Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Dear Councillor 5th May 2023

You are hereby summoned to attend a Hybrid* meeting of Rhuddlan Town Council on Thursday, 11th May at 7pm. Members of the public wishing to attend by Zoom should inform the Town Clerk by 4pm on 10th May 2023 so that necessary arrangements can be made. Members of the public are welcome to attend in person. **Can join by Zoom or attend in person at* ***Hwb Rhuddlan, Clos David Own, Rhuddlan LL18 2UJ***.

Agenda

1. **Apologies**
2. **Declarations of Interest**
3. **Urgent Matters as Agreed by the Chairperson** – Notice of items which, in the opinion of the Chairperson, should be considered as a matter of urgency in accordance with Standing Orders
4. **Police matters** – to receive crime report
5. **Minutes** – Approve minutes of Town Council meeting held on 13th April, 2023.
6. **Progress report from minutes**
7. **Rhuddlan Cemetery** – to receive an update from DCC
8. **Correspondence from:**
   a. The mayor
   b. The town clerk including project report
9. **County Councillors' Reports** – to receive reports
10. **Events Committee** – To receive minutes from meeting on 18th April, 2023.
11. **Review of Policies:**
    a. To agree new Councillor Remuneration Policy
12. **Nature Reserve** – To consider a request for support
13. **Planning**
    a. 44/2023/0300 - Formation of secure storage compound to rear of building including 3 no. storage containers, perimeter fence, retaining wall and associated works at Telephone Exchange Gwindy Street, Rhuddlan
14. **Budget & Finance Matters**
    a. Grant requests
    b. Approve the payments listing due
    c. Amend salary standing orders
15. **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

17. **Date of next meeting**: 8th June 2023

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

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 13th April 2023

Hybrid Meeting

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

Members were informed that the meeting was being recorded, audio only.
There were 2 members of the public present.

1. Apologies
Cllr Arwel Roberts, Cllr Rob Williams

2. Declaration of Interest
None offered

3. Urgent Matters
None

4. Police Matters
No report received and no NWP Officer present

5. Minutes
Town Council Meeting 9th March 2023
The Minutes were proposed as a true record by Cllr Mike Kermode, seconded by Cllr Gareth Rowlands. **Resolved.**
The minutes were duly signed.

6. Matters Arising

a. **DCC Youth Service** – The approval for the proposed provision had been sent and received. DCC are expected to start at a date to be confirmed in May 2023, but this may be sooner.
b. **Code of Conduct** – In response to a question from a Councillor the Clerk referred to the email received from DCC reference the timescale and the guidance for this training which was discussed last month. The Clerk will resend the email to the Councillor for reference.
c. **The Urdd** - grant uplift to £500 completed.
d. **Kings Coronation** – The Clerk has 400 water bottles ready for distribution to Rhuddlan children at Ysgol y Castell. Children attending other schools will be reminded via their schools and Town Council website to collect their water bottle on the Monday of the coronation events on Admiral's Field. The Clerk has 2000m of coronation bunting ready for the contractor to erect from the bridge to golf course roundabout and confirmed that the order has been issued.
e. **MUGA** – Still awaiting quotes, but expected to be within the set budget
f. **Rhuddlan Castle Update** – Members confirmed that the castle was open over Easter. Concerns were raised again regarding the flag poles which have now been removed from the castle. Local residents are supporting the flag poles being replaced on the castle rather than on the ground within the boundary walls. Lord Langford is discussing this further with Cadw. After a discussion Cllr Gareth Rowlands proposed a letter be sent to Cadw regarding the issues informing them of the concerns. Seconded by Cllr Reg Davies. **Resolved.**
g. **Hearing Loop** – The Clerk confirmed that the order for this item has been issued
h. **Admirals Field Circulatory Path** – The Clerk informed Members that he had applied for a grant of £20,000 from Burbo Bank windfarm scheme towards this project.
i. **Wild Flower areas** – In a response to the Nant Clos area no longer being pursued as a wild flower area, Members heard that DCC are reporting that this parcel of land is not in their ownership and as such they will not maintain it in the future. A lively discussion took place around the issues of it being reinstated as a grassed area, a precedent set by DCC of maintaining it for the last 50 years, who will maintain it, and residents in this area receiving an apology for the inconvenience caused by its previous inclusion as a wild flower area. Members agreed that the Clerk should engage with DCC on this issue and report back. **Resolved**.
j. **Additional Land Ownership** – Members were concerned that another parcel of land at Ffordd Ffynnon may not be in the ownership of DCC and tasked the Clerk with investigating further with DCC when discussing the wild flower item above. If not DCC, then investigate who does own it. Cllr Gareth Rowlands so proposed, seconded by Cllr Mike Kermode. **Resolved**.
k. **Repositioning of 2 x SIDs** – no response yet from DCC
l. **Events Committee** – The all-encompassing event leaflet is being delivered around Rhuddlan households and this should be completed on Saturday 15th April.
m. **Welsh Language Cultural Events** – It was noted that there had been a meeting of interested parties but no update was available for this meeting.

n. **Directional Road Signs** – The Community Centre sign is in place and the Hwb sign is progressing slowly.

o. **Community Matters** – members heard that the Dementia Group bingo event, and the river bank litter pick were both successfully held.

7. Election of Mayor & Deputy Mayor elect

Cllr Gareth Rowlands proposed Cllr Mike Kermode as Mayor Elect which was seconded by Cllr Reg Davies. There were no other nominations. **Resolved.**

Cllr Mike Kermode thanked the Council for their support and felt honoured for the trust they had placed in him. He was looking forward to working with them in 2023/4.

Cllr Mike Kermode proposed Cllr Val Simmons as Deputy Mayor Elect informing Members of Cllr Simmons good work to date and willingness to participate in Council business. This was seconded by Cllr Ann Davies. There were no other nominations. **Resolved.**

Cllr Val Simmons thanked the Members for their support and was honoured to take on the role of Deputy Mayor for 2023/4.

8. Correspondence from:

a. The Mayor

The Mayor had circulated his report prior to the meeting.

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 (circulated) from Audit Wales reporting of a lengthy delay in the 2021/22 audits but suggesting no timings yet for completion. It advises Council to continue as normal with internal audits for 2022/3. Members were informed that this has a delaying effect on Rhuddlan Town Council's progress to General Power of Competence status. During a technically informative discussion led by the Clerk it was proposed to write to Audit Wales expressing Members concerns. **Resolved.**
- Resident concerns about Admiral's Field playground slippy surface removal is being actioned by the assistant clerk and a contractor has been engaged.
- Enquiry about any planning application for a traveller site in the Tan yr Eglwys area. Cllr Ann Davies as a County Councillor reported that no application had been received to date.
- The entrance gates to Admiral's Field from Rhyl Road are showing signs of needing maintenance. The Clerk is investigating provision of new gates
- Approval sought for the purchase of extra Christmas lights at a cost of £1,269 for the remainder of Rhyl Rd to Highlands Rd to be considered. Members approved the spend. **Resolved.**

- In response to a Members question the Clerk informed them of the Hwb usage so far. This included the football academy, a birthday party hire, some evening meetings, and emerging hire opportunities with the Urdd and DCC youth service. A discussion then took place on the co-ordination of the Hwb hire bookings, the conditions of use by groups, cleaning issues, and the electronic key safe system. Members agreed to review the situation regularly and how best to manage hire bookings before approving any decision. **Resolved.**

The report and project update were accepted

9. County Councillor Reports

a. Cllr Ann Davies verbally reported on the Local Development Plan being worked on by DCC at present, which includes 9 sites in Rhuddlan. This will be consulted on in the near future as it progresses.

Information about a recent DCC meeting to potentially refurbish the Tan yr Eglwys area highlighting a tidy up already undertaken at the river end.

Maes y Bryn is to be resurfaced this week

The verbal report was accepted.

b. Cllr Arwel Roberts had circulated his written report.

The report was accepted

10. Bio-Diversity Plan

The Clerk reminded Members of the Council's bio-diversity plan and the actions therein including the creation and appointment of councillors for a working group. After a short discussion it was decided to agree this at the AGM when the various Council sub committees and working groups are dealt with.

Cllr Mike Kermode proposed that the plan be accepted and consideration of the working group be undertaken at the AGM. Seconded by Cllr Jackie Burnham. **Resolved.**

11. Review of Policies

a. Safeguarding – Cllr Gareth Rowlands proposed that the Safeguarding policy be approved as is, seconded by Cllr Mike Kermode. **Resolved.**

b. Retention of Documents – Cllr Gareth Rowlands proposed that the policy be approved as is, seconded by Cllr Jackie Burnham. **Resolved.**

12. Noticeboards

Cllr Mike Kermode had drafted a short document on the arrangements for the display of information on the Council's noticeboards. Cllr Kermode proceeded to go through the suggestions highlighting two separate levels of information expected i.e. community/public sector, and the local community sector. Also included was information on how to access the noticeboards, guidelines for use, and the need to regularly review the information posted thereon to free-up space for new or latest information updates. Following a discussion it was proposed by Cllr Gareth Rowlands to approve the draft document as good practice, encourage bilingualism of

information on A4 posters, and to provide a small notice of guidelines for those wishing to post information on the noticeboards. Seconded by Cllr Mike Elgin. **Resolved.**

13. Bryn Castell

The Clerk informed Members that DCC had decided to dispose of the property on the open market but the Town Council given first refusal to purchase at the open market value. DCC also believe that there is £150k refurbishment costs required for the property. The Town Council have often discussed the creation of a museum of Rhuddlan's rich history and its many artefacts which are currently stored in Cardiff being exhibited here in the town.

A thorough discussion ensued on the merits of the building as a suitable museum venue given requirements for accessibility, gaining museum status requirements, and it being sited in a conservation area. Members were concerned that they would require a feasibility study to be undertaken in a short timescale, and that the highlighted costs were exceptional high and potentially unaffordable for the Council budgets. One Member had family connections to the property and said that CADW had not found too much information about the property which was built in the 1700s, it was not listed, but they had some photos that might assist with exploring a suitable future for the property. Members considered speaking with CADW about a joint project to fund and create a Rhuddlan museum with the many artefacts returned and exhibited therein.

Cllr Mike Elgin proposed that CADW be approached to consider a joint project, seconded by Cllr Jackie Burnham. **Resolved.**

14. Planning

Cllr Mike Kermode as Deputy Mayor took Members through the application. Cllr Ivor Beech declared an interest.

a. 44/2023/0245 – 19 Parc y Lleng, Rhuddlan. Construction of a vehicular access, driveway, and associated works. No objections

15. Budget & Finance

a. i) Grant request from Llangollen International Musical Eisteddfod – Members noted that this was a generally circulated request which lacked any detail or grant amount. Cllr Gareth Rowlands proposed that the request in its current format be declined for support, seconded by Cllr Mike Kermode. **Resolved**

ii) Grant request from Menter Iaith Sir Ddinbych – Highlights specific activities proposed for Rhuddlan e.g. Minecraft workshops, walking tours of Rhuddlan, art & craft workshops, drama performances for children, cuppa & chat sessions for welsh learners, and a St David's Day competition. In total a request for £1650. Cllr Gareth Rowlands proposed approval for the grant request, seconded by Cllr Bleddyn Williams. **Resolved.**

b. Payments List Approval – The Clerk informed Members of a overspend of £15k against budget due to last year's spend coming through in current financial year due to late invoicing. He advised that it requires Members agreement within a Full

Council meeting. So proposed by Cllr Mike Kermode, seconded by Cllr Gareth Rowlands. **Resolved**

The payments list was then proposed for acceptance by Cllr Gareth Rowlands, seconded by Cllr Mike Kermode. **Resolved.**

c. Annual Return for the Year Ending March 31st 2023. The Clerk took members through the Annual Return in a thorough manner explaining what regulations and requirements the Council must meet, confirming the Council's Annual Governance Statement, and requiring Members approval of the Mayor's signature to the document. Cllr Gareth Rowlands proposed the Annual Return approval, seconded by Cllr Jackie Burnham. **Resolved**.

d. Agree DCC as Internal Auditor – Cllr Gareth Rowlands proposed that DCC be invited to provide the internal audit for Rhuddlan Town Council. Seconded by Cllr Mike Kermode. **Resolved.**

e. Grass Cutting Tenders – Members were asked to approve that the Clerk be permitted to assess and recommend to the Mayor and Deputy Mayor the grass cutting tenders which will have been received by the closing date of Friday 14th April 2023. Cllr Gareth Rowlands so proposed, seconded by Cllr Jackie Burnham. **Resolved**.

16. Community Matters

a. Cllr Reg Davies reported a complaint received about the footpath between Bonc Hill and Hylas Lane being in a very muddy and unusable state. The Clerk was asked to report this to DCC Customer Service.

b. Cllr Jackie Burnham had noted a dog walker within the MUGA who when challenged said she had not seen the No Dogs sign. Cllr Burnham asked that one of the signs be repositioned to ensure future compliance. The Clerk confirmed that this was on his list of things to do.

c. Cllr Val Simmons voiced concern that 16 and 18 Barfield Rd seem to have been the target of fly tipping and an issue of the grounds of the properties being overgrown. The Clerk was asked to report to DCC Customer Service.

d. On behalf of Cllr Rob Williams the Clerk commented on the future provision of electric vehicle (EV) charging points by Town Council. Members noted their previous discussion about EV Charging points in Vicarage Lane car park and the high costs of such a provision. As a result Members asked the Clerk to ask DCC what their plans for EV charging points in Rhuddlan were before discussing further.

e. On behalf of Cllr Rob Williams the Clerk passed on concerns about parking issues on Abbey Rd and how a suitable way of dealing with them may be achieved. Cllr Williams is the owner of a caravan park in Abbey Road. Cllr Mike Elgin declared an interest. Members asked the Clerk to pass this concern to DCC Highways who are responsible for these matters.

The recording of the meeting was switched off.

17. Date of next meeting – 11/5/2023 Council AGM Hybrid Meeting 6pm
11/5/2023 Full Council Hybrid Meeting 7pm

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

Draft

Cyngor Tref
Rhuddlan
Town Council

Mayor Mike Elgin's Report for May 2023 Meeting

On Thursday 27th April Marianne and I attended The Chair of Denbighshire Arwel Roberts charity event at The Fei Von in Rhuddlan. It was a really good evening with a lot of money raised for charity. I must add that Arwel has been a fantastic Chair over the past 12 months and has promoted Rhuddlan far and wide which is really good. Diolch Arwel.

On 29th April Marianne and I attended The Dementia Group dance at The Community Centre to raise both awareness and funds for the group. It was an excellent afternoon enjoyed by a large number. Many thanks to The Group Sec Cllr Kermode.

On 26th April I met with Edward Parry and Rebecca Musgrave from DCC Road safety dept.

We surveyed the SID on Meliden Rd for traffic travelling into Rhuddlan from Meliden as we were concerned it was sited to far from the 30 mph sign . Edward could see our concerns however he does not believe it would be hugely beneficial to move this SIID further towards Meliden due to the bend in the road.

In respect of the SID on Rhyl Road near Highlands Road for traffic travelling out of Rhuddlan towards Rhyl he agreed this should be moved. He agreed the best place is near The Rise. He will therefore find out the cost etc and liaise with us.

In respect of New Road concerns regarding speeding we made a site visit and discussed siting of SIDS. Rebecca pointed out that at present due to the impending 20 mph change they are not doing speed surveys, and this makes it very difficult to judge. She suggested the council wait until the speed limit changes take affect and look at it again next year. I personally agree. Whilst we were at the site traffic was complying with the 30-mph limit.

The planned events for the Kings Coronation have taken a fair bit of my time and I would like to thank The Clerk and Deputy Mayor for help in putting up bunting throughout the Town.

On 26th April I met with Richard Polden Chair of The Community group to discuss various issues such as re location of trees from Vicarage Lane and the replacement of the planters by the Chemist. The new planters have now been delivered by Cllr Reg Davies and will be planted up by the group on 10th May

On 22nd April I attended The Treasure Chest coffee morning in the Community Centre and was pleased to hear they raised over £600 for The Cancer Unit at YGC.

Over the Coronation weekend coming up I have been invited to St Marys Church and The Community Centre on Sunday and then will be busy on Admirals field and The Bowling Club on Monday where a number of groups are holding activities to celebrate.

On 3rd of May I received an email from David Manners of Cadw following complaints by Lord Langford re the Flag poles at the Castle. He stated the following-

"The temporary fix of the flags is in place for the coronation. The Head of Cadw has agreed that they unlike our other monuments can fly them from today until Tuesday morning and our contractors have been asked to lower them once more. Although the poles are new the flags cannot be raised and lowered from the ground level.

A proposal for the permanent solution is being compiled and will be submitted by our Head of Conservation through the official decision-making process for dealing with such issues for ancient monuments. The permanent solution will include a ground-based mechanism which will enable the Cadw Custodians to operate the flags.

I hope you, the Major and the town enjoy the Coronation and the local celebrations."

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Clerk's Report and Correspondence for May 2023 Meeting

Correspondence

The following has been received:

1. Payment of first instalment of Precept of £61,103 off DCC
2. Payment of 2022/2023 VAT reclaim of £18,327 off HMRC
3. Very late invitation to council to participate in North Wales Fire and Rescue Service Emergency Cover Consultation - Focus Groups (sent to councillors).
4. Letter off Anita Fagen asking if we would display the achievement certificate for the Nature Reserve in the Hwb – Decision required.
5. Letter of thanks of McMillan Cancer for £700 donation.
6. Request from the Community Association to relocate the 2 benches from the town ditch to the proposed wildflower area somewhere around the new perimeter path at Admirals Field. This would also include the planting of two or three flowering trees to complete the project along with the plaque already recovered – Decision required
7. Request off Kelly Hodder Transport Officer DCC to meet to talk about bus shelters.
8. Numerous emails regarding the flying of a flag for the coronation at Rhuddlan Castle.
9. Various One Voice Wales and DCC communications sent to councillors.

Project Update

Community Market – the next market is scheduled on 17th June.

Gwledd is on 20/5 and councillor's support and help on the day is essential.

Improvements to Vicarage Lane Car Park – No change but update requested

Admirals Field path, tenders received and to be assessed on 18/5. Burbobank grant application for £20,000 submitted. Met with two DCC Officers to show them the project.

Tenders for grass cutting - £432.00 per cut , £335 per cut and £105 per cut. Existing contractor was awarded the contract.

New containers delivered for High Street and works order given to transfer to new containers.

Hwb

- Wi-Fi installation still ongoing

- Cleaning was too expensive using a company so other options being investigated.
- Awaiting date for work to automate doors on external disabled toilet and main entrance.
- Notice board delivered and will be installed on 18/5

MUGA lights – three quotes received and will be reviewed on 18/5. Within allocated budget.

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County Councillor Arwel Roberts - Report for May 2023 Meeting

This has been a very busy few weeks.

Returned from the Pan Celtic Festival in Ireland and committed myself to these events and issues.

18fed o Ebrill- Events committee in Hwb Rhuddlan.

19eg o Ebrill - Invited to Coleg Llandrillo. Toured the site and we were informed of the plans they have for the future. Present as one of the Rhyl College board.

19eg o Ebrill - Chair a meeting of Ysgol y Castell Governing Board

20fed o Ebrill- Virtual meeting of the Elwy Mag.

21ain o Ebrill- Moved from one coffee morning to another. Bore Coffi y Glannau yn Festri y Capel and the Treasure Chest Coffee Morning in the Community Centre.

24ain o Ebrill- Sit and Fit in the Community Centre.

27ain o Ebrill- Attended the CCTV Board Meeting. Russell House Rhyl. 1:30 pm

28ain o Ebrill - Met the headteacher of Ysgol y Castell and the Vice Chair of the Governing Board.

28ain o Ebrill- Met members of the management of the Nature Reserve on site and then moved to Hwb Rhuddlan for a meeting. I invited the local PCSO to the site also.

Dyletswyddau ' Duties of the Chair of Denbighshire.

24ain o Ebrill. Invited to see the Chief Executive and Chair of St Kentigern Hosbis Llanelwy.

26ain o Ebrill- I visited 4 schools -Ysgol Gallt Melyd. Ysgolion Penmorfa a Clawdd Offa Prestatyn and Caer Drewyn Corwen.

27ain o Ebrill 8am Invited to the wonderful site of Gofal Dydd. 10am - croesawu- welcomed the Deputy Minister for Arts and Sports Dawn Bowden to the beautiful setting of Ruthun Goal to present North Rast Wales Archives Accreditation Award.

27ain o Ebrill - Cinio y Cadeirydd. Chairman's Dinner in the Fon Vei Rhuddlan- guest of honour Graham Boase Denbighshire Chief Executive and cabaret session at the end by the

Dyffryn Divas. Great night well organised by Eleri Woolford and the proprietors of the business.

3-5- 2023 - Attended a Buckingham Palace Tea Party.

Future Commitments

5-5-2023 - raising a new flag designed by one of Denbighshire primary school pupils to congratulate the new King.

5-5-2023 - Visit Ysgol Bodfari and Ysgol Plas Brondyffryn, Dinbych.

9-5-2023- Retirement from the Chairmanship of Denbighshire good luck to the next person in the post.

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Rhuddlan Town Council – Minutes of the Events Committee Meeting 18th April 2023

Held at Rhuddlan Community Centre

Draft

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

There were several members of the public present representing some of Rhuddlan's voluntary community groups.
Shirley Capper Rhuddlan Bowling Club, Seren Evans SPAR, Donna Musgrove Rhuddlan Beavers. Paul Edwards and Ffion White Bespoke Events.

The Chair welcomed all those present.

1. Apologies
Several community groups had sent their apologies which are recorded below but formally are not required to be minuted as they do not form part of the events committee membership.
Eldon Jones Rhuddlan Allotment Association, Sue Butterworth and Gill Price Rhuddlan Friendship Group, Jayne Coxall, Paul Oxley and Alan Jones St Mary's Church.

2. Declaration of Interest
Cllr Mike Elgin and Cllr Arwel Roberts Rhuddlan Bowls Club.

3. Minutes
The previous meeting Minutes had been approved by Full Council meeting on 9th March 2023.

4. Matters Arising
The flag poles have been removed from the castle battlements and the town council has written to CADW to ask if replacements will be ready for the coronation.

Coronation Bunting has been purchased and received. A contractor engaged to erect/remove it on behalf of the Council. It will be erected from the footbridge end of town to the golf club roundabout.
All the sponsorship applied and agreed has been paid out.
The Gwledd food festival is progressing well and an update is on the agenda for this evening.
The opening of the Hwb was a successful event enjoyed by many.
Notification of the Rhuddlan Dementia Group Dance on April 29th

5. Coronation Weekend

The committee asked the various groups to update on their individual events reminding them that anymore assistance can be applied for if required.
Rhuddlan Bowling Club – Cllrs Mike Elgin and Arwel Roberts had already declared an interest as members of this group. The preparations are progressing as planned. They would like more funding for the engagement of Rhyl Marching Band who they have arranged to participate and gave the timing of their activity. In the absence of a specific amount Cllr Val Simmons proposed £100, seconded by Cllr Mike Elgin. **Resolved.**
The agreed prize money for competitions (1st prize £25 2nd prize £15) will be made available on the day from the Clerk for the fancy dress competition which will be judged by Cllrs Ann Davies and Val Simmons at 2.30pm.
It was agreed to hold the children's colouring competition on the day at 1pm in the bowls club marquee which will also require prize money availability that day. The Clerk was asked to supply the paper and crayons. **Resolved.**
Table & chairs form the HWB can be borrowed by the club if they wish.
A discussion took place on the merits of having a coronation flag for the bowls club or a flag described by Cllr Arwel Roberts which was recently seen at a local school having the 4 devolved nations depicted thereon. The size of whatever flag is decided upon will need to be given to the Clerk. **Resolved.**
PA system - It was also agreed to contribute £20 towards the supply of Gwyn Price's PA system. **Resolved.**
Other Organisations - The Clerk reported that St Mary's Church, Rhuddlan Friendship Group, and Rhuddlan Historical Society were all happy with their progress on their particular events. But the Marching Band agreed tonight is not on the marketing flyer which has now been distributed so it will be added to the Council's website and Facebook page. It was agreed that the bowling club will add to their marketing efforts too.
Marketing - Some attendees had not received the events general leaflet and there were no more remaining. The Clerk as tasked with sending the SPAR an A5 leaflet poster. **Resolved.**
The Rhuddlan Beavers - were represented via Zoom by Donna Musgrove for the first time. Cllr Mike Kermode as Chair welcomed Donna and introduced the events committee members and participants. He also mentioned that the town council was willing to help fund any event that the beavers might like to organise.
Donna was hoping to participate on the Monday celebratory events at Admiral's Field. She will post on the beaver's Facebook page to ask for volunteers but she and her husband will

assist in some way. In answer if the cubs and scouts would like to participate Donna said she would ask their respective leaders.

6. Gwledd Fest

Cllr Kermode introduced the professional organisers engaged by the town council to those present and informed everyone that the school car park was avaiable for stall holders vehicles on the day along with the school choir at 11am. The contact for the choir was passed on.

Bespoke Events – A very informative and lengthy list of the activities booked were discussed including:-

65 stall holders already booked and paid up.

Rebag Band, Dyffryn Diva Girls, and Muddy Boots Band booked.

Formal opening agreed to be 10.45am

Professor Llusern a magician has been booked

Yoga Tutor free taster session

Several food and drink concessions were listed along with confirmation that alcohol licenses were in place. More hot food concessions were needed though if possible. Bowls Club and Bespoke Events to discuss later the provision of burgers at the club BBQ. The Community Centre Association will provide basic teas & coffees in the centre via the counter as the other areas are required for other stalls. **Resolved.**

Menter Iaith attending

Banners are being reprinted for this year's dates.

There are 3 walkie talkies being made available from Bespoke Events and the first aid cover has been confirmed.

Cllr Arwel Roberts is to arrange straw bales form Pengwern farm. He will also arrange Heno coverage of the event is possible.

Marketing strategy was discussed and will include the parish magazine, council's website and Facebook page, with the Clerk going to inform the various holiday/caravan parks.

Bespoke Events and Clerk to arrange siting of banners and the use of each other's logo's on the reprinting. **Resolved.**

Resolved.

Ffion will forward some previous event pictures for town council website.

The Community Centre will be arranged to be open from 7.30am if possible. Clerk to arrange. **Resolved**.

All councillors are to be encouraged to volunteer on the day and to be there around 8-8.30am if possible please.

7. New Applications for Support

None received

The committee wanted to remind the community groups that if a group wanted to organise other events during 2023 they could approach the Town Council for assistance, or if they wanted to add something to the Kings Coronation weekend.

Draft

The next Events Committee meeting is to held on Monday 15th May at 7pm at a venue yet to be arranged followed by a Gwledd Fest meeting at 8pm

Draft

Cyngor Tref
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Councillor Remuneration Policy

Reviewed on the XXXXXX

1. Introduction

1.1 The Local Government (Wales) Measure 2011 (Part 8) gives Community and Town Councils the power to make remuneration payments to Councillors.

1.2 The remuneration is determined by the Independent Remuneration Panel for Wales (IRPW) who publish an annual report outlining the type and level of remuneration that can be paid.

1.3 Due to the variations in the size of Community and Town Councils in Wales, the IRPW have established 5 groups of Councils based on the number of the electorate. Rhuddlan Town Council is placed in Group 4 – as below chart produced in the IRPW Annual Report dated February 2023.

Group 4	**Electorate 1,000 to 4,999**
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory

1.4 Councillors should receive the remuneration due to them as a matter of course and there is no requirement for a Councillor to 'opt in' to receive payments. However, the payment may be taxable. It is the duty of a Councillor to declare the payment to HMRC, either on a Self Assessment tax return, or by other means. The payment may be tax free under the UK Government Expenses and Benefits for Home Working. An eligibility check can be made on the following UK Government web site: https://www.gov.uk/tax-relief-for-employees/working-at-home

1.5 Councillors may decline to receive part or all of the payments due to them but this must be done in writing by completing an 'opt out' form and sending it to the Responsible Financial Officer (RFO). The 'opt out' form is attached.

1.6 The IRPW has determined that Councillors are entitled to receive mandatory payments (unless a Councillor opts out) and others are payable following a decision by Council.

2. Payments towards Costs and Expenses

2.1 A payment of **£156.00** must be made to all Councillors (unless they opt out) as a reimbursement for extra costs of working from home.

2.2 A payment of **£52.00** must be made to all Councillors (unless they opt out) as a reimbursement for consumables, or alternately Councils must enable members to claim full reimbursement for the cost of their office consumables.

2.3 Rhuddlan Town Council will pay **£156** to each Councillor unless the opt out form has been sent to the RFO, as reimbursement for extra costs of working from home.

2.4 Rhuddlan Town Council will pay **£52** to each Councillor unless the opt out form has been sent to the RFO, as reimbursement for consumables, or alternatively, to claim full reimbursement upon production of receipts to the RFO

2.5 Appendix 1 – seeks Councillor bank details for BACS transfers and opt out section

3. Travel and Subsistence Costs

3.1 Council have the option to pay travel and subsistence costs where a Councillor incurs costs while undertaking approved duties.

3.2 Travel costs must be the actual cost of travel by public transport or the HMRC mileage allowance shown below

- 45p per mile up to 10,000 miles in the year
- 25p per mile over 10,000 miles in a year
- 5p per mile per passenger carried on Council business
- 24p per mile for private motorcycles
- 20p per mile for bicycles
- Councillors may also claim for car parking and tolls

3.3 Receipts must be provided to support any subsistence claims.

3.4 It is the policy of Rhuddlan Town Council to pay travel and subsistence costs to Councillors when undertaking approved duties at the rates outlined above.

4. Reimbursement of Care or Personal Costs

4.1 All Councillors are entitled to reimbursement of care or personal costs for activities that the Council has designated as official business or approved duties.

4.2 Reimbursement must be for additional costs incurred by Councillors and invoices or receipts from the carer must be provided.

4.3 Rhuddlan Town Council will reimburse Councillors for any additional care or personal costs incurred while undertaking official business or approved duties.

5. Chair of Council

5.1 The IRPW recognise that Chairs of Council, as well as chairing meetings also act as an 'Ambassador' representing the Council to a variety of events, institutions and organisations

5.2 It is the policy of Rhuddlan Town Council to make available a payment of £2,000 (£1,500 allowance and £500 extra responsibility allowance) to the Chair and £500 payment to the Vice Chair.

6. Remuneration Payments

6.1 This policy will be updated each year following receipt of the IRPW report, generally at the April Council meeting.

6.2 Payments towards Costs and Expenses will be paid as follows:

- Reimbursement for extra costs of working from home - £156: Following April Council meeting
- Reimbursement for consumables - £52: Following April Council meeting
- Chair of Council Payment - £1,500 and extra responsibility allowance of £500: To be paid at the May Council meeting following election
- The above payments will cover the whole year

6.3 Payment for full reimbursement of office consumables and other payments will be made when claims are received and supported by receipts.

6.4 Should a Councillor cease to be a member of Rhuddlan Town Council for whatever reason, any allowance must be repaid on a pro rata basis.

6.5 Rhuddlan Town Council is required to publish an Annual Statement of Payments showing details of all payments made to individual Councillor. The Statement must be sent to the IRPW and published on the Council's Website.

- Approved by Council on XX/XX/XXXX
- To be reviewed annually by Council when IRPW Report published which is generally, at the April Council meeting
- 'Opt Out' form (Attached)

Cyngor Tref
Rhuddlan
Town Council

Independent Remuneration Panel for Wales
Determination 4: Costs and Expenses (2023 / 2024)

Councillor Name	

Bank account details for BACS payment(s)

Name of Bank account:.....

Sort Code:.....

Account Number: .....

I hereby 'opt out' for the following amount(s) for the financial year 2023 / 2024

Reimbursement for extra cost of working from home: £156.00 *

Reimbursement for consumables: £52.00 *

Reimbursement for consumables (Full cost) *

Signed: .....

Date: .....

* Delete as appropriate

<u>For official use only</u>

Payment(s) made to Councillor:..... Amount: £ .....

BACS Payment Date:.....

Signed: ..... Clerk & Financial Officer

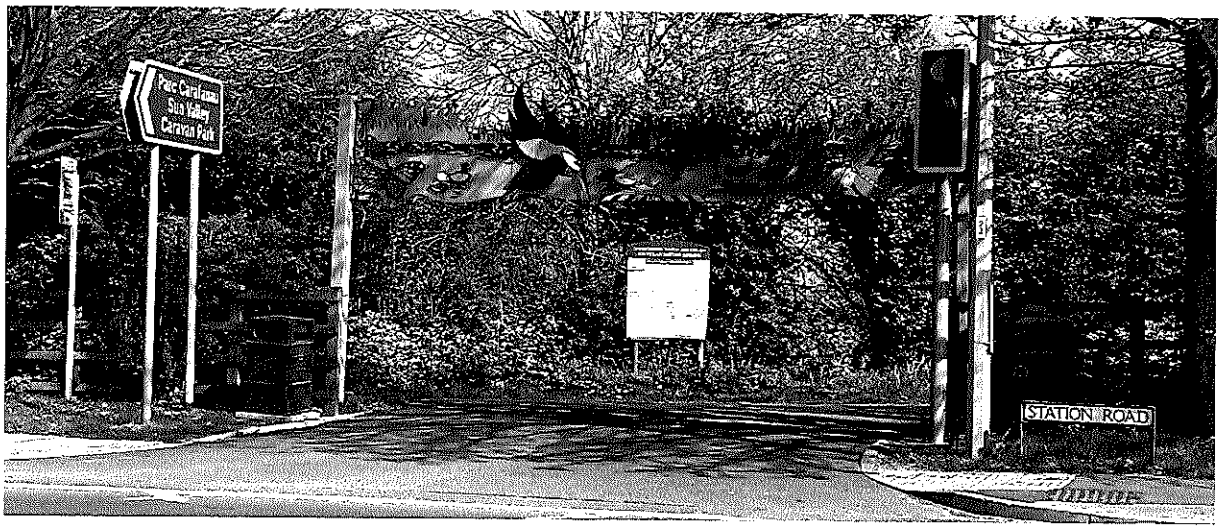
Rhuddlan Town Council
11th May 2023

Rhuddlan Nature Reserve

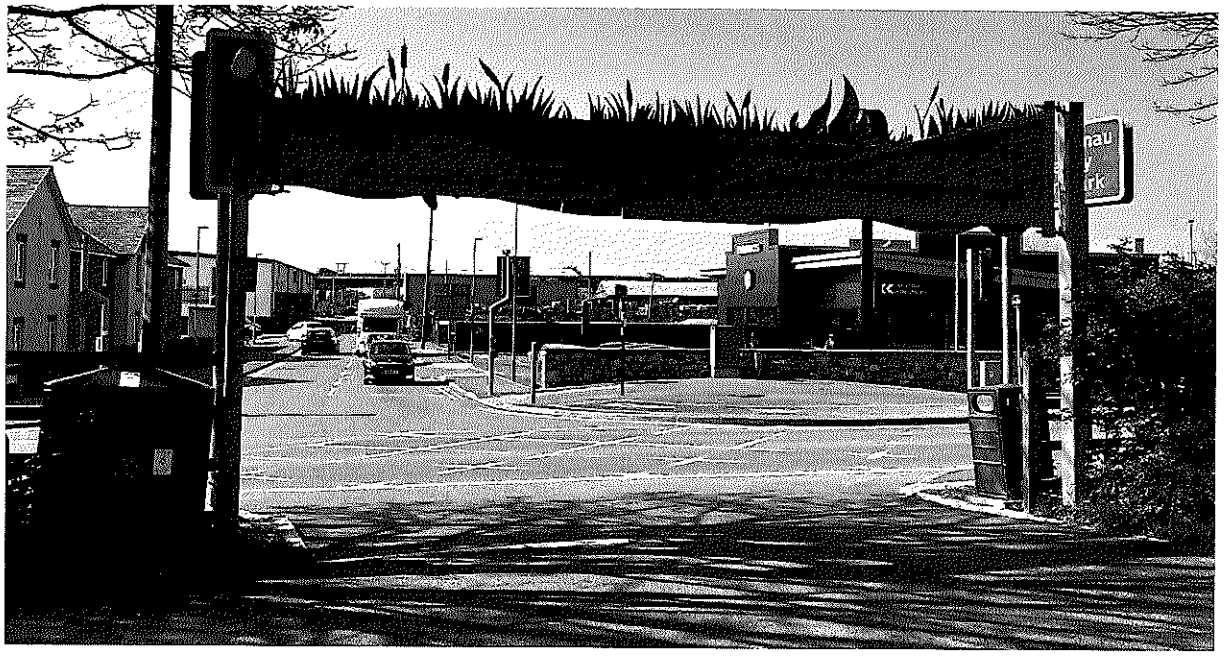
At the last meeting of the Nature Reserve's Management Advisory Group (MAG) two issues were raised will be of interest to the Town Council. These are the information/welcome sign and the potential for additional car parking.

Information/Welcome sign.

There is a well-designed welcome sign across the main entrance of the reserve (see photo).



However, DCC Highways Team has recently decided that the sign interferes with the operation of the traffic lights at the reserve's exit (see photo) and that it needs to be moved.

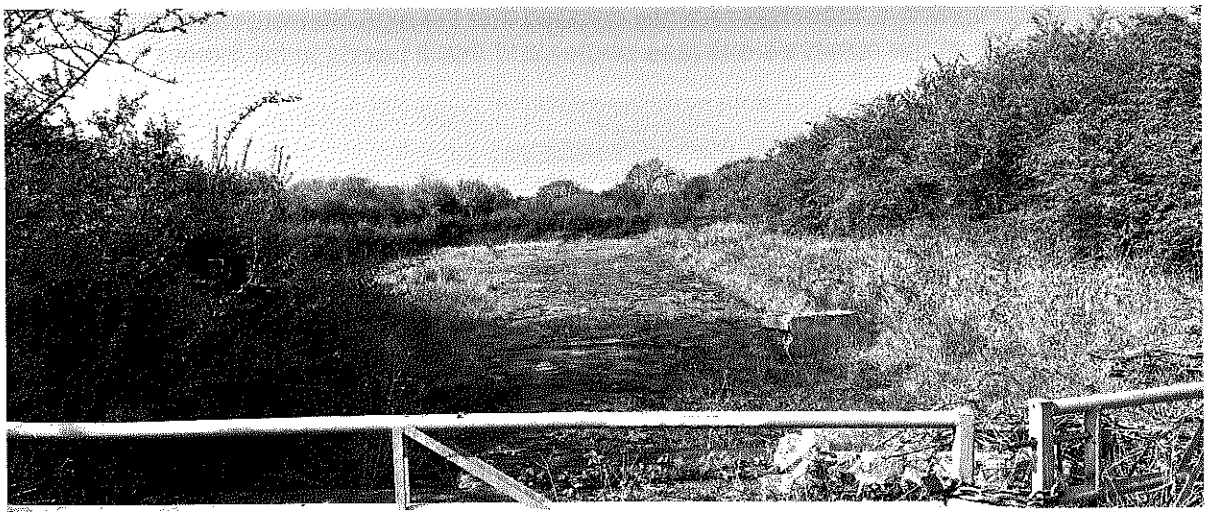


The MAG has decided to relocate the sign within the reserve. This means that there will now not be any direction signage to the reserve on Station Road. The MAG will be asking DCC to provide suitable signs to make visitors aware of the reserve's entrance. The Town Council is asked to support this request.

Additional Car Parking

The reserve is a popular location for residents and for visitors, this means that the small car park is often full. Also, the present car park is some distance from the recently developed dementia-friendly sensory area. Additional car parking, especially for disabled visitors would be a great benefit.

There is a piece of land at the end of the reserve that links with the A525 dual carriageway which is hard-standing being part of the old station/road. This land is owned by DCC and would be an excellent site for additional car parking. It could provide disabled parking spaces with easy access to the dementia-friendly sensory area (see photos).



There is also potential for the site to be used as a coach parking facility for visitors to Rhuddlan, which is one of the aims in the Council's Town Plan.

The Town Council is asked to support the MAG's proposal for DCC to have this area developed as a car park.

Eich cyf / Your ref

Ein cyf / Our ref : 44/2023/0300

Dyddiad / Date : 04/05/2023

Rhif union / Direct dial : 01824 706727

Cyngor sir ddinbych denbighshire County Council

Rhuddlan Town Council
Steve Wilson
PO Box 242
Mold
CH7 9FW

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: **44/2023/0300**

CYNNIG / PROPOSAL: **Ffurfio compownd storio diogel y tu ôl i'r adeilad gan gynnwys 3 cynhwysydd storio, ffens perimedr, wal gynnal a gwaith cysylltiedig / Formation of secure storage compound to rear of building including 3 no. storage containers, perimeter fence, retaining wall and associated works**

LLEOLIAD / LOCATION: **Telephone Exchange Gwindy Street, Rhuddlan, Rhyl**

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

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.

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.

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.

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

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

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.

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.

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 County Council can only determine planning applications on the basis of valid planning considerations. Matters such as loss of view,

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 rhyngrwyd.

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

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

Rhuddlan Town Council

Current Bank A/c

List of Payments made between 01/05/2023 and 31/05/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
11/05/2023	Cllr. M Kermode	PABT0131	2,212.00		Allowances
11/05/2023	Cllr. V Simmons	PABT0132	712.00		Allowances
11/05/2023	Cllr. I Beech	PABT0133	212.00		Allowance
11/05/2023	Cllr. J Burnham	PABT0134	212.00		Allowance
11/05/2023	Cllr. A Davies	PABT0135	212.00		Allowance
11/05/2023	Cllr. R Davies	PABT0136	212.00		Allowance
11/05/2023	Cllr. M Elgin	PABT0137	212.00		Allowance
11/05/2023	Cllr. A Roberts	PABT0138	212.00		Allowance
11/05/2023	Cllr. G Rowlands	PABT0139	212.00		Allowance
11/05/2023	Cllr. B Williams	PABT010	212.00		Allowance
11/05/2023	Steve Wilson	PABT0141	75.60	MK & AR	Travel Expenses April 2023
11/05/2023	Mari A Williams Translations	PABT0142	248.76	Invoice 1296	Translations April 2023
11/05/2023	Canda Copying Limited	PABT0143	23.86	Invoice 458101	Charge for copies
11/05/2023	Canda Copying Limited	PABT0144	37.20	Invoice 457746	Copier rental
11/05/2023	Rialtas	PABT0145	184.20	Invoice SM27729	Alpha annual licence & support
11/05/2023	Rialtas	PABT0146	124.85	Invoice SM28424	Asset Inventory Licence
11/05/2023	Rialtas	PABT0147	594.00	Invoice 30486	Year end support
11/05/2023	Blachere Illuminations UK Ltd	PABT0148	1,520.38	Doc SI55966	Additional Xmas lights
11/05/2023	HMRC	PABT0149	981.43	120PP01122176	PAYE & NI
11/05/2023	Steve Wilson	SO	1,736.63		Salary
11/05/2023	Steve Wilson	PABT0150	43.48		Salary adj
11/05/2023	Paul Smith	PABT0151	4.00		Salary adj
11/05/2023	Paul Smith	SO	223.87		Salary
11/05/2023	Tracy Morris	PABT0152	26.00	Inc dated 24/4/23	Cleaning Hwb
11/05/2023	Web Studio North Wales	SO	240.00	Invoice 6735	Website and FB website
11/05/2023	HSBC UK	DD	8.00		Bank Charges
11/05/2023	British Gas	DD	148.10	Bill No 4624839	Electric Muga
11/05/2023	British Gas	DD	43.86	Bill No 4625169	Electricity Hwb
11/05/2023	Sage & Co	PABT0153	85.80	Invoice W7561	Payroll charges Q1/2023
11/05/2023	Denbighshire County Council	PABT0154	2,322.72	Inv 801925863	Street Sign Community Centre
11/05/2023	RHUDDLAN TOWN COMMUNITY	PABT0155	150.00	Invoice No 53	Community Market June
		Total Payments	13,442.74		