Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 8th December 2022

Hybrid Meeting

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

Members were informed that the meeting was being recorded, audio only.
There was 1 member of the public present

1. Apologies
Cllr Jackie Burnham

2. Declaration of Interest
None offered
The Clerk had drafted and circulated a change to the way the council manages its Register of Members Interests for Council discussion and approval. Members were talked through the reasons for it and its contents which involved recording all members interests raised at a meeting and updating the register monthly on the council's website. The general register of members interests produced within 30 days of an election is not required. The methodology has been checked with the legal team at One Voice Wales and is used by several other Community/Town Councils across Wales. Cllr Mike Kermode proposed approval, seconded by Cllr Mike Elgin. **Resolved.**

3. Urgent Matters
The mayor had received 1 urgent matter which he will discuss under Part 2

4. Police Matters

 MΣ

PCSO Phil Roberts gave his apologies for the meeting but his written report had been circulated. Temporary Sergeant Nia Williams had also sent apologies.
Members had no comments to make, and the Clerk reported that PCSO Roberts had been invited to attend the Carols around the Tree event.

5. Minutes

Town Council Meeting 10th November 2022

Subject to 3 minor grammatical amendments, the Minutes were proposed as a true record by Cllr Arwel Roberts, seconded by Cllr Gareth Rowlands. **Resolved**.
The minutes were duly signed

6. Matters Arising

a. **Police Matters** – Parking Enforcement officers had been seen patrolling Gwindy Street following parking concerns from residents.
b. **Code of Conduct Training** – The Clerk has yet to receive a training date so asked Members to consider that if not received by the year end, then the Council books a One Voice Wales course and send the invoice to DCC. Cllr Ann Davies as a County Councillor had received information that a Code of Conduct course can be done anytime during a 5 year term of election. Adding that DCC was holding a face to face course on December 20th. Members were not clear as to eligible attendees so the Clerk is to check if Town Councillors can attend. Cllr Gareth Rowlands noting the importance and mandatory nature of the course proposed that the Town Council should progress a course with One Voice Wales if no date is received from DCC by 31st December, and the cost forwarded to DCC. Seconded by Cllr Mike Kermode. **Resolved**.
A Member reported their attendance at several courses already, and in response to a question the Code of Conduct course contents, venue, and convenience dates for Town Council were discussed.
c. **Rhuddlan Castle –** The mayor has contacted Cadw regarding the repair of the second flag pole but has not yet received a satisfactory response. Members were still reporting complaints that the flags are not flying so Cllr Mike Kermode proposed that if Cadw agree, then Council should offer to financially support the repair of the second flag pole. Seconded by Cllr Gareth Rowlands. **Resolved**.
Cllr Gareth Rowlands further proposed that Lord Langford be asked to support this action and be copied into any emails with the custodian. Seconded by Cllr Reg Davies. **Resolved**.
d. **Dog Fouling Signs** – ordered awaiting delivery. The mayor had visited the resident in Links Avenue who had complained about one of the signs. He explained the issues of complaint to the Members but had noted that paradoxically a tree obscures the sign. It was also noted that the tree is overhanging the pavement and in the future will require some maintenance.
A Member asked a question about the orientation of the map on the sign as it should be different at each sign location. As this has been discussed at a previous meeting and is included in previous Minutes any queries were respectfully directed there.

 MΣ

e. **National Eisteddfod** – A response had been received regarding holding the eisteddfod in Rhuddlan. DCC are interested and investigating the Town Council's proposals.

f. **Tree Debris in River** – A verbal response had been given to the Clerk that NRW monitor such debris in the river and that it is the responsibility of the land owner to remove it, but will enforcement removal if there is a risk of flooding. A written response is awaited. This bought about a lengthy debate about the response including:-

- Difficulty to remove such debris by land owner, the scale of work, and the cost
- Concern over the NRW response
- Members noted removal of tree debris in the past
- Noted that NRW will remove if the flood risk is to residential properties.
- Improved co-operation between land owner and NRW is required.
- NRW office sited on Abergele Road may be a useful site for an enquiry about removal.

Council decided to await the written response before taking any action. **Resolved.**

g. **First Aid Course** – Saturday 10th December 9.30am – 12.30 am

h. **Playground Repairs** – In Admiral's Field the Fresh Air gym domes have arrived and installed. Two pieces of equipment have been installed with help from the Commuted Sums grant and a press release placed on the website. Brian Jackson metal worker been asked to quote for new access gates.

i. **Tourism Website** – Works order issued to Web Services and kick-off meeting will be held in January.

j. **Vulnerable people** – The Clerk informed Members that a communication has been issued by DCC locating the 'Warm Places' sites in Denbighshire.

k. **Christmas Lights** - The switch on by the head boy & girl of Ysgol Y Castell proved to be a very successful event.

l. **Community Centre** –A meeting has been arranged for Thursday January 5th 2023 with the Trustee's to discuss potential support opportunities.

m. **Hwb Rhuddlan Opening** – delayed until Wi-Fi is installed, expected in January.

n. **Tan y Bryn Defibrillator** – They have been informed that Council cannot offer a grant to an individual so the residential home is looking into this.

o. **Christmas Best Dressed Business & House Competition** – It is hoped to judge the competition this weekend and times of judging will be decided by the volunteer judges.

p. **World Cup Sporting Competitions** – The Welsh FA have sent a letter of thanks for Council's congratulations. The Women's Rugby Union World cup and The Men's Rugby League World Cup welsh teams not been written to yet.

q. **MUGA Flood Lights** – In accordance with the November meeting resolution to investigate the lights being changed to LED and an auto switch off facility, a quote of £12k had been received. Another is awaited. Members were reminded that this was to save energy costs and make the operation of the lights easier. A Member stated that Rhuddlan football team were using St Asaph all weather pitch as Admiral's Field has no floodlights and asked if floodlights could be installed to the football pitch. Another Member clarified that historical covenants on Admiral's Field prevent this

development as the Field was given as a gift for community recreation use in general. Whist the field is marked out for playing football the development to create a more formal football ground with floodlights would not be acceptable. It has been investigated previously refused for the same reason.

r. **Hwb Rhuddlan Use** – A lengthy but useful exchange of legitimate questions, debate, confirmation of processes used, and the actual costs confirmed took place. A precis follows.

   The Dragons FC had originally asked the Town Council to assist them to provide changing facilities and toilets for their young members. This has been debated by the Council a decision made to provide a multi-use community facility that can be used by many groups including the football club rather than being football club specific.

   Members heard that the Council previously agreed to purchase the Hwb building with a public sector loan of £120,000 and the terms of the loan meant the building had to be a multi-use community building. A recent meeting with the Dragons Football Club confirmed they did not want to use the building for changing rooms but use it for shelter and refreshments.

   A member questioned what consultation had taken place with residents regarding the need and use of the building prior to purchase. In reply it was clarified that this had taken place with all other due process required to make the purchase of the buildings and that this can be seen in previous minutes. Another Member commented that there is definite need for this type of multi-use community facility and the views expressed by Cllrs and the public for public toilets on the field led to RTC making a positive decision to provide a community facility available to all. A newly elected Member was happy to hear the explanation as they had not been a councillor when the original decisions were made and now understood the rationale.

   Some Members were concerned that local comment believed that the project had cost £500k but it was stated actual costs to date are approximately £180k which consists of £120k to purchase building and £60k for refurbishment. The Council have project managed all the refurbishment.

   The mayor kindly asked Members to now move on to other agenda items after the very useful discussions above which he hoped had cleared up many members concerns. No more comments were made and the meeting moved on.

s. **Kings letter** – The Clerk had placed a copy of the Kings letter, reference the death of his mother Queen Elizabeth II, on the community noticeboard.

At this stage of the meeting Cllr Ann Davies made a comment that she had concerns about the mayor stopping her from speaking when other Members were allowed more time to speak and added that this could seen as sex discrimination. She asked this to be included in the Minutes. The mayor immediately responded by refuting the allegation made by Cllr Davies and commented that she was repeating her previous comments and that the issue had now been discussed in detail therefore was merely wanting to move the meeting on to the next agenda item given the lengthy debate on these issues and the time allocated to Council meetings.

7. Correspondence from:

a. The mayor (appendix 1)

The mayor's report had been circulated.

- The mayor was pleased to see the Remembrance Day activities go smoothly and thanked all those who had participated and given up their free time to make it so successful.
- A new community radio station had invited the mayor to meet them called Sound Radio, and he was impressed with the standard of the studio. There is a potential use by the Town Council for our future projects and events, suggesting that the Clerk and any other councillors might like to go and look at it.
- Several other items in his report were mentioned briefly e.g., the successful Christmas lights switch on, the mayor thanked all who helped organise it, and the litter pick success.
- The Deputy mayor was then invited to inform Members of a Welsh Government Diversity in Democracy conference and webinar Pension Credit meetings he had attended. Given the shortage of time Cllr Kermode would provide a written note for discussion at our January meeting.

The report was accepted.

b. The Town Clerk & Town Plan update. (appendix 2)

The Clerk had circulated his report in advance.

Elements of the report were discussed - in particular:-

- Delay in completion of the external audit until end of January 2023.
- 2023/2024 sum for the purposes of Section 137 of the Local Government Act 1972 is to be £30,207.
- The Rhuddlan Friendship Group is to be asked to make their funding application via the Council's application process please.
- Rhuddlan Community Group asking Council to replace the two planters owned by the Council outside the chemist shop with eco-recycled plastic planters at a cost of £900 +vat. Cllr Gareth Rowlands proposed that wooden planters be provided from Meifod wood products. Seconded by Cllr Arwel Roberts.
  Cllr Mike Kermode proposed an amendment that recycled plastic planters would be a better option in his opinion, seconded by Cllr Ann Davies, **Resolved.**
- Complaint from a resident regarding the siting of the Hwb storage container. The Clerk had confirmed to the complainant the planning process has been followed.
- Complaint from a resident regarding the untidy appearance of the town which has been highlighted to our two county councillors and escalated to DCC.
- The Clerk asked Members if they wished to consider a discounted rate to stall holders who book for all 10 community markets during 2023. He suggested a 25% discount. Cllr Mike Kermode proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

MΣ

- The Active Travel Plan open public meeting has been scheduled for January by Sustrans.
- Hwb progress was discussed, in particular the surface water drainage issues are having to be reinvestigated by the specialist contract as the underground investigations have proved the original solution is not feasible. There is a meeting arranged for Monday of the Council's Working Group. There is to be a rethinking of the toilet seat colour to ensure it is dementia friendly. **The report and project update were accepted**

8 County Councillor Reports

a. Cllr Ann Davies provided a verbal report

Scottish Power are working at Pentre Lane on low voltage reinforcement.

DCC have informed Cllr Davies that an alternative cemetery drainage solution idea is near completion for sharing. Cllr Mike Kermode acknowledged a good job done by Cllr Davies in following up this issue but voiced concerns that DCC had not informed Rhuddlan Town Council directly, and asked Cllr Davies to share the details of the solution. Cllr Davies confirmed she would, adding that the solution did not come from DCC but Gareth Davies MS.

There is to be some investment in the flooding issue on New Road.

Warning that DCC are experiencing trouble with their CRM (Customer Service) system.

DCC housing stock experiencing damp & mould problems but they are good at dealing with this type of issue.

The Talking Point service that DCC provides at the library offers some useful information and support which Cllr Davies explained briefly. Thursdays 2-4pm

DCC budget discussions have started for 2023/4 and more cuts in services are being reviewed, Cllr Davies wants to ensure library budgets are not affected.

The report was accepted

b. Cllr Arwel Roberts had circulated a written report (appendix 3)

Cllr Roberts will be organising a raffle at the community market (Dec 17th) and would be grateful for any assistance from Members.

Ysgol Y Castell draft Estyn Report is a pleasurable read and should be made public soon. He asked that the Minutes record the Council's congratulations to the staff and acting Head Teacher for their work and dedication. The school have requested a small site on Admiral's Field if possible to progress their Woodland Skills training recently undertaken.

Cllr Roberts is currently Chair of DCC and his report included details of aspects of this role. The Civic Sunday event was mentioned and he offered his thanks to those who had attended.

The report was accepted

9. Events Committee Minutes of December 5th 2022 (appendix 4)

Cllr Mike Kermode as Chair of this committee was asked to present the Minutes.

He informed Members that a public meeting is to be held on January 24th 2023 to gauge ideas from Rhuddlan community groups and residents for the Kings Coronation

celebration and what support would be required from the Council. Posters are going out soon to advertise this meeting and will be posted on the website and social media. All Members are invited to attend.

He highlighted the carols around the Christmas tree event taking place on December 18th with the set up will commencing 3pm for an event start time of 4.30pm. A reminder was given that this is at the community centre and replaces what had been previously organised outside the Chinese restaurant, adding his expectation that this will become a regular event. The proceeds of the donation bucket collection will be given to the community centre.

Cllr Kermode thanked the Members who had already volunteered to help and asked for more volunteers to help if they could. The Clerk had received offers of volunteers from the Spar shop, and community centre.

Thanks were given to the Spar and Community Centre for their support with this event.

10. Biodiversity Statement & Plan. appendix 5

The Clerk had drafted a statement and plan for Members to review and agree. Guidelines from One Voice Wales and other community/parish/town councils were used to inform the statement, and a list of what could be considered as already completed actions for inclusion in the plan were highlighted. Suggested actions and timelines were discussed by Members.

Cllr Arwel Roberts proposed that the statement and plan be adopted and a sub-committee be established. Seconded by Cllr Bleddyn Williams. **Resolved**.

11. Menter Iaith 2023 Activities

Cllr Arwel Roberts declared an interest and decided not speak on the issues.

Menter Iaith have sent a suggested list of some activities that they could facilitate in Rhuddlan if the Council would support them financially. The mayor took Members through the suggestions and they were discussed noting the current decline in the use of the Welsh language, and that some activities are already being done. A Member wondered if more could be offered and Council was amenable to this if Menter Iaith wanted to come back with more suggestions. It was also noted that welsh speaking children after attending welsh language schools in the area sometimes don't use their language skills and Members commented that getting more jobs into Wales would help this scenario.

Cllr Gareth Rowlands proposed that all 6 suggested activities were supported by means of £1650 as listed. Seconded by Cllr Mike Kermode. **Resolved**.

12. Planning

i) 44/2022/1021 – Stapletons, Princes Road - Installation of external insulation & replacement of UPVC windows.

No objections

ii) 44/2021/1023 – Former Rhuddlan Foundry, Station Rd. – Change of use of from general industrial, to open storage and distribution.

MZ

This application was previously objected to by the Council in 2021 on the grounds of it creating a visually detrimental appearance to Rhuddlan's historical gateway being so close to the church and castle. It is accompanied by a long list of documentation including flood containment, and a view from CADW that they had no objection providing trees were planted on the north side of the site.

The discussion centred on the exact location of the site, tree planting to mask any visual detrimental issues, assisting our biodiversity plan, and DCC Countryside Services work. Cllr Ann Davies proposed that the previous objection made by Town Council be repeated. Should planning be granted then a condition be made that fast growing trees be planted before any development begins to mask its visual detrimental appearance.

The decision was to object due to visual detrimental appearance to Rhuddlan's historical gateway. Note condition if planning is granted.

13. Budget & Finance

a. Grant Applications

i) Denbighshire Urdd Eisteddfod for the unspecified running costs of the regions work which were highlighted for Members discussion. There was much support for the work of the Urdd in Denbighshire and a wish to donate with several amounts suggested. Cllr Arwel Roberts proposed that Council write in support of the request in principle, but a specified figure, and its use needs to be provided. Seconded by Cllr Gareth Rowlands. **Resolved**.

During the discussion it was noted that the Council usually require completion of the Council's grant application form and not general round robin applications. But agreed that if the application was from a national governing body they were acceptable.

ii) Welsh Air Ambulance Charity had circulated a video on their proposed changes for their future operations by email for Members attention. The Members acknowledged the importance of the service and were in support in principle of making a donation. After a short debate Cllr Ann Davies proposed that £500 be donated, seconded by Cllr Arwel Roberts. **Resolved**.

It was agreed to post this donation on the Council's website to recognise the subject and donation.

b. Payments List – appendix 6 The Clerk reminded Members of the Rhuddlan Bowls Club grant situation whereby Cadwyn Clwyd had refused the payment on the grounds of the work commencing before the grant announcement. He explained how the situation had arisen and sought their approval for payment without grant clawback.

Cllrs Mike Elgin and Arwel Roberts declared an interest and left the meeting for a short while. The Deputy mayor took the Chair of the meeting for this item.

Members were keen to support the club and debated the need to honour the match funding grant offered by the Council, and the reasons for the early start of the planting project. Cllr Gareth Rowlands proposed payment of the originally agreed match funding of £391.54 along with the remaining payment items on the list, seconded by Cllr Mike Kermode. **Resolved.**

Cllrs Elgin and Roberts returned to the meeting and the mayor to the Chair.

ME

A short discussion then took place about the Vicarage Lane playing field hedge an element of which is already in the budget for this year but now needs an extension of work. This extension of work to be advised by DCC Countryside Services Jim Kilpatrick. It is the hedge behind the surgery and library. Cllr Mike Kermode proposed that DCC be asked to advise on the works now required, seconded by Cllr Arwel Roberts. **Resolved.**

c. The Clerk reminded Members that ideas for next year's projects are required for the setting of the budget and precept so that they can be listed and debated at the January Precept meeting. He then proceeded to list those projects already known or suggested. This included the MUGA lights, Admiral's Field circulatory path and new playground access gates, library financial support, planters on the High Street, Hwb Rhuddlan rates, potential support for the Kings Coronation event, match funding for commuted sums opportunities, and potential biodiversity projects.

14. Community Matters

a. Cllr Arwel Roberts informed Members of the Rhuddlan scout leaders sterling long service of 40 years and to mark the service a presentation is to be made at the January meeting.

b. Cllr Val Simmons had received a compliment regarding the town's new Christmas lights form the mayor of Rhyl.

Cllr Simmons also informed the meeting that a lot of broken glass had been reported to DCC and had been cleared very quickly.

c. The subject of a vulnerable person who is being cared for in Rhuddlan by DCC social services was discussed in a sympathetic and diplomatic manner. The Council acknowledge that this person has been risk assessed and is considered as being safe and harmless by the professional service providers, but there remain some people who complain to town councillors about being frightened by his actions. Members recognised the person's rights and were sympathetic to resident's comments that somehow need to be passed on to his carers, but struggled with how to deal with the dilemma it posed. It was agreed and proposed by Cllr Gareth Rowlands that Nicola Stubbing's be written to as a reminder of residents' fears. Seconded by Cllr Val Simmons. **Resolved.**

Cllr Ann Davies abstained from the vote.

d. Cllr Ann Davies had also received compliments regarding the new Christmas lights in the town and requests to extend the coverage next year to other areas of the town e.g. Tirionfa.

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.

ME

The recording of the meeting was switched off and the member of the public present left the meeting.

15. Urgent Matter - Wild Meadow Concerns

An incident occurred recently at the Nant Close wild meadow site whereby DCC operatives had been confronted by local residents whilst carrying out their duties. This led to them leaving the site without completing those duties. Members were concerned at this latest escalation of complaint by residents and did not condone it any way.

The mayor reminded Members of the actions taken so far by town council with DCC on this subject, highlighting the response that the offer of putting forward a more suitable site for wild meadow cultivation was refused,

This bought about a lengthy debate on the worrying turn of events, the site unsuitability, and the reluctance of DCC to work with town council on an alternative site. Town council recognised that this was an issue for DCC but requiring Members to put forward their constituents concerns as elected to do. Cllr Mike Kermode proposed that the Chief Executive Officer be written to repeating the offer of working with DCC on an alternative site and removing the Nant Close site form the wild meadow project. The letter to be copied to the Leader of the Council and the Cabinet Member with responsibility for the wild meadow project. Seconded by Cllr Mike Elgin. **Resolved**.

16. Date of next meeting – 12/01/2023 Full Council Hybrid Meeting 7pm

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

appendix 1

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Mayor Mike Elgin's Report for December 2022 Meeting

Remembrance Sunday 13th November 2022

It was so heart-warming to see the support from the Rhuddlan community turning out in large numbers to pay their respects and remember those who gave so much for our freedom.

I want to particularly mention Police Inspector Tim Wynne Evans – our last-minute stand in Parade Marshall - The person who had kindly volunteered Clive Jones unfortunately was struck down with Covid on Friday, so I was very grateful to Tim for stepping in so brilliantly.

I must mention our retired Parade Marshall Roy Price who did the role so splendidly over the past 15 years or so. He was a fantastic help to me and the organising committee in helping the handover go so smoothly.

The Rhyl marching Band certainly enhanced the occasion - I know a parade is not the same without a Marching band and they performed brilliantly

The ATC

The Standard Bearer – Lisa Lee

Gwyn Price and Sam for providing the PA system

Alun Jones - the Bugler

The Revd Jayne Coxall -Peter Mayo-Smith and all the Church wardens and the bursar of St Marys Church.

Finally, All the organisations and clubs represented.

The Community Centre staff & volunteers who work tirelessly through the year and without whom we as a community would be so much poorer

The Town Clerk, Steve Wilson in what was his first Remembrance Day as our Town Clerk- He worked so hard to make the day a success

The Deputy Mayor Mike Kermode also for all of his help

Cllr Arwel Roberts for his wonderful rendition of Calon Lan

The Police- PCSO Phil Roberts and Barry Jones

The local shops and businesses who helped in promoting Remembrance Sunday especially Hazel Court and the library.

On Armistice Day the Clerk and I with permission from The Castle Custodian affixed a red transparency onto the Castle lights to light the Castle in red. Thanks to Cllr Val Simmons for her help in this project. I know it was appreciated by the public following a post on Facebook.

On Saturday 26th November I was invited to the studios of Sound Radio based in Towyn. I met the CEO Gary Carr and was shown around. I must say I was very impressed by the standard of the studio and learnt how for a small community radio station they are expanding rapidly and already cover The Rhuddlan Town Council area. They offer various opportunities for us to use them to get various important messages out to the community. I have asked the Clerk and Deputy Mayor to pay a visit to the Studio to ascertain more information for us.

On 1st December 2022 I officiated at the switching on of The Christmas tree lights. I must say I was impressed with the large turnout by the public and pupils of Ysgol y Castell led by the head teacher Joanne Bickerstaff. The lights were switched on by the head boy (Oscar Van Heerden) and head girl (Francesca Gledhill) from Ysgol y Castell and we were then treated to a rendition of several Christmas songs by the pupils which was wonderful.

I must thank DCC for helping with the lights, Cllr Reg Davies for providing the Tree, Cllr Gareth Rowlands for providing the Rotary Christmas float and The Clerk for arranging the event.

appendix 2

Correspondence

The following has been received:

1. Letter from the Deputy Director, Local Government Finance Policy and Workforce Partnerships Division, Welsh Government stating delay in completion of external audits with an aim for councils to achieve publication by 31st January, 2023
2. Letter from Martin Bull, Local Government Finance policy stating that the appropriate sum for the purposes of S137 is £9.93 per elector for the financial year 2023-24 (3,042 electors equates to £30,207)
3. Thank you from Steve Williams President of the Football Association of Wales for our letter wishing the team good luck.
4. Letter from Rhuddlan Friendship Group asking for non-specified help for the Community Centre become 'greener'
5. Letter from Simon Williams North Wales police thanking us for letter regarding the Remembrance Sunday Parade Marshall's fine performance
6. Letter from Rhuddlan Town Community Association inviting the mayor, deputy mayor and clerk to a meeting of trustees on 5th January, 2023
7. Letter from Rhuddlan Community Group asking if the council would replace the two planters owned by the council outside the chemist shop with eco-recycled plastic containers at a cost of £900+VAT - **decision required** . They also suggested containers located in other parts of the town that will need replacing in the next financial year totalling £1,040
8. Phone call from Natural Resource Wales regarding trees in the river Clwyd stating that they monitor but the removal of trees is the responsibility of the landowner and NWRW will enforce if a flood risk exists. They will give a formal response in writing.
9. **Verbal complaint from resident of Rhyl Road regarding view blocked by container**
10. **Written complaint regarding state of Rhuddlan (grass verges etc.)**
11. **Letter regarding Wilding at Nant Close**

Clerk's report

1. Attended the Chairman of DCC's Civic Sunday Service
2. **Precept ideas will be discussed under Finance bit**

Project Update

Farmers Market – November market fully booked as is December's. Busiest market to date. Next market is on 17/12. There are 10 markets in 2023 and payment in advance will be mandatory. I would like to offer an annual discount – I propose a 25% discount so £75 for the 10 markets or £10 per market if no annual subscription is taken- **decision required**

Road Safety – Awaiting manufacture of 3 x SID's and date off Sustrans for the workshop.

Outdoor Gym – 2 new items of kits installed (commuted sums)

Green Communities – 2 members of staff at Ysgol Y Castell have attended woodland skills teacher training. Money applied for this and bowling club improvements. **Have refused Bowling Club as work was done before grant approval was given,**

Improvements to Vicarage Lane Car Park – waiting update

Coed Y Brain – complete except

1. Building regulations completion notice (inspected 5/12 and just need Electrical Completion Certificate)
2. Installation of partition wall (4th or 5th Jan)
3. Externals – report received off RBA so need to make decisions – working group meeting on 12/12
4. Car park and front stoning
5. General signage on doors
6. Deep Clean (scheduled for 30/12)
7. Wi-fi installation (waiting BT, they have inspected and working on a solution)
8. Minor finishing works from plumber and joiner

appendix 3.

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County Councillor Arwel Roberts - Report for December 2022 Meeting

A resident and myself were concerned that a wooden public footpath sign had been left on the ground by Cwybr Fawr. After many photographs were taken and e-mails to the responsible DCC department it has now been removed. A bridle sign is now in place and the public can walk on the path as always.

Two residents have contacted me praising the Town Council for the fact that there 2 new apparatus installed in the Outdoor Gym.

School coaches are at present arriving late to collect pupils that attend Ysgol Glan Clwyd from Rhuddlan. I have made enquiries with DCC school transport department and Ysgol Glan Clwyd because class teachers are noting pupils as late comers on the registers. County education service are aware as are the school.

Community Market - I am very grateful to members of the Town Council and staff for donating raffle prizes to my fund raising stall during the last Market. Total money raised was £118. The proceeds given to the treasurer of the Community Centre. It's my intention to have a table there on the 17th of December I would be grateful for any assistance.

Ysgol y Castell:

It was a pleasure to be present in the school with the Deputy Mayor at the Remembrance Service on the 11th November. Very impressive.

It was good to hear that Town Councillor Reg Davies has been in the school whilst the children were learning about the Second World War. He is a great local historian .

Whilst visiting the Nature Reserve it was gratifying to see that year 6 pupils were learning about the Train Station which was once on the site, during the war evacuees would step on the train platform.

Word of gratitude to the Town Council from the 2 teachers who have attended their forest skills teacher training funded by Green Communities Grant organised by our Clerk. The teachers are really keen to develop a project within our community - Cllr Burnham or myself will explain further in the meeting.

As Chair of the Governors, I have seen the draft Estyn Report and it's a pleasurable read.

The good news at last is that the Brown Signs on the A55 are nearly placed in their correct places.

Ffordd Newydd has been problematic for many years when it rains. The 8th of December has been promised as a day for work to start to rectify the constant flooding problem.

The hedge between the Vicarage Playing area and Kerfoot Avenue is causing problems. James Jones from the police station brought this to my attention on behalf of one of the residents. The Clerk is aware of the problem and hopefully it will be on the next town council meeting agenda .

Reported that one of the main outside lights on the Vicarage Car Park isn't working (28/11/23)

Attended the DVSC Annual General Meeting in Rhuthun. Gathered information about Purple Shoots. This agency assists persons of different abilities to start a business especially those who are on low incomes.

On the last day of the month, I attended a training session in Dinbych on planning conformity. I later visited the Meifod centre. Staff and workers very positive and we might have products from there in the Community Centre.

Educational Building Projects are still in the pipeline. Two in our area, extension to Ysgol y Castell and a new centre for the Cylch Meithrin in Ysgol Dewi Sant. The latter has problems but not impossible to find solutions.

Please note that we have a litter picking day on Saturday the 3rd of December 10:30 am . The Church have their Christmas Tree Festival over this weekend. The ladies of Treasure Chest are holding a coffee morning in the Community Centre on 3/12 .

The " Hen Fegin" night on the 20th of January in the Community Centre is now up and running. Two tickets already booked by a couple from Ellesmere Port.

Chair of Denbighshire- duties done:

The Civic Sunday held at the Ebeneser Chapel on the 20th of November was well attended. Many thanks to the Clerk and previous Clerk for attending and most of the Town Council members. Diolch yn fawr also to the Chapel officials and members, the organist and the young harpist from Cerrig y Drudion who is tutored by our local harpist Morwen. Thanks for the excellent food prepared by the Community Centre volunteers including Gill Price. Thanks to those involved in making sure that the food which was spare was transported to a good cause in Rhyl. I note especially my fellow County Councillor Ellie Chard.

I launched the Maes Gwilym Community Woodland Event in Rhyl on the 25th of November. Countryside Services are to be congratulated for their brilliant work on this site.

My wife and I represented the County in a Christmas Fair in the Sussex Street Church in Rhyl on Saturday the 26th of November.

On Sunday the 27th I visited the Dolanog care home in Rhyl to congratulate a fine lady who is now 100 years old.

On Tuesday the 29th I was present in the annual meeting of the Denbighshire Voluntary Service in Rhuthun.

On Thursday the 1st of December I attended the raising of flags event by Cyngor Dinesig Llanelwy.

I then caught a train to Cardiff to represent the County in an event to note the support given by Denbighshire to the Armed Services. Returned the day after.

On 5th of December, I hope to be present in the launch of the Llanrhydd Community Woodland Event in Rhuthun.

On 6th of December, I will attend the full County Council Meeting .

On 7th of December- The County Council Carol Service in St Mary's Church. All welcome - local school children taking part.

appendix 4

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the Events Committee Meeting 5th December 2022

Held at the Rhuddlan Community Centre

Present:
Cllr Mike Kermode (Chair)
Cllr Ivor Beech
Cllr Mike Elgin (Mayor)
Cllr Arwel Roberts
Cllr Val Simmons
Town Clerk
Clerical Assistant/Minute Clerk

There was 1 member of the public present, Seren Evans, Rhuddlan Spar.

The Chair welcomed all those present.

1. Apologies
Rev Jayne Coxall, Gill Price

2. Declaration of Interest
None

3. Minutes of the Committee Meeting held 8th November 2022
Cllr Mike Kermode explained that these had been approved by Full Council on 10th November 2022.

4. Matters Arising from 8th November 2022
The Committee agreed that the Remembrance Sunday event had proved successful and mention was made of the late substitution for Parade Marshall. The Clerk had written to Roy Price thanking him for his past efforts as Parade Marshall over several years. The Clerk was also asked to write to thank the standard bearer. **Resolved.**
It was reported that the arrangements for the Gwledd Fest were all going well and that the build-up work will commence again in February in preparation for the May 11th event.
A coronation draft poster was circulated that will help to engage with local orgs and groups about 2023 events including the coronation and a discussion was had regarding a list of community groups to be invited to the 24th January meeting to be involved in the King's coronation, as well as seeking their ideas for suitable ways of celebration, and any support

needed from the town council. The Council's website, Facebook page and noticeboards will be used to advertise the January meeting.

5. Carols around the Tree

The Chair repeated his apologies for not being able to attend this event due to prior diary appointment that day.

Although the community centre has a music license, it is for inside the centre only. So it is hoped that the St Asaph Rotary Christmas float (which does have an outside license), will be present and arrangements are in place for that to happen.

The children's Father Christmas (FC) presents have been purchased and the mulled wine. Thermos flasks and other food and drink will be purchased in the next week by the clerk. Any of the above remaining will be donated to the Rhuddlan food bank. **Resolved.**

The committee also wished that some tubs of sweets and children's drinks be purchased with any remaining being donated to the food bank. **Resolved**.

There then followed a discussion on how best to manage FC's grotto with "chaperone" elves, and the insistence of parents accompanying children to see FC. The FC outfit was passed on to Cllr Beech as the FC designate, FC grotto directional signs, decoration, and FC's arrival arrangements agreed. **Resolved**.

The committee heard that the community centre choir have agreed to support the singing of the carols, which will be led by Cllr Arwel Roberts, and a suggested carol sheet circulated. **Resolved**.

Collection buckets will be available for donations towards the community centre and the committee agreed to meet the booking hire costs. **Resolved**.

The subject of litter was discussed and it was agreed to use the litter pickers red sacks which can be left for collection by DCC street scene. **Resolved**.

It was noted that the Rhuddlan dance group are holding an event in the main hall from 6pm and the need not to disturb that event.

The community centre had some concerns about the centre Christmas tree, and outside lights, which are to be investigated by the Clerk.

The Clerk's agreed timetable for the event was discussed and it will be amended as required ready for full council on Thursday 8th December. He will write an event risk assessment with the chairman for approval, and repeat the Council's request for Councillors to volunteer for the event.

The committee wished to note their thanks to Seren Evans from SPAR who was kindly donated decoration and lights.

The Clerk, chairman and community centre management will meet on site on Friday 9th December to go through the above and any other issues that may have arisen. To take place after 1pm.

Date of next meeting 24th January 2023.

appendix 5

Cyngor Tref
Rhuddlan
Town Council

ENVIRONMENT (WALES) ACT 2016

SECTION 6 BIODIVERSITY and RESILIENCE OF ECOSYSTEMS DUTY

POLICY STATEMENT & ACTION PLAN

1. Background

Rhuddlan Town Council covers an area which includes the River Clwyd, Rhuddlan Castle, farmland and a nature reserve. The council is responsible for two playing fields. The council is committed to improving biodiversity in Rhuddlan and the surrounding area.
This Plan recognises its responsibilities under the Environment Act (Wales) 2016 which stipulates: authorities "must seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems".

Any actions form part of a wider goal which acknowledges that under the Well-being of Future Generations (Wales) Act 2015, the Community Council should provide for "a prosperous economy, a healthy and resilient environment and vibrant cohesive communities".

2. Completed actions from 2022

2.1 Support given to Rhuddlan Bowling Club to introduce new plants to encourage insects and wildlife.
2.2 Support provided to Ysgol Y Castell that provided training for a teacher and teaching assistant in woodland skills. This will enable more effective teaching of biodiversity to children in the infant and primary school age groups.
2.3 Grants obtained to purchase and install two bee hives at the Nature Reserve.
2.4 Support given to the Rhuddlan Dementia Group to develop a sensory area at the Nature Reserve.
2.5 Three councillors are members of the Rhuddlan Nature Reserve to help support the development and running of the reserve.
2.6 Support given to Denbighshire County Council wilding project in various locations within Rhuddlan.
2.7 Planting of trees ant Vicarage Lane Playing Field and on Admiral's Field.
2.8 Support given to the Rhuddlan Community Group to enable them to purchase a variety of plants in containers throughout the town that encourage insects.
2.9 Identification of further sites on council owned land to create wildflower areas.

As a statutory consultee the council considers the impact to biodiversity on all planning applications. This action is in line with the Planning Policy (Wales) Act 2016 which states: "planning authorities must seek to maintain and enhance biodiversity in the exercise of their functions. This means that development should not cause any significant loss of habitats or population of species, locally or nationally and must provide a net benefit for biodiversity".

The council will further enhance its plan for 2023 using the section 6 template.

Objective	Action	Proposed date	Reporting/Monitoring in 2023
Engage and support participation and understanding to embed biodiversity throughout decision making at all levels	Whole Council introduction workshop with use of WG produced slides	By end Q1/2023	
	Set up council Biodiversity committee and review plan and publish 2024 plan	End Q1/2023 End Q4/2023	
	Consider embedding biodiversity in processes considering planning applications/ procurement/reports to council	Ongoing	
	Deliver carbon and nature literacy training to councillors	End Q4/2023	
	Support wider community understanding – articles in local publications, social media posts	End Q2/2023	
Safeguard species and habitats of principal importance and improve their management	Develop and agree a strategy to manage landholdings for the benefit of nature	End Q3/2023	
	Promote species recording	End Q2/2023	
	Promote links with local conservation projects	End of Q3/2023	
Increase the resilience of our natural environment by restoring degraded habitats and habitat creation	Manage landholdings for the benefit of nature	Ongoing	
	Promote links with local conservation projects	End Q3/2023	
	Apply for bee friendly status	End Q4/2023	
	Promote private residential biodiversity enhancement (E.g. planting for pollinators, bird and bat boxes) and uptake of schemes like	End Q2/2023	

	hedgehog street		
	Consider community consultation for biodiversity enhancement opportunities	TBD	
Tackle key pressures on species and habitats *Action towards mitigating impact of Climate change, Invasive Non-native species, Habitat Loss*	Save energy, reduce waste, sustainable procurement	Plan end Q4/2023	
	Support community climate action	TBD	
	Support action on key biodiversity threats, this can include, control of invasive non-native species, prevention of habitat loss and/or degradation	TBD	
	Link with DCC and other Town/Community Councils	Q4/2023	
	Share information and evidence with local conservation groups and charities	Q1/2024	
Improve our evidence, understanding and monitoring	Promote national environmental recording schemes like Big garden birdwatch, big butterfly count	Ongoing	
	Publish a Section 6 Biodiversity Plan	31/12/2022	
	Appoint a lead Officer or Champion	End Q1/2023	
	Create an Environment/Biodiversity Committee to progress actions	End Q1/2023	
	Schedule progress updates	End Q2/2023	
Put in place a framework of governance and support for delivery.	Schedule annual review of the plan	End Q3/2023	

Approved by full council on 8/12/2022 – Review in Dec 2023 meeting.

Appendix 6

Rhuddlan Town Council

Current Bank A/c

List of Payments made between 01/12/2022 and 31/12/2022

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/12/2022	Voel Coaches	PABT0001	200.00	Approved Nov 22 Mtg	Grant Application
01/12/2022	Y GYMDEITHAS GYMRAEG	PABT002	150.00	Approved Nov 22 Mtg	Grant Welsh Activities
08/12/2022	Mold Town Council	PATB004	70.00		Charity Dinner
08/12/2022	Denbighshire County Council	PABT005	749.05	20175073 1/0	Business Rates Hwb Rhuddlan
08/12/2022	Rhyl Blinds and Curtains Ltd	PATB006	216.00	291122	Blinds Hwb Rhuddlan
08/12/2022	HSBC UK	DD	36.00	October statement	Bank Charges
08/12/2022	Sage & Co	PATB0007	85.80	18350/KLM	Payroll charges 07-09/2022
08/12/2022	North Wales Fire Protection Lt	PATB0008	325.14	PO2863	Fire equipment for Hwb
08/12/2022	Arwel Roberts	PATB0009	391.54		Green Communities Bowling Club
08/12/2022	SLCC	PATB0010	234.00	MEM241271-1	2023 Membership
08/12/2022	RHUDDLAN TOWN COMMUNITY	PABT0011	165.00		Meeting 8/11 and Dec Market
08/12/2022	Goodsigns & Print	PABT0012	205.68	110787	Market signs
08/12/2022	Denbighshire County Council	PATB0013	3,400.00	801834103	CCTV partnership 2022/23
08/12/2022	Zoom Video Communications	PABT0014	14.39	175062222	Zoom Nov 11 - Dec 10 2022 SW
08/12/2022	Web Studio North Wales	SO	240.00		Website and FB Management
08/12/2022	P. Smith	PABT0015	147.80		Salary backpay adjustment
08/12/2022	Steve Wilson	PABT0016	941.18		Salary Back Pay
08/12/2022	HMRC	PABT0017	1,522.62	120PP01122176	PAYE/NI 6/12 to 5/1/23
08/12/2022	NEST Pension	DD	253.12		Pension
08/12/2022	Mari A Williams Translations	PABT0018	268.43	1224	Translations November
08/12/2022	Steve Wilson	PABT0019	187.20	Approved AR & ME	Expenses November
08/12/2022	Goodsigns & Print	PATB0020	197.50	110830	Hwb Sign
08/12/2022	Denbighshire County Council	PATB0021	4,304.11	801843796	Recharge for May Eelection
08/12/2022	Wynne-Jones Flooring	PATB0022	3,365.96	4391	Floor for Hwb
08/12/2022	RTC Charity Account	TNSFR	60.00		to pay account fees £5/month
08/12/2022	ROYAL MAIL GROUP LTD	PATB0023	378.00	1802584113	PO Box
08/12/2022	RBA Consulting Limited	PATB0024	2,619.92	5617	Latest invoice externals Hwb
08/12/2022	Morral Play Services	PABT0025	234.00	1819	Quarterly play area inspection
08/12/2022	Steve Wilson Starling Card	PABT0003	500.00	Approved ME, GR, ME	Expenses Card VArious
08/12/2022	Glascoed Timber	PATB0026	1,398.00	Invoice A16	Grass cutting 2022 to date
08/12/2022	Glascoed Timber	PATB0027	1,710.00	Invoice A17	Fence at Hwb
08/12/2022	Glascoed Timber	PATB0028	921.60	Invoice A18	Servicing Litter bins 2023
08/12/2022	Glascoed Timber	PATB0029	1,020.00	Invoice A19	Hedge cuts, leaf removal, main
08/12/2022	RHUDDLAN TOWN COMMUNITY	PATB0030	15.00	No 21	Hire of CC 5/12
08/12/2022	Vodafone	DD	24.00		November Bill
08/12/2022	Glascoed Timber	PATB0028DE	-921.60		Incorrect calculation
08/12/2022	Glascoed Timber	PATB0028AM	1,036.80	Invoice A18 correcte	Servicing litter bins 2023
08/12/2022	Steve Wilson Starling Card	PABT0031	500.00	ME & MK	Expenses for Event and Hwb
08/12/2022	Cllr Val Simmons	PATB0032	51.96		Costumes for Carols
08/12/2022	A J Stacey Joinery	PATB0033	360.00	0100	Additional works Hwb
08/12/2022	Steve Wilson	PATB0016CN	-941.18	amend amount as inco	Salary back pay
08/12/2022	Steve Wilson	PATB0016AM	868.90	amended	Salary back pay

Continued on Page 2

Rhuddlan Town Council

Current Bank A/c

List of Payments made between 01/12/2022 and 31/12/2022

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
08/12/2022	Paul Smith	SO	207.87		Salary
08/12/2022	Steve Wilson	SO	1,624.14		Salary
08/12/2022	Vodafone	DD	-24.00		Correction
08/12/2022	Vodafone	DD	24.90		Dec Bill Corrected
		Total Payments	29,338.83		