

Rhuddlan Town Council Meeting

Dear Councillor

6th March 2024

You are hereby summoned to attend a Hybrid* meeting of Rhuddlan Town Council on Thursday, 14th March 2024 at 7pm. Members of the public wishing to attend by Zoom should inform the Town Clerk by 4pm on 14th March 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:**
 - a. To receive crime report
5. **Minutes** – to approve minutes of the Town Council meeting held on 8th February 2024 and Road Safety Meeting held on 7th February 2024
6. **Progress report from minutes**
7. **Admirals Field** – to consider a Special Proposal to reconsider the decision of the February meeting and to consider the Town Clerk's report.
8. **Reports from:**
 - a. The Mayor
 - b. The Town Clerk – correspondence and project report
9. **County Councillors' Reports** – to receive reports
10. **Library and Museum Working Group** – to consider the roles and terms of reference
11. **DCC Recycling Changes** – to discuss information received from DCC
12. **Community Group** – request for Covid memorial garden on Admirals Field
13. **Dog Waste Issues** – to receive report from meeting held on 6th March 2024
14. **Planning**
 - a. 44/2023/0874 Demolition of existing bungalow and garage and erection of two storey dwelling including first floor balcony to rear, a detached garage and associated works at Edgefield Eton Park, Rhuddlan
 - b. 44/2023/0783 Erection of 1 no. detached dwelling and associated works (resubmission) at Land adjacent to Church Yard Entrance fronting Church Street, Rhuddlan, Rhyl
15. **Budget & Finance Matters**
 - a. Grant requests - Rhuddfest
 - b. Approve the payments listing due
 - c. Review and approve the council's financial regulations
 - d. Approve new salary standing orders

16. Community Matters

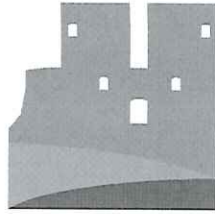
Part 2. Exclusion of press and public. By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

17. Receive the minutes of Personnel Committee meeting held on February 7th 2024

18. Date of next meeting:

- 11th April 2024 (April business meeting)

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



Cyngor Tref
Rhuddlan
Town Council

Cyfarfod Cyngor Tref Rhuddlan

Annwyl Gynghorydd

6 Mawrth 2024

Rwyf yn eich galw trwy hyn i fynychu cyfarfod hybrid* Cyngor Tref Rhuddlan a gynhelir nos lau, 14 Mawrth 2024 am 7pm. Dylai aelodau'r cyhoedd sy'n dymunu mynychu drwy Zoom roi gwybod i Clerc y Dref erbyn 4pm ar 14 Mawrth 2024 fel bod modd gwneud y trefniadau angenrheidiol. Neu, mae croeso i aelodau'r cyhoedd ddod i'r cyfarfod. **Gellir ymuno drwy Zoom neu ddod i'r cyfarfod yn Hwb Rhuddlan, Clos David Owen, Rhuddlan LL18 2UJ*

Agenda

1. **Ymddiheuriadau**
2. **Datgan Buddiant**
3. **Materion Brys fel y'u Cytunwyd gan y Cadeirydd** – rhybudd am eitemau a ddylai, ym marn y Cadeirydd, gael eu hystyried fel mater o frys yn unol â Rheolau Sefydlog
4. **Materion yr heddlu:**
 - a. Derbyn adroddiad troseddu
5. **Cofnodion** – cymeradwyo cofnodion cyfarfod Cyngor y Dref a gynhaliwyd ar 8 Chwefror 2024 a'r cyfarfod Diogelwch y Ffyrdd a gynhaliwyd ar 7 Chwefror 2024
6. **Adroddiad cynnydd ar sail y cofnodion**
7. **Cae'r Llyngesydd** – ystyried Cynnig Arbennig i ailystyried penderfyniad cyfarfod mis Chwefror ac ystyried adroddiad Clerc y Dref
8. **Adroddiadau gan:**
 - a. Y Maer
 - b. Clerc y Dref – gohebiaeth ac adroddiad am brosiectau
9. **Adroddiadau'r Cynghorwyr Sir** – derbyn yr adroddiadau
10. **Gweithgor Llyfrgell ac Amgueddfeydd** – ystyried rolau a chylch gwaith
11. **Taliadau Ailgylchu CSDd** – trafod gwybodaeth a dderbyniwyd gan CSDd
12. **Grŵp Cymunedol** – cais am ardd goffa Covid ar Gae'r Llyngesydd
13. **Materion yn ymwneud â Chŵn yn Baeddu** – derbyn adroddiad o'r cyfarfod a gynhaliwyd ar 6 Mawrth 2024
14. **Cynllunio**
 - a. 44/2023/0874 Dymchwel byngalo presennol a garej a chodi annedd deulawr gan gynnwys balconi llawr cyntaf yn y cefn, garej ar wahân a gwaith cysylltiedig yn Edgefield, Eton Park, Rhuddlan
 - b. 44/2023/0783 Codi 1 annedd ar wahân a gwaith cysylltiedig (ailgyflwyno) ar dir gerllaw'r fynedfa i lard yr Eglwys o flaen Stryd yr Eglwys, Rhuddlan, Rhyl
15. **Y Gyllideb a Materion Ariannol**
 - a. Ceisiadau am grantiau - Rhuddfest
 - b. Cymeradwyo'r rhestr o daliadau dyledus
 - c. Adolygu a chymeradwyo rheoliadau ariannol y cyngor
 - d. Cymeradwyo rheolau sefydlog newydd yn ymwneud â chyflogau
16. **Materion Cymunedol**

Rhan 2. Cau allan y wasg a'r cyhoedd. Yn rhinwedd Deddf Cyrff Cyhoeddus (Derbyn i Gyfarfodydd) 1960, mae'r wasg a'r cyhoedd yn cael eu cau allan o drafodaethau ar y materion canlynol ar y sail y byddai eu datgelu yn niweidiol i fudd y cyhoedd oherwydd natur gyfrinachol y busnes i'w drafod.

17. Derbyn cofnodion y Pwyllgor Personél a gynhaliwyd ar 7 Chwefror 2024

18. Dyddiad y cyfarfod nesaf:

- 11 Ebrill 2024 (cyfarfod busnes mis Ebrill)

Steve Wilson – Clerc y Dref 07775 673706 clerk@rhuddlantowncouncil.gov.uk

Rhuddlan Town Council – Minutes of the meeting on the 8th February 2024

Hybrid Meeting

Present:

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

There were 3 members of the public present Carol & Malcolm Boyton and Amy Davies. Also in attendance were the Mayoress (for item 1), Police Inspector Kevin Smith, Tony Hepton from Rhuddlan Town Football Club and Matt Baker and Deborah Owen from the DCC Library Service.

1. Presentation of Award

The Mayor welcomed all present to the informal part of the meeting, for the presentation of a special award to Carol and Malcom Boyton, to recognise their volunteer service to Rhuddlan Scouts for over 25 years. He highlighted the importance of volunteering, adding that there are many in Rhuddlan doing sterling work on behalf of our town. He thanked Carol and Malcolm on behalf of the Council and said that they must have made a positive difference to many young people in their work with the Scout movement.

The Mayor also said that he had visited the recent Prestatyn Town Council's Volunteers Fair. He was keen to hold a similar event in Rhuddlan in the future, possibly as a part of the mid-summer event.

2. Apologies

Cllr Jackie Burnham

The meeting was recorded from this point (audio only)

3. Declaration of Interest

Cllr Arwel Roberts as DCC Planning Committee member.

4. Urgent Matters

The Mayor informed Members that there were five urgent matters, several of which appear on the agenda already, along with a grant application and a DCC document about electoral matters, which will be dealt with in part 2.

The Mayor asked members approval to move agenda items forward to ensure the police inspector and Rhuddlan Football Club person were not kept waiting. **Resolved**

5. Police Matters

Inspector Kevin Smith informed members about the new Prestatyn police station and said that Rhuddlan Police station would not be detrimentally affected, however some members of staff would be based in Prestatyn.

A Member asked for the Inspector's views on the Partnership CCTV system. The Inspector gave his support for the continuation of the service. He had not been able to attend the recent meeting but had emailed his support to DCC.

Another Member stated she was pleased to see a visible presence of police on the town's streets and asked if this would continue. The Inspector confirmed it would but only as a trial period for now, with his assurance that he was keen to continue it and he spoke on the importance of neighbourhood policing.

The Clerk asked that a written crime report be provided for Council's monthly meetings which can be circulated to Members prior to a meeting. The Inspector confirmed this action and that PC Rob Jones would attend.

The Mayor thanked Inspector Kevin Smith for his attendance. The inspector then left the meeting.

6. Rhuddlan Library

The Mayor welcomed Deborah Owen and Matt Baker from DCC Library Service, to discuss how Town Council can best work in partnership with the service. He reminded councillors of the current financial commitment the Council makes of £12,000 to support the Library's running costs. Matt thanked the Council for the continuing financial support already approved for the next financial year and Deborah circulated some statistics about the excellent use of Rhuddlan Library. A discussion took place on how best to support the Library through the next twelve months. There was some concern whether the service would be cut again in 2025/26 and if the support should be for just twelve months or longer. The issue of funding Saturday opening was discussed but the statistics showed that a week-day opening would be more effective. The Mayor asked how much it would cost in addition to the present support of £12,000 to keep the Library at its present hours. Deborah said that it would cost an additional £17,000 a year. This prompted a discussion on council funding, the potential of increasing funding and opportunities for external funding.

Cllr Mike Kermode proposed that because of the importance of the Library in the community; an additional £17,000 be approved for one year, making the total support £29,000. He also followed up on Cllr Gareth Rowland's idea that there should be a working group created to investigate grant opportunities, including the Town Plan's proposal for a museum facility. Seconded by Cllr Reg Davies. **Resolved.**

Deborah and Matt then left the meeting.

7. Rhuddlan Town FC

The Mayor welcomed Tony Hepton and invited him to put forward his comments and ideas about the future of Rhuddlan Town FC.

Mr Hepton outlined his involvement with North Wales football and particularly Rhuddlan Town FC who hold a lease to use Pengwern Hall football pitch. He informed Members of the issues surrounding the lease and continued use of the facilities. The main challenge was the need of a 10-year lease so that the club can access FA grants. Unfortunately, the present lease only had 3 years left and it seemed unlikely that this could be extended. Mr. Hepton said that his preferred solution was to move from Pengwern to Admiral's playing field. He explained the various works that would be needed on the field, including secure dog-proof fencing, coach/trainers' dug-outs and changing rooms in a portable classroom type structure. He said that these could be funded by grants if the club was given a 10-year lease. There followed a lengthy debate on issues such as Welsh FA grants, changing room and pitch requirements for acceptance by the league, drainage, Admiral's Field use and the presence of many young people now playing football in Rhuddlan because of Rhuddlan Dragons FC work. Cllr Arwel Roberts declared an interest as he stated his house was close to the proposed changing room.

Members had concerns about a number of issues, including the request for a 10-year lease on the Admiral's Field, whether the pitch could accommodate 2 teams using it and potential construction developments required at the site.

Cllr Ann Davies proposed that the Town Council should allow Rhuddlan Town FC to use the Admiral's Field. Seconded by Cllr Rob Williams. It was generally agreed that more detailed proposals would be required before committing a full approval. Therefore, Rhuddlan Town FC's use of Admiral's Field was agreed in principle on a vote of 5 to 4 with Cllr Arwel Roberts abstaining. **Resolved.**

Mr Hepton confirmed he would provide further details and a business plan, he then left the meeting.

8a Minutes of the town Council Meeting held on 11th January 2024

Proposed as a true record by Cllr Mike Kermode, seconded by Cllr Arwel Roberts. **Resolved.**

Progress Report on the above

Broken SID to be sent to manufacturer for repair and is out of warranty.

The Mayor asked the County Councillors for an update on the flooding on the Dyserth Road. There was no update and they are awaiting DCC for a site meeting.

8b. Minutes of the Events Committee held on 16th January 2024

Proposed as a true record by Cllr Val Simmons, seconded by Cllr Mike Elgin. **Resolved.**

Progress Report on the above.

Cllr Ann Davies left the meeting at this point due to technical issues.

The Clerk had circulated a paper showing members that the proposed summer event could cost up to £13k. However, £9.3k of this could be included in the grant application to Denbighshire Leisure. He explained what was envisaged on the day of the event.

It was noted that the RhuddFest is to be held the week before the Council's event and members discussed the closeness of them. Members were told that the events were different and that one should not impact the other, as they were aimed at different audiences. Some members showed concern that the Council's event would put too much pressure on the Clerk's work load and discussed Member's ability to offer their support on the day. The Clerk explained that if the grant was successful then it would include an element of project management to run the event and if not, the event would be scaled back to be more manageable. The Mayor also said that it was important for councillors to be involved in the running of the event in the role of official stewards. Cllr Rob Williams proposed that the event be held in the school summer holidays, on Saturday August 3rd. Seconded by Cllr Ivor Beech. **Resolved.**

The Mayor stated that once the outcome of the grant application was known then the event proposal would be brought back to the council.

8c. Minutes of the Road Safety Working Group held on 7th February.

Cllr. Mike Elgin, the Committee Chairman, gave a verbal report:

- No update given on the Active Travel issue
- The 20mph review on Denbighshire roads is unlikely due to DCC workload but a formal review is planned post 12-months after implementation.
- DCC asked to discuss with police the speeding issue on Highlands Road
- Town Council to approve another speed reduction poster competition for the two local primary schools. Ysgol Y Castell and Ysgol Dewi Sant. **Resolved**
- Council to approve 10 prizes for the speed poster competition at £20 each making £200 in total. **Resolved.**

9. Correspondence from:

a. The Mayor and Deputy Mayor Reports

The Mayor had circulated his report prior to the meeting and asked if any member had any questions. In particular he mentioned his attendance at St Kentigern Hospice and the excellent and popular Café Cariad.

The report was accepted

The Deputy Mayor's report mentioned complaints received about the Tweedmill bus stop closure and road safety concerns when alighting the bus to access Tweedmill. Cllr Simmons explained that Arriva claimed that this was a consequence of the 20mph speed limit. During the discussion, Members were made aware that several Rhuddlan residents and some support groups use the Tweedmill facilities and the bus stop closure adversely affects them. Contact had been made on the issue with the MP, MS, and Cllr Barry Mellor (DCC Lead

Member for Transport). It was mentioned that other community councils maybe receiving similar complaints.

Cllr Gareth Rowlands proposed that a letter be sent to the MP, MS, and Cllr Mellor, and the neighbouring community councils; mentioning the road safety fears expressed in the discussion. Seconded By Cllr Reg Davies. **Resolved.**

Cllr Ivor Beech proposed that the letter be copied to the Welsh Government as a consequence of the 20mph speed limit they have imposed. Seconded by Cllr Rob Williams. **Resolved.**

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.

Several elements of the report were discussed - in particular:

- Asbestos-type materials had found in soil risings on Admiral's Field. It has been safely removed by DCC's contractors at no cost to the council. Cllr Mike Kermode proposed that the CEO of DCC be written to thank DCC for the officer's very quick response. Seconded by Cllr Arwel Roberts who suggested that Graham Bose is made aware of the decision regarding library funding. **Resolved.**
- Email from DCC Tony Ward regarding DCC contacting all local councils in the future about public toilet provision and ownership.
- Complaint from a resident regarding the MUGA floodlights overspill. The guidelines for light pollution will be investigated. Cllr Gareth Rowlands suggested that the light installer be asked to alter the floodlight positioning accordingly, to reduce overspill. **Agreed**

10. Budget & Finance

a. Grant Requests

A late application was received from RhuddFest which was circulated at the meeting. It requests £5,000 towards to the event, in particular for the cost of a "Welsh Stage". During the discussions, Members noted that RhuddFest is a commercial venture and noted the costs of the tickets. Further information would be needed before the Council could make a decision. The potential for the Council to receive a share of the profits, if a grant was provided, was mentioned. Cllr Mike Kermode proposed that the request be refused as it is a commercial venture, seconded by Cllr Mike Elgin. Some concern was expressed by Cllr Bleddyn Williams that a lack of council grant might mean that the "Welsh Stage" might be cancelled as a consequence. Cllr Ivor Beech proposed an amendment that the application be presented again in March after further discussion with the applicant. Seconded by Cllr Rob Williams. **Resolved.**

Members then highlighted questions that needed to be answered by the applicant, and it was agreed that the Mayor, Clerk, and Cllr Bleddyn Williams should action this.

b. Payments List

Proposed for payment by Cllr Gareth Rowlands, seconded by Cllr Arwel Roberts. **Resolved.**

11. County Councillor Reports

Cllr Arwel Roberts had circulated his written report for Members attention.

In particular Members discussed the item on dog waste and the supply of free dog waste bags at various sites. Cllr Gareth Rowlands proposed that the Vicarage Lane car park area box be removed in favour of the library and removal of all the other boxes. Seconded by Cllr Ivor Beech. An amendment was proposed by Cllr Val Simmons that the bags be made available at the Library and in the area of CCTV cameras. This was seconded by Cllr Mike Kermode. **Resolved.**

Cllr Arwel Roberts proposed that a working group be set up to deal with this issue and Cllr Mike Kermode seconded. **Resolved.**

12. D Day Anniversary

The Council had received a request from the Pagentmaster regarding how to mark the 80th Anniversary of D Day on June 6th 2024. The plan is to light as many beacons as possible at 9.45pm. Members discussed this and Cllr Gareth Rowlands proposed a memorial service be held in St Mary's followed by the beacon lighting and ringing of the bells. This was seconded by Cllr Mike Kermode. **Resolved.**

Cllr Bleddyn Williams and the Assistant clerk left the meeting as the sound had been lost via Zoom.

13. Planning

The Clerk took Members through the application received.

Cllr Arwel Roberts declared an interest as he sits on the DCC planning committee.

44/2023/0872 – Car park at Rhuddlan Castle. Members had no objection or comments.

14. Community Matters

A member brought up a complaint regarding the time work started at The Rise construction site. Clerk to contact the planning team for advice.

Cllr Gareth Rowlands proposed a letter of thanks be sent to the CEO regarding the great work done by the DCC lighting team at the MUGA, seconded by Cllr Mike Kermode. **Resolved**

Part 2 of the meeting.

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. Proposed by Cllr Gareth Rowlands and seconded by Cllr Mike Kermode to move to part 2. Resolved.

15. Minutes of the Personnel Committee held on 7th January 2024

The Mayor, in his role of Personnel Adviser, gave a verbal report on the meeting of the Personnel Committee. The main item had been the Town Clerk's appraisal. This had been

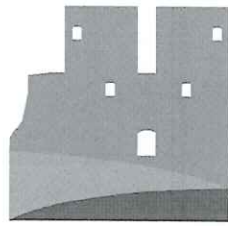
carried out in a structured way covering key competencies (legal, members' roles, finances, planning and information technology), effectiveness, efficiency, day-to-day support and professional development. The overall outcomes were extremely positive and the Committee commended the Town Clerk for his excellent work and praised his development in the role over the past 12 months. Cllr Kermode reminded members that the Town Clerk had come from a business/project background, rather than a local government officer background. His capacity to learn the role and skills of being Town Clerk over a short time was a point to remember if and when a new Town Clerk needed to be recruited in the future.

16. DCC – Local Election Arrangements

Cllr Ann Davies had made available information regarding DCC's capacity to introduce a single transferable voting process for local elections. However, this information was confidential and restricted at the moment, so the Town Council was not in the position to discuss and comment on it. The Mayor said that members did have the opportunity to contact Cllr Ann Davies, on a one-to-one basis if they wished to explore the matter in more detail.

15. Date of next meeting – 13th March 2024 Full Council Meeting 7pm

SignedCllr Mike Kermode (Mayor)



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the Road Safety Working Group held on 7th February 2024

Hybrid Meeting

Present:

Cllr Mike Kermode (Mayor)
Cllr Val Simmons (Deputy Mayor)
Cllr Mike Elgin
Cllr Arwel Roberts
Steve Wilson - Town Clerk

Representing DCC was Ed Parry DCC Highways engineer

1. Apologies

Cllr Jackie Burnham
Paul Smith – Assistant Clerk

2. Declarations of Interest

None given

3. Election of Chairperson

Mike Elgin proposed by Cllr Arwel Roberts and seconded by Cllr Val Simmons. **Resolved.**

3. SIDs Review

The Clerk updated the council on the latest situation regarding SIDs with one awaiting repair and one awaiting being repositioned.

Cllr Mike Elgin welcomed Ed Parry to the meeting and clarified the SID situation with Ed Parry who confirmed this was his understanding.

4. Poster Competition

Cllr Mike Elgin reminded the working group of the successful previous anti-speeding poster competition for children which resulted in the winning entries being painted onto the local bus stop shelters. He stated the bus shelter paintings look in poor condition and the 20mph limit has been implemented.

It was suggested that Ysgol Dewi Sant and Ysgol Y Castell are asked to participate and the subject being “speeding”.

Recommendation – Town Council approve holding a poster competition for children with the winning entries to be painted on the bus stop shelters again. Consideration be given to focus the competition on the default 20mph speed limit. The Clerk was requested to write to both schools with a closing date of the last day before the Easter Holidays. 10 prizes will be given to the winners and certificates given to all participants. The 10 winner’s pictures will be painted onto the bus shelters. The working group will judge the competition.

5. Active Travel Plan Update

The Clerk informed members that he has requested an update from DCC and Sustrans but has not yet had one. The Mayor clarified that further consultation on the School improvements was required and that RTC had not considered the full draft report. Ed Parry could not provide an update as the DCC team was currently tied up with some big projects that finish at the end of this financial year but funding was secured for the coming financial year. Cllr Arwel Roberts stated Ysgol Y Castell have been encouraging pupils to walk, scooter and cycle to school.

Recommendation – Clerk to chase Sustrans for an update

6. Problem areas re rat runs/speeding

Members discussed these issues which have got worst as a result of the introduction of the 20mph speed limit. Ed Parry was asked if he had any ideas to reduce the problem. He said that traffic calming could be introduced but would be unlikely as no collision data is available nor money to fund. He also mentioned the Community Speed Watch initiative.

7. 20mph Update

Members noted that the Welsh Government had asked County Councils to revisit roads where a 30mph could be reinstated and that RTC had provided its views to DCC. It was stated there is a 12month review of the 20mph speed limit by the Welsh Government. Ed Parry did not have any update on the situation but stated that anecdotal evidence indicated that drivers were reducing their speed as a result. It was identified that South Wales has significantly more 20mph exceptions than North Wales but Ed Parry did not know why this was the case. Cllr Val Simmons stated this had adversely impacted some bus routes and affected less able residents.

5 Date of Next Meeting – To be confirmed

Rhuddlan Town Council
14th March 2024

Admiral's Playing Field – Use by Rhuddlan Town FC

A Special Proposal to review the decision of the Council at the February meeting.

The Town Council's meeting on 8th February received a short presentation from a representative of Rhuddlan Town FC. The main purpose being a request for the club to use the Admiral's Playing Field because the club was having to move away from its present site at Cambian-Pengwern College.

After a discussion it was proposed by Cllr. Ann Davies and seconded by Cllr. Robert Williams that this use be allowed. The motion was carried by a single vote. It was agreed that the Town Council approves the use of the field by the football club in principle, subject to receiving further information from the club about the various requirements, adaptations and availability of funding to make the field suitable for its needs.

The six councillors noted at the foot of this Special Proposal feel that the decision in February was done with too much haste and without full consideration of the wider issues. These include the field's community ownership and use, the capacity of the Town Council to offer a 10-year lease, potential damage to the playing area, potential parking problems and the use of the field for events by the Council and other organisations.

This Special Proposal is issued in accordance with the Council's Standing Orders 7(a) and (b) Previous Resolutions (the 6-month rule) and the Council is now required to reconsider the February decision.

The Town Clerk has been asked to prepare a report summarising the main pros and cons of the use of the field by Rhuddlan Town FC and this will inform the discussions at the Council's meeting.

A number of the councillors below will be making declarations of interest of a personal nature. We have received advice from Denbighshire's Monitoring Officer that we can declare a personal interest if we feel that the wider "community good" takes precedence over issues such as the proximity of our properties or membership of other organisations. These personal declarations do allow the councillors to debate and vote on this issue.

The following councillors support this Special Proposal (listed alphabetically):

- Cllr. J. Burnham
- Cllr. M. Elgin
- Cllr. M. Kermode
- Cllr. A. Roberts.
- Cllr. G. Rowlands
- Cllr. V. Simmons.

20th February 2024.

Admiral's Playing Field – Proposed Use by Rhuddlan Town FC

Town Clerk's summary of the main pros and cons (potential benefits and problems)

Potential Benefits

- Local football teams provide opportunities for young players to develop their football skills and pursue their passion for the sport. These teams often have a strong sense of community, fostering a sense of belonging and pride.
- Football matches provide 90-minutes of entertainment (Note – there is potential for parking problems on the streets adjacent to Admiral's Field depending on the number of visiting spectators).
- Reduce town council costs as the football club would pay for cutting the grass (Note - RTC would still have to cut all the other areas therefore saving would be minimal.)
- Potential for grants to help improve drainage (Note - There is nowhere that can be legally used to drain the water too, so it is very unlikely this can be enacted)
- Potential for grants to improve the road and car park infrastructure (Note - This cannot happen as there are no viable drainage solution to carry out any improvements)
- Potential income from charging the football club for the use of the field and Hwb.

Potential Problems

- RTC had an independent consultant undertake a review of community leisure facilities some years ago. The report's conclusions said that Admiral's Field cannot sustain a large football club. One of the report's suggestions was for the club to look at the Pengwern College site, which is where they are now (Note – extract from consultant's report is attached)
- The request for a 10-year lease will give RTC problems in connection with the Covenant for the field. Is the Council able and willing to pass control over a large part of the field to a third party? (Note – The potential problems with this were noted in the legal advice from John Owen's Solicitors 5/6/19 when the Dragon's team asked for lease to put a temporary structure close to the MUGA – copy of letter is attached)
- Admiral's Field was gifted to the Community of Rhuddlan for recreational use. Football is only one recreation, so it acceptable to allow the majority of the field to be utilised solely for this?
- Only 3 members of Rhuddlan Town FC live in Rhuddlan.
- The Dragons youth team are not part of Rhuddlan Town FC and currently are allowed to use Admirals Field free of charge. The use by a senior team and the potential for the playing area to be badly cut-up will be detrimental to the Dragons use of the field.
- Development on the limited land that the council owns for changing rooms would only benefit the senior football club. Junior football clubs generally do not use changing rooms due to safeguarding issues.

- Admiral's Field contains a children's playground/park which is very popular. Senior football teams are renowned for making a great deal of noise including frequent foul language which is bound to be unacceptable to the parents/guardians of children using the field at training/match times.
- There is very limited parking in the hardcore area adjacent to the MUGA. There is insufficient parking for a home and visiting senior team, their supporters and match officials. Cars would have to park on Rhyl Road and in other adjacent residential areas. It is stated that over 100 supporters came to the Rhuddlan v Rhyl match last year. Access is limited via a narrow Road (Clos David Owen) and traffic would cause issues to Clos David Owen residents and to residents on Rhyl Road and the other streets adjacent to the field.
- Parking problems would impact negatively on the potential income that RTC can raise from the Hwb because people using it for parties and community events would have parking problems on training/match days.
- The Football Club's present Tier 4 league status will require the provision of dug-outs and a fence all around the pitch. This is a massive negative impact on a community recreation area.
- Rhuddlan Football Club's ambition is to gain promotion to Tier 3. The requirements for a Tier 3 club's premises include:
 - A guarantee that the ground can be used for all home matches during the season.
 - A minimum spectator capacity of 500 people and 100 covered seats.
 - Have a public communications system.
 - Have a warm-up area for substitutes.
 - (Notes – it is very likely that the area available on Admiral's Field cannot provide space for all of these. Councillors can visit St. Asaph FC pitch to see the potential impact on Admiral's Field).

Rhuddlan Town Locality Review
Informing the case for the future decisions in respect of
community amenities including outdoor changing rooms/toilets at
Admiral's Field

SECTION 3
CONCLUSIONS AND ACTIONS

SUMMARY OF OPPORTUNITIES

Rhuddlan is an important Denbighshire town. It has many strong attributes including extremely active, dynamic, voluntary groups. It is important for the Town Council to harness and support such enthusiasm and energy – developing a shared vision and plan should capture the goodwill facilitating a working together towards the same goals.

A single vision and plan for the town should embrace School, community centres, Library buildings etc. securing complementary and best use of those respective facilities to serve the common end game.

The School is an important resource within the community that should not be overlooked despite difficulties accessing the site. A vision and plan for improvements to best serve its future use and development as an important community, as well as educational resource, needs to be developed.

The Community Centre is an important facility, well used and with a number of useful, different spaces. There is scope to develop the building taking on board the adjacent space and considering a vision for an integrated fit for the future library, learning and information centre which should also be designed to better serve the young people of the Town.

Sport- There is tremendous potential to improve the landscape and use of Admiral's Field, but the development of Changing Rooms and a Pavilion would be compromised by poor access, car parking limitations, the existing MUGA and local opposition. There could be however, potential to explore with the Rugby Football Club the scope for a joint sports association with improved facilities leading to a more sustainable club infrastructure. This could include the development of a FIFA 1Star/IRB Clause 22 3G pitch which would meet all of the rugby and football needs. Alternatively further consideration could be given to developments in partnership with Pengwern Hall or on other sites that could be suitable for a growing football club.

Visitors- The Castle, Nature Reserve, Cycle Trail, Golf Club, caravan parks, Premier Inn and more, are all essential to the visitor economy. They are key players and as partners should be embraced within a shared vision and plan for improvements to the appeal of the area, bringing more income and visitor activity.

Youth- There is a positive commitment from the County Council's Youth Service to work with the voluntary sector and local community to explore

Our Ref: JO:JO:02274/1
Your Ref:

5 June 2019

Rhuddlan Town Council
PO Box 224
Llandudno
LL30 9GJ

JOS
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John Owens LL.B (HONS)
Principal

Dear Sian

Re: Admiral's Fields, Rhuddlan

Thank you for your letter of 5th June.

When the property was purchased by the Council in 1946 the Conveyance included the following words:

"The Council shall hold the land hereby assured for the purpose of a Public Recreation ground for the said Parish of Rhuddlan..."

This is therefore the trust upon which the land is held - for the benefit of the Parish of Rhuddlan as a *public* recreation ground.

The 1946 Conveyance does not strictly preclude the granting of a lease. However, granting a lease would give the tenant exclusive occupation of the land comprised in the lease. This would, in turn, curtail the use of that land by the public and this would contravene the trusts upon which the land is held.

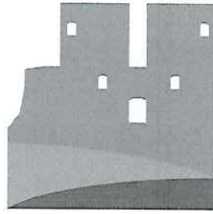
For this reason I believe that the Council should approach this proposal with caution.

Yours faithfully,
John Owens Solicitors
Email: john.owens@johnowenssolicitor.co.uk

Mayor's Report

Events/Attendances etc.

- 9th Feb. – The Deputy Mayor and I met with Dr. James Davies MP and discussed several Rhuddlan issues; including our new Town Plan and its key projects, the need for a new cemetery in the area, the problems with flooding in the present cemetery and the flooding on New Road by the Golf Club roundabout. A very useful meeting and a good opportunity to exchange views on community issues in Rhuddlan.
- 10th Feb. – I was at one of the regular litter-picks, organised by Cllr. Arwel Roberts. It is surprising how much litter you can collect in an hour and a half – 2 big red bags for me.
- 10th Feb. Before and after the litter-pick I helped out at the Community Market. Rhuddlan Dementia Group also ran a raffle and we raised over £90. Many thanks to all those that came to the market and those that bought raffle tickets. One continuing disappointment was that only a few town councillors come along to the market. It's good if they can come along and help out but just being visible and chatting with residents is also very useful.
- 14th Feb. – A Valentine's present from DCC was a zoom meeting to receive a presentation about the new recycling arrangements, the Town Clerk also attended. Tony Ward and other colleagues gave a very clear explanation about the new "troliebocs". DCC will be providing more information to all households when they get closer to the area's launch date. It was good to hear Tony and his colleagues say they will respond positively to any problems that might arise for people that may have difficulties because of cognitive problems (e.g. dementia or strokes) and people with physical disabilities.
- 16th Feb. – I popped into the Library and this gave me the opportunity to have a chat with the staff and the people that regularly attend the get-together coffee sessions. I also had a very useful chat with DCC's Community Navigator. I also sold 3 tickets for my charity concert – a worthwhile visit.
- 21st Feb. – I attended a 2.5-hour webinar on Strategic Planning organised by Planning Aid Wales. It was well attended (70+) and provided lots of useful information about the top-end of the planning process. This information helped many of the attendees link their local planning applications to the bigger picture.
- 20th Feb. – I visited DCC's local provenance tree/plant nursery near to St. Asaph, together with Cllrs Arwel Roberts and Gareth Rowlands. A very interesting visit, particularly in connection with local bio-diversity and the propagation of local species.
- 23rd Feb. – The Town Clerk and I met with Peter Kenway to discuss the grant application for RhuddFest, this will be reported on at the March meeting.
- 7th March – I will be attending a meeting of the Trustees of Rhuddlan Community Centre.
- 8th March – The Mayoress and I will be attending Prestatyn Mayor's charity event at St. Melyd Golf Club.



Cyngor Tref
Rhuddlan
Town Council

Clerk's Project Report and Correspondence for March 2024 Meeting

Correspondence

The following has been received:

1. Email from Graham Bose stating
 - a. Regarding the council's decision to further support the library - *"I really appreciate the way the Town Council has approached this matter. We look forward to a long and positive partnership approach to providing a much loved local library service in Rhuddlan"*.
 - b. Thanking the council for the positive feedback regarding the lighting team and Asbestos manager.
2. Email from North Wales Tourism asking the council if it wants to renew its membership at a cost of £136+VAT.
3. Email from Prestatyn Cubs asking the council for information regarding other volunteering opportunities.
4. Email from DCC Officer regarding the adoption of Clos David Owen saying the road will definitely become adopted highway as there is a signed Section 38 agreement in place. Unfortunately, they cannot say when as inspections need to be made and there may be some outstanding remedial work. The engineers are short staffed at the moment with heavy workloads but it is on the list
5. Thank you email from The Urdd's Fund for All for the donation from RTC.

Project Update

Community Market – the next markets are scheduled on 9th March and 13th April. Can councillors please support these markets.

New MUGA LED lights adjusted and in operation.

New external light and cooker socket installed at Hwb.

Town Plan and letter from council delivered to all residents by 14th March.

County Councillor Report for March 2024 Meeting – Arwel Roberts

1. A resident has requested that the disability parking area in the High Street could be re-painted and in yellow. A DCC Officer has promised it will be done but not in yellow.
2. I thank Cllr Gareth Rowlands for driving the Mayor and myself to the tree nursery near Llanelwy in February. It was well worth listening to the portfolio member of the Denbighshire Cabinet Cllr Barry Mellor and Biodiversity Officer Joel who are really keen for this project to be successful. The Mayor invited Joel to give a Denbighshire perspective on biodiversity to our next biodiversity sub- committee meeting.
3. I sit on the panel of county councillors which discusses many strands of biodiversity. The housing stock which are owned by the County for example. How they improve heating for households- carbon emissions also.
4. Work on the drainage problem in New Road is being dealt with as you are aware. Officer has warned Cllr Ann Davies and myself that the Town Ditch is possibly making the drainage worse along the road.
5. Attended a site meeting along Ffordd Ffrainc (A5151) with Paul Jackson and Tim Towers (DCC Officers), Cllr David Williams from Dyserth and Tom Rowley (Bodrhyddan Hall). The meeting was a success. Partnership working - the drains will be cleared in the near future but will require traffic lights for the duration of the works.
6. The Litter picking morning was a success. I thank the Mayor and Cllr Mike Elgin for their support. Nice to see members of the Scout Group involved. Two residents who collected many bags around the cemetery were very concerned at the amount of litter at this location. There was also concern regarding the amount of litter on the A547 which is too dangerous to be included in any litter pick. An officer has informed me that there is a method to avoid having Highways Control whilst clearing . He wouldn't divulge but at the moment it's a plan in action.
7. I met two officers from street cleaning regarding the litter problem especially in the cemeteries. They have promised to visit our cemetery regularly. I was quite shocked that Rhuddlan has only one of the Street Scene workers in our town. Is this an area the Town Council could assist?
8. Friday the 23rd was a pleasure to my wife and me. We were invited to see a concert in Prestatyn. Trinity Methodist Church - Ukrainian Concert- all proceeds given to Ukraine. One refugee who has trained as a yoga teacher, she requested a contact for Rhuddlan. Soon the Clerk will have a message from her asking if there is a centre in Rhuddlan which could accommodate her?

Library and Museum Working Group

To consider the role and terms of reference of this working group.

The operation and future development of the Library is a key issue for the Town Council. At the April meeting it was agreed to make support of £29,000 for the year ahead (comprising the previous support of £12,000 to support day-to-day costs, plus an additional £17,000 to maintain the present level of opening hours). The proposal to develop a museum facility at the Library site is a key priority in the Town Plan.

At the April meeting it was agreed that there will be potential benefits in having partnership links with DCC Library staff and other stakeholders, to attract external funding to support its services. Research for external funding will also be needed for the museum project and there will need to be discussions with DCC and others about the design/build and the operations of a museum facility.

The proposal is to set up a Library and Museum Working Group which will include partnership representatives from other organisations – very similar to the arrangements for the Events Committee.

Terms of reference

- To identify and pursue sources of external funding that can support the day-to-day running and future development costs of the Library.
- To agree and be a party to external funding packages, so long as there is nil cost to the Council.
- To identify and pursue sources of external funding that can support the construction, development and running costs of a museum at the Library site.
- To develop outline plans for the construction of a museum at the library site. The initial costs being covered by funding available from the Town Plan budget.
- To make recommendations to the Council on actions relating to the above, as and when there are additional potential costs to the council.

Membership

- Four members of the Town Council, with a meeting quorum of 3 (it is suggested that County Council members should not be working group members at this stage because of their twin-hatted role with DCC).
- Only Town Councillor members will have formal voting powers – as per the Events Committee.
- Partnership members will include:
 - The Library Manager
 - A representative from Rhuddlan History Society.
 - There will also be a need to involve other DCC officers from services such as Heritage, Tourism and Architects; as and when needed.
 - Other organisations may be invited as needed from time to time.

Trolibocs - roll out schedule

-  DAY 49 3.5t Rhuddlan Hylas Lane Castle St_03.05.2024
-  DAY 48 3.5t Rhuddlan Gwindy Parc y Leng Edith_01.05.2024
-  DAY 48 3.5t Rhuddlan Castle St Parliament St_01.05.2024
-  DAY 47 3.5t Rhuddlan Tan yr Eglwys Church st_01.05.2024
-  DAY 46 3.5t St. Asaph to Rhuddlan A525_30.04.2024
-  DAY 23 7.5t Rhuddlan Heol Hendre Grenville Ave 26.03.2024
-  DAY 23 7.5t Rhuddlan Conwy Sycamore Princes Rhyl Road 26.03.2024
-  DAY 23 7.5t Rhuddlan Princes Park estate Abbey Road Castlefields 26.03.2...
-  DAY 23 7.5t Rhuddlan Gadlas Meliden Maes Esgob Dyserth 26.03.2024
-  DAY 22 7.5t Rhuddlan Highlands Maes Derwen 25.03.2024
-  DAY 22 7.5t Rhuddlan Tirionfa 25.03.2024
-  DAY 22 7.5t Rhuddlan Pentre Lane Ffordd Ganol 25.03.2024
-  DAY 22 7.5t Rhuddlan Ffordd Nant Lon Cwybr 25.03.2024
-  DAY 21 7.5t Rhuddlan Kerfoot Vicarage Lane Fairlands 22.03.2024
-  DAY 21 7.5t Rhuddlan Clwyd Berllan 22.03.2024

Changes to your recycling and non-recyclable waste collections

From
Monday
3 June
2024

 Sir Ddinbych yn ailgylchu
Denbighshire recycles

Cyngor
sir ddinbych
denbighshire
County Council



For office use only: 01/24/WB

What's changing?

From Monday 3 June 2024:

1. you'll need to **sort your 'dry' recyclable items into separate containers**. We're giving you a new **Trolibocs system with three boxes** for your:

- **paper** (top box with blue lid),
- **metal cans, tins, aerosols & foil, plastic bottles, pots, tubs & trays, and food & drink cartons** such as Tetra Pak (middle box with red flap), and
- **glass bottles & jars** (bottom box with green flap).



We're also giving you a **new reusable blue bag** for your **cardboard**.

2. we'll collect the contents of your **Trolibocs** and **reusable blue bag** **every week**.

3. we're introducing new collections for your **small electrical items** (page 12), **household batteries** (page 12), and **textiles** (page 13).

4. we'll collect your **leftover non-recyclable waste** from your **wheelie bin every four weeks**. The wheelie bin you use for your non-recyclable waste might change (page 3).

5. **your collection day may change**. To check your new collection dates, visit our website or contact us from Wednesday 15 May 2024.

What's changing?

If you currently have...	From Monday 3 June 2024, please...	We will...
a 240-litre black wheelie bin and a 240-litre blue wheelie bin  	- use the 240-litre wheelie bin that's in the best condition for your non-recyclable waste. apply the sticker enclosed with this leaflet to this bin, which will make clear to us the one you're keeping. - stop using the other 240-litre wheelie bin and ensure it's empty.	collect your empty 240-litre wheelie bin between Monday 3 June and Friday 2 August 2024. We'll either reuse or recycle this bin. 
a 140/180-litre black wheelie bin and a 240-litre blue wheelie  	- use your larger 240-litre blue wheelie bin for your non-recyclable waste. apply the sticker enclosed with this leaflet to this bin, which will make clear to us the one you're keeping. - stop using your 140/180-litre black wheelie bin and ensure it's empty.	collect your empty 140/180-litre black wheelie bin between Monday 3 June and Friday 2 August 2024. We'll either reuse or recycle this bin. 



Please apply the sticker enclosed with this leaflet to the wheelie bin you're keeping for your non-recyclable waste.

What isn't changing?

- We'll continue to **collect your food waste** from your **orange caddy every week**, alongside your 'dry' recycling.
- If you're registered for the service, we'll **collect your absorbent hygiene products (AHP)** – such as nappies and incontinence items – from **your black caddy with purple lid every week**.
- If you're registered for this chargeable service, we'll continue to **collect your garden waste** from your **green wheelie bin every two weeks**.

Why we are making these changes.

With a national recycling rate of over 65%, Wales is the world's third best recycling nation, but we need to do more...

- ✓ By collecting your recycling in separate containers, already sorted, it'll improve the quality of the materials we collect from you. This means more of it will remain within the UK to be recycled to create new products – rather than being sent abroad – which reduces our carbon emissions and helps prevent climate change.
- ✓ By introducing new collections for your small electrical items, household batteries and textiles, it'll make it even easier for you to recycle more of your waste from home.
- ✓ Whilst most people in Denbighshire recycle, around 33% of what's put in bins for non-recyclable waste could have been easily recycled instead. By increasing how often we collect your recycling, introducing collections for extra recyclable materials, and reducing how often we collect your non-recyclable waste, it will encourage more residents to sort their waste and recycle what they can from home.
- ✓ The changes are in line with the advised approach for all recycling and non-recyclable waste collections across Wales set by Welsh Government, which will help us meet its statutory target of recycling 70% of all our waste by 2025. We currently recycle 66% of our waste (2022/23).
- ✓ Several Welsh local councils have already rolled out these changes and they've seen an increase in the quantity and quality of recycling collected in those areas.

How should I present my recycling and non-recyclable waste for you to collect?

1. Put the correct items in the correct containers.
.....
2. Tie your food waste caddy liners and single-use sacks securely.
.....
3. Close the flaps and lids on your bag, bins, boxes and caddies, to prevent your recycling and non-recyclable waste from escaping and to keep their contents as dry as possible.
.....
4. Use only the Council-provided bag, bin, boxes, caddies, caddy liners and sacks for your recycling. Do not use any other type of container.
.....
5. Place your containers at your collection point before 7am on your collection day.
.....
6. Collect your containers from your collection point as soon as possible once we've collected their contents.



Want to check your new collection dates?

Visit our website or contact us from Wednesday 15 May 2024.

What goes where?

Food waste



Orange caddy



✓ Yes please

- ✓ Used teabags and coffee grounds
- ✓ Eggshells
- ✓ Fruit skins and vegetable peelings
- ✓ Raw and cooked meat and fish, including bones and shells
- ✓ Plate scrapings
- ✓ Leftovers that can't be safely stored to eat later
- ✓ Food that's no longer safe to eat
- ✓ Pet food

Please remember:

- if you need a new supply of food waste caddy liners, either attach the 'reorder tag' (that comes with each roll of liners) to your caddy handle, or tie an unused liner around your handle, and we'll leave a new supply of liners on top of, or alongside, your caddy. Alternatively, you may collect a new supply of liners from your nearest One Stop Shop

✗ No thank you

- ✗ Packaging of any kind
- ✗ Liquids such as milk *
- ✗ Liquid oils or fats **
- ✗ Any material that's not food waste

* You may pour small amounts of liquid food or drinks down the sink, ideally alongside a small amount of water to ensure the waste runs away easily, without causing blockages.

** Please take these items to your local Recycling and Waste Park in a suitable container.

If you need to get rid of any fats that are solid or only part-liquid, please put these in your wheelie bin for non-recyclable waste.

We collect your **food waste** from your home **every week**.
To check your collection dates, visit our website or contact us.

What goes where?

Paper



Trolibocs

Top box with blue lid



Yes please

- ✓ Letters
- ✓ Envelopes, with and without windows
- ✓ Magazines
- ✓ Newspapers
- ✓ Brochures and catalogues
- ✓ Printer paper
- ✓ Small quantities of shredded paper, such as receipts and household bills – please put this in a single-use plastic bag and tie it, before putting it in your box

Please remember to:

- keep paper dry



No thank you

- ✗ Kitchen roll, paper towels or tissues *
- ✗ Scratch cards *
- ✗ Sticky papers, such as Post-it notes, sticky labels or paper tape *
- ✗ Wallpaper *
- ✗ Wrapping paper *
- ✗ Food, oil, grease or paint-contaminated paper *
- ✗ Plastic film, such as that used to wrap magazines (see page 17)
- ✗ Wet paper of any kind *

* Please put these items in your wheelie bin for non-recyclable waste.

We collect your **paper** from your home **every week**.
To check your collection dates, visit our website or contact us.

What goes where?

Metals, plastics and cartons



Trolibocs

Middle box with red flap



- Metal cans, tins, aerosols and foil
- Plastic bottles, pots, tubs and trays
- Food and drink cartons, such as Tetra Pak

✓ Yes please

Metals

- ✓ Drinks cans, such as those used for beer and soft drinks
- ✓ Food tins, such as those used for beans and soup
- ✓ Metal chocolate and biscuit tins, and their lids
- ✓ Empty aerosols
- ✓ Clean foil sheets and trays

Cartons

- ✓ Food and drink cartons, such as Tetra Pak, used for fruit juice, milk and soup

Please remember to:

- remove any pumps from toiletry bottles and put these in your bin for non-recyclable waste
- remove any plastic film or absorbent pads and put these in your bin for non-recyclable waste
- empty and rinse metal and plastic items
- safely squash metal and plastic items to make them smaller, if possible
- ensure aerosols are empty
- ensure foil is clean

✗ No thank you

Metals

- ✗ Crisp packets *
- ✗ Foil sweet wrappers *
- ✗ Food or drink laminated foil pouches, such as those used for coffee, juice, rice, baby food or pet food *
- ✗ E-cigarettes or vapes **

* If you need to get rid of these items, see page 17.

** Please dispose of these as small electrical items (see page 12).

What goes where?

Metals, plastics and cartons continued...



Yes please

Plastics

- ✓ Plastic skincare and toiletry bottles, such as those used for hand wash, body wash, shower gel, shampoo, conditioner and bubble bath
- ✓ Plastic cleaning product bottles, such as those used for bleach, washing-up liquid, laundry detergent and fabric conditioner, and tubs that hold laundry washing capsules and tablets
- ✓ Plastic drinks bottles, such as those used for soft drinks, milk and water
- ✓ Plastic pots, such as cream and yoghurt pots
- ✓ Plastic tubs, such as butter, margarine, chocolate, sweet and ice cream tubs
- ✓ Plastic trays, such as cake, muffin and meat trays
- ✓ Plastic punnets, such as fruit and vegetable punnets
- ✓ Plastic takeaway trays and lids
- ✓ Plastic bottles from your garage, greenhouse or shed, such as non-toxic liquid plant food bottles



No thank you

Plastics

- ✗ Plastic bags or wrapping (see page 17)
- ✗ Black or brown plastic bottles, pots, tubs or trays ***
- ✗ Netting used to package fruit or vegetables ***
- ✗ Cat or dog dry food bags ***
- ✗ Garden compost or topsoil bags ***
- ✗ Blister packs, that is the plastic packaging used for tablets or capsules ***
- ✗ Toothbrushes or toothpaste tubes ***
- ✗ Plastic razors ***
- ✗ Hard plastics, such as garden chairs, children's toys, kitchen bins, washing-up bowls, plant pots or Tupperware containers ****
- ✗ Lighters ****
- ✗ Gas canisters ****
- ✗ E-cigarettes or vapes *****

*** Please put these items in your bin for non-recyclable waste.

**** Please take these items to your local Recycling and Waste Park.

***** Please dispose of these as small electrical items (see page 12).

We collect your **metals, plastics and cartons** from your home **every week**.
To check your collection dates, visit our website or contact us.

What goes where?

Glass bottles and jars



Trolibocs

Bottom box with green flap



✓ Yes please

- ✓ Glass bottles, such as those used for beer, wine and soft drinks
- ✓ Glass jars, such as those used for baby food and sauces
- ✓ Non-food and drink glass bottles and jars, such as those used for perfume, aftershave and face creams

Please remember to:

- empty and rinse glass items
- remove any metal or plastic caps or lids and put these in your Trolibocs' middle box for mixed metals, plastics and cartons

✗ No thank you

- ✗ Ceramics or china*
- ✗ Drinking glasses*
- ✗ Flat glass, such as windowpanes*
- ✗ Mirrors*
- ✗ Glass cookware, such as Pyrex*
- ✗ Microwave plates*
- ✗ Vases*
- ✗ Nail varnish bottles*
- ✗ Broken glass*

* Please take these items to your local Recycling and Waste Park or put them in your bin for non-recyclable waste. Wrap these items safely in an old newspaper or kitchen roll, or double-bag them, to ensure crews aren't harmed when collecting them.

We collect your **glass bottles and jars** from your home **every week**.
To check your collection dates, visit our website or contact us.

What goes where?

Cardboard



Blue bag



✓ Yes please

- ✓ Cardboard boxes, such as those used for cereals, cakes, dishwasher tablets, shoes, tissues, toiletries, and toothpaste
- ✓ Toilet roll tubes
- ✓ Egg cartons
- ✓ Card sleeves used to package foods, including ready-meals and multipacks
- ✓ Greeting cards that don't have badges, bows, foil, glitter or ribbons
- ✓ Cardboard backing from packs of batteries and toothbrushes
- ✓ Online delivery boxes and cardboard envelopes
- ✓ Brown and grey paper

Please remember to:

- cut and flatten cardboard to ensure it fits in your bag
- keep cardboard dry

✗ No thank you

- ✗ Food, oil, grease or paint-contaminated cardboard, such as pizza boxes *
- ✗ Greeting cards that have badges, bows, foil, glitter or ribbons that can't be removed *
- ✗ Wrapping paper *
- ✗ Polystyrene *
- ✗ Food or drink cartons, such as Tetra Pak, used for fruit juice, milk or soup **

* Please put these items in your bin for non-recyclable waste.

** Please put these items in your Trolibocs' middle box for mixed metals, plastics and cartons.

We collect your **cardboard** from your home **every week**.
To check your collection dates, visit our website or contact us.

What goes where?

Small electrical items



Place items loosely on top of your Trolibocs.

 **Yes please**

- ✓ Kettles
- ✓ Hairdryers
- ✓ Toasters
- ✓ Power tools
- ✓ Radios
- ✓ Irons
- ✓ E-cigarettes and vapes – please put these in a single-use plastic bag, tie it securely, then place it on top of your Trolibocs



 **No thank you**

- ✗ Electric clothes airers *
- ✗ Televisions *
- ✗ Vacuum cleaners *
- ✗ Microwaves *
- ✗ Fridges or freezers *

* Please take these items to your local Recycling and Waste Park.

Please remember:

- items should be no larger than a kettle or toaster

Household batteries



Clip the reusable pink pouch onto your Trolibocs handle.

 **Yes please**

- ✓ Household batteries, such as AAA, AA, B, C, D, DD and 9V batteries

 **No thank you**

- ✗ Lithium-ion 'button' batteries, such as those used in calculators, hearing aids or watches *
- ✗ Chargeable batteries from laptops, mobile phones, power tools or vacuum cleaners *
- ✗ Car batteries *
- ✗ Battery chargers *
- ✗ E-cigarettes or vapes **

* Please take these items to your local Recycling and Waste Park.

** Please dispose of these as small electrical items (see left column).

We collect your **small electrical items** and **household batteries** from your home **every week**. To check your collection dates, visit our website or contact us.

What goes where?

Textiles



**Single-use
white sack**



Yes please

- ✓ Adults and children's clothing
- ✓ Shoes
- ✓ Handbags
- ✓ Belts
- ✓ Curtains
- ✓ Bedding



No thank you

- ✗ Duvets or quilts *
- ✗ Pillows *
- ✗ Sleeping bags *
- ✗ Cushion inners *
- ✗ Carpets *

* Please take these items to your local Recycling and Waste Park.

Please remember:

- to ensure textiles are clean and dry, and shoes are in pairs
- to use only the single-use white sacks provided by our partner, Co-Options Social Enterprise
- if you need to order a new supply of white sacks, email Co-Options at office@cooptions.co.uk or call them on 01745 332300
- this new collections service is optional; you may still take unwanted clothing to your local Recycling and Waste Park, or any other legitimate outlet

Co-Options will collect **textiles** from your home **every four weeks**.
To check your collection dates, visit our website or contact us.

What goes where?

Absorbent hygiene products

To find out how and when you can register for this free collections service, visit www.denbighshire.gov.uk/absorbent-hygiene-products or contact us



Black caddy with purple lid and single-use purple sacks



✓ Yes please

- ✓ Nappies, nappy bags and wipes
- ✓ Disposable bed pans and liners
- ✓ Incontinence pads
- ✓ Bed and chair pads
- ✓ Colostomy and stoma bags
- ✓ Catheter bags and urine bottles
- ✓ Plastic gloves and disposable aprons

Please remember:

- to use only the Council-provided single-use purple sacks and black caddy with purple lid
- if you need to order a new supply of purple sacks, attach a 'reorder tag' to the handle of your caddy, then we'll leave a new supply of sacks on top of, or alongside, it. Alternatively, contact us

✗ No thank you

- ✗ Sanitary products, such as sanitary liners, tampons or towels **
- ✗ Plasters or bandages **
- ✗ Clinical waste, such as dressings contaminated with blood, needles, syringes or other sharp products ***
- ✗ Vomit *
- ✗ Human faeces *
- ✗ Animal faeces **

* Please flush this waste down your toilet.

** Please bag these items then put them in your bin for non-recyclable waste.

*** Denbighshire County Council doesn't provide a 'sharps' collection for these items. Please contact your local health board, district nurse team or NHS 111 for advice.

We collect your **absorbent hygiene products** from your home **every week**, if you're registered for this service. To check your collection dates, visit our website or contact us.

What goes where?

Garden waste



**Green
wheelie bin**



Contact us to
register for this
chargeable
collections
service



Yes please

- ✓ Grass, leaves and most weeds
- ✓ Plants and flowers
- ✓ Shrub cuttings and hedge clippings

Please remember:

- you may take garden waste to your local Recycling and Waste Park for free all year round



No thank you

- ✗ Soil, stones or logs **
- ✗ Invasive weeds, such as Japanese knotweed ***
- ✗ Any garden furniture, whether plastic or wooden **
- ✗ Animal faeces *
- ✗ Pet bedding, such as hay, straw or wood shavings *

* Please bag these items then put them in your bin for non-recyclable waste.

** Please take these items to your local Recycling and Waste Park.

*** Please arrange for a specialist contractor to collect this and dispose of it safely.

We collect your **garden waste** from your home **every two weeks**, if you're registered for this chargeable service.

To check your collection dates, visit our website or contact us.

What goes where?

Non-recyclable waste



Black wheelie bin
OR Blue wheelie bin



Yes please

- ✓ Black and brown plastic bottles, pots, tubs and trays
- ✓ Nappies (see page 14)
- ✓ Wet wipes
- ✓ Polystyrene
- ✓ All remaining household waste that can't be recycled *

* If you need to get rid of any **plastic bags and wrapping**, see page 17 to find out how you can recycle these at 'out-of-home' recycling points at locations such as supermarkets.



No thank you

- ✗ Any items that can be recycled from home using your Council-provided containers, or those that can be recycled at your local Recycling and Waste Park

Please remember:

- not to put additional waste alongside, or on top of, your wheelie bin. This is known as 'side waste'. We don't collect 'side waste' and you may have to pay a fine

We collect your **non-recyclable waste** from your home **every four weeks**.
To check your collection dates, visit our website or contact us.

What goes where?

What should I do with plastic bags and wrapping?

If you need to get rid of any **plastic bags or wrapping**, some of these items are accepted at '**out-of-home**' **recycling points** at locations such as supermarkets.

Visit **walesrecycles.org.uk** to find your nearest facility.

The types of items accepted may vary between different locations, therefore please follow the guidance provided by the organisation managing the recycling point.

If you're unable to take these items to one of these facilities and you need to dispose of these at home, please put them in your **bin for non-recyclable waste**.



Carrier bags and
Bags for Life



Ready-packed
fruit, salad and
vegetable bags



Thin plastic
bags for loose
fruit, salad and
vegetable items



Film, such as cling
film, ready meal
lids or yoghurt
pot lids



Freezer bags



Frozen food bags



Pasta and
rice bags



Bread bags



Magazine and
newspaper
wrapping



Multipack wrapping
and rings from bottle
and can multipacks



Cereal box liners



Wrapping from
toilet and kitchen
roll packs



Dry cleaning bags
and bags covering
new clothing



Parcel bags and
bubble wrap



Packaging and
sticky tape



Crisp packets and
biscuit wrappers



Food and drink laminated
foil pouches, such as those
used for coffee, juice, rice,
baby food or pet food

**Please don't put plastic bags
and wrapping in your Trolibocs
box for mixed metals, plastics
and cartons.**

Frequently asked questions

How should I store my new containers?

You may choose to store your new containers outside, in your garden, garage, or garden shed or container, or inside your home.

Please feel free to write your house name or number on your new containers using a marker pen, which will help you identify which containers are yours once we've collected their contents.

What should I do with my old wheelie bin?

From Monday 3 June 2024, the wheelie bin you use for your non-recyclable waste might change. Please turn to page 3 to find out which bin you should use.

From this date, please ensure your other wheelie bin is empty. We'll collect it from outside your home between Monday 3 June and Friday 2 August 2024, and we'll either reuse or recycle it. We'll confirm this date with you nearer the time.

Can I get extra recycling containers?

Yes. If, after a few weeks of using the new service, you feel you need extra containers for your recycling, visit our website to find out how you can order these items for free.

Please remember to save space in your containers by safely crushing or squashing your metal, plastic and carton items where possible, and cutting cardboard, to ensure they fit in your containers.

How should I sort my recycling inside the home?

How you manage your recycling inside your home will be up to you and will be an individual choice. If you'd like any advice or help to sort your recycling, please contact us.

I need help sorting and recycling my waste. Can you please help me?

We have a team of Recycling Officers that can:

- give you advice and guidance about all our recycling and non-recyclable waste services, and
- support you to maximise your recycling and minimise your non-recyclable waste.

To arrange for one of our Recycling Officers to visit you in your home, please contact us.

Frequently asked questions

I'm unable to put my recycling and non-recyclable waste out for you to collect. Can you please help me with this?

If you're temporarily or permanently unable to put your recycling and non-recyclable waste out for us to collect due to you having limited mobility, and there is no one else to help you, you may contact us to apply for an 'assisted collection' and we will assess your situation. An 'assisted collection' is when our crews collect your recycling and non-recyclable waste from an agreed collection point that's convenient, easy and safe for you to access.

I currently receive an 'assisted collection'. Will this continue?

Yes. If you currently receive an 'assisted collection', we'll continue to provide this service for you. You don't need to register again for this service.

What should I do with bulky waste?

If you have a household item that's too large for you to take to your local Recycling and Waste Park, you may arrange for a bulky item collection, which means we'll collect this item from your home for a small fee.

For information or to book a bulky item collection, visit our website or contact us.

What else can I recycle?

To find out what other household waste you can recycle at home or at your local Recycling and Waste Park, use our handy A to Z guide. It allows you to search for an item and we'll tell you how to recycle or dispose of it correctly.

To access our 'A to Z Recycling Guide', visit our website at www.denbighshire.gov.uk/recycling

What happens to my recycling once you collect it?

To find out what happens to your recycling once we collect it, and where each separate material goes, visit www.myrecyclingwales.org.uk

To find out what your recycling becomes, visit www.walesrecycles.org.uk

Are you subscribed to our e-newsletter?

We include the latest news and updates about our recycling and non-recyclable waste services in County Voice, our residents' e-newsletter.

To subscribe to County Voice, scan the QR code or visit www.denbighshire.gov.uk/county-voice



Frequently asked questions

What will happen if I accidentally put the wrong items in my recycling containers?

It's important you put the correct items in the correct containers, and that your recycling containers don't contain materials that can't be recycled. However, we recognise anyone can make a mistake.

If you put out a container that's too full or too heavy, or it includes items that shouldn't be there, our crews will place a sticker or tag on it asking you to correctly sort its contents in time for your next collection.

If, after looking at this leaflet, you're unsure of where to put certain items, take a look at our online 'A to Z Recycling Guide', which allows you to search for an item and we'll tell you how to recycle or dispose of it correctly. If you're still unsure about how to dispose of certain items correctly, please contact us.

If you realise you've put something in the wrong container after we've collected your recycling, please don't worry – just try to remember to get it right next time. Please also remember to remove the sticker or tag from your container, then put it in your wheelie bin for non-recyclable waste.

What will happen if I don't recycle my waste?

Most people in Denbighshire recycle what they can – thanks to those of you that are

doing your bit. But sadly, a few people aren't doing all they could be, and could have to pay a fixed penalty of £100 or appear in court.

Why have you collected some of my recycling and non-recyclable waste, but not all of it?

Whilst we collect your recycling and non-recyclable waste on the same day, we collect them in separate vehicles, at different times between 7am and 3pm. Please don't report any missed collections until after 5pm and check our website or social media accounts for information about any disruptions to our collection services.

And please remember, whilst we collect your recycling every week, we collect your garden waste every two weeks (if you're registered for this service), and your textiles and non-recyclable waste every four weeks. To check your collection dates, visit our website.

Your recycling is making a BIG difference in Denbighshire.

Thank you for continuing to do the right thing and for doing your bit for the environment, by sorting your waste and recycling.

 www.denbighshire.gov.uk/recycling

 **01824 706000 (Monday to Friday, 8.30am to 5pm)**

 **denbighshirecountycouncil**

 **@denbighshirecc**

Clerk

From: Josie Polden-
Sent: 23 February 2024 12:23
To: Rhuddlan Town Council
Subject: Rhuddlan Community Group - Memorial Garden & Benches

Hi Steve

Thanks for your time this morning:

MEMORIAL GARDEN

As discussed the Community Group would like a small area in Admirals field, Admirals Walk end, to plant 2 x Flowering Cherry trees & bulbs at the back of the planter (already a CG planter) at the end Hendre Close against the railing fence. The planter needs and would receive a complete overhaul. Together this would form and replace the Memorial Garden to recognise our own front line pandemic workers, and those local residents we lost during that period, the bilingual plaque that was on the original site on the Vicarage Lane playing fields.

BENCHES

The two benches that also formed part of the original Memorial Garden, and are still in situ, we would like these to be located on Admirals Field, between the outdoor gym and the football pitch facing Rhyl Road.

This of course has become necessary following the Cadw episode.

I very much hope this meets with Council Approval.

Regards

Richard

Eich cyf / Your ref

Ein cyf / Our ref : 44/2023/0874

Dyddiad / Date : 09/02/2024

Rhifyn / Direct dial : 01824 706727

Rhuddlan Town Council

Steve Wilson

PO Box 242

Mold

CH7 9FW

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2023/0874

CYNNIG / PROPOSAL: Dymchwel byngalo presennol a garej a chodi annedd ddeulawr gan gynnwys balconi llawr cyntaf i'r cefn, garej ar wahân a gwaith cysylltiedig / Demolition of existing bungalow and garage and erection of two storey dwelling including first floor balcony to rear, a detached garage and associated works

LLEOLIAD / LOCATION: Edgefield Eton Park, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

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

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

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

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

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

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

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

Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond pendefynnu ar geisiadau cynllunio ond ar

I should respectfully advise at this stage that the County Council can only determine planning applications on the basis of valid planning

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

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

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

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

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y
Cyhoedd a Chefn Gwlad

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

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

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

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

I look forward to hearing from you.

Yours faithfully

EMLYN JONES

Head of Planning, Public Protection and Countryside
Services



Eich cyf / Your ref

Ein cyf / Our ref : 44/2023/0783

Dyddiad / Date : 26/02/2024

Rhif union / Direct dial : 01824 706727

Rhuddlan Town Council

Steve Wilson

PO Box 242

Mold

CH7 9FW

Annwyl Syr / Fadam

Dear Sir / Madam

CAIS / APPLICATION: 44/2023/0783

CYNNIG / PROPOSAL: Codi 1 annedd ar wahân a gwaith cysylltiedig (ailgyflwyno) / Erection of 1 no. detached dwelling and associated works (resubmission)

LLEOLIAD / LOCATION: Land adjacent to Church Yard Entrance fronting Church Street, Rhuddlan, Rhyl

Derbyniwyd y cais a ddisgrifiwyd uchod gan y Cyngor Sir.

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

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

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

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

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

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

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

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

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

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

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

Sylwch y gallwch weld manylion am y cais cynllunio ar-lein:

www.sirddinbych.gov.uk/cynllunio

Edrychaf ymlaen at glywed gennych.

Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y Cyhoedd a Chefn Gwlad

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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

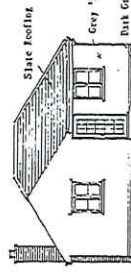
I look forward to hearing from you.

Yours faithfully

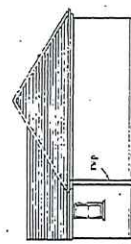
EMLYN JONES

Head of Planning, Public Protection and Countryside Services

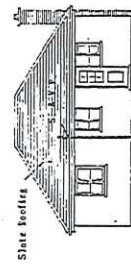




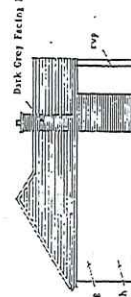
NORTH EAST ELEVATION



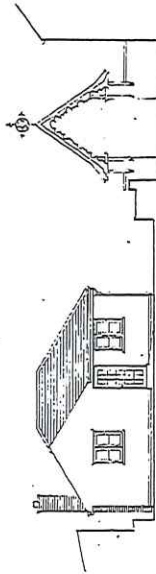
NORTH WEST ELEVATION



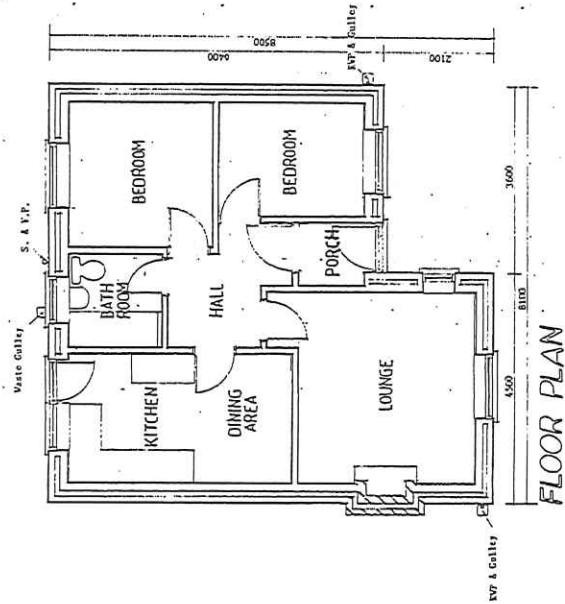
SOUTH WEST ELEVATION



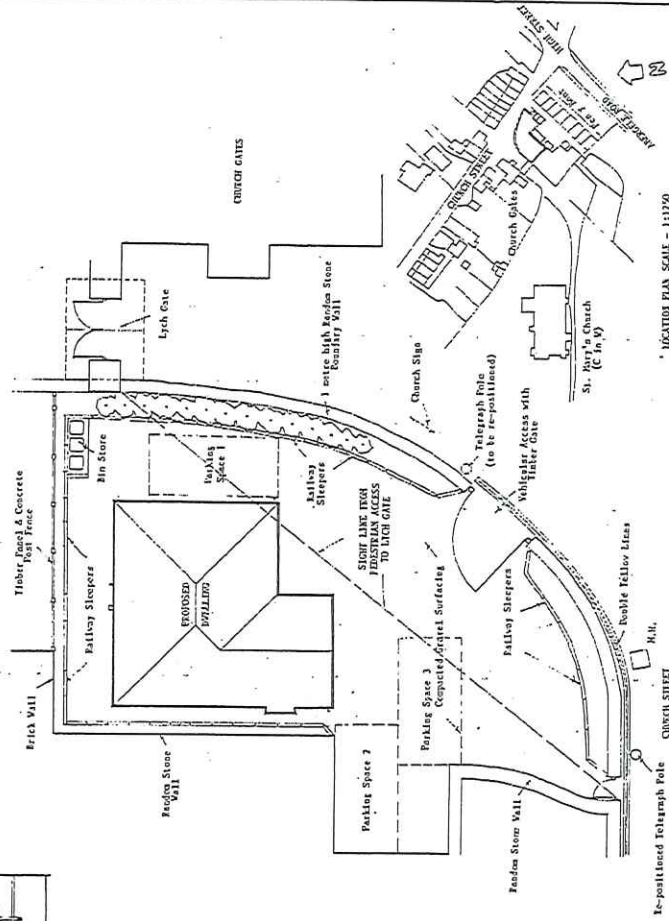
SOUTH EAST ELEVATION



ELEVATION SECTION THROUGH SITE



FLOOR PLAN



LOCATION PLAN SCALE - 1:1120

SITE PLAN SCALE - 1:100

PROPOSED DWELLING ON LAND OFF CHURCH STREET, RHUDDLAN.
 SCALES - 1:50, 1:100.

PLAN No. 3218/2021
 32 Church Lane, Rhuddlan,
 Flintshire, LL18 2UG,
 Tel: 01745 50103, 01745 50129
 e-mail: info@rhuddlan.co.uk



BRIAN E. ROBINSON, ACADE, HMOBO,
Planning & Design Services,
32 Clyd Avenue, Rhuddlon,
Rhy1, Denbighshire, LL18 2UN,
Tel: 01745 591188 Mobile: 07946 537229
e-mail: brianedrobinson@hotmail.co.uk
FLAH No. 3278/1A/MAY/2021



[Type here]

[Type here]

Dear council

I am writing to express my interest in applying for a grant to support the revival of Rhuddfest. As someone deeply committed to community well-being and cultural enrichment, I am excited about the opportunity to bring back this beloved event after a hiatus of five years bigger and better than ever especially given the challenges our community has faced due to the COVID-19 pandemic and the prevailing cost of living crisis.

Rhuddfest holds a special place in the hearts of our community as seen on social media following our announcement serving as a vibrant celebration of our local culture, arts, and camaraderie. Its absence for the past five years has left a void in our community calendar, and I am determined to reignite the spirit of Rhuddfest to provide our residents with something to look forward to and unite around.

In light of the ongoing economic challenges exacerbated by the pandemic, I recognize the importance of providing accessible, inclusive, and uplifting events that foster a sense of belonging and connection among our community at a price which is fair to all. Rhuddfest will not only offer a platform for local artists, performers, and vendors to showcase their talents and products but will also serve as a catalyst for community cohesion and resilience.

With the support of the the town council, I plan to curate a dynamic program that appeals to diverse demographics and interests, based around Welsh music, and engaging activities for families and individuals alike. Additionally, I am committed to implementing stringent health and safety measures to ensure a safe and enjoyable experience for all attendees.

By revitalising Rhuddfest, we have an invaluable opportunity to inject joy, inspiration, and vitality back into our community, fostering a renewed sense of optimism and togetherness. I am eager to collaborate with the town council to make this vision a reality and demonstrate the transformative power of cultural enrichment initiatives in times of uncertainty and hardship.

Thank you for considering my application. I am excited about the prospect of partnering with you to revive Rhuddfest and contribute to the well-being and vibrancy of our community. I look forward to the opportunity to discuss my proposal further and am available at your convenience for any additional information or clarification.

Sincerely,

Peter Kenway

Application for Grant Funding and Community Support

Details about your Organisation/Group

Organisation name - Rhuddfest

Name of Secretary - Pete Kenway

Address:

Post Code

Tel

Email

Name of Treasurer Peter Kenway

Address As above

Post Code **Tel**

.....
Email.....
.....

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

The main aims/objectives of Rhuddfest include creating an enjoyable and secure atmosphere for families to bond over music, showcasing local and emerging talent, encouraging community involvement, supporting charitable initiatives, and offering diverse entertainment options suitable for all ages.

“Where and when does your organisation meet?”

N/A

‘Project / Activity Details’

Rhuddfest was previously an annual event, but due to COVID-19, it hasn't taken place since. However, this year, we're determined to revive it to support local businesses, strengthen our community, and provide hardworking families with an unforgettable weekend. Our pricing reflects our understanding of the current cost of living crisis.

“For what purpose are you applying for funding?”

This year, we aim to dedicate an entire stage to Welsh music, and we are actively seeking funding to support this initiative.

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

The cost for artists and to cover the cost of stage operators for the weekend is £5,000

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

The event budget is set at £80,000, which we aim to generate primarily through ticket sales and attendance fees.

“Approximately how many people from the Rhuddlan Area will benefit from this event?”

The event is likely to benefit a significant portion of the local community, including residents, businesses, and organizations, by boosting the local economy, providing entertainment, and fostering community engagement.

“Has your organisation/group received a grant from Rhuddlan Town Council in the last three years?”

No

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

Rhuddfest has several aims and objectives:

- **Cultural Celebration:** One of the primary aims of Rhuddfest is to celebrate and honor music, art, and community spirit, showcasing diverse cultural expressions and promoting a sense of pride in local heritage.
- **Tourism Promotion:** The festival aims to attract visitors to Rhuddlan and the surrounding areas, boosting the local economy through increased tourism-related activities and spending.
- **Community Engagement:** Rhuddfest involves the local community in various aspects of its organization, fostering a sense of belonging and unity through participation and volunteer opportunities.
- **Entertainment and Amusement:** The festival offers a diverse lineup of musical performances, family-friendly activities, and interactive experiences, providing attendees with a fun and memorable experience.
- **Education and Cultural Preservation:** Rhuddfest may include educational workshops, exhibits, or demonstrations that highlight local history, traditions, and artistic expressions, contributing to the preservation and sharing of cultural knowledge.
- **Promotion of Local Businesses:** Local vendors, artisans, and businesses will be featured at Rhuddfest, providing them with a platform to showcase their products and services and stimulating economic growth within the community.
- **Fundraising:** Rhuddfest supports charitable causes by helping them raise funds for their respective missions.
- **Building Community Identity:** By celebrating the unique cultural identity and artistic talents of Rhuddlan, the festival strengthens the town's sense of community pride and fosters a shared vision for its future.

Our aims and objectives may evolve over time, reflecting the changing needs and aspirations of the community. Overall, Rhuddfest will play a vital role in promoting cultural enrichment, economic vitality, and community for years to come while offering an engaging and inclusive experience for attendees of all ages.

Rhuddfest's dedication to supporting local businesses through an 80:20 ratio in favor of regional vendors and attractions underscores its commitment to community empowerment and the showcasing of local talent. This approach yields several benefits for both the festival and the local economy:

- **Boosting Economic Growth:** By allocating 80% of food vendors to local businesses, Rhuddfest ensures a substantial portion of revenue remains within the community, supporting job creation and local enterprises.
- **Showcasing Regional Talent:** The festival provides a platform for local artisans, entertainers, and entrepreneurs to highlight their skills and offerings, fostering creativity and celebrating the area's cultural richness.
- **Preserving Cultural Heritage:** Featuring predominantly local attractions and vendors helps preserve Rhuddlan's unique heritage and traditions, maintaining the event's authentic character and appeal to residents and visitors alike.
- **Fostering Community Engagement:** Prioritizing local participation cultivates a sense of community involvement, encouraging support from residents and enhancing enthusiasm for Rhuddfest.

- Ensuring Quality Standards: Working closely with local vendors allows organizers to uphold high-quality standards and accountability, ensuring attendees enjoy top-notch experiences.
- Environmental Responsibility: Supporting local businesses reduces the festival's carbon footprint by minimizing travel distances for vendors, aligning with global sustainability trends. Additionally, the use of biofuel for generators at our Christmas event enhances our eco-friendly practices.
- Providing Authentic Experiences: Attendees of Rhuddfest enjoy an authentic taste of the region, from local cuisine to handmade crafts, creating lasting memories and setting the festival apart as a unique destination.
- Cultivating Long-Term Partnerships: Building strong relationships with local businesses fosters enduring partnerships and collaborations, with invested stakeholders contributing to the festival's growth and success over time.

Rhuddfest's 80:20 ratio in favor of local businesses serves as a mutually beneficial strategy, bolstering economic vitality, enriching the festival's identity, and reinforcing its role as a driver of community prosperity and cultural preservation. By prioritizing local engagement and showcasing regional talent, Rhuddfest exemplifies the transformative power of events in nurturing local economies and fostering a vibrant sense of place.

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

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

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

.....
.....

Peter
Kenway.....
.....

Copy of latest audited accounts Yes
Copy of latest bank statement Yes
Covering letter on headed notepaper Yes

NamePeter Kenway
.....

Position
.....Director.....
.....

SignatureP.Kenway.....**Date**08/02/2024.....

Please return this form to:
Town Clerk, Rhuddlan Town Council, PO Box 242, Mold, Flintshire, CH7 9FW
07775 673706 clerk@rhuddlantowncouncil.gov.uk

Time: 16:27

Current Bank A/c

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/03/2024	Steve Wilson	PABT0355	500.00	MK/ME/VS	Starling Expense Card
14/03/2024	RHUDDLAN TOWN COMMUNITY	PABT0336	150.00	Invoice 142	Hire of CC for Feb market
14/03/2024	Kings Electrical and Testing	PABT0338	296.89	Invoice 10116	Work on Hwb
14/03/2024	Clear Insurance Management Ltd	PABT0339	2,173.53	Inv LC002824	Insurance March 2024-2025
14/03/2024	North Wales Fencing Ltd	PABT0337	64.80	Inv No 224086	Replacement panel Admirals
14/03/2024	Viking Offices UK Limited	PABT0340	193.74	Invoice 3812739	Cupboard Hwb
14/03/2024	Denbighshire County Council	PABT0341	94.50	Inv 802093820	Waste collections Hwb
14/03/2024	Plastecowood Ltd	PABT0342	1,092.00	Inv 74436	Replacement Planters
14/03/2024	HSBC UK	DD	8.00		Bank Chages
14/03/2024	Catalyst Systems (North Wales)	PABT0343	112.80	Inv 50782	Update Virus Protection
14/03/2024	Web Studio North Wales	DD	240.00	Inv 7630	Website and Social Media Mgmt
14/03/2024	British Gas	DD	53.84	Bill 7009333	Electricity Hwb
14/03/2024	HMRC	PABT0344	1,020.63	120PP01122176	PAYE and NI
14/03/2024	NEST Pension	DD	304.00		Pension
14/03/2024	Steve Wilson	SO	1,780.11		Salary
14/03/2024	Steve Wilsom	PABT0345	127.02		Salary Adj
14/03/2024	Paul Smith	SO	227.87		Salary
14/03/2024	Paul Smith	PABT0346	16.00		Salary Adj
14/03/2024	Denbighshire County Council	PABT0347	9,212.36	Inv 802105776	Upgrade MUGA Lights
14/03/2024	Denbighshire County Council	PABT0348	300.00	Inv 802104984	Internal Audit Fee
14/03/2024	R & C Williams Abbey Farm	PABT0349	40.00		Christmas Tree
14/03/2024	Mari Williams	PABT0350	100.04	Inv 1412	Translations Feb
14/03/2024	British Gas	DD	120.36	Bill 7021462	Electricity MUGA
14/03/2024	Steve Wilson	PABT0351	217.35	MK/VS/ME	Travel Expenses Feb
15/03/2024	Angela Wilkins	PABT0352	84.00		Cleaning Hwb 13/2 to 8/3
15/03/2024	BT	PABT0353	64.80		Hwb Wifi
15/03/2024	North Wales Fencing Ltd	PABT0354	4.20	Inv 224087	Fence tool
Total Payments			18,598.84		



RHUDDLAN TOWN COUNCIL FINANCIAL REGULATIONS

Reviewed on the 14th March 2024

1. GENERAL

- 1.1 These financial regulations govern the conduct of financial management by the Rhuddlan Town Council and may only be amended or varied by resolution of the Council.
- 1.2 The Town Clerk (TC) is the Responsible Financial Officer (RFO). The TC/RFO, acting under the policy direction of the Council, shall administer the Council's financial affairs in accordance with proper practices.
- 1.3 The TC/RFO shall produce financial management information as required by the Council.
- 1.4 Prior to approving the annual return the Council shall conduct a review of the effectiveness of its system of internal control and of these financial regulations which shall be in accordance with proper practices. The TC/RFO shall monitor changes in legislation or proper practices and shall advise the Council of any requirement for a consequential amendment to these financial regulations. The review will take place annually.

2. ANNUAL BUDGET

- 2.1 The TC/RFO shall prepare an annual budget not later than the end of ~~January~~ December each year.
- 2.2 The Council shall review the budget not later than the ~~end of January~~ the precept submission date each year and shall fix the Precept to be levied for the ensuing financial year. The TC/RFO shall issue the precept to the County Council and shall supply each member with a copy of the approved budget.
- 2.3 The annual budget shall form the basis of financial control for the ensuing year.

3. BUDGETARY CONTROL

- 3.1 Expenditure on revenue items may be incurred up to the amounts included in the approved budget.
- 3.2 No expenditure may be incurred that will exceed the amount provided in the revenue budget for that class of expenditure unless approved by the council and recorded in the relevant minutes.
- 3.3 The TC/RFO shall provide the Council with a statement of receipts and payments to date at each monthly meeting.
- 3.4 The TC/RFO may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £1000. The TC/RFO shall report the action to the Council within 28 days.
- 3.5 No expenditure shall be incurred in relation to any capital project and no contract entered into or tender accepted involving capital expenditure unless the Council is satisfied that the necessary funds are available, or the requisite borrowing approval has been obtained.
- 3.6 All capital works shall be administered in accordance with the Council's standing orders and financial regulations relating to contracts.

4. ACCOUNTING AND AUDIT

- 4.1 All accounting procedures and financial records of the Council shall be determined by the TC/RFO in accordance with the relevant Accounts and Audit Regulations or other associated statutory regulations.
- 4.2 The TC/RFO shall complete the annual financial statements of the Council, including the Council's annual return by the statutory date of the 30th June and shall submit them for approval to the Council no later than the June meeting. The annual return will comprise in four sections:
 - The accounts
 - The statement of assurance
 - The internal audit's report
 - The external auditor's report and opinion

- 4.3 The TC/RFO shall ensure that there is adequate and effective system of internal audit of the Council's accounting, financial and other operations in accordance with proper practices.
- 4.4 The Internal Auditor shall be appointed by and shall carry out the work required by the Council in accordance with proper practices. The Internal Auditor, shall be competent and independent of the operations of the Council, and shall report to Council in writing, or in person, on a regular basis, with a minimum of one annual written report in respect of each financial year. In order to demonstrate objectivity and independence, the internal auditor shall be free from any conflicts of interest and have no involvement in the financial decision making, management or control of the Council.
- 4.5 The Council shall consider and act on any items appearing in the internal audit report for the financial year just ended.
- 4.6 The Council shall consider and act on any items appearing in the external audit report for the financial year just ended.
- 4.7 The statement of assurance shall be completed and approved by the Council and signed and dated by the Chairman and the Clerk and the minute reference recorded.
- 4.8 The TC/RFO shall make arrangements for the opportunity for public inspection of the accounts, books, and vouchers and for the display or publication of any required notices and statements of account.
- 4.9 The TC/RFO shall, as soon as practicable, bring to the attention of all Councillors any correspondence or report from the Internal or External Auditor, unless the correspondence is of a purely administrative matter.

5. BANKING ARRANGEMENTS AND CHEQUES

- 5.1 The Council's banking arrangements, including the Bank Mandate, shall be made by the TC/RFO and approved by the Council. They shall be regularly reviewed for efficiency.
- 5.2 A monthly schedule of the payments required, together with the relevant invoices, forming part of the agenda for the meeting, shall be prepared and presented by the TC/RFO to Council for authorisation and payment by a resolution of the Council; which shall be initialled by the Mayor/Chairman of the Meeting.
- 5.3 Cheques drawn on the bank account shall be signed by three named members of Council. The signatories shall each also initial the cheque counterfoil.
- 5.4 All electronic payments made must be pre-approved by email by any 3 named members of the Council. E-mail approvals must be kept with the invoice.

6. PAYMENT OF ACCOUNTS

- 6.1 All payments shall be ~~effected~~made by either electronic payment, cheque, direct debit or standing order drawn on the Council's bankers.
- 6.2 All invoices for payment shall be examined, verified and certified by the TC/RFO. Before certification, the TC/RFO shall satisfy him/herself that the work, goods or services to which the invoice relates shall have been received, carried out, examined and approved.
- 6.3 The TC/RFO shall present for approval all invoices submitted, and which are in order, at the next available Council Meeting.
- 6.4 If a payment is necessary to avoid a charge to interest under the Late Payment of Commercial Debts (Interest) Act 1998, and the due date for payment is before the next scheduled Meeting of Council, where the TC/RFO certify that there is no dispute or other reason to delay payment, the Clerk may take all steps necessary to settle such invoices provided that a list of such payments shall be submitted to the next appropriate meeting of Council for ratification.
- 6.5 Payment for utility supplies (energy, telephone and water) may be made by variable Direct Debit provided that the instructions are signed by two members and any payments are reported to Council as made. The approval of the use of a variable Direct Debit shall be renewed by resolution of the Council at least every two years.

7. PAYMENT OF SALARIES

- 7.1 As an employer, the Council shall make arrangements to meet fully the statutory requirements placed on all employers by PAYE and National Insurance legislation. Hours of payment shall be agreed by the Council and payment made by the Clerk and audited checked by a Councillor. Any changes to agreed hours will be approved by the Council.

8. LOANS AND INVESTMENTS

- 8.1 All loans and investments shall be negotiated by the TC/RFO in the name of the Council and shall be for a set period in accordance with Council policy.
- 8.2 All investments of money under the control of the Council shall be in the name of the Council.
- 8.3 All borrowings and application for borrowing approval shall be approved and be ~~effected~~made in the name of the Council. The terms and conditions of borrowings shall be reviewed at least annually.

- 8.4 All investment certificates and other documents relating thereto shall be retained in the custody of the TC/RFO.

9 INCOME

- 9.1 The collection of all sums due to the Council shall be the responsibility of and under the supervision of the TC/RFO.
- 9.2 Particulars of all charges to be made for work done, services rendered or goods supplied shall be agreed annually by the Council, notified to the TC/RFO and the TC/RFO shall be responsible for the collection of all accounts due to the Council.
- 9.3 The Council will review all fees and charges annually, following a report of the TC/RFO.
- 9.4 Any sums found to be irrecoverable and any bad debts shall be reported to the Council at the next meeting for consideration and appropriate action.
- 9.5 All sums received on behalf of the Council shall be banked intact within 1 week of receipt by the TC/RFO.
- 9.6 The origin of each receipt shall be entered on the paying-in slip.
- 9.7 Personal cheques shall not be cashed out of money held on behalf of the Council.
- 9.8 The TC/RFO shall promptly complete any VAT Return that is required. Any repayment claim due in accordance with VAT Act 1994 section 33 shall be made at least annually coinciding with the financial year end.

10. ORDERS FOR WORK, GOODS AND SERVICES

- 10.1 An official works order or letter shall be issued for all work, goods and services unless a formal contract is to be prepared or an official order would be inappropriate. Copies of orders shall be retained.
- 10.2 It is important for the Council to obtain value for money at all times. The TC/RFO shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by striving to obtain three or more quotations or estimates from appropriate suppliers.

11. CONTRACTS

- 11.1 Procedures as to contracts are laid down as follows:
- (a) Every contract shall comply with these financial regulations, and no exceptions shall be made otherwise than in an emergency provided that these regulations shall not apply to contracts which relate to items (i) to (vi) below:

- (i) for the supply of gas, electricity, water, sewerage and telephone services;
 - (ii) for specialist services such as are provided by solicitors, accountants, surveyors and planning consultants;
 - (iii) for work to be executed or goods or materials to be supplied which consist of repairs to or parts for existing machinery or equipment or plant;
 - (iv) for work to be executed or goods or materials to be supplied which constitute an extension of an existing contract or works order by the Council;
 - (v) for additional audit work of the external Auditor up to an estimated value of £250 (in excess of this sum the Clerk and TC/RFO shall act after consultation with the Chairman and Vice Chairman of Council);
 - (vi) for goods or materials proposed to be purchased which are proprietary articles and/or are only sold at a fixed price.
- (b) Where it is intended to enter into a contract not exceeding £1025,000 in value for the supply of goods or materials or for the execution of works or specialist services other than those set out in paragraph (a) the TC/RFO shall invite quotations/tenders from at least three firms. Where the Council intends to procure or award a public supply contract, public service contract or public works contract as defined by The Public Contracts Regulations 2015 ("the Regulations") which is valued at or above the thresholds stipulated by those Regulations and central government, the Council shall comply with the relevant requirements of the Regulations.
- (c) When applications are made to waive financial regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the Council.
- (d) An invitation to tender shall state the general nature of the work or service and the TC/RFO shall obtain the necessary technical assistance to prepare a specification in appropriate cases. Each tendering firm shall electronically submit their tender by email to the clerk. All tenders shall be reviewed at the same time by such persons as the Council direct in the presence of the TC/RFO.
- (e) If less than three tenders are received for contracts above £1000 or if all the tenders are identical the Council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.
- (f) When it is to enter into a contract less than £1000 in value for the supply of goods or materials or works or specialist services other than set out in paragraph (a) the TC/RFO shall strive to obtain at least two quotations where possible. If similar works

have been quoted for in the last 12 months then the TC/RFO at his discretion can use the same supplier.

- (g) If less than two quotations are received for contracts less than £1000 or if all the tenders are identical the Council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.

- 11.2 The Council shall not be obliged to accept the lowest or any tender, quote or estimate.

12. ASSETS, PROPERTIES AND ESTATES

- 12.1 The TC/RFO shall make appropriate arrangements for the custody of all title deeds of properties owned by the Council. The TC/RFO shall ensure a record is maintained of all properties owned by the Council, recording the location, extent, plan, reference, purchase details, nature of the interest, tenancies granted, rents payable and purpose for which held in accordance with Accounts and Audit Regulations.

- 12.2 No property shall be sold, leased or otherwise disposed of without the authority of the Council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed £50.

- 12.3 The TC/RFO shall ensure that an appropriate and accurate Register of Assets and Investments is kept up to date. The continued existence of tangible assets shown in the Register shall be verified at least annually, possibly in conjunction with a health and safety inspection of assets.

13. INSURANCE

- 13.1 Following the annual risk assessment (as per Financial Regulation 14), the TC/RFO shall, in consultation with the Chairman, effect all insurances and negotiate all claims on the Council's insurers and shall keep a record of all insurances effected by the Council and the property and risks covered thereby and annually review it.

- 13.2 The TC/RFO shall be notified of any loss liability or damage or of any event likely to lead to a claim, and shall report these to Council at the next available meeting.

14. RISK MANAGEMENT

- 14.1 The Council is responsible for putting in place arrangements for the management of risk. The TC/RFO shall prepare, for approval by the Council, risk management policy statements in respect of all activities of the Council. Risk policy statements and consequential risk management arrangements shall be reviewed by the Council at least annually.

- 14.2 When considering any new activity, the TC/RFO shall prepare a draft risk assessment including risk management proposals for consideration and adoption by the Council.