



Rhuddlan Town Council – Minutes of the meeting on the 9th March 2023

Hybrid Meeting

Present:

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

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

There was 1 member of the public present along with PCSO Phil Roberts and Claire Cunnah, DCC Community Youth Worker.

1. Apologies

Cllr Ann Davies, Cllr Val Simmons

2. Declaration of Interest

None offered

3. Urgent Matters

None

4. Police Matters

PCSO Roberts read through his February report highlighting a Public Order situation on Admirals Field. He also reported on the recent vehicle speed recordings taken on the A5151 towards Dyserth, adding checks will be made on other roads in and around Rhuddlan.

The repositioning of two SIDs in Rhuddlan and the potential of new SID's along New Road was discussed.

PCSO Roberts informed Members that he was hoping to organise a community safety watch group if he can recruit enough volunteers to undertake the training. This is not enforceable in

law but NWP can send out letters to recorded speeders warning them of their excessive speed. Any volunteers that come forward please pass on to him.

Cllr Reg Davies asked why the February report did not include the caravan incident which was previously reported. PCSO Roberts apologised that it wasn't and provided an update on action taken with a youth and adult found at the caravan.

5. DCC Youth Service

Cllr Mike Elgin welcomed Claire Cunnah to the meeting. Claire is a DCC Community Youth Worker who has put together a proposal and associated costs of introducing youth provision at Hwb Rhuddlan. Claire took Members through the pre-circulated proposal. This included the Town Council funding a youth worker in conjunction with DCC funding two, as three are required to run the sessions which will last 3hrs and take place 42wks/year. All youth workers will be recruited and employed by DCC if the funding proposal was approved. First year costs to RTC are £3,700 as it covers the set up costs and will be £2,700 a year to fund in future years. PCSO Roberts informed the meeting that the NWP has a community trust fund that could support this project financially and following a short discussion as to how this could be applied for and the confirmation that DCC would be happy to work with NWP on this. Cllr Arwel Roberts congratulated Claire for her work, and PCSO Robert's funding suggestion and proposed that the proposal and costs be approved and further funding streams be investigated, seconded by Cllr Mike Kermode. **Resolved.**

6. Minutes

Town Council Meeting 9th February 2023

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

The minutes were duly signed

7. Matters Arising

- a. **Code of Conduct Training** – There are three councillors who have still not attended this training. The Clerk had received a response from Gary Williams Monitoring Officer stating the training is not a legal requirement which was read out to Members. Following a discussion on the implications of not doing this training it was decided to include the requirement to complete this training within six months of an election in the council's code of conduct prior to the next election.
- b. **Vicarage Lane hedge works** – complete.
- c. **The Urdd** had attended the successful Hwb opening and had confirmed further Urdd activities so Members agreed the grant uplift to £500. **Resolved.**
- d. **Rhuddlan Bowling Club** – Letter sent regarding unauthorised tree planting.
- e. **St Mary's car park** – Cllr Ivor Beech had noted the successful work done here and asked if Members would support a letter of congratulation going to the organisers on their work. **Resolved.**
- f. **Mayor's Newsletter** – a lot of positive feedback had been received on this initiative and Members agreed to prepare a one sheet document next time it is done. One side Welsh and the other English. **Resolved.**

- g. **Kings Coronation** – The Clerk has received permission from DCC for bunting to be placed on the street light columns but not crossing the highway from the nature reserve area through to the golf club roundabout. He then asked Members for comment on the provision of water bottles quotes sent by e-mail. Cllr Mike Kermode proposed approval for the cheaper plastic bottle, seconded by Cllr Jackie Burnham. **Resolved.**
- h. **MUGA Lighting** – The Clerk reported that there could be a “dark spot” when LED lighting is installed which was being investigated by DCC. Sufficient budget in place.
- i. **Community Matters** – Cllr Reg Davies had received another complaint about the Castle opening hours and not accepting cash to pay for entry. The Clerk asked that Members ask for more detail on any other complaints received so he can inform Cadw of this when it occurs. Cllr Jackie Burnham highlighted the Cadw website which states that Rhuddlan Castle opening hours, days and seasonal openings. Being from April 1st to 6th November 2023 and the entry prices.
- j. **Community Market Raffle** - Cllr Arwel Roberts asked again for volunteers to assist with this on March 18th.
- k. **Parliament Street car park** – The Clerk reported that DCC will deal with the ticket machine issues when resources allow.

8. Correspondence from:

a. The Mayor

The mayor added to his circulated report that he had witnessed the Rhuddlan Beavers promise ceremony at St Mary’s Church.

The report was accepted.

b. The Town Clerk & Town Plan update.

The Clerk had circulated his report in advance of the meeting and read through the various items of correspondence and project updates from the town plan.

Elements of the report were discussed - in particular:-

- Letter from Hedgehogsareus asking for financial support for hedgehog highway kits. Members agreed to take no action. **Resolved.**
- One Voice Wales letter reminding Council of a statutory duty to embed biodiversity & ecosystems into our work, policies, and plans as well as day to day activities. Following a meaningful debate on such methods of thinking and working by the Council, it was noted that Town Council already has a Biodiversity policy and is creating a working group next month at the Full Council meeting.
- Advertising opportunity from Kingfisher Visiting Guides had been looked at by Cllr Mike Elgin who concluded that it did not appear beneficial to Rhuddlan Town Council and therefore not to be supported. Proposed by Cllr Mike Elgin, seconded by Cllr Arwel Roberts. **Resolved**
- Annual membership to One Voice Wales payment of £739 for approval. The Clerk reminded Members how useful their advice had been on a couple of

items and that the next year's payment is already in the budget for 2023/4.

Resolved

- Thank you letter received for the hearing loop installation at the community centre. The Clerk suggested that Members might like to install a similar system in the Hwb. There is £1,168 remaining in the grant fund and any further costs could be spent from the remaining Hwb project budget. Cllr Mike Kermode so proposed, seconded by Cllr Ivor Beech. **Resolved.**
Members asked the Clerk to make sure that advisory signage of the system be included at both the centre and Hwb. **Resolved.**
- Ten companies had been suggested by DCC for the tender process for the Admiral's Field path construction in preparation for the tender going out next week.
- Hwb Wi-Fi installation next week.
- Cadw correspondence received following the site meeting on the subject of the placement of trees and benches on the Rhuddlan Town Banks contravening the Ancient Monuments & Archaeological Act 1979. Members were keen to accept the advice and guidance for the remediation works probably in the autumn now due to the season guidance for planting. As regards the benches it was noted that Town Council only owns one which can be relocated to several sites. One near Highlands close and Ffordd Ganol looking towards Rhyl was favoured. After some discussion on the matter Cllr Gareth Rowlands proposed this favoured site, seconded by Cllr Bleddyn Williams. **Resolved.**
The Clerk to meet with Rhuddlan Community Group to discuss their benches and tree locations in line with the Cadw e-mail. **Resolved.**

The report and project update were accepted

9. County Councillor Reports

- a. Cllr Arwel Roberts had circulated his written report.

The report was accepted

10. Wildflower Meadow Feedback

The Clerk had circulated the DCC response on the 2023 site proposals for comments. Cllr Mike Elgin reminded Members of the public consultation undertaken by Town Council and the few responses received. Members noted this and decided our comment should be that no meaningful responses had been received through this process. Although requests for a two metre gap at Bodrhyddan Avenue instead of a 1m gap should be included. Cllr Mike Kermode so proposed, seconded by Cllr Mike Elgin. **Resolved.**

11. Events Committee Minutes 2nd March 2023

The Deputy Mayor asked those who were present if the minutes were a true record of the meeting. **Resolved**

Coronation Events – the current events highlighted will so far require around £2,800 support which is within the budget set by the Council for this event.

There was a request from the Rhuddlan Friendship Group for free parking in Parliament Steet Car Park for Sunday May 7th. The Town Council has five days free usage permitted by DCC, but this requires a Full Council approval before speaking to DCC. Cllr Jackie Burnham so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

Gwledd Fest – Cllr Kermode reported that the organisers were reporting a good take up for stall and exhibitors but if Members were aware of any other organisations or businesses that might like to be included they should direct them to the organisers. Cllr Arwel Roberts enquired if Meifod Timber could be included.

The Clerk will be putting together an all-encompassing leaflet for marketing purposes.

The report was accepted

12. Road Safety Working Group held on March 7th 2023

Cllr Mike Elgin informed Members of the meeting outcomes which included several recommendations for Members approval. Particular mention was made for a request by the group to reposition two of the SID's.

- The SID positioned on the A547 when travelling from the Meliden direction towards Rhuddlan appears to be sited too close to the golf club and Members asked if it could be repositioned closer to the 30mph sign?
- The SID positioned on the A5151 or Rhyl Road travelling from Rhuddlan towards Sainsbury's appears to be too close to the Highlands Road junction and Members asked if it could be repositioned closer to The Rise property? This is the original SID which has now been turned around.

Cllr Elgin said that another site meeting to discuss the above and the potential to provide another SID on New Road travelling out of Rhuddlan towards Dyserth is to be arranged soon and sought Members approval to action this meeting.

Members agreed to approve the recommendations which included a speed safety poster competition, and the consideration to hold quarterly meeting of the working group. Proposed by Cllr Arwel Roberts and seconded Mike Elgin. **Resolved.**

13. Sound Radio

Cllr Mike Kermode had visited the radio station which had highlighted two types of sponsorship opportunities that Town Council might like to consider. Cllr Kermode informed members of these and some information on the stations work. It was clear that there was no meaningful data available on listening numbers and seemed hard to justify supporting any sponsorship at this time. Cllr Gareth Rowlands proposed that no sponsorship be approved, seconded by Cllr Jackie Burnham. **Resolved.**

Members were asked to note that the station is seeking volunteer presenters for Welsh and English programmes.

14. Welsh Language and Cultural events

Cllrs Arwel Roberts and Bleddyn Williams presented a short paper on the above subject highlighting several factors that have kept the language alive in Rhuddlan and data on residents speaking and understanding Welsh in the town.

Members were asked to comment and suggest any ideas of how the Town Council could contribute to the support of the language through events.

The discussion which followed recognised the importance of the Welsh Language and culture noting that Council already has a Welsh Language policy, subcommittee, and champion. It was incumbent on that committee to recommend any support or events to Full Council for approval.

Some examples of how the Council has supported the language & culture in the past were given e.g. Menter Iaith visits, financial support for Urdd activities, and the continuing hope to attract future eisteddfodau.

15. Review of Policies

a. Financial Regulations – the two changes discussed previously have been included and need approval. Cllr Mike Kermode so proposed, seconded by Cllr Arwel Roberts.

Resolved.

b. Code of Conduct – no changes to the policy had been recommended but Members asked the Clerk to make a note that before the next election this policy will need a review of our local policy requirements in terms of the training. Cllr Mike Kermode proposed policy approval as is with a review to take place before the next election, seconded by Cllr Mike Elgin. **Resolved.**

c. Local Resolution Protocol – there has been no response yet from DCC as to the suitability of our policy so, in the meantime, Members agreed to approve the policy. Cllr Gareth Rowlands proposed the policy be approved, seconded by Mike Kermode.

Resolved.

16. Planning

Cllr Mike Kermode as Deputy Mayor took Members through the applications and asked for any objections.

a. 44/2023/0097 – Home Farm, Rhuddlan. Change of use of agricultural buildings to an indoor storage facility, with parking. No objections. Cllr Ivor Beech declared an interest in this item and left the room while it was being discussed.

b. 44/2023/0005 – Starbucks sign on land adjoining 1 Castle View, Rhuddlan. Reduction in height of sign in response to DCC previous rejection of application. Town Council had previously objected that original height was too high. No objections

c. 44/2023/0001 – 59 Highlands Rd, Rhuddlan. A loft conversion, installation of dormer windows, and erection of an extension for an attached garage with accommodation above. No objections.

17. Budget & Finance

a. Insurance for 2023/4 – The Clerk circulated a short paper on the item which had investigated using the existing broker and another for comparison. The later

demonstrating a saving of £819.04 which was recommended for approval. Cllr Arwel Roberts so proposed, seconded by Cllr Jackie Burnham. **Resolved.**

b. Grant request from MacMillan Cancer Support – Previously circulated, the Clerk read out the application for a donation.

Cllr Mike Kermode proposed that £700 be approved, seconded by Cllr Arwel Roberts. **Resolved.**

c. Payments List – This had been previously circulated and the Clerk read through the various payments. Member's attention was drawn to three outstanding cheques not yet presented for over a year and asking Members approval to cancel them. **Resolved.**

d. A member wondered if a sign could be discussed to direct people to the Hwb off the main road. The Clerk answered that such a sign cannot be installed to an unadopted road. Cllr Mike Kermode proposed that the Clerk investigate an alternative access sign to the Hwb, seconded by Cllr Arwel Roberts. **Resolved.**

e. The Clerk informed Members of the current account situation highlighting that the invoice for the SID's had not been received in time for inclusion in this year's budget so will now have to be in next year's budget. Members acknowledged that if another SID for New Road is forthcoming then this too will need to be included in next year's budget.

18. Community Matters

a. Cllr Mike Kermode informed Members of a Dementia Group family bingo event on March 25th and asked the Clerk to post on the council's website

b. Cllr Arwel Roberts informed Members that a litter collection will take place on March 25th at 9am along the river bank towards Rhyll. He added a further invitation to an event as Chair of DCC at the Fei Von restaurant on 27th April with the DCC CEO Graham Boase as quest speaker. Tickets are £25pp, details of how to book will be circulated.

c. Cllr Mike Elgin informed the Members that the SPAR shop had given him a £40 voucher for groceries which he had then passed on to the "Love North Wales" food bank in Rhuddlan. He noted that the SPAR shop has several food bank donation boxes should any Member want to contribute.

d. Cllr Elgin also mentioned complaints about bird droppings by the chemist on the high street, but noted that this had now been removed by DCC in a very timely fashion.

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.

The recording of the meeting was switched off.

19. Personnel Committee Minutes of March 7th 2023 for approval.

The committee's chairman, Cllr. Arwel Roberts, gave a summary of the minutes of the meeting and of the various recommendations made by the committee. He highlighted the committee's very positive views about the excellent work of the Town Clerk, especially in

connection with the development of the Hwb building. The mayor also commented on this and said that because of this, the committee was recommending an honorarium payment to the Town Clerk. The council agreed to support the recommendations put forward by the committee, which were:

- To confirm the updated contract of employment for the Town Clerk.
- To include a section in Standing Orders which provides for cover to deal with urgent matters when the Town Clerk and/or the mayor are absent.
- To make an honorarium payment of £1,500 to the Town Clerk, in respect of the additional and detailed work undertaken in the development of the Hwb.

20. Date of next meeting – 13/4/2023 Full Council Hybrid Meeting 7pm

Signed.....Clr Mike Elgin (Mayor)