people assume that the flyer was actually a ticket?

The flyer was posted on the screen for all to see.

A suggestion was that something could be attached to the flyer on how and where to get a ticket on a first come first served basis. The group heard that this is something the Pavilion Theatre in Rhyl did if amendments were required.

The Clerk could produce tickets and shared on screen a draft design. The group asked that it should include "this is your ticket" and "grants free entry for 1 person". All agreed they were happy with the ticket. **Resolved to recommend.**

How to distribute concert tickets

Cllr Mike Elgin suggested holding back 40 tickets for church members, then offer tickets to local community groups eg. Community Centre Association, then to those who attend various activity groups at the Community Centre, and lastly offer to the community on a first come first served basis.

A lengthy debate then ensued around having a draw for tickets, flyer with attachment to say where tickets can be got, email the Clerk, and have three venues for tickets. Possible venues for the tickets were discussed such as the community centre, church, and a local business.

Cllr Gareth Rowlands so proposed, seconded by Cllr Jackie Burnham. **Resolved to recommend.**

Flyer – now that they are printed, what can be done with them? They can be reprinted if necessary. Originally Sue Butterworth and Andy Smith were to start distribution on Friday 20th and Cllr Mike Elgin and Andy on 18th. There was then a discussion on who could distribute flyers and where they would cover. The need to develop a larger team to cover the whole of Rhuddlan, church members to deliver in the streets where they live, get a list of streets to map out areas and by whom, 90% of flyers will be thrown away anyway, and the use of social media, the Council's website and FB pages.

This again brought about a discussion on what social media to use and what information to include. The group wanted to use Council's website and FB pages along with Rhuddlan Today and Next Door. Cllr Burnham suggested contacting the administrator of the social media sites and asking that the event be marketed on their FB heads. It was reported that it was already on the church site.

It was proposed that social media be used instead of the flyers and on the Council's noticeboards & website. **Resolved to recommend.**

The Clerk suggested having two posters (beacon and concert events) and placing them in Rejuvenate, the church, Community Centre. **Resolved to recommend.**

An advert in the parish magazine was rejected because it would be printed after the event. Group agreed not to waste the flyers by delivering some to the HTM Park, the library, and Drs Surgery. **Resolved to recommend.**

Other Issues

The group heard that the bowling clubs jubilee event already has posters displayed and that the Community Centre afternoon tea has a displayed poster.

CADW have said they will have coloured lights switched on for the jubilee.

The Knights decorations are being completed on 16th

The lamppost plaques & jubilee flag have not yet arrived. Cllr Gareth Rowlands offered to erect these and asked that the Clerk informs him when they have arrived. Cllrs Mike Elgin and Mike Kermode offered to help on the afternoon of Thursday 26th.

The Best Dressed businesses are to receive their notification by Friday 20th. Judging assumed to be done by Cllrs Mike Kermode, Mike Elgin, and Sue Butterworth.

The beacon arrangements were relayed to the group and it will be delivered to the church site on the Thursday morning along with wood, and a safety barrier.

In answer to a query about who is to check the tickets it was reported that the vergers would and details on the refreshments were discussed.

In answer to a query about how we know how many tickets have been given out there were several suggestions made. The Clerk said that his home made tickets would be ready by lunchtime on Wednesday.

The Queens Green Canopy tree has not been purchased yet by the Clerk and DCC Countryside Services will advise on the species and potentially being purple to co-ordinate with the jubilee colours. Permission is required by the library manager, agreed the Mayor will plant it on Thursday 2nd June at 2pm. All invited to help and attend.

Photographs could not be done by Brian Colclough so it was suggested that Barrie Mee be asked as well as a volunteer from Men's Sheds. **Resolved to recommend.**

There being no other items for discussion Cllr Mike Kermode suggested that any further decisions should be made by the collective group e-mail. **All agreed to this.**

APPENDIX B

Hedge Cutting

Section 154 Highways Act 1980 states that cut-back is required where a hedge, tree or shrub overhangs a highway or any other road or footway to which the public has access so as to endanger or obstruct the passage of vehicles or pedestrians, or obstructs or interferes with the view of drivers or vehicles or the light from a public lamp, or overhangs a highway so as to endanger or obstruct the passage of horse-riders.

The majority of hedges that front public highways are the responsibility of the frontager. The frontager can be a private householder within, for example, a residential area, can be a farmer in rural areas, or could be a company. The owner is rarely the Council unless they are the owner of the land to which the hedge forms a boundary.

Overgrown hedges can cause all manner of problems to highway users, ranging from obstruction of sightlines at junctions to inconvenience to pedestrians walking along footways and footpaths.

The local council's role is to ensure that frontagers/landowners/occupiers responsible for overgrown hedges maintain them to avoid such problems. Normally, a telephone call or a politely worded letter to the frontager is sufficient and often achieves the desired action. However, in some cases it may be necessary to serve what is known as a Hedge Cutting Notice under the Highways Act 1980, although this course of action is potentially confrontational and time consuming. The friendly approach is normally the preferred option.

In many cases frontagers may not be aware of their responsibilities for maintaining hedges and it quite often comes as a surprise when they are asked to carry out maintenance. Therefore, local councils are encouraged to communicate these responsibilities to frontagers where hedge maintenance may be causing problems.

In the first instance, frontagers/landowners should be identified/found and, if appropriate, issued a letter. If they cannot be found or they have not cut the hedge (and this priority work is still required) or they are identified as the Council, local councils are required to cut-back the hedge.

- Avoid activity during bird nesting season. This is generally considered to be between 1st April and 31st August but can change dependent upon seasonal variations.
 - a. Site Assessment required for nesting birds if absolutely necessary to cut during nesting season
- Safety: hedges should be cut-back so as to prevent any overhang of pedestrian areas (footways) or trafficked areas (carriageway). When cutting-back it is common sense to cut-back further where practicable so as to avoid repeat visits.
- Signing: the general rule is that signs should be visible/legible to a driver from a distance of 50m back (from the drivers' position) within the carriageway. Cut-back activities should bear this in mind.
- Specific, individual cut branches should be removed from site rather than chipped or stacked.
- Hedges can be cut mechanically.

Hedge Cutting Process flow

1. Identify the frontager/landowner.
 - a. If they prove to be untraceable, contact the Devolution Contract Officer, who may be able to assist.
 - b. If they prove to be the Council, required works should be performed without any letter or notice requirements.
2. Send an initial letter (as per Agreement, Appendix B, Hedge Cutting Letter Template 1) to frontager/landowner to request that they deal with the overhanging vegetation that is causing an obstruction and/or danger to the public highway.
 - a. Frontager/landowner get 14 days to respond to the initial letter.
3. If no response is received within 14 days, send a reminder letter (as per Hedge Cutting Letter Template 2).
 - a. If no response received within 14 days contact BCC Legal Services to arrange for the issue of an *Enforcement Notice on the frontager/landowner (who manage a 7-day SLA - receipt to issue is 7 days).
4. BCC Legal issue Enforcement Notice
 - a. Frontager/landowner gets **14 days to complete works or **21 days to appeal the Notice (**The Enforcement Notice is issued under section 154, which allows the party served 21 days to appeal to the Magistrates Court, meaning that even though we can give 14 days to carry out the works, the works can't be undertaken until the full 21 days has expired as they need to be given the full notice period to appeal).
5. If works are not performed by frontager/landowner by day 14 or appealed by day 21 (see **above), the local council must perform the works and the costs are recoverable.
 - a. Local council must keep a full record all costs/expenditure.
 - b. To recover costs***, local councils should issue an invoice detailing these to the frontage/landowner.

*BCC Legal Services require the following information in order to issue an Enforcement Notice:

- The approximate highway encroachment caused
- The specific action needed e.g. hedge cut back by at least a metre

The Enforcement Notice will state that if they fail to comply, the local council may undertake the works and recover from them the costs reasonable incurred in doing so, including the costs associated with the drafting and serving of the Notice. If the notice is not complied with the local council reserves the right to undertake the work outside of normal working hours if required, which may involve contractor overtime rates being applied. Any claims for injury or loss as a result of obstruction by vegetation growth or any other reason will be passed on to the frontager/landowner to settle. The Council will also seek damages for any damage to the highway affected by failure to maintain the resident's land. Also, the Notice highlights that under Section 148 of the Act they are required to ensure the highway is left clear of all debris following any cutting/felling operations the frontage/landowner undertakes.

***Should the frontage/landowner not pay the invoice (within your statement payment terms), the invoiced costs can be recovered (as a civil debt within the small claims court).

Hedge Cutting Letter Template 1

[Name or 'The Occupier']

[Address]

SECTION 154 (1) HIGHWAYS ACT 1980

IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

Dear *[Name or 'The Occupier']*

Dangerous Vegetation – *[Location]*

Following [an inspection at the above mentioned site] [a recent complaint to this office] I write to advise you that the *[tree(s), hedge(s), shrub(s)]* identified in yellow on the attached map overhang[s] the [highway], [road] or [footpath] so as to:

1. Endanger or obstruct the passage of vehicles or pedestrians, and/or
2. Obstruct or interfere with the view of drivers or vehicles, and/or
3. Obstruct or interfere with light from a public lamp, and/or
4. Potentially cause danger to the [highway], [road] or [footpath]

Please confirm to me, as soon as possible, and within 14 days of the date of this letter, how you propose to deal with this danger.

To avoid the need for further action your co-operation in this matter is greatly appreciated. Should you wish to discuss this matter please contact me on the above telephone number.

Yours *[sincerely/faithfully]*

[Officer Name]

[Officer Position]

Hedge Cutting Letter Template 2

[Name or 'The Occupier']

[Address]

SECTION 154 (2) HIGHWAYS ACT 1980 IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

Dear [Name or 'The Occupier']

Dangerous Vegetation – [Location]

Following an inspection at the above mentioned site I write to advise you that the [tree(s), hedge(s), shrub(s)] identified in yellow on the attached map [is/are] likely to cause danger by falling on the public highway.

Please confirm to me, as soon as possible, and within 14 days of the date of this letter, how you propose to deal with this danger.

To avoid the need for further action your co-operation in this matter is greatly appreciated. Should you wish to discuss this matter please contact me on the above telephone number.

Yours [sincerely/faithfully]

[Officer Name]
[Officer Position]

Aelwyn Morgan Award 2022



The Aelwyn Morgan Award is given annually by Rhuddlan Town Council in memory of a former Head Teacher of Ysgol y Castell. Mr Aelwyn Morgan was held in high esteem by all who knew him and his personality commanded great respect and admiration in many spheres. His commitment to the community included supporting many societies and charities.

The award comprises an engraved silver salver to be held for one year. The award is given in recognition of voluntary work and services undertaken by anyone living in the community of Rhuddlan.

Members of the public are asked to nominate suitable candidates via the Town Clerk, giving reasons for their choice and details of work undertaken by the nominees.

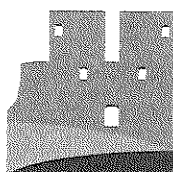
Closing date for applications is 1st June 2022

Please send applications to:

clerk@rhuddlantowncouncil.gov.uk

or post to Steve Wilson, PO Box 242, Mold, CH7 9FW

Phone 07775 673706



Cyngor Tref
Rhuddlan
Town Council

Eich cyf / Your ref

Ein cyf / Our ref : 44/2022/0469

Dyddiad / Date : 25/05/2022

Rhifunio / Direct dial : 01824 706727

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

c/o Rhuddlan Library
Vicarage Lane
Rhuddlan
LL18 2UE

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2022/0469

CYNNIG / PROPOSAL: Codi estyniad unllawr i flaen yr annedd a gwaith cysylltiedig / Erection of a single storey extension to front of dwelling and associated works

LLEOLIAD / LOCATION: 18 Heol Hendre, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y
Cyngor Sir.

The above-described application has been
received by the County Council.

Os oes gennych unrhyw sylwadau yr hoffech i'r
Cyngor eu hystyried pan fyddant yn ymdrin â'r
cais, anfonwch nhw ar bapur o fewn 21 diwrnod
o ddyddiad y llythyr hwn.

If you have any observations which you would like
the Council to consider when they deal with the
application, I would ask you to forward them in
writing within 21 days of the date of this letter.

Byddwn yn gwerthfawrogi'n fawr iawn pe
gallech nodi ein cyfeirnod a chynnwys disgrifiad
byr o'r cynnig ar eich ymateb os yw hynny'n
bosibl.

It would be very much appreciated if you could
quote our reference number and include a brief
description of the proposal in your response if at all
possible.

Byddaf yn cymryd nad oes gennych unrhyw
sylwadau os na chlywaf gennych o fewn y
cyfnod o 21 diwrnod. Mae'n bosibl y gwneir
penderfyniad ar y cais ar ddiwedd y cyfnod
ymgynghorol hwn, ac oherwydd mae'n bosibl
nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y
dyddiad cau gan y Cyngor.

I will assume that you have no observations if I do
not hear from you within the 21-day period. The
application may be determined at the end of this
consultation period, hence any representations
received after the expiry date may not be taken
into account by the Council.

Yn y fan hyn dylwn ddweud na all y Cyngor Sir
ond pendefynnu ar geisiadau cynllunio ond ar
sail ystyriaethau cynllunio dilys. Fel arfer ni
chymerir bod pethau fel colli golygfa,
gwrthwynebiad ar sail foesol, cystadleuaeth

I should respectfully advise at this stage that the
County Council can only determine planning
applications on the basis of valid planning
considerations. Matters such as loss of view,
objections on moral grounds, unfair competition
and private legal disputes, for example, are not

annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:
www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y
Cyhoedd a Chefn Gwlad

normally accepted as material to the planning merits of an application, and you should be aware that the County Council would not be able to attach any significant weight to such matters in making a decision.

Please note that under the provisions of the Local Government (Access to Information) Act 1985, the County Council is obliged to make available for public inspection any letter received as background papers on the proposal.

The above application may be considered by members of the Planning Committee, in which case your response will be published in the committee report which will be available for inspection by the public at the Council Offices and on the internet.

Please note that application details can be viewed on-line: www.denbighshire.gov.uk/planning

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside
Services

Eich cyf / Your ref

Ein cyf / Our ref : 44/2021/1247

Dyddiad / Date : 30/05/2022

Rhif ffon / Street dial : 01824 706727

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

c/o Rhuddlan Library
Vicarage Lane
Rhuddlan
LL18 2UE

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2021/1247

CYNNIG / PROPOSAL: Dymchwel yr estyniad llawr gwaelod a'r ystafell wydr bresennol i'r cefn. Codi estyniad cefn y llawr gwaelod a chodi uchder y to i ffurfio llety ychwanegol ar lefel y llawr cyntaf, gan gynnwys balconi i'r cefn, ffurfio patio i'r cefn a gwaith cysylltiedig / Demolition of existing ground floor extension and conservatory to rear. Erection of ground floor rear extension and raising of roof height to form additional accommodation at first floor level, including balcony to rear, formation of patio to rear and associated works

LLEOLIAD / LOCATION: Edgefield Eton Park, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

The above-described application has been received by the County Council.

Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymdrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythur hwn.

If you have any observations which you would like the Council to consider when they deal with the application, I would ask you to forward them in writing within 21 days of the date of this letter.

Byddwn yn gwerthfawrogi'n fawr iawn pe gallech nodi ein cyfeirnod a chynnwys disgrifiad byr o'r cynnig ar eich ymateb os yw hynny'n bosibl.

It would be very much appreciated if you could quote our reference number and include a brief description of the proposal in your response if at all possible.

Byddaf yn cymryd nad oes gennych unrhyw sylwadau os na chlywaf gennych o fewn y cyfnod o 21 diwrnod. Mae'n bosibl y gwneir penderfyniad ar y cais ar ddiwedd y cyfnod ymghynghorol hwn, ac oherwydd mae'n bosibl nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y dyddiad cau gan y Cyngor.

I will assume that you have no observations if I do not hear from you within the 21-day period. The application may be determined at the end of this consultation period, hence any representations received after the expiry date may not be taken into account by the Council.

I should respectfully advise at this stage that the



Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond pendefynnu ar geisiadau cynllunio ond ar sail ystyriaethau cynllunio dilyys. Fel arfer ni chymerir bod pethau fel colli golygfa, gwrthwynebiad ar sail foesol, cystadleuaeth annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:
www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y
Cyhoedd a Chefn Gwlad

County Council can only determine planning applications on the basis of valid planning considerations. Matters such as loss of view, objections on moral grounds, unfair competition and private legal disputes, for example, are not normally accepted as material to the planning merits of an application, and you should be aware that the County Council would not be able to attach any significant weight to such matters in making a decision.

Please note that under the provisions of the Local Government (Access to Information) Act 1985, the County Council is obliged to make available for public inspection any letter received as background papers on the proposal.

The above application may be considered by members of the Planning Committee, in which case your response will be published in the committee report which will be available for inspection by the public at the Council Offices and on the internet.

Please note that application details can be viewed on-line: www.denbighshire.gov.uk/planning

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside
Services



Eich cyf / Your ref

Ein cyf / Our ref : 44/2022/0470

Dyddiad / Date : 31/05/2022

Rhifunio / Direct dial : 01824 706727

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

c/o Rhuddlan Library
Vicarage Lane
Rhuddlan
LL18 2UE

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2022/0470

CYNNIG / PROPOSAL: Trosi ac addasu cyn adeilad llaethdy yn uned lleth gwyliau / Conversion and alterations of former dairy building into a holiday accommodation unit

LLEOLIAD / LOCATION: Bryn Cwnin Farm Pentre Lane, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y
Cyngor Sir.

The above-described application has been
received by the County Council.

Os oes gennych unrhyw sylwadau yr hoffech i'r
Cyngor eu hystyried pan fyddant yn ymdrin â'r
cais, anfonwch nhw ar bapur o fewn 21 diwrnod
o ddyddiad y llythyr hwn.

If you have any observations which you would like
the Council to consider when they deal with the
application, I would ask you to forward them in
writing within 21 days of the date of this letter.

Byddwn yn gwerthfawrogi'n fawr iawn pe
gallech nodi ein cyfeirnod a chynnwys disgrifiad
byr o'r cynnig ar eich ymateb os yw hynny'n
bosibl.

It would be very much appreciated if you could
quote our reference number and include a brief
description of the proposal in your response if at all
possible.

Byddaf yn cymryd nad oes gennych unrhyw
sylwadau os na chlywaf gennych o fewn y
cyfnod o 21 diwrnod. Mae'n bosibl y gwneir
penderfyniad ar y cais ar ddiwedd y cyfnod
ymghynghorol hwn, ac oherwydd mae'n bosibl
nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y
dyddiad cau gan y Cyngor.

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received after the expiry date may not be taken
into account by the Council.

Yn y fan hyn dylwn ddweud na all y Cyngor Sir
ond penderfynnu ar geisiadau cynllunio ond ar
sail ystyriaethau cynllunio dilys. Fel arfer ni
chymerir bod pethau fel colli golygfa,
gwrthwynebiad ar sail foisol, cystadleuaeth

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objections on moral grounds, unfair competition
and private legal disputes, for example, are not

annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:
www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y Cyhoedd a Chefn Gwlad

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Please note that application details can be viewed on-line: www.denbighshire.gov.uk/planning

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside Services

Eich cyf / Your ref

Ein cyf / Our ref : 44/2022/0471

Dyddiad / Date : 31/05/2022

Rhif ffon / Direct dial : 01824 706727

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

c/o Rhuddlan Library
Vicarage Lane
Rhuddlan
LL18 2UE

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2022/0471

CYNNIG / PROPOSAL: Trosi ac addasu cyn adeilad llaethdy yn uned llefy gwyliau (cais Adeilad Rhestredig) / Conversion and alterations of former dairy building into a holiday accommodation unit (Listed Building application)

LLEOLIAD / LOCATION: Bryn Cwnin Farm Pentre Lane, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

The above-described application has been received by the County Council.

Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymdrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythyr hwn.

If you have any observations which you would like the Council to consider when they deal with the application, I would ask you to forward them in writing within 21 days of the date of this letter.

Byddwn yn gwerthfawrogi'n fawr iawn pe gallech nodi ein cyfeirnod a chynnwys disgrifiad byr o'r cynnig ar eich ymateb os yw hynny'n bosibl.

It would be very much appreciated if you could quote our reference number and include a brief description of the proposal in your response if at all possible.

Byddaf yn cymryd nad oes gennych unrhyw sylwadau os na chlywaf gennych o fewn y cyfnod o 21 diwrnod. Mae'n bosibl y gwneir penderfyniad ar y cais ar ddiwedd y cyfnod ymgynghorol hwn, ac oherwydd mae'n bosibl nad ystyrir unrhyw sylwadau a gyflwynir ar ôl y dyddiad cau gan y Cyngor.

I will assume that you have no observations if I do not hear from you within the 21-day period. The application may be determined at the end of this consultation period, hence any representations received after the expiry date may not be taken into account by the Council.

Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond pendefynnu ar geisiadau cynllunio ond ar sail ystyriaethau cynllunio dilys. Fel arfer ni chymerir bod pethau fel colli golygfa,

I should respectfully advise at this stage that the County Council can only determine planning applications on the basis of valid planning considerations. Matters such as loss of view, objections on moral grounds, unfair competition

gwrthwynebiad ar sail foesol, cystadleuaeth annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd.

Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd yn Swyddfeydd y Cyngor ac ar y rhyngwyd.

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:
www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y Cyhoedd a Chefn Gwlad

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Please note that application details can be viewed on-line: www.denbighshire.gov.uk/planning

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside Services

Eich cyf / Your ref

Ein cyf / Our ref : 44/2022/0468

Dyddiad / Date : 31/05/2022

Rheffwrth / Document ref : 01824 706727

Rhuddlan Town Council
Mrs Sian Mai Jones Clerk

c/o Rhuddlan Library
Vicarage Lane
Rhuddlan
LL18 2UE

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2022/0468

CYNNIG / PROPOSAL: Cael gwared ar ystafell wydr, codi estyniad to fflat a gosod dormer cefn i ddarparu llety yn y llofft / Removal of conservatory, erection of flat roof extension and installation of rear dormer to provide accommodation in loft space

LLEOLIAD / LOCATION: 7 Fairlands Crescent, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

The above-described application has been received by the County Council.

Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymdrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythur hwn.

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chymerir bod pethau fel colli golygfa, gwrthwynebiad ar sail foesol, cystadleuaeth annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilyngdod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad.

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Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y
Cyhoedd a Chefn Gwlad

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I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside
Services

Rhuddlan Town Council
Risk Assessment
Reviewed 11th February 2021

Identified Risk	Potential consequence of risk	Assessment of impact (H/M/L)	Likelihood of risk occurring (H/M/L)	Controls in place to manage risk	Required Action
Loss or damage of physical assets, furniture, equipment owned by the Council.	Assets unable to be used. Expense of replacing assets.	H	M	An up to date register of assets. Adequate insurance of assets.	Additional assets notified to Insurance company.
The risk of damage to third party property or individuals as a consequence of the Council providing services or amenities to the public.	Risk of litigation should an individual or third party property become injured or damaged.	H	L	An up to date register of assets. Public liability insurance. Quarterly Inspections of Play Areas.	Essential maintenance work to be carried out in play areas.
Loss of cash through theft or dishonesty.	The Council may be unable to provide its services. Damage to reputation of the Council.	L	L	Quarterly bank reconciliations to be carried out.	Internal & External audit to be carried out annually.

Rhuddlan Town Council
Risk Assessment
Reviewed 11th February 2021

Identified Risk	Potential consequence of risk	Assessment of impact (H/M/L)	Likelihood of risk occurring (H/M/L)	Controls in place to manage risk	Required Action
Banking arrangements	Loss of income through being overdrawn and incurring charges.	L	L	Quarterly bank reconciliations to be carried out. The budget is monitored each month and balances are transferred between the deposit account and current account when required.	Quarterly reconciliation and control of banking.
Keeping proper financial records in accordance with statutory requirements.	Qualification of accounts by external auditor.	L	L	Monthly invoices due are approved by Town Council.	Audit trail kept.
Ensuring all business activities are within legal powers applicable to local councils.	Possible external auditor investigation / public interest report. This would result in increased fees and bad publicity for the Council.	H	L	All payments are authorised by the Council at Council meetings and payments are signed by three approved signatories.	Payments reviewed and authorized by Town Council each month.

Rhuddlan Town Council
Risk Assessment
Reviewed 11th February 2021

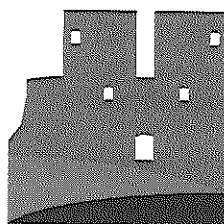
Identified Risk	Potential consequence of risk	Assessment of impact (H/M/L)	Likelihood of risk occurring (H/M/L)	Controls in place to manage risk	Required Action
Ensuring that all requirements are met under employment law and Inland Revenue regulations.	Fines for not meeting requirements. Liability for unpaid tax.	H	L	Payroll records are maintained monthly. Employee has contract for employment which is reviewed annually.	Complying with HMRC requirements.
Ensuring that all requirements are met under Customs and Excise regulations.	Entitlement to reclaim of VAT.	L	L	VAT invoices are retained.	VAT to be analysed separately in the cash book. VAT returns are to be submitted annually.
Ensuring the adequacy of the annual precept within sound budgeting arrangements.	The Council would not be able to meet its objectives due to lack of funds.	H	L	The Council set a budget annually in the annual budget meeting. Actual expenditure against budgeted expenditure is reported to Council	This is carried out in the Precept Meeting in January

Rhuddlan Town Council
Risk Assessment
Reviewed 11th February 2021

Identified Risk	Potential consequence of risk	Assessment of impact (H/M/L)	Likelihood of risk occurring (H/M/L)	Controls in place to manage risk	Required Action
Income from Charity fund raising events is paid into the current account.	The Charity Income distorts figures of the Town Council.	M	M		A separate account for fund raising events was set up in April 2019.
Too much money in reserves.	This may detract from future funding /grants	M	M	CIPFA advises between 10/15% in balances.	The Town Council has recognised the level of reserves it was carrying and a step by step approach has been taken to decrease this
Ensuring the proper use of funds granted to local community bodies under specific powers or under s137.	Improper use of public funds.	H	L	Grants are considered and approved at a Town Council meeting. A copy of the most recent accounts is requested.	To consider grant applications on a regular basis rather than once annually.
Proper, timely and accurate reporting of council business in the minutes.	The Council could be open to challenge if they do not have an accurate record of any decisions taken.	M	H	Minutes are taken at each Council meeting by the Clerk, these are properly numbered and are approved at	Minutes, once approved to be made available to the public by placing in the library and on the Town Council's website.

Rhuddlan Town Council
Risk Assessment
Reviewed 11th February 2021

Identified Risk	Potential consequence of risk	Assessment of impact (H/M/L)	Likelihood of risk occurring (H/M/L)	Controls in place to manage risk	Required Action
				the next Council meeting.	
Responding to electors wishing to exercise their rights of inspection.	An elector could complain if they are not able to exercise their right of inspection of accounts.	L	L	A notice is put up on Council notice boards notifying electors of their right to inspection of the accounts during the relevant inspection period.	This is done annually
Proper document control.	Increased fee from the internal auditor or external auditor if there is a poor audit trail.	L	L	All documents are filed. There is an audit trail to support documentation.	This is monitored
Register of members' interests and gifts and hospitality in place, complete, accurate and up to date.	Possible complaint by elector.	L	L	All members have adopted the code of conduct.	This is monitored



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council

Equality & Diversity Policy

1. Purpose of the report

To provide Rhuddlan Town Council with an Equality and Diversity Policy. Town and Community Councils is subject to the Equality Act 2010 and councils have must advance the equality of opportunity while carrying out its functions. This draft policy is taken from information the Town Clerk has gathered from other Town Councils, Welsh Government and Equality Act 2010 Legislation.

2. Policy Statement

The aim of this policy is to communicate the commitment of Rhuddlan Town Council, its members and Clerk to meeting the Equality Act 2010 which protects people from discrimination, harassment and victimization on the basis of their 'protected characteristics', which are:

- Age
- Gender reassignment
- Marital or civil partnership status
- Sex
- Race (including ethnic or national origin, colour or nationality)
- Disability
- Pregnancy and maternity
- Sexual Orientation
- Religion or belief (including lack of belief)

Commitment to the Act by Rhuddlan Town Council will support good decision making by considering how different people will be affected by their services. It will also help Rhuddlan Town Council help deliver activities and services which are efficient and

effective and accessible to all and which meet different people's needs. It imposes a duty on the Council to have due regard to the need to:

- Eliminate discrimination, harassment, victimization
- Advance equality of opportunity between persons who share a protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

The Equality Act explains that the second aim (advancing equality of opportunity) involves, in particular, having due regard to the need to:

- Remove or minimize disadvantages suffered by people due to their protected characteristics
- Take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people
- Encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

3. Implementation

The Mayor has specific responsibility for the effective implementation of this policy. In order to implement this policy, the Town Council shall:

- Communicate the policy to members, the clerk and members of the public
- Incorporate equal opportunities into general practices
- Ensure that other persons or organisations will comply with the policy in their dealings with the Council.

Monitoring & Review

Rhuddlan Town Council will establish appropriate information and monitoring systems to assist the effective implementation of the Council's equal opportunities policy.

The effectiveness of our equal opportunities policy will be reviewed annually, and action taken as necessary.

Policy adopted 14th March 2019

List of Payments made between 01/06/2022 and 30/06/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/06/2022	Portus Digital	102829	729.00		Steve Wilson Kandau Meeting Eq
09/06/2022	AV Partmaster	102830	410.13		Steve Wilson Projector for mtg
09/06/2022	Stephen Wilson	102831	176.92		Expenses
09/06/2022	Web Studio North Wales	DD	240.00		Website and FB Management
09/06/2022	Elite Electrical Ltd	102832	210.00		Community Centre rework
09/06/2022	Mari A Williams Translations	102833	159.98		Translation May 2022
09/06/2022	HSBC UK	DD	35.00		Bank Charges 21/4 to 20/5
09/06/2022	Scot-Petshop Ltd	102834	396.43		Poo Bags 2 boxes of 36 boxes
09/06/2022	Steve Wilson	102835	14.39		Zoom Payment 11/5 to 610
09/06/2022	Sage & Co	102836	138.00		Payroll charges Q1/2022
09/06/2022	Rialtas	102837	446.40		Year end closedown
09/06/2022	St Mary's Church Magazine	102838	50.00		Jubilee advert
09/06/2022	Goodsigns & Print	102839	105.06		Replace lost cheque
09/06/2022	Pottles Premier Plants Ltd	102840	30.00		Jubilee Tree
09/06/2022	Rhyl Raptors Wheelchair Sports	102841	200.00		Jub donation for photography
09/06/2022	RHUDDLAN TOWN COMMUNITY	102842	150.00		Hall hire June Farmers Market
09/06/2022	HMRC	102843	907.51		NI & PAYE Period 3
09/06/2022	NEST Pension	DD	243.19		Pension contributions
09/06/2022	P. Smith	SO	204.07		Salary
09/06/2022	Steve Wilson	SO	1,551.86		Salary
Total Payments			6,397.94		



Thank you for considering us for grant funding in our quest to support Mens Shed Rhuddlan by creating a room within our industrial unit.

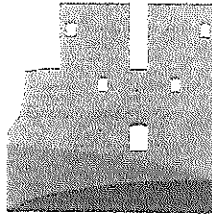
Love North Wales CS Ltd provides vital support to those in need and helping in the creation of the newly formed Rhuddlan Men's shed very much fits with our ethos.

A local company (Park City Group) has very kindly offered to provide the building materials so any funding we receive will be used to wards the actual build and decorating costs.

Kind regards

Julie Burnage Director

07973701309



Cyngor Tref
Rhuddlan
Town Council

Application for Grant Funding 2022/2023

Details about your organisation / Group

Name of Organisation: Love North Wales Community Support Limited (LNWCS)

Name of Secretary: Brian Taylor

Address: Bank House 33 Ffordd Talargoch, Meliden, Prestatyn, Clwyd, Wales,

Post Code: LL19 8NP

Tel: 01745591875

Email: lovenorthwales@gmail.com

Name of Treasurer: Eddy Broomhall

Address: Unit 19, HTM Business Park, Abergele Road, Rhuddlan

Post Code: LL18 5UZ

Tel: 01745 591875

Email: lovenorthwales@gmail.com

What are the main aims/objectives of your organisation? Maximum 50 words

LNWCS is a group of volunteers who support vulnerable/in need people across North Wales without prejudice or discrimination by providing food parcels, baby items, furniture, bedding, white/other electrical goods following referrals from various agencies.

Locally we provide direct assistance through community groups helping to reduce isolation and loneliness.

Where and when does your organisation meet?

LNWCS rent an industrial unit on HTM industrial estate in Rhuddlan. The unit is open week days 10:00-14:00

Project / Activity Details

For what purpose are you applying for funding (please continue on a separate sheet if required)

LNWCS are actively supporting the creation of a Mens Shed in Rhuddlan. To do this successfully (and provide a safe and private space where men can meet) we need to engage a builder to build the room with materials (donated and purchased) to partition off part of our unit (currently the unit is used to store and organise all of the donations we receive prior to delivering them to people in need). As part of our commitment to provide practical help and improve the health and wellbeing of our community we feel that the 'health by stealth' ethos of Mens sheds fits perfectly with our own mission statement and given that men often do not have the same support networks and friendship groups that women have, loneliness and isolation can have a massively negative impact on quality of life. LNWCS want to be a part of changing that and by offering some of our space, we can do this but with only limited finances we need some help to fund this vital service.

Please state the amount you are asking for with a breakdown of the estimated total costs:

LNWCS are looking for a donation of £1500 to engage the services of suitably qualified and competent tradespeople to build the room within our industrial unit. We have been able to source materials and the

funding will help towards paying a builder and an electrician. Any shortfall in costs will be met with the proceeds from selling some of the items donated to us.

Please provide details of any other sources of income to be used towards this project/activity/event:
We are attending a number of car boot sales where we can sell items donated which are not suitable to give to those in need. We also sell items directly from our unit and through social media.
We receive some funds from house clearances and from our 'man with a van' services.

Approximately how many people from the Rhuddlan Area will benefit from this project/activity/event?
There are currently 55 members and we expect this to increase once we are able to share the news that we have a site for men to meet informally.

Has your organisation/group received a grant from Rhuddlan Town Council previously?

Yes ☒ No ☐

If yes, please provide details:

We received £500 after moving into the HTM industrial estate unit. This vital donation helped us to provide and deliver food and basic necessities to a number of families and individuals in the immediate area.

Please provide any other information that you would wish the Council to take into account when considering this application:

Love North Wales Community Support provides vital practical help and support to those in need and who are referred from various agencies. We have limited finances available to us and only a small number of volunteers. By supporting 'mens shed' we hope that as well creating a safe and informal space for men to meet and chat, we might also see some of the members who come to our unit decide to help out as volunteers.

Statement to be completed by the Chairman/Secretary/Treasurer of the organisation.

I confirm that all the information on this form is true and correct and that any grant received will be used for the specified purpose(s) only.

I confirm I have enclosed a copy of the following documentation to support this application (if not, please state reason why below)

As a fledgling company we do not yet have audited accounts

Copy of latest audited accounts

Yes ☐ No ☒

Copy of latest bank statement

Yes ☒

Covering letter on headed notepaper

Yes ☒

Name Julie Burnage

Position Director

Signature _____

Date _____

22/5/22

Please return this form to:

Town Clerk

Rhuddlan Town Council PO Box 242, Mold CH7 9FW

07775 673706 clerk@rhuddlantowncouncil.gov.uk

RHUDDLAN COMMUNITY GROUP
c/o RHUDDLAN COMMUNITY CENTRE
PARLIAMENT STREET, RHUDDLAN LL18 5AW



Town Clerk
Rhuddlan Town Council
PO Box 242.
Mold
CH7 9FW

11th May 2022.

Grant Application – Rhuddlan Community Group.

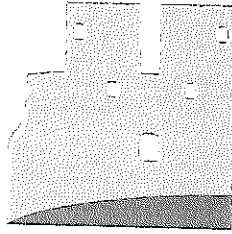
On behalf of 'Rhuddlan Community Group' I submit an application for consideration for financial assistance.

It appears the cost of plants has risen dramatically, this year we have spent just over £800 to date, compared to £500 in the years accounts attached.

Your past support has permitted our small, dedicated, band of volunteers to continue to maintain the Picnic area & garden, the fence, & the planters around the town, ensuring they are kept looking clean, tidy and colourful for the benefit of residents and visitors alike throughout the year.

Renewed thanks in anticipation.

Richard Polden
Treasurer – The Rhuddlan Community Group
2 Seymour Drive
Rhuddlan
Rhyl
Denbighshire
LL18 5PP



Cyngor Tref
Rhuddlan
Town Council

Application for Grant Funding 2022/2023

Details about your organisation / Group

Name of Organisation: - **The Rhuddlan Community Group**

Name of Secretary: - **Gareth Smith**

Address: - **25. The Dale, Abergele**

Post Code: - **LL22 7DS. Tel: - 07398840205**

Email: - **garethsmith412@gmail.com**

Name of Treasurer: - **Richard Polden**

Address: - **2 Seymour Drive, Rhuddlan**

Post Code: - **LL18 5PP Tel: - 01745590331**

Email: - **josiepolden@gmail.com**

What are the main aims/objectives of your organisation? Maximum 50 words

Rhuddlan Community group volunteers labour throughout the year maintaining 18 plant boxes located prominently around the town. The picnic area garden is also given constant TLC; fences are painted, and the picnic benches for all abilities provided by the group receive an annual health check and a lick of paint.

Where and when does your organisation meet?

Formal meetings are held in Rhuddlan Community Centre, on a quarterly basis, one of those meetings being the AGM; additional site meetings take place as necessary.

Project / Activity Details

For what purpose are you applying for funding (please continue on a separate sheet if required)

Our programme of work has continued unhindered over the last two years, social distancing and safe work practices, together with careful planning has provided some colour in otherwise less cheerful times.

**Stripping and re-staining of all planters
Painting fences at the Picnic Area
Painting the benches at the Picnic Area
Add compost and fertilizer to stimulate plant growth
Purchase and plant summer and winter bedding plants
Replacement of shrubs**

Please state the amount you are asking for with a breakdown of the estimated total costs:

**Stain/wood preservative/fence paint for planters, benches & Fences £100
Compost & fertilizer for summer & winter plants £100
Summer & winter bedding plants £900
Removing and replacing overgrown shrubs from planters £150
Soil enhancer and compost for Shrubs £50**

Total cost £1300

Please provide details of any other sources of income to be used towards this project/activity/event:

No other income is sourced for this project;

Approximately how many people from the Rhuddlan Area will benefit from this project/activity/event?

All Rhuddlan residents, visitors, and tourists.

Has your organisation/group received a grant from Rhuddlan Town Council previously?

Yes ☐

If yes, please provide details:

July 2021 £ 800, July 2020 £800, July 2019 - £1100, October 2018 - £200, June 2018 - £960, May 2017 - £800, May 2016 - £740, July 2015 - £232, August 2014 - £150, July 2013 £150

Please provide any other information that you would wish the Council to take into account when considering this application:

The group's hard working volunteers spend many hours tending the planters, boxes, & picnic area garden, & maintaining the furniture, ensuring they are kept and maintained to a high standard for the benefit of residents and visitors to Rhuddlan.

In the summer when things may get a little dry, the watering gang are out at the crack of dawn watering, using rain water collected in water butts at the Community Centre, keeping the plants looking attractive. A replacement 'Water Bowser' was required & funded by a grant from Community Fund for Wales

In last twelve months the group have created a council approved 'Memorial Garden' in the corner of the Vicarage lane playing field which consists of a circle of trees, and two flowering cherry trees, this has been funded by the Co-op Community Fund, and is recognising work undertaken by 'Frontline Workers' and remembering lost loved ones during Covid. The site will soon be receiving two benches, one following a grant application to Grwp Cynefin, the other donated by Rhuddlan Local History Society.

Up until 2015 Tidy Towns provided our funding, a change in their grant structure meant we were no longer eligible.

The group has been proud to be associated with the Rhuddlan's successes, when it was recognised by Wales in Bloom, with awards in 2016 – 2019, and also a Gold award for Britain in Bloom in 2018.

Although our bank balance currently stands at £1485, we are still awaiting delivery of a further picnic bench from Meifod for use by disabled and less abled residents and visitors, cost £500, and plaques for the 'Memorial Garden' & benches from Goodsigns cost £400

Statement to be completed by the Chairman/Secretary/Treasurer of the organisation.

I confirm that all the information on this form is true and correct and that any grant received will be used for the specified purpose(s) only.

I confirm I have enclosed a copy of the following documentation to support this application (if not, please state reason why below)

Copy of latest audited accounts

Yes ☐ No ☐

Copy of latest bank statement

Yes ☐ No ☐

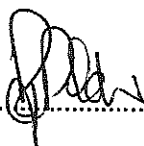
Covering letter on headed notepaper

Yes ☐ No ☐

Name Richard Polden

Position: - Treasurer

Signature



Date

11/5/22

Please return this form to:

Town Clerk
Rhuddlan Town Council
PO Box 242
Mold
CH7 9FW

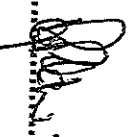
07775 673706 clerk@rhuddlantowncouncil.gov.uk

Rhuddlan Community Group – Certificate of Income & Expenditure.
1st October 2020 – 30th September 2021.

Opening Bank Balances 1 st October 2020			
Current Account	£1433.66		
Savings Account	134.25		
Income for the year detailed elsewhere	3387.62	Expenditure for the year detailed elsewhere	£2280.02
Interest on Savings	0		
		Closing Balances – Current account	2675.51
		Savings account	0
Balance	4955.53	Balance	4955.53

Restricted Funds are detailed in Itemised accounts summary.

Other Comments: - The group have not incurred any bank charges, neither has any interest been added.
There are no Direct Debits, nor have any petty cash transactions taken place.
All cheques have been presented without any cancellations

Richard Polden Treasurer..........Gareth Smith Chairman.....

I have examined the books, vouchers, & other documents relating to 'The Rhuddlan Community Group'
The above accounts give a true & accurate account of the transactions for the financial year ending 30th
September 2021.

Auditor..........Signature..........Date.....11/10/21.....
Profession.....LOCAL GOVERNMENT OFFICER.....
(REGISTERED)

The Rhuddlan Community Group 2020/21

Date	Description/who	Settled by	Plants	Garden Sundries	Hall Hire	Poppy	Paper Items	Books	Insure	Income	B/fwd	1567.91
5/10	Walk Books/FKSD									45.00		
7/10	Hurst's-plants	bacs	270.00									
10/10	Riley - Photo's	bacs					2.40					
13/10	RBL - Wreath	cash				15.00						
	Walk Books/CC									15.00		
25/10	Walk Books/FK									25.00		
	October totals		270.00			15.00	2.40			85.00		
6/11	Co-op Grant									2367.62		
23/11	Walk Books/FK									32.50		
20/12	Goodsign's	bacs						185.00				
	Nov/Dec totals		270.00			15.00	2.40	185.00		2485.12		
2021												
22/1	Flowers/Polden	bacs		38.00								
6/2	Walk Books/FK									22.50		
11/2	Walk Books/Sadie									7.50		
27/2	Flowers/Smith	Bacs		53.00								
1/3	Insurance	Bacs							185.63			
	Jan/Feb totals		270.00	91.00		15.00	2.40	185.00	185.63	2515.12		
10/3	Walk Books/Arwel									10.00		
23/3	Pat/Paint, Battery	Bacs		100.50								
9/4	Walk books/FK									20.00		
17/4	Helen/Yucca	Bacs	7.50									
	March/April		277.50	191.50		15.00	2.40	185.00	185.63	2545.12		
19/5	Compost	Bacs		41.05								
2/6	Summer Plants	Bacs	204.00									
3/6	Photos	Bacs					7.84					
10/6	Compost	Bacs		23.20								

Date	Description/who	Settled by	Plants	Garden Sundries	Hall Hire	Poppy	Paper Items	Books	Insure	Income	B/fwd	1567.91
15/6	Peace Garden	Bacs	1030.00									
	May/June		1511.50	255.75		15.00	10.24	185.00	185.63	2545.12		
3/7	Walk Books	bacs										
19/7	Dementia Group	bacs		100.00						5.00		
21/7	Rhuddlan Tc	Cheque										
18/8	Pat-Photos	bacs					4.90			800.00		
	July/Aug		1511.50	355.75		15.00	15.14	185.00	185.63	3350.12		
8/9	Room Hire											
11/9	Books/Bailey's				12.00							
20/9	Books Farm Kitch									17.50		
										20.00		
	End Year Total		1511.50	355.75	12.00	15.00	15.14	185.00	185.63	3387.62	Bank	2675.51

GBP 1,484.97

Make a payment  Print

Charitable - Rhuddlan Com

Balance details

Recent transact...

Next working d...

Statements

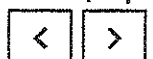
All transactions for the last

7 days	14 days	1 month	3 months	6 months	12 months	Choose custom date range
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Items posted may still be reversed, returned, or recalled.

Date	Type		Description	Paid out	Paid in	Balance
11 May 2022			Balance carried forward			1,484.97
11 May 2022	BP		HURSTS PLANTS 013602PLANTS	532.80		1,484.97
27 Apr 2022	BP		Rhuddlan Town Comm Room Hire	15.00		2,017.77
25 Apr 2022	BP		PAT RILEY GROWMORE	34.00		2,032.77
22 Apr 2022	CHG		TOTAL CHARGES TO 31MAR2022	5.00		2,066.77
11 Apr 2022			Balance brought forward			2,071.77

Last updated 11 May 2022 09:12 Back to top 

Clerk

From: Mike Rowley <mike905@btinternet.com>
Sent: 31 May 2022 14:39
To: Clerk
Subject: St Kentigern's charity event

Dear Clerk

On Friday 1st July 2022, Rhuddlan Golf Club will be hosting the 25th Annual Charity Golf Day in aid of St Kentigern's Hospice. I am writing to ask if Councillors would kindly consider making a contribution in support of our fundraising event. As you know, St Kentigern's Hospice relies entirely on charitable funding and we would be so grateful if you would support our efforts to raise as much as we can for this wonderful

I'm sure we all know someone who has benefited from the extraordinary service St Kentigern provides.

Thank you for your consideration.

Yours sincerely, on
Mike Rowley.

Sent from my iPhone

