

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Dear Councillor

7th June 2024

You are hereby summoned to attend a Hybrid* meeting of Rhuddlan Town Council on Thursday, 13th June 2024 at 7pm. Members of the public wishing to attend by Zoom should inform the Town Clerk by 4pm on 13th June 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** * See page 2
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 16th May 2024 and AGM held on 9th May 2024
6. **Progress report from minutes**
7. **Reports from:**
 - a. The Mayor and Deputy Mayor
 - b. The Town Clerk – correspondence and project report
8. **County Councillors' Reports** – to receive reports
9. **Library and Museum Working Group** - to receive the minutes from the meeting held on 14th May 2024
10. **Public Toilets** – to agree a formal response to Denbighshire County Councils communication regarding the cessation of funding for public toilets
11. **Road Safety Issues** – to receive residents road safety concerns
12. **Planning**
 - a. 44/2024/1000/PF Change of use of ground floor offices to form one self-contained flat at T Morrice-Evans, Opticians, Wyvern House Rhyl Road, Rhuddlan, LL18 2TR
 - b.
13. **Budget & Finance Matters**
 - a. Receive and approve Internal Audit Report of 2023/2024 accounts
 - b. Grant requests
 - c. Receive quarterly accounts
 - d. Approve the payments listing due
14. **Community Matters**
15. **Date of next meetings:**
 - Full council meeting scheduled on Thursday 11th July 2024

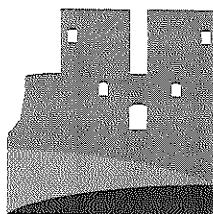
Steve Wilson - Town Clerk 07775 673706 clerk@rhuddlantowncouncil.gov.uk

***Declaration of Interest**

Personal interest – If you have a personal interest in any business of your Council, you must disclose the existence and nature of the interest before participating in any business to which it relates.

Prejudicial Interest – You must ask yourself whether a member of the public, if he or she knew all the relevant facts, would think that your personal interest was so significant that it would be likely to prejudice your judgement. In other words, the interest must be perceived as likely to harm or impair your ability to judge the public interest. This must be declared before the item is discussed and you will be expected to leave the room and not participate in the item.

In both cases you need to complete the form the Clerk gives you and it will appear on the register of member's interest on the RTC Website



Cyngor Tref
Rhuddlan
Town Council

Cyfarfod Cyngor Tref Rhuddlan

Annwyl Gyngorydd

7 Mehefin 2024

Rwyf yn eich galw trwy hyn i fynychu cyfarfod Hybrid* Cyngor Tref Rhuddlan a gynhelir nos Iau, 13 Mehefin 2024 am 7.00pm. Dylai aelodau'r cyhoedd sy'n dymuno ymuno drwy Zoom roi gwybod i'r Clerc erbyn 4pm ar 13 Mehefin fel bod modd gwneud y trefniadau angenrheidiol. *Gellir ymuno drwy Zoom neu ddod i'r cyfarfod yn **Hwb Rhuddlan, Clos David Owen, Rhuddlan LL18 2UJ.**

Agenda

1. **Ymddiheuriadau**
2. **Datgan buddiant * Gweler tudalen 2**
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'r Rheolau Sefydlog
4. **Materion yr heddlu:**
 - a. Derbyn adroddiad troseddu
5. **Cofnodion** – cymeradwyo cofnodion cyfarfod Cyngor y Dref a gynhaliwyd ar 16 Mai 2024 a'r Cyfarfod Cyffredinol Blynnyddol a gynhaliwyd ar 9 Mai 2024
6. **Adroddiad ar gynnydd ar sail y cofnodion**
7. **Adroddiadau gan:**
 - a. Y Maer a'r Dirprwy Faer
 - b. Clerc y Dref – gohebiaeth ac adroddiad ar brosiectau
8. **Adroddiadau'r Cynghorwyr Sir** – derbyn adroddiadau
9. **Gweithgor y Llyfrgell a'r Amgueddfa** – derbyn cofnodion y cyfarfod a gynhaliwyd ar 14 Mai 2024
10. **Toiledau Cyhoeddus** – cytuno ar ymateb ffurfiol i ohebiaeth gan Gyngor Sir Ddinbych ynglŷn â rhoi'r gorau i ariannu toiledau cyhoeddus
11. **Materion Diogelwch y Ffyrdd** – derbyn pryderon preswylwyr ynglŷn â diogelwch y ffyrdd
12. **Cynllunio**
 - a. 44/2024/1000/PF Newid defnydd swyddfeydd ar y llawr gwaelod i greu un fflat hunangynhwysol yn T Morrice-Evans, Optegwyr, Wyvern House, Ffordd y Rhyl, Rhuddlan, LL18 2TR
 - b.
13. **Y Gyllideb a Materion Cyllid**
 - a. Derbyn a chymeradwyo Adroddiad yr Archwilydd Mewnol ar gyfrifon 2023/2024
 - b. Ceisiadau am grantiau
 - c. Derbyn y cyfrifon chwarterol
 - d. Cymeradwyo'r rhestr o daliadau sy'n ddyledus
14. **Materion Cymunedol**
15. **Dyddiad y cyfarfod nesaf:**
 - Cyfarfod llawn y cyngor wedi'i drefnu ar gyfer dydd Iau, 11 Gorffennaf 2024

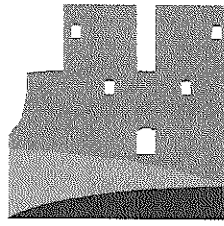
Steve Wilson – Clerc y Dref 07775 673706 clerk@rhuddlancouncil.gov.uk

***Datgan Buddiant**

Buddiant personol – Os oes gennych fuddiant personol yn unrhyw fater yn ymwneud â'ch Cyngor, mae'n rhaid i chi ddatgelu'r buddiant a natur y buddiant cyn cymryd rhan yn unrhyw drafodion cysylltiedig.

Buddiant rhagfarnus – Mae'n rhaid i chi ofyn i chi eich hun a fyddai aelod o'r cyhoedd, petai'n gwybod yr holl ffeithiau perthnasol, yn credu bod eich buddiant personol mor arwyddocaol fel y byddai'n debygol o niweidio neu ragfarnu eich barn. Mewn geiriau eraill, rhaid ystyried bod y buddiant yn debygol o niweidio neu amharu ar eich gallu i ddod i benderfyniad er budd y cyhoedd. Rhaid datgan hyn cyn y trafodir yr eitem a bydd disgwyl i chi adael yr ystafell a pheidio â chymryd rhan yn yr eitem.

Yn y ddwy achos uchod, mae angen i chi lenwi'r ffurflen a roddir i chi gan y Clerc a bydd yn ymddangos ar gofrestr buddiannau aelodau ar wefan Cyngor Tref Rhuddlan.



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 16th May 2024

Hybrid Meeting

Present:

Cllr Val Simmons (Mayor)
Cllr Jackie Burnham (Deputy Mayor)
Cllr Ivor Beech
Cllr Reg Davies
Cllr Mike Elgin (virtual attendance)
Cllr Mike Kermode
Cllr Arwel Roberts (late arrival)
Cllr Gareth Rowlands
Cllr Bleddyn Williams
Steve Wilson - Town Clerk
Paul Smith - Clerical Assistant/Minute Clerk (virtual attendance)

There was 1 member of the public present and 2 PCSO's

1. Biodiversity Training

Delivered by Liam Blazey Senior Biodiversity Officer, DCC.

Liam explained that all variations of all life across the planet are important to biodiversity for various reasons which he outlined in his presentation. Slides on the State of Nature in Britain and Wales were compared discussing how biodiversity not only helps humans with our mental health, stress levels, and physical health, but also with the regulation of water, air quality, and pollination of crops

A DCC case study on the theme of urban meadows was explained, ecosystem stability, and ethical responsibility that everyone should have regarding biodiversity.

This was followed by Councillor questions which provided informative answers and concluded with Cllr Ivor Beech offering a visit to his farm to see how biodiversity is woven into their work. Cllrs accepted the kind offer and a date is yet to be confirmed. **Resolved.**

Liam was thanked by the Mayor for his attendance and interesting presentation and the meeting of the Full Council commenced at 19.05 hrs. Liam left the meeting.

The meeting was recorded from this point (audio only)

Members noting that should the virtual meeting technology fails; it is incumbent on them to attend in person.

2. Apologies

Cllrs Ann Davies and Rob Williams

3 Declarations of Interest

Cllr Mike Elgin and Cllr Arwel Roberts, item 16a.

4. Urgent Matters

None

5. Police Matters

PCSO's Alex Jones and Ben Hamsworth were present. The latest crime report for the last 12 months numbered 1034 incidents, of which only 26 were Anti-Social Behaviour, which was considered good compared to other neighbouring areas. There was a short discussion on online scamming and how to deal with it and a warning that ASB tends to increase in Rhuddlan by the river during the summer months.

Cllr Mike Kermode asked how small businesses were coping with the reported increase in shoplifting and how the police deal with this. In response it was stated there have been no reports of shop lifting in the High St apart from the SPAR. When a report is received the police request CCTV footage to help facilitate the identification the offenders, once identified they are spoken to and this could result in a shop ban or an arrest.

Cllr Ivor Beech asked about an incident in which a door was broken down and it was potentially related to a terrorist incident, the police had noted no report and suggested this may be rumour.

Cllr Reg Davies commented again on the dangerous riding of bikes on pavements. A discussion took place regarding mixed cycling/pedestrian usage signs, cyclists dismount signage and the associated law. PCSO Jones said she would check up on and report back.

PCSO Hamsworth noting the dangerous usage of e-scooters was also troublesome and reminded Members that any information or CCTV coverage that could lead to the identification of the offenders would be required to ensure a conviction.

Cllr Gareth Rowlands thanked the police for their dealing with an incident involving paint spillage at his property and on the Hwb pavement.

The Clerk reminded the officers that the Gwledd Festival was on Saturday 18th May.

The Mayor thanked the officers for their attendance PCSO Jones & Hamsworth then left the meeting.

5a. Minutes of Town Council meeting held on 11th April 2024.

Members requested the Minutes highlight Members attending virtually as well as late arrival & early leaving of the meeting. **Resolved**

Cllr Gareth Rowlands proposed the Minutes be approved, seconded by Cllr Jackie Burnham. **Resolved**

7. Progress Report from Minutes

i) The Declaration of Interest guidance had been added to the agenda.

- ii) The grant towards the volunteer fair of £2000 has been received.
- iii) The road safety poster competition entries from Ysgol Y Castell were recently judged and the winner's presentation is to take place near the end of term.
- iv) The CEO of North Wales Tourism has confirmed he will attend the July meeting.
- v) Regarding the DCC public toilets a document had been received and the Council had until July 4th to formally respond. Will be added to June meeting agenda.
- vi) Members heard about a British Legion wreath being offered for the D Day Anniversary event. Cllr Mike Kermode proposed the Council purchased one, seconded by Cllr Gareth Rowlands. Resolved
- vii) The internal audit report will be on June agenda.
- viii) The High St disabled parking space has been repainted.

8. Correspondence from:

a. The Mayor and Deputy Mayor Reports

The retiring Mayor's last report was circulated and he noted that his nominated charities had benefitted from £3,500 during year in office and offered his sincere thanks to the Members for their support.

The formal donation of £1,150 to Ty Gobaith was made on 8th May.

The new DCC waste collection service public meeting had proved successful in his opinion and residents seemed to go away happy as to how it would work. There were some concerns expressed about those with cognitive health issues that might wrongly place rubbish in the wrong bin. DCC are to offer support on this. It was also reported by the retiring Mayor that apartment blocks have concerns that their collection bins are openly available to the public and the public might wrongly place items in the wrong bins.

The Clerk explained how the Council's Hwb waste recycling system would work, once the new bins had been received.

The report was accepted

The retiring Deputy Mayor last report was circulated and Cllr Simmons informed Members she had attended the Treasure Chest meeting who appear to be interested in booking the Hwb for their next meeting. This brought about a short discussion on permitting free use of the Hwb by charitable organisations and Cllr Mike Kermode proposed such free use, seconded by Cllr Mike Elgin. **Proposition defeated.**

The report was accepted

b. Town Clerk Report

The clerk took members through his report that included:

- Audit Wales email confirming RTC have no outstanding submissions but last year's full audit result is still outstanding.
- Mr John Saunders Lewis has written to ask for support for a charity event in September to celebrate 80 years of agriculture at Pengwern Farm. Members are aware that this man has suffered with health issues and wants to organise this event as a thank you to the NHS for his treatment received. This cannot be

considered using the normal grant application procedure as it concerns an individual applicant which is not permitted via the grant scheme.

After discussion involving consideration of how best to support this request, Cllr Gareth Rowlands proposed that the Events Committee investigate how it might be able to do that. Seconded by Cllr Mike Kermode. **Resolved.**

- The Clerk had received an email from DCC Rights of Way Officer regarding a bench adjacent to the river Clwyd path asking if the Town Council own it. The bench is not on the Council's asset list and Members confirmed it does not belong to RTC. The Clerk to inform DCC of the above. **Resolved.**

9. County Councillor Reports

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

He wanted to add that he had attended a recent meeting of the local MS group which he particularly found interesting and informative.

Cllr Roberts mentioned the state of a footpath within the old ditch and said that DCC were aware of it but had no resources to maintain it. A member added that the old highway lane was also in a poor state of repair and was also a DCC issue.

The report was accepted

Cllr Ann Davies had circulated a written report for Members attention.

A Member asked if Cllr Arwel Roberts had any further information regarding the item in the report referring to the commuted sum of £55,000. Cllr Roberts couldn't elaborate further.

The report was accepted

10. Minutes of the Events Committee held on 16th April 2024

The Minutes were proposed a true record of the meeting by Cllr Arwel Roberts, seconded by Cllr Mike Kermode. **Resolved.**

Cllr Arwel Roberts reminded the Clerk that he would need both Ysgol Y Castell car park gate security numbers for the Gwledd event. Cllr Jackie Burnham noted that construction works were in progress within the rear car park and so would enquire with the school on Friday and report back to the Clerk. **Resolved.**

11. Minutes of the Road Safety Working Group held on 2nd May 2024

The Minutes were proposed as a true record of the meeting by Cllr Mike Kermode, seconded by Cllr Jackie Burnham. **Resolved.**

Cllr Mike Elgin reiterated that the road safety poster competition had been judged, that there was no update on the Active Travel issue, and that there is to be a public consultation about the 20mph speed limit and their suggestions for roads to be return to 30 mph. Members noted that RTC could collect local people's views on any such roads and forward them to the Welsh Government ensuring that the suggestions are not RTC's view but those of the local residents. **Resolved.**

12. Minutes from the Cemetery Meeting held on 7th May 2024

Representatives from Rhuddlan, St Asaph, and Rhyl Community Councils met to discuss a way forward in trying to secure a new cemetery for the combined area. Each representative gave a view of their position on this issue and the debate centred around DCC's views not being acceptable, if any new cemetery would be available to local residents only, and a potential free desk top report by a specialist consultant on any proposed sites.

It was agreed that the next step was to take the request jointly from all the local councils in this area's MAG for a new cemetery to DCC Communities Scrutiny Committee, with the aim to get this issue to Cabinet level in DCC.

Cllr Arwel Roberts as a Rhuddlan County Councillor agreed. Cllr Gareth Rowlands proposed that the Minutes be accepted and that RTC support the suggested way forward. Seconded by Cllr Arwel Roberts. **Resolved.**

13. Update from the Library & Museum Working Group meeting held on 14th May 2024

Cllr Gareth Rowlands (chairman) confirmed attendees and the group's main aim being to investigate funding opportunities. The group want to create two projects; the library's future sustainability and an extension for the museum. Those present showed concern for the library's future and that to apply for funding for a museum design and build would require DCC resource support. Cllr Rowlands is to attend the Meet the Funders event being held in June.

The next meeting to be held on 12th June 2024-+
4 at midday.

14. One Voice Wales Conference Wednesday 3rd July 2024

The conference theme is innovative practice and the council could benefit from a member and or the Clerk attending. Cllr Mike Kermode proposed that any Member and the Clerk could attend and funded by the council. Seconded by Cllr Arwel Roberts. **Resolved.**

15. Planning

No applications received

16. Budget & Finance Matters

a. Grant Requests

Rhuddlan Bowling Club – Cllr Arwel Roberts was asked to read out information provided by the club and then left the meeting along with Cllr Mike Elgin having both declaring an interest and left the meeting.

The Clerk reminded Members of bowling club grants already received over the last 3 years. Members discussed the application and suggested that the council should only match fund rather pay the full amount. Cllr Gareth Rowlands proposed that 60% of the application be granted and this was seconded by Cllr Jackie Burnham.

Cllr Mike Kermode proposed an amendment that £400 be granted and the club having to match fund the remainder. Seconded by Cllr Ivor Beech. **Resolved.**

Cllrs Arwel Roberts & Mike Elgin rejoined the meeting and were informed of the result.

River & Sea Sense (RASS) – This organisation was created by a Mum who lost her son in a drowning accident and the aim is to educate young people to the dangers of open water. The application for £450 is to train two teachers at Ysgol Y Castell. Cllr Jackie Burnham (Chair of the school governors) stated there was a disconnect between what the school had been told and what the grant application said. This dilemma brought forward a proposal from Cllr Mike Kermode to agree the grant in principle for the teacher training and await the school's confirmation that this is being offered. Seconded by Cllr Gareth Rowlands. **Resolved.**

Llangollen International Eisteddfod – a letter sent asking for an unspecified donation towards their costs. After discussion it was proposed by Cllr Jackie Burnham that a token £50 was granted, seconded by Cllr Gareth Rowlands. A subsequent amendment by Cllr Arwel Roberts proposed a grant of £200 seconded by Cllr Bleddyn Williams. The amendment was defeated and the original proposal was passed. **Resolved.**

Kids Cancer Charity – a letter sent asking an unspecified grant. This was discussed by Members who agreed not to grant any money on this occasion, proposed by Cllr Mike Kermode, seconded by Cllr Jackie Burnham. **Resolved.**

b. Payments List

Cllr Gareth Rowlands proposed the payments list be agreed, seconded by Cllr Mike Kermode. **Resolved.**

c. Agree payments to Members

Technically these payments have been approved during the budget setting process but the Clerk reminded Members of what the payment are and circulated hard copies of the Members payment form for them to complete and sign. Proposed by Cllr Arwel Roberts, seconded by Cllr Mike Kermode. **Resolved.**

17. Community Matters

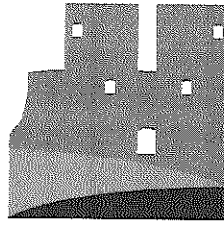
- Cllr Ivor Beech highlighted issues with the River Clwyd regarding tree and weed issues being as bad as ever and the risks to Rhuddlan if no action was taken by NRW. Cllr Mike Kermode proposing that a representative of Natural Resource

Wales be invited to a future meeting to discuss the concerns, seconded by Cllr Jackie Burham. **Resolved**

- Cllr Gareth Rowlands asked if Health Prestatyn lach be contacted for an update on when it will be opened on a regular basis.
- Cllr Rowlands noted that a flower bed within the library car park has not been maintained and wished that DCC be asked for an update on when that might take place.
- Cllr Rowlands had witnessed a child walking from the playground to the Hwb public toilets who was in danger of being involved in an accident with a car. He suggested that RTC paint SLOW/ARAF on the tarmac. Cllr Jackie Burnham added that the marking of pedestrian crossing and a pictorial “danger children playing” sign be also considered.
- Cllr Burnham voiced concerns about residents depositing their household rubbish at the Hwb, play area and Parliament Street bins. Members agreed to report this to DCC. **Resolved.**
- Cllr Arwel Roberts asked that the plaque on the Hwb outside wall be translated to Welsh. Members agreed to purchase a new Welsh language plaque. **Resolved.**
- Cllr Mike Kermode informed Members that a large framed photo of King Charles III had been given to RTC. Members were asked if they wanted to place it in the Hwb or donate it to the community centre. By a show of hands Members voted to donate it to the community centre. **Resolved.**
- The Mayor had received a complaint about the Rise development which she suggested the complainant contact the Welsh Government who approved the planning application on appeal.
- The Clerk informed Members that DCC have received intelligence that a regular dog walker is allowing their dog to foul without picking it up. DCC say they will be monitoring the area closely.

18. Date of next meeting – 13/6/2024 Full Council Meeting 7pm

SignedCllr Val Simmons (Mayor)



Cyngor Tref
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Town Council

Annual General Meeting - Thursday 9th May 2024

The Mayor welcomed all friends, family, and members of the public to the AGM noting that the Zoom/recording facilities were unavailable due to a technical issue.

1. Appointment of Mayor 2024/5

Cllr Mike Kermode nominated Cllr Val Simmons for the position of Mayor, seconded by Cllr Arwel Roberts and there being no other nominations, Members voted unanimously for Cllr Simmons at Full Council on 11th April 2024. **Resolved.**

Cllr Simmons thanked her fellow Councillors for the honour bestowed on her and that she would do her utmost to fulfil the responsibilities of Mayor to the best of her ability.

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

Cllr Simmons read out the declaration, and signed it for all to see. A hard copy was passed to the Clerk, and the Chain of Office was bestowed on Cllr Simmons by Cllr Kermode.

3. To Record attendance and apologies for the AGM

a) Present Cllr Mike Kermode (Retiring Mayor)

Cllr Val Simmons (Retiring Deputy Mayor)

Cllr Ivor Beech

Cllr Jackie Burnham

Cllr Reg Davies

Cllr Mike Elgin

Cllr Arwel Roberts

Cllr Gareth Rowlands

Town Clerk

Clerical Assistant/Minute Clerk

b) Apologies Cllrs Ann Davies, & Bleddyn Williams.

4. Appointment of Deputy Mayor

Cllr Jackie Burnham had been nominated and balloted as Deputy Mayor at the Full Council meeting on 11th April 2024. Proposed by Cllr Gareth Rowlands, seconded by Cllr Val Simmons. **Resolved.**

Cllr Burnham thanked the Members for the honour of being appointed Deputy Mayor and pledged her support for the Mayor, and the decisions of the Town Council.

The Deputy Mayor Chain of Office was presented to Cllr Burnham.

5. 2024/5 Mayor's Welcome Speech

The Mayor commented that she was honoured and humbled to be Rhuddlan's new Mayor, promising to do her best to fulfil the role and was looking forward to working with her fellow Councillors and the Town Clerk.

Cllr Simmons paid tribute to Cllr Kermode as the outgoing Mayor and the support given by his consort Sue Kermode - his wife. Then thanked the Town Clerk for his sterling efforts during the past year.

The incoming Mayor named her charities for the next year as Conwy & Denbighshire MS Group, and St Kentigern.

The Mayor's Consort for 2024/5 is her husband Dave Simmons who was presented with his Chain of Office.

6. 2023/4 Mayor's Farewell Speech

Cllr Mike Kermode stated how much his wife and he had enjoyed the honour of being Rhuddlan's Mayor and Consort. Noting that he saw the role having two main dimensions, the Council's business and Civic duties. Both of which he drew examples of. Explaining that the power in the Council lies with its Members and not just the Mayor. To be a good Mayor you need a good Council, and to his mind Rhuddlan Town Council is a great proactive council who get things done for the benefit of our community.

Cllr Kermode enjoyed representing the Council as several events and meeting with other Mayors in the area at their civic events which proved enlightening. He had hoped to preside over a Rhuddlan volunteer fayre but this has now moved to August, but recalled the support for local charities in his year with £1,000 being donated to both the Alzheimer's Society, and St Kentigern along with £1,500 to Ty Gobaith, with smaller donations to St Mary's church and Friends of Ysgol y Castell.

In concluding Cllr Kermode thanked his fellow councillors for their support, the Clerk for his professionalism and practicality of getting things done, and his wife Sue Kermode for her support during the last year.

7. Refreshment Break

8. Formal Approval of the 2023 AGM Minutes

Cllr Arwel Roberts proposed the Minutes as true record, seconded by Cllr Mike Kermode.
Resolved.

9. Appointments to Internal Committees & Working Groups

- a) **Information/website Committee** – Cllrs Gareth Rowlands, Mike Kermode, Jackie Burnham, Val Simmons, and Bleddyn Williams.
- b) **Personnel Committee** – Cllrs Mike Kermode as past Mayor, Val Simmons as Mayor, Jackie Burnham and Deputy Mayor. Cllr Mike Kermode is also an advisor to the group given his past experience on personnel matters.
- c) **Biodiversity Committee** – Cllrs Jackie Burnham, Arwel Roberts, Val Simmons. Ivor Beech and Rob Williams.
- d) **Events Committee** – Cllrs Ivor Beech, Mike Elgin, Mike Kermode, Arwel Roberts, and Val Simmons.

The Mayor asked Members to consider taking the above appointments as a continued decision for 2024/5. Cllr Mike Kermode so proposed, seconded by Cllr Jackie Burnham. **Resolved.**

- e) **Library Working Group** This group had already been set at an earlier meeting this year and Cllr Gareth Rowlands proposed Cllr Mike Elgin as an extra member for this group, which was seconded by Cllr Ivor Beech. **Resolved.**

10. Appointments to External Bodies

- a) **Denbighshire CCTV Partnership** – Cllr Bleddyn Williams had let it be known that he could no longer represent the Council on this partnership and so is removed as from today. The meeting received a proposal by Cllr Arwel Roberts that Cllr Gareth Rowlands be the replacement, seconded by Cllr Mike Elgin. **Resolved**
Cllrs Ivor Beech, and Arwel Roberts to remain as the Council's other representatives. **Resolved.**
- b) **Rhuddlan Community Association** – The Association's constitution states that the current Mayor be the Town Council representative. Cllr Val Simmons. **Resolved.**
- c) **Ysgol y Castell, Governor** – Cllr Jackie Burnham to remain. **Resolved.**
- d) **Rhuddlan Local Nature Reserve** – Cllrs Ivor Beech, and Gareth Rowlands to remain. **Resolved.**
- e) **Denbighshire Tourism Forum** – Cllrs Val Simmons, and Rob Williams to remain. **Resolved.**

11. Cheque Signatories.

Although only one cheque was used last year it is important to state that all councillors are eligible to become signatories, it was proposed that the signatories remain as last year. That being Cllrs Ann Davies, Reg Davies, Mike Elgin, Mike Kermode, Arwel Roberts, and Gareth Rowlands, along with the Clerk. **Resolved.**

12. Review & Approve all Council Policies

Cllr Gareth Rowlands proposed that all the policies be approved. In seconding the proposal Cllr Mike Kermode reminded Members that the policies had been reviewed by the Clerk to the satisfaction of the Members. **Resolved.**

13. Adoption of the Council's Annual Report

Members had received a draft copy of the report previous to the meeting and were happy to propose its adoption. Proposed by Cllr Mike Kermode, seconded by Cllr Mike Elgin. **Resolved.**

14. Review of Council's Land and assets listed in the inventory.

Cllr Arwel Roberts proposed the list of assets & land as circulated be approved by Members. Seconded by Cllr Mike Kermode. **Resolved.**

15. To confirm insurance cover arrangements

The Clerk went through the arrangements for Members information and in response to a question on it covering the Council's various events answered that it does.

16. Review of Councils subscriptions to other bodies

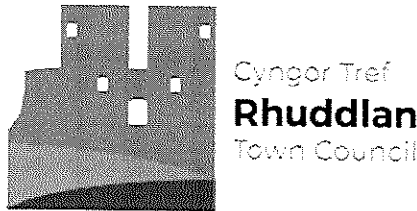
Members did have a short discussion on the Council various subscriptions and their value for money. In particular the One Voice Wales membership had proved value for money on several occasions. They offer great support for the Clerk and one Member noted their useful website and training. Cllr Gareth Rowlands proposed the various subscriptions be paid for 2024/5. Seconded by Cllr Jackie Burnham. **Resolved**

17. Council's expenditure under Section 137 of the Local Government Act 1972

The Clerk explained to Members what expenditure is eligible under Section 137 and informed them of the various spends undertaken 2023/4. There followed a short discussion on the difference between a grant and a gift which will lead to Members understanding their actions better.

Signed:Cllr Val Simmons (Mayor)

Date:



Rhuddlan Town Council 13th June Reports by Mayor and Deputy Mayor

1. Mayor's Report

Events/Attendances etc.

10th May - Library Visit spoke the Mair and Isabel from Treasure Chest, maybe using the Hwb.

11th May - Went to the litter pick it was very well attended, we also had the squirrels pack attending. Made and collected the refreshments after the event.

14th May - Attended the inaugural meeting of the Library working group which was an excellent meeting and very productive.

17th May - Attended the Rhyl Musical Player at the Little Theatre Rhyl.

18th May - Helped at our Gwydd Food Festival a fabulous event getting better each year.

1st June - Attended The Fun Dog Show at St Mary's Church to give our Prizes, it was very well attended with about 30 dogs competing.

6th June - Attended the Tribute for the D Day Landing and laying a wreath, it was an Honour and a Privilege to do this for Rhuddlan Town Council.

7th June - Calling into the library for a monthly catch up.

8th June - Attending the Community Market.

9th June - Attending Rhyl Civic Service

12th June - Attending The Library Group Meeting

Gas pipe works in Ffordd Nant reported are took photos of all the debris left by workman, DDC streetwise arranged for it all to be cleared.

The grass had not been cut at Ffordd Nant, spoke to the gardener and they went and cut the 3 grassed areas

2. Deputy Mayor's Report

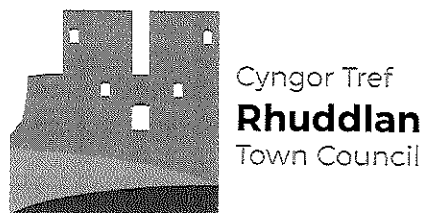
Events/Attendances etc.

On 18th May I volunteered at Gwledd Rhuddlan manning one of the entrance gates for the event. Everyone I spoke to had thoroughly enjoyed the day and we had been blessed with beautiful weather again which is always a bonus.

I was sorry to have missed a Foraging event organized by DCC and held at Rhuddlan Nature Reserve last month. It wasn't advertised very well and I have been contacted by a few residents to say they would have liked to attend. I've been in touch with the company that hosted the event to make plans for another workshop in the near future and will be asking the events committee to consider providing funding and linking it with our Biodiversity promotions throughout the town.

My first official duty was carried out on 6th June when I represented RTC at the DCC D Day Commemoration Concert held at St. Thomas's Church, Rhyl – I will be able to report directly on this and if I managed to get to the lighting of our beacon on time at the meeting.

I have continued to meet with the Headteacher of Ysgol Y Castell on a weekly basis as Chair of School Governors.



Clerk's Project Report and Correspondence for June 2024 Meeting

Correspondence

The following has been received:

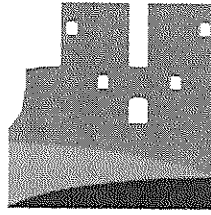
1. Email from SLL regarding a Virtual Youth Engagement Summit being 18 July 2024, in which the Society of Local Council Clerks (SLCC), the National Association of Local Councils (NALC), and One Voice Wales (OVW) are joining forces to host. The event is for local councils, clerks, councillors, and local council employees across England and Wales to explore innovative ways to engage and inspire young people. £65 per participant.
2. Email from Laim Blazey DCC asking if RTC would like to participate in a project which aims to increase pollinator habitat on privately managed land.
3. Email from Ron Baily at UK Parliament asking for the council's support a campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal copied to councillors.
4. Email from OVW regarding Holocaust Memorial Day 2025 copied to councillors.
5. Email from Cllr Arwel Roberts regarding a Rhuddlan Bioblitz on the 15th June at Rhuddlan Nature Reserve.
6. Email from Spiritualist Church asking for the costs directional signage on lamp post off main road.
7. Thank you off Marie Curie for £1,000 donation.
8. Request by Youth Club for a bike rack at the Hwb.
9. Email off Emelyn Jones stating DCC will be in contact with all MAG areas regarding the 20mph project.
10. Email off resident complaining about poor state of repair that the BT building on Gwindy Street
11. Email off Youth Worker Claire Cunnah regarding some ASB in Rhuddlan and offering to do some out reach work with the older teens and inviting the police team to youth club sessions. Very pro-active.

Project Update

Community Market – the next markets are scheduled on 8th June. Can councillors please support these markets, it is a great opportunity to meet residents and visitors to Rhuddlan.

Summer Event Volunteer Fair and Picnic in the Park proposed with entertainment and a children's fun soft play area and Bowls. Taking place Sat 3rd August.

Admirals Field path grading and landscaping is complete.



Cyngor Tref
Rhuddlan
Town Council

County Councillor Report for June 2024 Meeting – Cllr Ann Davies

ACTIVE TRAVEL CONSULTATION.

A County Councillors Consultation is being arranged to discuss the Rhuddlan Active Travel Project. Update to follow.

HIGHLANDS ROAD

Following many complaints from residents and the recent RTA officers have agreed to commission a speed survey in the Highlands Road area, results will be back in six weeks. Officers will also liaise with colleagues at North Wales Police to find out the circumstances of the collision.

AHP BINS

Residents are being informed that applications for AHP bins are on hold until September, this is totally unacceptable for those who rely on these bins for health reasons and the disposal of baby's nappies. If anyone is encountering a problem obtaining this service, they should contact DCC or their local County Councillors.

ASH DIE BACK

Officers are carrying out a survey/ treatment on trees effected with ash die which is an airborne disease. Effected trees adjacent to the highway will have priority. Anyone with suspicion/ knowledge of trees effected with this disease should inform the tree officer at DCC.

PLANNING APPLICATION

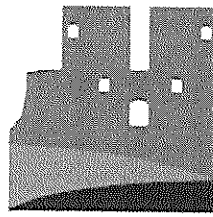
Following residents' feedback on the Church Street application for a single dwelling, I have requested a site meeting , this should take place next week, town council will informed so they can be represented at this meeting.

KINGS NEW YEARS HONOURS GARDEN PARTY

We attended HRH the Kings Garden Party at Buckingham Palace last month. It was lovely to speak with Royals and receive such a warm welcome.

Despite the weather it was a very enjoyable day, not forgetting the wonderful tea and cakes.

County Councillor Ann Davies



Cyngor Tref
Rhuddlan
Town Council

County Councillor Arwel Roberts – Adroddiad/Report for meeting on 13/6/2024

Sustainable Communities for Learning (SOP) – Learning Programme

Cabinet decision in May – Cllr Gill German presented a report seeking approval to submit the draft SOP programme for the Sustainable Communities for Learning to the Welsh Government.

Ysgol y Castell is included in this SOP – the small extension in the first 3year time frame. – its inclusion in the programme would allow it to proceed with no borrowing requirements from the Council with the match funding required being provided by Section 106 developer contributions.

Gwarchodfa Natur Rhuddlan.

The Rhuddlan Nature Reserve has offered a feast of foraging knowledge in support of mental and physical wellbeing. A group supported by Nature for Health and Countryside rangers this. An accolade indeed! Denbighshire should be congratulated for being in partnership with Nature for Health.

There is a Bioblitz event organised in the reserve on Saturday the 15th of June.

Japanese knotweed

This evasive plant is growing in the eastern side of the river Clwyd to the north of the flyover bridge. I have been informed that it's the responsibility of the landowner or Natural Resources Wales (NRW) – Garry Davies has promised to contact them – chief ranger within the Countryside Services.

Blocked gully from Glanffyddion stream.

I thank Cllr Merfyn Parry for his diligence here. He is a County Councillor for Llandyrnog area and visits other areas as a salesman to farms. NRW are involved.

The pipe under the road is silted up and doesn't allow water to flow and this backs up and floods the fields. The farmer involved is Mr Huw Davies Morfa Cwybr.

Maes Parcio Stryd y Senedd.

This parking space is a cause of concern and I'm very grateful to the Town Councillors who reported the wall at the back entrance. A pothole in the middle is also a danger. A contractor has been called out to inspect both issues by Mike Jones Highways.

Gwledd

Again, this year the event was a success and I congratulate Ffion and Paul who worked hard to make it so.

New methods of collection waste.

This has caused worries to residents especially if they are not well physically and mentally. We councillors are trying our level best to assist.

Personally, I assisted a few residents to have an Absorbent Hygiene Products Bins – black caddy with purple lid and single- use purple sacks. Even our dental practice in Rhyl contacted me requiring help from DCC.

Thanks to Cllr Rowlands for bringing the fact that a black bin wasn't collected one week from a house within Dyserth Road.

Church Gate, Church Street 44/2023/0783 planning application

A site meeting will happen in the near future.

Betsi Cadwaladr Health Board

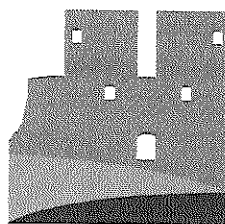
Very worrying that one resident wasn't given the advice that she should contact Social Services after being sent home after a serious operation.

Ash Dieback – Clefyd Coed Ynn.

Trees that are adjacent to the Highway, particularly along gritting routes and on Council land will be on the county priority for inspection. If there is any Ash trees that anyone thinks is causing concerns please contact [Trees@denbighshire .gov.uk](mailto:Trees@denbighshire.gov.uk).

Commuted sums – Affordable Housing.

I have been informed that the development of 4 dormer bungalows at the Rise, Rhuddlan Road which is progressing well will trigger a commuted sum soon. Denbighshire Housing Strategy manage this type of commuted sum. The officers will contact a range of housing organisations including DCC once this commuted sum is received. It can only be spent on affordable housing.



Cyngor Tref
Rhuddlan
Town Council

Minutes of Library Working Group Meeting

Held on 14th May 2024 at Rhuddlan Library

Present:

Cllr Val Simmons (Mayor)
Cllr Mike Kermode
Cllr Gareth Rowlands
Mathew Maker (DCC Libraries)
Richard Polden (Rhuddlan Local History Society)
Steve Wilson - Clerk

1. Apologies

Cllr Mike Elgin

2. Declaration of Interest

None given

3. Discussions

Cllr Val Simmons opened the meeting. Cllr Mike Kermode proposed Cllr Gareth Rowlands as chair, seconded by Cllr Val Simmons. **Resolved.**

Cllr Gareth Rowlands run through the group's terms of reference and explained his previous involvement in saving Rhuddlan Library from closure. He explained the importance of the library and concerns that they may be further financial cuts in future years.

The importance of finding alternative funding streams was discussed and Mathew was compiling a list of potential sources of finance which he will share with the group.

Cllr Mike Kermode said it was important for the group to show how successful the library is and that the development of the Museum would need expertise from DCC's property services team.

Richard suggested that the building could be used by other groups on a paying basis. Mathew confirmed that DCC are already looking at this. The lottery was identified as a potential source of funds for the museum.

The importance of a business plan was agreed which needed to include income, expenditure, footfall, community outcomes and sustainability. Mathew agreed to compile a list of all users, what they use and what the positive outcomes as a result are.

The formation of a friends of Rhuddlan library were discussed and it was decided not to pursue at this time.

The museum was discussed including DCC officer support for the plans and design, what it will look like, what will it be used for etc. There is a museum at Rhyl library and one in Corwen which may be worth looking at.

Cllr Mike Kermode proposed two workstreams, one being the day to day operations and funding of the library and the other being the museum.

Summary of actions agreed:

1. Develop a list of potential funding sources – Mathew is already doing this and will share with the group so they can add to it.
2. Create a list of what the library does, for who, when and the positive outcomes and community engagement – Mathew
3. Approach DCC through our County Councillors in relation to supporting the planning and design of the museum – Clerk
4. Create a shell for the business case – Clerk and Cllr Mike Kermode
5. Brainstorm ideas of what the museum will look like – all working group.

Date of next meeting Wednesday 12th June at midday at Hwb Rhuddlan.

Signed Cllr Gareth Rowlands

Ein cyf/Our ref: Toileddau Cyhoeddus / Public Conveniences
Dyddiad/Date: 13 Mai / May 2024
Rhif Uniongyrchol/Direct dial: 01824 706000

Annwyl Cyngor Tref Rhuddlan

Dear Rhuddlan Town Council

Toileddau Cyhoeddus yn Sir Ddinbych

Public Toilets in Denbighshire

Ysgrifennaf atoch ynghylch â'r dyfodol ynglŷn â'r ddarpariaeth y toileddau cyhoeddus yn Rhuddlan. Fel y byddwch yn ymwybodol, mae Cyngor Sir Ddinbych yn adolygu ei ddarpariaeth o doileddau cyhoeddus ar draws y sir ar hyn o bryd, gan na allwn fforddio darparu'r gwasanaeth hwn mwyach yn y ffordd y caiff ei ddarparu ar hyn o bryd.

I am writing to you regarding the future provision of public toilets in Rhuddlan. As you will be aware, Denbighshire County Council is currently reviewing its provision of public toilets across the county, as we can no longer afford to provide this service in the way it is currently provided.

Cefndir

Background

Ein cyllideb net ar gyfer toileddau cyhoeddus ar draws y sir (gan gymryd incwm i ystyriaeth) yw £270,000. Fodd bynnag, yn aml rydym yn gorwario ar y gyllideb hon oherwydd y gall incwm amrywio ac rydym yn aml yn wynebu costau cynnal a chadw ychwanegol na ellir eu cynnal o fewn y gyllideb £270,000. Y gwir gost i'r Cyngor ar gyfer darparu toileddau cyhoeddus ar draws y sir yw oddeutu £322,000 y flwyddyn.

Our net budget for public toilets across the county (taking income into account) is £270k. However, we often overspend on this budget because income can fluctuate, and we often incur additional maintenance costs that cannot be contained within that £270k budget. The true cost to the Council of providing public toilets across the county is c.£322k per annum.

Mae'r cyngor yn gorfod delio gyda phwysau o tua £25miliwn er mwyn gosod cyllideb gytbwys ar gyfer 2024/25, ac roedd hynny yn cynnwys gwneud arbedion/toriadau sy'n gyfanswm o tua £10miliwn. Fel rhan o'r gyllideb honno, tybiwyd y bydd isafswm o £200,000 yn cael ei dynnu o'r gyllideb toileddau cyhoeddus o tua £270,000.

The council has to deal with pressure of c.£25m in order to set a balanced budget for 2024/25, and that involved making savings/cuts totalling c.£10m. As part of that budget, it has been assumed that a minimum of £200k will be removed from the public toilets budget of c.£270k.

Ein Cynllun Ariannol Tymor Canolig yn nodi y dylai'r Cyngor fod yn bwriadu cymryd camau i leihau'r gwariant net o tua £21M yn 2025/26 i bennu cyllideb gytbwys. Rydym yn rhagweld senario tebyg ar gyfer 2026/27 a 2027/28.

Rydym yn gorfod gwneud rhai penderfyniadau anodd iawn yn erbyn y cefndir ariannol hwn ynglŷn â pha wasanaethau y gall y Cyngor fforddio eu darparu yn y dyfodol. Mae'n bendant yn amlwg iawn y bydd yn rhaid i'r Cyngor fod yn llai ac y bydd yn darparu llai.

Mae'n bwysig nodi na fydd yna unrhyw ofyniad cyfreithiol i'r Cyngor ddarparu toiledau cyhoeddus. Fodd bynnag, mae'n ofynnol i'r Cyngor:

1. Ddarparu tystiolaeth ei fod wedi adolygu anghenion y boblogaeth leol; a
2. Datblygu Strategaeth yn dangos sut y bodlonir yr anghenion hyn ar hyn o bryd neu yn y dyfodol, er enghraifft, drwy Gynlluniau Toiledau Cymunedol.

Asesiadau o anghenion

Felly, rydym wedi cynnal asesiad o anghenion i'n helpu i ddatblygu Strategaeth Toiledau Lleol newydd ar gyfer 2024-2026. Mae'r ddogfen hon yn nodi'r angen am doiledau ym mhob un o'r trefi, yn defnyddio methodoleg yn seiliedig ar yr argymhellion ar gyfer asesu cymarebau toiledau a ddarperir gan y corff dyfarnu gwobrau 'Toiled y Flwyddyn'.

Our Medium-Term Financial Plan states that the Council should be planning to take action to reduce net expenditure by a further £21m in 2025/26 to set a balanced budget. We are forecasting a similar scenario for 2026/27 and 2027/28.

It is against this financial backdrop that we are having to make some very difficult decisions about what services the Council can afford to deliver in future. It is certainly very clear that the Council will have to be smaller, and that it will deliver less.

It is important to note that there is no legal requirement for the Council to provide public toilets. However, the Council is required to:

1. Provide evidence that it has reviewed the needs of the local population; and
2. Develop a Strategy that evidences how these needs are being met, or will be in the future, for example through Community Toilet Schemes.

Needs assessment

We have therefore undertaken a needs assessment to help us develop a new Local Toilet Strategy for 2024-2026. This document identifies the need for toilets in each of our towns, using a methodology based on the recommendations for assessing toilet ratios provided by the awarding body 'Loo of the Year' Awards.

Fel y gellir gweld o'r ddogfen asesu anghenion atodedig, nid oes yna unrhyw angen diffiniedig i dref Rhuddlan gael cyfleusterau toiledau. O ystyried y casgliad hwn a sefyllfa ariannol y Cyngor, y sefyllfa bresennol ar gyfer y Cyngor yw na ddylem fod yn ariannu darpariaeth toiledau cyhoeddus yn Rhuddlan.

Os byddwn yn dilyn y rhesymeg hon, mae'n arwain at argymhelliad tebygol i'n Cabinet yn ddiweddarach eleni i gau'r toiledau cyhoeddus yn Rhuddlan.

Hoffem ofyn i'r Cyngor Tref ystyried y casgliad hwn a rhoi ei farn ffurfiol ar y cynnig tebygol hwn i gau'r toiledau cyhoeddus yn Rhuddlan.

Byddem yn agored i'r syniad o drosglwyddo'r toiledau cyhoeddus yn y dref i Gyngor Tref Rhuddlan. Byddem hefyd yn hapus i drafod cadw'r toiledau cyhoeddus yn Rhuddlan yn agored os yw'r Cyngor Tref yn barod i ariannu costau llawn eu rhedeg a'u cynnal. Yn ei hanfod, mae darparu toiledau cyhoeddus yn Rhuddlan angen bod yn gost niwtral i Gyngor Sir Ddinbych ac rydym yn agored i drafod holl ddewisiadau ar gyfer cyflawni hynny

Strategaeth Toiledau Cyhoeddus

Rydym yn ymwybodol y byddai'r Cyngor Tref (a llawer o breswylwyr ac ymwelwyr) yn siomedig os byddai'r toiledau cyhoeddus yn Rhuddlan yn cau. Felly, fel rhan o'n hadolygiad o'r Strategaeth Toiledau Lleol, rydym yn ystyried archwilio dewisiadau eraill i sicrhau

As can be seen from the attached needs assessment document, there is no defined need for the town of Rhuddlan to have toilet facilities. Given this conclusion, and the financial position of the Council, the logical position for the Council has to be that we should not be funding the provision of public toilets in Rhuddlan.

If we follow this logic, it leads to a likely recommendation to our Cabinet later this year to close the public toilets in Rhuddlan.

We would like to ask the Town Council to consider this conclusion and to provide its formal view of this likely proposal to close the public toilets in Rhuddlan.

We would be open to the idea of transferring the public toilets in the town to Rhuddlan Town Council. We would also be happy to discuss keeping the public toilets in Rhuddlan open if the Town Council is prepared to fund the full cost of running and maintaining them. Essentially, the provision of public toilets in Rhuddlan needs to be cost neutral for Denbighshire County Council, and we are open to discussing all options to achieve that.

Public Toilets Strategy

We are aware that the Town Council (and many residents and visitors) would be disappointed if the public toilets in Rhuddlan were to close. As part of our Local Toilet Strategy review, we are therefore looking to explore other options to ensure that public toilet needs in

y gellir parhau i gwrdd ag anghenion am doiledau cyhoeddus yn Sir Ddinbych, hyd yn oed os nad yw'r cyngor sir ei hun yn darparu toiledau cyhoeddus mwyach.

Un agwedd o'r strategaeth honno fydd annog busnesau i ymuno â Chynllun Toiledau Cymunedol y Cyngor.

Mae Cyngor Sir Ddinbych yn cynnig taliad cyfradd safonol o £500 i fusnesau ar hyn o bryd i fod yn perthyn i'r cynllun toiledau cymunedol. Ar hyn o bryd, un darparwr Cynllun Toiledau Cymunedol yn unig sydd yna yn Sir Ddinbych (yn Llangollen). Byddwn yn ystyried ychwanegu mwy o fusnesau at y cynllun hwnnw fel ffordd o leihau'r nifer o doiledau cyhoeddus sy'n gorfod cau ac fel ffordd o gwrdd ag anghenion y gymuned a nodwyd yn y ddogfen asesu anghenion. Er bod y ddogfen asesu anghenion yn dod i'r casgliad nad oes yna angen diffiniedig i dref Rhuddlan gael cyfleusterau toiledau, byddem yn agored i'r syniad o dderbyn busnesau o Rhuddlan i'r Cynllun Toiledau Cymunedol, os yn briodol.

Beth rydym yn ei ofyn i'r Cyngor Tref?

Gyda hyn i gyd mewn golwg, hoffem ofyn i chi ystyried:

1. A oes gennych ddiddordeb mewn archwilio'r dewis i drosglwyddo toiledau cyhoeddus presennol y Cyngor yn Rhuddlan i berchnogaeth y Cyngor Tref?
2. A oes gennych ddiddordeb mewn ariannu cost llawn rhedeg a chynnal y toiledau cyhoeddus yn Rhuddlan fel y

Denbighshire can continue to be met, even if the county council itself is no longer providing public toilets.

One aspect of that strategy will be to encourage businesses to join the Council's Community Toilet Scheme.

Denbighshire County Council currently offers businesses a flat-rate payment of £500 to belong to the community toilet scheme. At present there is only one Community Toilet Scheme provider in Denbighshire (in Llangollen). We will be looking to add more businesses to that scheme as a way of mitigation for any public toilets that have to close, and as a way of looking to meet the community needs identified in the needs assessment document. Even though the needs assessment document concludes that there is no defined need for the town of Rhuddlan to have toilet facilities, we would be open to the idea of accepting businesses from Rhuddlan into the Community Toilet Scheme, if appropriate.

What is our ask of the Town Council?

With all of this in mind, we would like to ask you to consider:

1. Are you interested in exploring the option to transfer the Council's existing public toilets in Rhuddlan to the ownership of the Town Council?
2. Are you interested in funding the full cost of running and maintaining the public toilets in

gall Cyngor Sir Ddinbych barhau i'w cadw nhw yn agored?

3. A ydych yn ymwybodol o unrhyw fusnesau a fyddai'n briodol i ni eu hystyried ar gyfer y Cynllun Toiledau Cymunedol? Dylent fod wedi eu lleoli'n strategol (e.e. o fewn pellter cerdded byr o ganol y dref neu'r ardaloedd twristiaeth prysuraf) a chael safon briodol o ddarpariaeth.

I gynorthwyo'n trafodaethau, rydym wedi amgáu'r dogfennau canlynol:

- a) Asesiad o anghenion interim, sy'n cynnwys data ystadegol yn dangos yr angen (neu ddiffyg angen) am doiledau cyhoeddus ym mhob cymuned yn Sir Ddinbych ble mae yna angen wedi'i nodi, neu sydd â thoiled cyhoeddus a gynhelir gan y Cyngor Sir ar hyn o bryd.
- b) Asesiad portffolio, sy'n cynnwys manylion yr asedau toiledau cyhoeddus yr ydym yn gofyn i chi eu hystyried.

Hoffem dderbyn eich ymateb ffurfiol i'r llythyr hwn erbyn 5ed o Orffennaf.

Mae hyn oherwydd ein bod yn bwriadu cyflwyno adroddiad i'n Cabinet ym mis Medi ble byddwn yn gwneud argymhellion am ddyfodol toiledau cyhoeddus yn Sir Ddinbych.

Rhuddlan so that Denbighshire County Council can continue to keep them open?

3. Are you aware of any businesses that might be appropriate for us to consider for the Community Toilet Scheme? They should be strategically located (i.e., within a short walking distance of the town centre or the busiest tourist areas) and have an appropriate standard of provision.

To aid your discussions, we have attached the following documents:

- a) An interim needs assessment, which contains statistical data showing the need (or lack of need) for public toilets in every community in Denbighshire where there is an identified need, or which currently has a County Council-run public toilet.
- b) A portfolio assessment, which includes details of the public toilet assets we are asking you to consider.

We would like to receive your formal response to this letter by 5th July.

This is because we plan to take a report to our Cabinet in September in which we will be making recommendations about the future of Denbighshire's public toilets.

Yn y cyfamser, os byddwch yn dymuno i ni fynychu cyfarfod o'r Cyngor i drafod hyn ymhellach gyda chi mewn unrhyw ffordd, yna gallwch gysylltu â ni.

Cofion cynnes,

Paul Jackson

Pennaeth Priffyrdd a Gwasanaethau
Amgylcheddol
Cyngor Sir Ddinbych

toiledaucyhoeddus@sirddinbych.gov.uk

If, in the interim, you would like us to attend a Council meeting or discuss this further with you in any way, please do not hesitate to get in touch.

Kind regards,

Paul Jackson

Head of Highways & Environmental
Services
Denbighshire County Council

publictoilets@denbighshire.gov.uk



Denbighshire County Council Public Toilet portfolio assessment 2024

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Introduction

Under the requirements of Part 8 of the Public Health (Wales) Act 2017, we are required to develop and publish a Public Toilet Strategy.

The Strategy should identify how we assess the need for public toilets in Denbighshire, and how we will manage this need.

As part of the needs assessment, we are required to assess the availability, condition, and locations of public toilets in Denbighshire against residential and visitor need.

An assessment of population need and a brief summary of how this provision is currently being met by the Council is provided in a separate document entitled Interim Needs Assessment 2024.

This document will provide detailed information of each of the public conveniences currently within Denbighshire County Council's property portfolio and make an assessment as to their suitability to meet the population needs.

What is a public toilet?

Public toilets (sometimes called public conveniences) are toilet facilities which the public can use. These can include purpose-made toilet blocks, or toilets within existing buildings such as offices, shops, hotels and restaurants.

Public toilets can be charged for their use, but to be considered a public toilet, there should be no other charges incurred. For example, a toilet in a café that requires you to buy a drink or food item before you can use the toilet would be a private customer toilet, rather than a public toilet.

This assessment of provision will only consider public toilets which are currently owned and operated by Denbighshire County Council as public conveniences. There are, however, publicly available toilets within other council buildings.

Methodology for assessing the need for public toilets in Denbighshire

The methodology we intend to use will be to consider the 'toilet ratio' of each community in Denbighshire, and then to apply the additional considerations from the Statutory Guidance (listed on the next page). We will then consult with the public, local town and community councils, and a range of charity or third sector organisations to see if people agree with our analysis of need, and to identify any additional concerns or additional needs that cannot be provided from statistical data cross-referencing alone.

Statistical analysis: which communities need public toilets?

The first step in assessing local needs is to analyse existing data and cross-reference it with what we know about existing local toilet provision.

To do this, we will use 'toilet ratios'. This means the number of public toilets available for every certain number of people in the local population. The following recommendations on assessing toilet ratios are provided by the awarding body 'Loo of the Year' Awards¹:

- At least one toilet facility should be provided in every settlement with a population of over 5000.
- In town centres and tourist areas toilets should be within a short walking distance, and should ideally be at a max of 300m centres in the busiest areas and max 500m centres generally in town centres.
- Major centres, transport hubs and visitor attractions should include at least one 'changing places' toilet.
- Female = 1 cubicle per 550 women and female children.
- Male = 1 cubicle or urinal per 1,100 men.
- 1 unisex accessible toilet cubicle for every 10,000 population.
- 1 unisex baby changing facility per 10,000 population.

¹ <https://www.loo.co.uk/46/Toilet-Ratios> (last accessed 12th January 2024)

The Statutory Guidance (issued 2018) for developing Local Toilet Strategies states that Local Authorities should give consideration to a range of factors when assessing the needs for public toilets. We will state how we intend to assess each factor, in conjunction with the toilet ratios outlined on the previous page:

1. An assessment of the local population, including age, gender and additional health needs:

We will use the basic premise of 1 cubicle per 550 female and 1 cubicle per 1100 male population, with additional consideration of:

- a. Wales' average population of over 65s is 21.3% of the usual population.
We will add one additional female cubicle per 550 population and one additional male cubicle per 1100 population for every 5% of the population older than the Wales average of 21.3%
- b. Wales' average population of children aged under 4 years old is 4.9% of the usual population. We will add one additional baby change facility requirement for every additional 5% of population aged under 4 greater than the Wales average of 4.9%
- c. Wales' average population with a disability is 21.1% of the usual population. We will add 1 additional disabled cubicle for every 5% percent of population with a disability greater than the Wales average of 21.1% of the population

2. An assessment of the gender balance of the current provision

We will use the existing toilet ratio guidance to assess the gender balance of toilet provision (at least 1 toilet for every 550 females and 1100 males in the local population)

3. An assessment of locations, including popular destinations and distance between facilities

We will use existing toilet ratio guidance to assess whether there are toilets within 300m of the centre of each community over 5,000 in population, and within 500 metres of public car parking in other busy locations.

4. An assessment of availability and accessibility, opening hours, usage

We have no way of assessing the usage of public toilets currently controlled by the Council, however we can estimate usage in fee-charging toilets based on income received. When we audit public toilet provision from other providers (e.g. shopping centres, supermarkets) as part of our substantive needs assessment, we will aim to understand their availability and usage wherever possible.

5. Charges, access for people with disabilities, Changing Places and baby changing facilities

10 out of 20 toilets currently provided by Denbighshire County Council charge between 40p for entry. 10 toilets are free of charge.

Changing Places are toilets which can be used by people with profound and multiple disabilities (PMLD). These toilets will have more space than a 'standard' disabled toilet, and will be fitted out with additional equipment such as hoists, adult changing tables, showers and grab rails.

For Changing Places toilet need, no clear definition of a 'major hub' was provided with the toilet ratio guidance, however for the purposes of this Needs Assessment, the Council will use the following definition:

- a. A community with a resident population of more than 10,000 people **or**
- b. A community which receives more than 10,000 day visits per week

Denbighshire County Council is currently aware of 2 x changing places toilets within the county:

- Ysbyty Glan Clwyd – more information on the Changing Places website:
[Ysbyty Glan Clwyd | Changing Places Toilet](#)
- Tesco Prestatyn Superstore – more information on the Changing Places website:
[Tesco Prestatyn Superstore | Changing Places Toilet](#)

6. An assessment of the condition of existing facilities

We will assess Council-provided facilities and any facilities which are part of the Community Toilet scheme. We will not assess the condition of facilities which

are not owned or maintained by the Council and which are not part of the community toilet scheme.

7. Consideration of seasonal variations, including local events and seasonal population growth

When considering seasonal variations, we will use the Scarborough Tourism Economic Activity Monitor (STEAM) model to consider visitor numbers.

We have no concise way to assess visitor need versus residential need, but halving the recommended toilet ratio of at least 1 facility per 5,000 of population to ensure that there is at least 1 facility per 2,500 visitors per week in addition to the residential toilet ratios should ensure there is adequate provision. Therefore in assessing day visits, we propose to ensure there are at least additional 2 female cubicles, 1 male cubicle, 1 disabled facility and 1 baby change facility per 2,500 visitors per week (as a whole year average).

8. Consideration of social factors such as, whether facilities are a target for abuse and anti-social behaviours or perceived to be in a dangerous location

Denbighshire County Council's public toilets are prone to vandalism. Most of these are picked up and dealt with by staff. During 2023-2024, expenditure (over and above general maintenance, staffing and supply costs) in Denbighshire toilets which are linked to vandalism cost approximately £18,400.00. Additional support from external contractors to effect repairs which could not be completed by Council staff cost an additional £3,994.83

The Council also received 16 customer service reports from members of the public via the Council's C360 reporting tool within the same year for issues specifically linked to vandalism or antisocial behaviour within the DCC public toilet portfolio.

9. Consideration of future requirements, including local development plans

The Strategy is currently set to be reviewed every 2 years. Long-term the Council will seek to work with private providers of public toilets to review access

to public toilets and ensure that both current and future population needs are being met.

10. Consideration of statistics in relation to population statistics; deprivation measures and projections for demographics such as older people, children, benefit claimants etc

Population statistics have already been considered at 'parish' level when determining toilet ratios. Short-term the Council will be seeking to address existing imbalances in public toilet provision across Denbighshire and longer-term will seek to understand how the changing population will impact toilet use

11. Analysis of current usage, including popular times, population assessment, transient visitors, such as van and lorry drivers, or those on coaches and buses

As previously stated, Denbighshire County Council does not have footfall monitoring facilities in any of its current portfolio, however can use income received on charging toilets to calculate the total number of visits to these toilets. The population assessment will include both resident population from NOMIS Labour Market data, and last financial year STEAM data to assess transient need.

12. Assessment of overheads including staffing costs and maintenance

The total spend by the Council across all of its public toilet portfolio during 2023-24 was approximately £374,241.00 for staffing, maintenance and supplies (soap, toilet paper etc)

Approximately £18,400 was additionally spent on vandalism repairs across all sites.

Assessment of provision

Using the toilet ratios and the assessment methodology above, we will produce an analysis of the current Council-run public toilet portfolio, by individual community (town, city, or village).

This will include:

1. The address of each public toilet and a statement about its location relative to town or community centres or other popular destinations, and to the nearest available car parking. All maps included in these sections of the assessment are © Crown Copyright and database rights 2023 Ordnance Survey AC0000819894
2. A statement of what cubicles and facilities are provided in each public toilet, and an assessment of the total identified need for those facilities across the whole local community which is being met in this location.
3. Where toilets charge for entry, this will be broken down to assess the approximate total number of visitors to those toilets. Where whole numbers cannot be identified, these will be rounded **up** to the nearest whole number (thereby over-stating, rather than under-stating any potential need)
4. The costs associated with running the toilets. General expenditure covers staffing costs for cleaning and carrying out of maintenance tasks, as well as the cost of purchasing sundry items (soap, toilet rolls, cleaning materials) associated with that site. Extra-ordinary costs where identified (e.g. replacement of broken items due to vandalism) will be listed separately
5. Where possible, we will identify the potential charge that would have needed to be made for that toilet to 'break even' during the same year (2023-24) i.e. for the costs of running the toilet to be covered exclusively by toilet users and not from any Council funding.

Rhuddlan

Rhuddlan Princes Road

Address: Princes Road, Rhuddlan, LL18 5PY

Location statement: The Princes Road toilets in Rhuddlan are slightly offset from the High Street, which is (asides Rhuddlan Castle) the main hub within the town. The nearest public carparking is on Parliament Street, however can be accessed by walking through an adjacent private car park on Princes Road. This makes the toilets approximately 75 metres from the nearest car parking

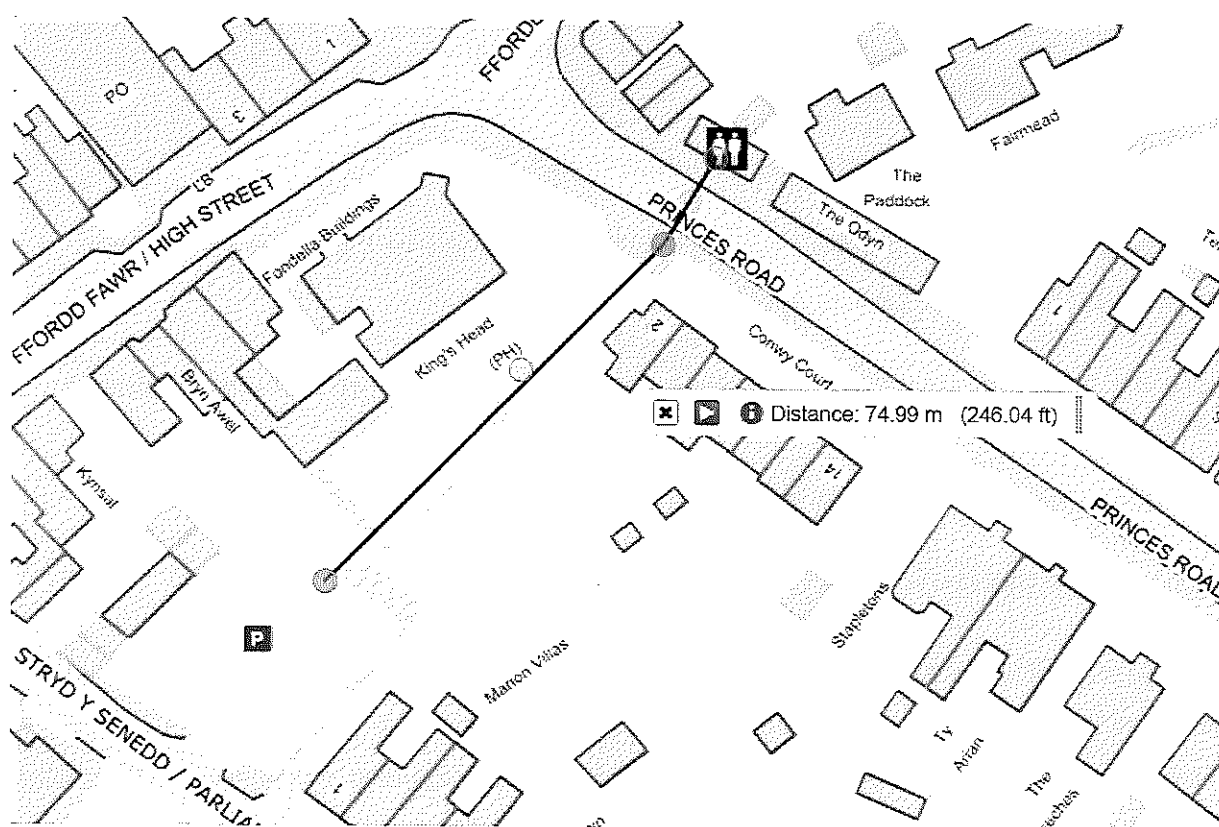


Figure 14 - Map showing the distance from the Princes Road toilets to the Parliament Street car park in Rhuddlan

Public Toilet portfolio assessment 2024

Provision:

- Open 9.15am to 6.15pm in the summer and 9.15am to 4.15pm in the winter
- There is 2 female cubicles and 1 male cubicle, and 1 disabled gender neutral facility
- There is no requirement for Rhuddlan to have public toilet provision, so these facilities would be considered excess provision

Reports of vandalism or other closures:

- No report

Income/expenditure summary:

The toilets at Princes Road are free of charge to use.

The total expenditure on staffing, supplies and maintenance for the Rhuddlan Princes Road toilets for 2023-2024 was approximately £3,055

Assuming the standard charge of 40p was applied, these toilets would have needed to receive approximately 7,638 visitors in 2023-2024 to break even.

Summary of all provision for Rhuddlan

These are the only Council-run public toilets in Rhuddlan.

There is an additional public toilet facility in Admiral's Field in Rhuddlan which is owned by the Town Council, but maintained by Denbighshire County Council. The Town Council reimburses the County Council for costs associated with cleaning or maintaining this toilet.



Denbighshire County Council Local Toilet Strategy Interim Needs Assessment 2024

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Introduction

Under the requirements of Part 8 of the Public Health (Wales) Act 2017, we are required to develop and publish a Public Toilet Strategy.

The Strategy should identify how we assess the need for public toilets in Denbighshire, and how we will manage this need.

Note: There is no legal requirement for the Council itself to provide public toilets, however the Council is required to:

1. Provide evidence that it has reviewed the needs of the local population
2. Developed a Strategy that evidences how these needs are being met, or will be in the future, for example through Community Toilet Schemes.

This needs assessment will be used to help the Council develop its Local Toilet Strategy for 2024-2026.

We will provide:

1. Definitions of what may be considered a public toilet
2. Outline the methodology we have used to identify which communities which pass the criteria for a needs assessment
3. Provide a breakdown of toilet need within each community which currently has public toilets owned or operated by Denbighshire County Council, and/or which we assess as being in need of public toilet provision

A full needs assessment will be carried out before the next Strategy is reviewed in 2026.

Note: there will be some communities within Denbighshire which have public toilets, but which do not pass the assessment criteria to be included in the public council's toilet strategy. We will include these toilets in our assessment of current provision, however these would be considered 'additional' public toilets and will have no impact on the way that remaining communities are assessed for their needs.

What is a public toilet?

Public toilets (sometimes called public conveniences) are toilet facilities which the public can use. These can include purpose-made toilet blocks, or toilets within existing buildings such as offices, shops, hotels and restaurants.

Public toilets can be charged for their use, but to be considered a public toilet, there should be no other charges incurred. For example, a toilet in a café that requires you to buy a drink or food item before you can use the toilet would be a private customer toilet, rather than a public toilet.

Methodology for assessing the need for public toilets in Denbighshire

The methodology we intend to use will be to consider the 'toilet ratio' of each community in Denbighshire, and then to apply the additional considerations from the Statutory Guidance (listed on the next page). We will then consult with the public, local town and community councils, and a range of charity or third sector organisations to see if people agree with our analysis of need, and to identify any additional concerns or additional needs that cannot be provided from statistical data cross-referencing alone.

Statistical analysis: which communities need public toilets?

The first step in assessing local needs is to analyse existing data and cross-reference it with what we know about existing local toilet provision.

To do this, we will use 'toilet ratios'. This means the number of public toilets available for every certain number of people in the local population. The following recommendations on assessing toilet ratios are provided by the awarding body 'Loo of the Year' Awards¹:

- At least one toilet facility should be provided in every settlement with a population of over 5000.
- In town centres and tourist areas toilets should be within a short walking distance, and should ideally be at a max of 300m centres in the busiest areas and max 500m centres generally in town centres.
- Major centres, transport hubs and visitor attractions should include at least one 'Changing Places' toilet.
- Female = 1 cubicle per 550 women and female children.
- Male = 1 cubicle or urinal per 1,100 men and male children
- 1 unisex accessible toilet cubicle for every 10,000 population.
- 1 unisex baby changing facility per 10,000 population.

¹ <https://www.loo.co.uk/46/Toilet-Ratios> (last accessed 12th January 2024)

The Statutory Guidance (issued 2018) for developing Local Toilet Strategies states that Local Authorities should give consideration to a range of factors when assessing the needs for public toilets. We will state how we intend to assess each factor, in conjunction with the toilet ratios outlined on the previous page:

1. An assessment of the local population, including age, gender and additional health needs:

We will use the basic premise of 1 cubicle per 550 female and 1 cubicle per 1100 male population, with additional consideration of:

- a. Wales' average population of over 65s is 21.3% of the usual population.
We will add one additional female cubicle per 550 population and one additional male cubicle per 1100 population for every 5% of the population older than the Wales average of 21.3%
- b. Wales' average population of children aged under 4 years old is 4.9% of the usual population. We will add one additional baby change facility requirement for every additional 5% of population aged under 4 greater than the Wales average of 4.9%
- c. 1 additional disabled cubicle for every 5% percent of population with a disability greater than the Wales mean percentage of 21.1% of the population

2. An assessment of the gender balance of the current provision

We will use the existing toilet ratio guidance to assess the gender balance of toilet provision (at least 1 toilet for every 550 females and 1100 males in the local population)

3. An assessment of locations, including popular destinations and distance between facilities

We will use existing toilet ratio guidance to assess whether there are toilets within 300m of the centre of each community over 5,000 in population, and within 500 metres of public car parking in other busy locations.

4. An assessment of availability and accessibility, opening hours, usage

We have no way of assessing the usage of all public toilets currently controlled by the Council, however we can estimate usage in fee-charging toilets based on income received. When we audit public toilet provision from other providers (e.g. shopping centres, supermarkets) as part of our substantive needs assessment, we will aim to understand their availability and usage wherever possible.

5. Charges, access for people with disabilities, Changing Places and baby changing facilities

10 out of 20 toilets currently provided by Denbighshire County Council charge between 40p for entry. 10 toilets are free of charge.

A detailed breakdown of the opening hours, number of unisex disabled cubicles and baby change facilities currently provided by the Council (up until April 2024) can be found in a separate document entitled ***Denbighshire County Council Public Convenience portfolio assessment 2024***

Changing Places are toilets which can be used by people with profound and multiple disabilities (PMLD). These toilets will have more space than a 'standard' disabled toilet, and will be fitted out with additional equipment such as hoists, adult changing tables, showers and grab rails.

For Changing Places toilet need, no clear definition of a 'major hub' was provided with the toilet ratio guidance, however for the purposes of this Needs Assessment, the Council will use the following definition:

- a. A community with a resident population of more than 10,000 people **or**
- b. A community which receives more than 10,000 day visits per week

Denbighshire County Council is currently aware of 2 x changing places toilets within the county:

- Ysbyty Glan Clwyd – more information on the Changing Places website:
[Ysbyty Glan Clwyd | Changing Places Toilet](#)

- Tesco Prestatyn Superstore – more information on the Changing Places website:

[Tesco Prestatyn Superstore | Changing Places Toilet](#)

6. An assessment of the condition of existing facilities

We will assess Council-provided facilities and any facilities which are part of the Community Toilet scheme. We will not assess the condition of facilities which are not owned or maintained by the Council and which are not part of the Community Toilet Scheme.

7. Consideration of seasonal variations, including local events and seasonal population growth

When considering seasonal variations, we will use the Scarborough Tourism Economic Activity Monitor (STEAM) model to consider visitor numbers.

We have no concise way to assess visitor need versus residential need, but halving the recommended toilet ratio of at least 1 facility per 5,000 of population to ensure that there is at least 1 facility per 2,500 visitors per week in addition to the residential toilet ratios should ensure there is adequate provision. Therefore in assessing day visits, we propose to ensure there are at least additional 2 female cubicles, 1 male cubicle, 1 disabled facility and 1 baby change facility per 2,500 visitors per week (as a whole year average).

8. Consideration of social factors such as, whether facilities are a target for abuse and anti-social behaviours or perceived to be in a dangerous location

For Denbighshire County Council assets we will use staff reports, and customer service requests received via the Council's C360 form to assess the suitability of public toilets currently owned by the Council for future use (whether by the Council or by any other body or organisation).

At this stage we are not including an assessment of privately-owned public toilets such as toilets in supermarkets, motorway-style service stations etc, however we may do this in future reviews of provision within the county.

9. Consideration of future requirements, including local development plans

The Strategy is currently set to be reviewed every 2 years. Long-term the Council will seek to work with private providers of public toilets to review access to public toilets and ensure that both current and future population needs are being met.

10. Consideration of statistics in relation to population statistics; deprivation measures and projections for demographics such as older people, children, benefit claimants etc

Population statistics have already been considered at 'parish' level when determining toilet ratios. Short-term the Council will be seeking to address existing imbalances in public toilet provision across Denbighshire and longer-term will seek to understand how the changing population will impact toilet use

11. Analysis of current usage, including popular times, population assessment, transient visitors, such as van and lorry drivers, or those on coaches and buses

As previously stated, Denbighshire County Council does not have footfall monitoring facilities in any of its current portfolio, however can use income received on charging toilets to calculate the total number of visits to these toilets. The population assessment will include both resident population from NOMIS Labour Market data, and last financial year STEAM data to assess transient need.

Assessment of need, by community and visitor population

This assessment will use statistical data from the NOMIS Labour Market website², and STEAM tourism data provided to Denbighshire County Council to assess the baseline need for toilet facilities within each of Denbighshire's main towns.

² Visit <https://www.nomisweb.co.uk/reports/localarea> and search for town/community as a 'Parish'

Rhuddlan

Residential need:

Rhuddlan has a population of 3,709 therefore there is no residential need for a toilet facility in this location

Visitor need:

- Average day visitor numbers for 2022 = 2,288 visitors per week (119,000 visitors over the whole year)

TOTAL NEED:

- No defined need for this community to have toilet facilities

Llanelwy (St Asaph)

Residential need:

Llanelwy (St Asaph) has a population of 3,355 therefore there is no residential need for a toilet facility in this location

Visitor need:

- Average day visitor numbers for 2022 = 2,365 visitors per week (123,000 visitors over the whole year)

TOTAL NEED:

- No defined need for this community to have toilet facilities

Eich cyf./Your ref:
Ein cyf./Our ref: 44/2024/1000/PF
Dyddiad/Date: 28/05/2024
Rhif union/Direct dial: 01824706727
Ebost/Email: planning@denbighshire.gov.uk



Rhuddlan Town Council
(none)

CAIS: 44/2024/1000/PF

CYNNIG:

Newid defnydd swyddfeydd llawr gwaelod i ffurfio un fflat hunangynhwysol / Change of use of ground floor offices to form one self contained flat

LLEOLIAD: T MORRICE-EVANS, OPTICIANS, WYVERN HOUSE RHYL ROAD, RHUDDLAN, Y RHYL, SIR DDINBYCH, LL18 2TR

Annwyl Syr / Fadam

Llythyr yw hwn sy'n eich hysbysu bod cais am Dystysgrif Cyfreithlondeb wedi'i gyflwyno i Gyngor Sir Ddinbych. Y manylion fel y dangosir uchod ac ar gael yn y cyfeiriad canlynol:

<https://developments.denbighshire.gov.uk/planning/index.html?fa=search&language=en>

Nid yw'r cais yn un sy'n gofyn am ganiatâd gan yr Awdurdod Cynllunio Lleol i ddatblygu neu newid defnydd tir neu adeiladau, h.y. nid yw'n un y mae'n rhaid ei ystyried ar ei deilyngdod cynllunio defnydd tir yn ôl polisïau a chanllawiau cynllunio ac ar ei effaith ar y gymdogaeth. Mae'n ymwneud â threfn drwy ba un y gall ymgeisydd ofyn am benderfyniad yr Awdurdod pa un a yw'r datblygiad neu'r defnydd a nodir yn 'gyfreithlon' yn nhermau'r Deddf Cynllunio.

Gwir effaith y ddeddfwriaeth hon yw bod defnydd neu ddatblygiad sydd wedi bod mewn bodolaeth am fwy na'r cyfnodau amser a nodwyd, heblaw caniatâd cynllunio ai peidio, yn dod yn rhydd rhag camau gorfodi ffurfiol gan yr Awdurdod.

Mae'r ddeddfwriaeth yn rhoi baich y profi ar yr ymgeisydd i ddarparu tystiolaeth i gefnogi'r cais am Dystysgrif Cyfreithlondeb. Mae'n rhaid i'r Awdurdod ystyried pa un ai yn ôl pwysau'r dystiolaeth, a yw hyn yn profi cyfreithlondeb y defnydd neu'r datblygiad dros y cyfnod perthnasol, ac os yw'n fodlon ei fod yn ôl y ffeithiau a gyflwynwyd, yna mae'n rhaid

iddo gyhoeddi Tystysgrif Cyfreithlondeb.

Pwrpas eich hysbysu yw rhoi gwybod i'r Cyngor Cymuned fod cais wedi'i gyflwyno, ac i gynnig y cyfle i wneud sylwadau, os ystyrir bod hynny'n briodol. Fe'ch cyngorir, fodd bynnag, oherwydd y math o gais, y dylai unrhyw sylwadau gael eu cyfyngu i gywirdeb y datganiadau ffeithiol yn y cyflwyniad yn ymwneud â'r defnydd neu'r datblygiad a nodwyd. Fel y dywedwyd, nid derbynioldeb y defnydd neu'r datblygiad, neu fel arall, sydd dan sylw yma.

APPLICATION: 44/2024/1000/PF

PROPOSAL:

Newid defnydd swyddfeydd llawr gwaelod i ffurfio un fflat hunangynhwysol / Change of use of ground floor offices to form one self contained flat

LOCATION: T MORRICE-EVANS, OPTICIANS, WYVERN HOUSE RHYL ROAD, RHUDDLAN, RHYL, DENBIGHSHIRE, LL18 2TR

Dear Sir / Madam

An application for Certificate of Lawfulness has been submitted to Denbighshire County Council. The details as shown above and available at the following address:

<https://developments.denbighshire.gov.uk/planning/index.html?fa=search&language=en>

The application is not an application for planning permission and therefore the Council cannot consider the planning merits of the development. It is an application under a procedure where the applicant seeks the authority's decision on whether the development or uses specified are 'lawful' under the Planning Acts.

The effect of this legislation is that uses or development which has been in existence for longer than certain periods even without planning permission become immune from enforcement action by the Authority.

The onus of proof is on the applicant to provide evidence to support the claim for a Certificate of Lawfulness. The Authority needs to consider whether on the balance of the evidence, this establishes the lawfulness of the use or development over the relevant period. If the Council is satisfied that this is the case on the facts presented, then it has to issue a Certificate of Lawfulness.

The purpose of notifying you is to inform the Community

Council of the submission of an application, and to offer opportunity to make representation, should this be considered appropriate. You are advised, however, that because of the type of application, any comments should be confined to the accuracy of the factual statements in the submission relating to the use or development specified. As advised, the acceptability or otherwise of the use or development is not at issue here.

If you want to make representations on the application then you should write or e-mail comments to me to be received

Os dymunwch wneud sylwadau am y cais, yna dylech ysgrifennu neu anfon sylwadau ar e-bost ataf o fewn 21 diwrnod i ddyddiad y llythyr hwn. Nodwch ein cyfeirnod a disgrifiad byr o'r cynnig yn eich ymateb, os gwelwch yn dda.

Mae'r cais yn debygol o gael ei benderfynu yn fuan ar ôl y cyfnod ymgynghori 21 diwrnod ac ni ellir ystyried unrhyw sylwadau a dderbynnir ar ôl y dyddiad cau.

Fe ddylech fod yn ymwybodol fod sylwadau a wneir ar geisiadau yn cael eu rhoi ar y ffeil ac y gallant fod ar gael i'w harchwilio.

Cysylltwch â'r swyddog achos os oes gennych unrhyw gwestiwn ynghylch y cais, os gwelwch yn dda.

Efallai y bydd y cais uchod yn cael ei ystyried gan aelodau o'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 ar ein gwefan.

Edrychaf ymlaen at glywed gennych.
Yr eiddoch yn gywir

EMLYN JONES

Pennaeth Gwasanaethau Cynllunio, Gwarchod y Cyhoedd a Chefn Gwlad
Rheoli Datblygu, Cyngor Sir Ddinbych, Blwch Post 62,
Rhuthun, LL15 9AZ.

Rydym yn croesawu gohebiaeth yn Gymraeg a ni fydd unrhyw oedi wrth ymateb i ohebiaeth a dderbyniwyd yn Gymraeg.

We welcome correspondence in Welsh and there will be no delay in responding to correspondence received in Welsh.

you should write or e-mail comments to me to be received within 21 days of the date of this letter. Please quote our reference number and a brief description of the proposal in your response.

The application is likely to be determined soon after the 21-day consultation period and any representations received after the expiry date may not be taken into account.

You should be aware that representations made on applications are placed on file and may be available for inspection.

Please contact the case officer if you have any questions about the application.

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 on our website.

I look forward to hearing from you.
Yours faithfully

EMLYN JONES

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Detailed Receipts & Payments by Budget Heading 04/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
<u>100 Income</u>						
1076 Precept	66,403	199,211	132,808			33.3%
1090 Interest Received	403	750	347			53.8%
1200 Other Income	3,974	0	(3,974)			0.0%
1201 Community Market Fees	230	1,500	1,270			15.3%
1202 Hwb Bookings	928	3,900	2,973			23.8%
Income :- Receipts	<u>71,938</u>	<u>205,361</u>	<u>133,423</u>			<u>35.0%</u>
Net Receipts	<u>71,938</u>	<u>205,361</u>	<u>133,423</u>			
<u>110 Administration</u>						
4000 Staff Salary	6,707	28,552	21,845		21,845	23.5%
4010 PAYE & NI	3,058	14,724	11,666		11,666	20.8%
4030 Pension	932	4,172	3,240		3,240	22.3%
4060 Payroll Admin	91	275	184		184	33.2%
4070 Staff Expenses	0	200	200		200	0.0%
4080 Training	0	1,000	1,000		1,000	0.0%
4090 Mayors Allowance	1,500	1,500	0		0	100.0%
4100 Deputy Mayors Allowance	500	500	0		0	100.0%
4110 Councillors Allowance	2,080	2,288	208		208	90.9%
4120 Extra Responsibility Allowance	500	500	0		0	100.0%
4130 Bank Charges	24	100	76		76	24.0%
4140 Audit Fees	0	800	800		800	0.0%
4150 Professional Fees	0	250	250		250	0.0%
4160 Subscriptions & Memberships	136	1,083	947		947	12.6%
4170 Insurance	0	2,750	2,750		2,750	0.0%
4180 Stationery & Postage	139	800	661		661	17.3%
4185 Photo Copier related	55	375	320		320	14.8%
4190 Civic Duties	0	1,250	1,250		1,250	0.0%
4200 Telephone & Broadband	75	193	118		118	38.9%
4210 Website & Photography	600	5,400	4,800		4,800	11.1%
4220 Financial Software	897	690	(207)		(207)	130.0%
4260 Bus Shelters	495	1,250	755		755	39.6%
4275 Travel Expenses	173	1,650	1,477		1,477	10.5%
4290 Sundries	187	1,250	1,063		1,063	14.9%
4300 Translation Services	567	3,500	2,933		2,933	16.2%
Administration :- Indirect Payments	<u>18,716</u>	<u>75,052</u>	<u>56,336</u>	<u>0</u>	<u>56,336</u>	<u>24.9%</u>
Net Payments	<u>(18,716)</u>	<u>(75,052)</u>	<u>(56,336)</u>			

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120 Community Projects						
4290 Sundries	0	2,500	2,500		2,500	0.0%
4400 Christmas Street Lights	4,045	11,387	7,342		7,342	35.5%
4410 Remembrance Day	0	500	500		500	0.0%
4420 CCTV - Crime & Disorder	0	7,000	7,000		7,000	0.0%
4430 Grant - Town Council	1,950	3,250	1,300		1,300	60.0%
4440 Grant - Community Events	6,187	10,000	3,813		3,813	61.9%
4441 Grant - Youth Project Fund	0	5,067	5,067		5,067	0.0%
4450 Green Community Projects	300	1,500	1,200		1,200	20.0%
4460 Library - Running Costs	0	12,000	12,000		12,000	0.0%
4629 Anti Speed Campaign	0	1,250	1,250		1,250	0.0%
4635 Defib Devices	0	1,416	1,416		1,416	0.0%
4636 Free Car Parking initiative	0	8,750	8,750		8,750	0.0%
4637 Dog Waste initiatives	304	583	279		279	52.1%
4650 CYB PWLB Loan	3,438	6,877	3,439		3,439	50.0%
4653 Hwb Running Costs	1,158	5,426	4,268		4,268	21.3%
4654 Public Toilets Hwb Running Cos	0	6,048	6,048		6,048	0.0%
4655 Admirals Path PWLB Loan	2,326	4,563	2,237		2,237	51.0%
4656 Community Market	300	1,500	1,200		1,200	20.0%
4800 Grt Support arts S145 LGA 1972	0	1,000	1,000		1,000	0.0%
4801 Grt plants Flowers Op Sp 1906	0	2,500	2,500		2,500	0.0%
4803 Grt assist voluntary organisat	0	5,000	5,000		5,000	0.0%
4804 Grt Supp sport & other clubs	0	1,000	1,000		1,000	0.0%
4805 Grt Community/village halls	0	1,500	1,500		1,500	0.0%
4900 Additional Support Library	0	8,586	8,586		8,586	0.0%
4901 Town Plan 2024-2027	0	8,333	8,333		8,333	0.0%
4902 DCC Cutback contingency	0	33,333	33,333		33,333	0.0%
4903 Cemetery Working Group	0	4,167	4,167		4,167	0.0%
Community Projects :- Indirect Payments	20,007	155,036	135,029	0	135,029	12.9%
Net Payments	(20,007)	(155,036)	(135,029)			
130 Playing Fields						
4290 Sundries	0	2,084	2,084		2,084	0.0%
4600 Repairs & Maintenance	120	4,167	4,047		4,047	2.9%
4610 Electricity MUGA	217	1,140	923		923	19.1%
4620 Grass Cutting	0	1,378	1,378		1,378	0.0%
4630 Litter Collection	0	1,167	1,167		1,167	0.0%
Playing Fields :- Indirect Payments	337	9,936	9,599	0	9,599	3.4%
Net Payments	(337)	(9,936)	(9,599)			

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Cost Centre Report

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999 VAT Data						
115 VAT on Receipts	36,486	0	(36,486)			0.0%
VAT Data :- Receipts	<u>36,486</u>	<u>0</u>	<u>(36,486)</u>			
515 VAT on Payments	1,430	20,659	19,229		19,229	6.9%
VAT Data :- Indirect Payments	<u>1,430</u>	<u>20,659</u>	<u>19,229</u>	<u>0</u>	<u>19,229</u>	<u>6.9%</u>
Net Receipts over Payments	<u>35,056</u>	<u>(20,659)</u>	<u>(55,715)</u>			
Grand Totals:- Receipts	108,424	205,361	96,937			52.8%
Payments	40,491	260,683	220,192	0	220,192	15.5%
Net Receipts over Payments	<u>67,934</u>	<u>(55,322)</u>	<u>(123,256)</u>			
Movement to/(from) Gen Reserve	<u>67,934</u>					

Time: 11:10

Current Bank A/c

List of Payments made between 01/06/2024 and 30/06/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
13/06/2024	Steve Wilson	PABT0397	408.39	MK & VS	Starling Expenses
13/06/2024	Angela Wilkins	PABT0398	108.00		Hwb Cleaning 24/5 to 28/6
13/06/2024	Cllr Gareth Rowlands	PABT0399	208.00		Annual Allowances
13/06/2024	Cllr Val Simmons	PABT0400	2,208.00		Councillor Allowances
13/06/2024	Cllr Arwel Roberts	PABT0401	208.00		Annual Allowance
13/06/2024	Cllr Reg Davies	PABT0402	208.00		Annual Allowance
13/06/2024	Cllr Ivor Beech	PABT0403	208.00		Annual Allowance
13/06/2024	Cllr Bleddyn Williams	PABT0404	208.00		Annual Allowance
13/06/2024	Cllr Jacqueline Burnham	PABT0405	708.00		Annual Allowances
13/06/2024	Cllr Mike Kermode	PABT0406	208.00		Annual Allowance
13/06/2024	Cllr Mike Elgin	PABT0407	208.00		Annual Allowance
13/06/2024	Cllr Ann Davies	PABT0408	208.00		Annual Allowance
13/06/2024	Mari A Williams Translations	PABT0409	226.35	Invoice 1437	Translation May 2024
13/06/2024	Web Studio North Wales	DD	240.00	Invoice 7919	Website and Social Media Mgmt
13/06/2024	British Gas	DD	45.01	Bill No 7824366	Hwb Gas
13/06/2024	Bespoke Running Events	PABT0410	1,390.00		Gwledd Organisation
13/06/2024	Rhuddlan Bowls Club	PABT0411	400.00	May 2024 Minutes p6	Grant - Cushions
13/06/2024	British Gas	DD	23.94	Bill No 7789623	MUGA Electricity
13/06/2024	British Gas	DD	48.20	Bill No 7789629	Hwb Electricity
13/06/2024	HMRC	PABT0412	1,018.76	120PP01122176	PAYE & NI
13/06/2024	NEST Pension	DD	313.92		Pension
13/06/2024	Steve Wilson	PABT0413	207.75		Salary Adjustment
13/06/2024	Steve Wilson	SO	1,780.11		Salary SO
13/06/2024	Paul Smith	SO	227.87		Salary SO
13/06/2024	Paul Smith	PABT0141	20.00		Salary Adj
13/06/2024	HSBC UK	DD	8.00		Bank Charges
13/06/2024	Core Highway (Signs) Ltd	PABT0415	666.00	Invoice No 16877	Gwledd road closure signs
13/06/2024	Stephen Parker	PABT0416	250.00	Invoice No 100	Gwledd Entertainment
13/06/2024	Wee Bag Band	PABT0417	680.00	Invoice No 873	Gwledd Entertainment
13/06/2024	RHUDDLAN TOWN COMMUNITY	PABT0418	150.00	Invoice No 163	Community Centre Hire Market
13/06/2024	River and Sea Sense	PABT0419	450.00	May 24 minutes p6	Grant
13/06/2024	BT	DD	72.37		HWB Wifi
13/06/2024	Vodafone	DD	14.81		Clerks mobile phone
13/06/2024	Llangollen International Eiste	PABT0420	50.00	May minutes page 6	Grant

Total Payments	13,379.48
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