

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Dear Councillor

5th February 2026

You are hereby summoned to attend a Hybrid* meeting of Rhuddlan Town Council on Thursday, 12th February 2026 at 7pm. Members of the public wishing to attend by Zoom should inform the Town Clerk by 3pm on 12th February 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 Owen, Rhuddlan LL18 2UJ.*

Agenda

1. **Apologies**
2. **Declarations of Interest * See page 2**
3. **Urgent Matters as Agreed by the Chairperson**
4. **Police matters** - to receive a crime report
5. **Minutes:**
 - a. To approve minutes of the Town Council meeting held on 15th January 2026
 - b. To approve minutes of any Committee and Working Group meetings held since last meeting - none
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. **Planning**
 - a. 44/2025/0579/TC Felling of 1 no. Birch Tree within Rhuddlan Conservation Area at The Banquet House Princes Road, Rhuddlan.
10. **Budget & Finance Matters**
 - a. Grant requests - none
 - b. Approve Insurance arrangements for 2026/2027
 - c. Approve the February payments listing due
11. **Complaint regarding littering of Admiral's Field**

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

12. Review reasons for apologies

13. Date of next meetings:

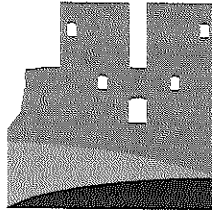
- Events Committee - Wednesday 11th March 2026
- Full Town Council meeting - Thursday 12th March 2026

***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

5 Chwefror 2026

Rwyf yn eich galw trwy hyn i fynychu cyfarfod Hybrid* Cyngor Tref Rhuddlan a gynhelir nos lau, 12fed Chwefror 2026 am 7pm. Dylai aelodau'r cyhoedd sy'n dymuno ymuno drwy Zoom roi gwybod i Clerc y Dref erbyn 3pm ar 12fed Chwefror fel bod modd gwneud y trefniadau angenrheidiol. Mae croeso i aelodau'r cyhoedd ddod i'r cyfarfod yn Hwb Rhuddlan hefyd. **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**
4. **Materion yr heddlu – derbyn adroddiad troseddu**
5. **Cofnodion:**
 - a. Cymeradwyo cofnodion cyfarfod Cyngor y Dref a gynhaliwyd ar 15 Ionawr 2026
 - b. Cymeradwyo cofnodion cyfarfodydd unrhyw Bwyllgorau a Gweithgorau a gynhaliwyd ers y cyfarfod diwethaf - dim
6. **Adroddiad cynnydd ar sail y cofnodion**
7. **Adroddiadau gan:**
 - a. Y Maer a'r Dirprwy Faer
 - b. Clerc y Dref – gohebiaeth ac adroddiad am brosiectau
8. **Adroddiadau'r Cyngorwyr Sir – derbyn yr adroddiadau**
9. **Cynllunio**
 - a. 44/2025/0579/TC Torri 1 coeden fedw yn Ardal Gadwraeth Rhuddlan yn The Banquet House, Princes Road, Rhuddlan.
10. **Y Gyllideb a Materion Ariannol**
 - a. Ceisiadau am grantiau - dim
 - b. Cymeradwyo'r trefniadau yswiriant ar gyfer 2026/2027
 - c. Cymeradwyo'r rhestr o daliadau sy'n ddyledus ym mis Chwefror
11. **Cwyn ynglŷn â sbwriel yng Nghae'r Llyngesydd**

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

12. Adolygu rhesymau dros ymddiheuriadau

13. Dyddiad y cyfarfodydd nesaf:

- Pwyllgor Digwyddiadau – dydd Mercher, 11 Mawrth 2026
- Cyfarfod llawn Cyngor y Dref – dydd lau, 12 Mawrth 2026

***Datgan buddiant**

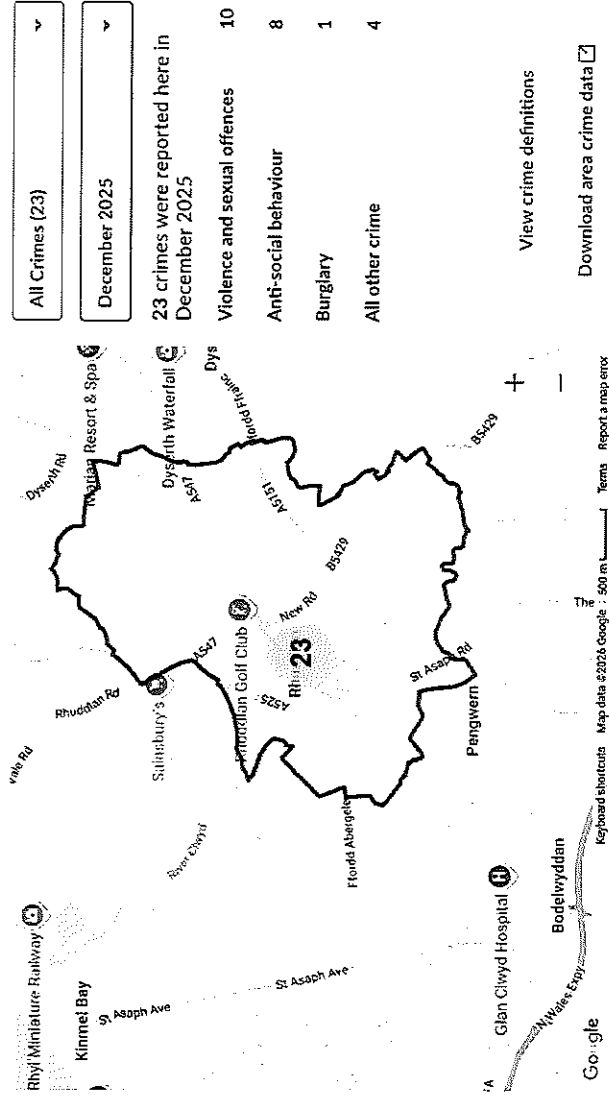
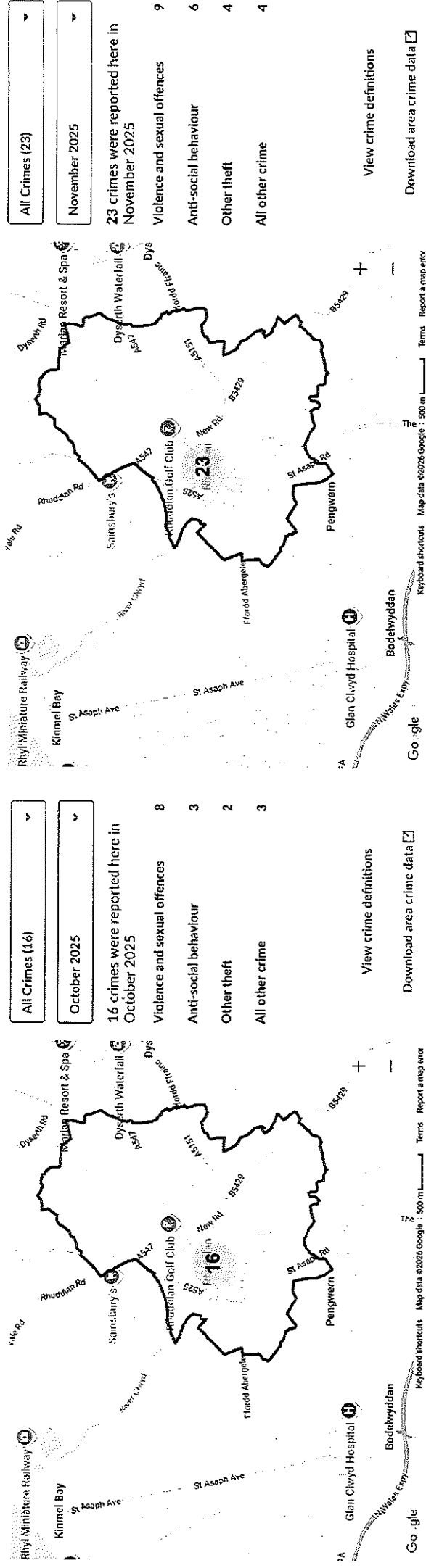
Buddiant personol – Os oes gennych fuddiant personol yn unrhyw fater yn ymwneud â'ch Cyngor, mae'n rhaid i chi ddatgelu'r buddiant a natur y buddiant cyn cymryd rhan yn unrhyw drafodion cysylltiedig.

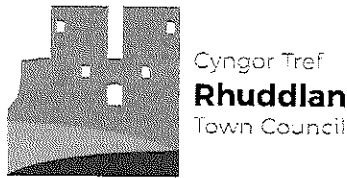
Buddiant rhagfarnus – Mae'n rhaid i chi ofyn i chi eich hun a fyddai aelod o'r cyhoedd, petai'n gwybod yr holl ffeithiau perthnasol, yn credu bod eich buddiant personol mor arwyddocaol fel y byddai'n debygol o niweidio neu ragfarnu eich barn. Mewn geiriau eraill, rhaid ystyried bod y buddiant yn debygol 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 ddau 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.

February 2026

Meeting – Crime Report





Rhuddlan Town Council Meeting

Full Council Meeting Thursday 15th January 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Ivor Beech (Deputy Mayor)

Cllr Sophie Baker

Cllr Reg Davies

Cllr Mike Kermode (Temporary Town Clerk)

Cllr Arwel Roberts

Cllr Val Simmons

Cllr Ann Davies

Heidi Barton-Price (Assistant Town Clerk)

Hybrid facilities were not available for this meeting due to operational/staffing issues; however, members of the public were welcome to attend.

There was 1 Police Officer in attendance – Alexandra Jones PCSO 2839.

There was 1 member of the public present

1. Apologies

Steve Wilson - Town Clerk and Responsible Financial Officer

Cllr Mike Elgin

Cllr Bleddyn Williams

2. Declaration of Interest

None. The Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

The Mayor highlighted the issue of emails having been sent which were not actually from her. It is believed that AI had generated a link from the Councillor list on the website. Cllr Val Simmons confirmed that this had also occurred from other Town Council's websites. The Mayor reiterated the need to be vigilant when receiving emails to double check email addresses and to double check website addresses.

4. Police Matters

PCSO Report

Police Community Support Officer Alexandra Jones (PCSO 2839) provided a verbal update on crime data for the period 1 December 2025 to the present date.

- A total of 74 calls were received, noting that this figure included some duplicated reports.
- Ten calls related to concerns from neighbours regarding the health and wellbeing of residents.
- A robbery occurred on 14 December 2025; the perpetrator has been apprehended.
- A burglary took place the previous week; the suspect has also been apprehended, and further CCTV evidence is being gathered.
- Seventeen calls related to speeding on Highlands Road. Members discussed potential measures to address the issue, including:
 - Requesting a Denbighshire County Council / Go Safe speed survey to obtain accurate data
 - Considering the installation of speed bumps
 - Exploring ways to reduce the number of calls made to the Police on this matter

It was proposed that a Denbighshire County Council Manager be invited to a future meeting under Police Matters regarding the speeding issues on Highlands Road to raise concerns and to see what could actually be done, proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons.

Alexandra Jones left the meeting at this point.

5. Minutes:

- a. To approve minutes of the Town Council meeting held on 11th December 2025

After minor typo corrections the minutes were proposed as a true record by Cllr Val Simmons, seconded Cllr Mike Kermode. **Resolved.**

The Mayor duly signed the minutes.

- b. To approve minutes of the Town Council Budget & Precept meeting held on 7th January 2026

Cllr Mike Kermode, Temporary Town Clerk confirmed that the Spreadsheet be shared as an Appendix to the minutes.

After minor typo corrections the minutes were proposed as a true record by Cllr Ivor Beech, seconded Cllr Arwel Roberts. **Resolved.**

The Mayor duly signed the minutes.

- c. To approve minutes of any Committee and Working Group meetings held since last meeting.

None.

6. Progress Report from Minutes

Cllr Mike Kermode, Temporary Town Clerk had no updates on actions. He confirmed that he had emailed Denbighshire County Council the details of the Budget and Precept 2026-2027.

7. Reports from:

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report. The Deputy Mayor provided a verbal update.

The written report was accepted.

b. The Temporary Town Clerk – correspondence.

Cllr Mike Kermode, Temporary Town Clerk had submitted a written report showing recent correspondence that had been received.

Item 1 – correspondence from a resident regarding the Cemetery lay-by.

It was proposed that the Clerk write to Denbighshire County Council with this concern. Proposed by Cllr Mike Kermode and seconded by Cllr Val Simmons.

Item 2 – correspondence from a resident regarding Parking restrictions in Abbey Road

Discussion around proposals and recommendations by DCC. The Clerk to write to DCC to find out where they are up to and the proposal funding. To seek clarification from DCC that they will carry out meaningful consultation with residents. Cllr Mike Kermode proposed and Cllr Val Simmons seconded.

8. County Councillor Reports

a. Report by Councillor Ann Davies

Cllr Ann Davies had submitted a written report which she ran councillors through. Highlands Road as discussed under Police Matters.

Abbey Road as discussed above 7b – Item 2.

Cllr Ann Davies also highlighted concerns in contacting emergency contacts over the Christmas period and Cllr Mike Kermode proposed all councillors feed any emergency contacts they know of to the Town Clerk email for collation. The committee to then decide how this information could best be communicated.

The report was accepted.

b. Report by Councillor Arwel Roberts

Cllr Arwel Roberts had submitted a written report which he ran councillors through.

He confirmed today that Bus timetables had been provided to the Library. He highlighted the good news around the Toilets renovation and that Rhuddlan was on their modernisation grant list. He has scheduled a meeting with Thomas Hiles, DCC Tree Officer regarding the two trees by the Community Centre.

The report was accepted

9. Planning

There were no planning applications to consider.

10. Budget & Finance Matters

- a. Grant Requests – None received
- b. Approve the January payments listing due

Cllr Mike Kermode informed councillors that the Town Clerk will be drawing up the payments list in the next week or so. This will be emailed and once the councillor majority agree then the payments will be made, proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts.

11. Community Matters

Cllr Ann Davies relayed that Commuted Sums applications are now being sought and could this be discussed at the February meeting with all ideas being considered then.

Cllr Sophie Baker highlighted the Young People Play Equipment category – to bring ideas to the February meeting.

Cllr Arwel Roberts raised concern over the state of the roads namely Rhyl Road, Station Road and the Bridge.

Cllr Reg Davies raised concern over the pothole in Gwindy Street and line at Parc Edith. He queried the removal of the bin over the footbridge with Cllr Arwel Roberts to raise this with Denbighshire County Council.

Cllr Val Simmons provided an update on the Friends of Rhuddlan Library with their first Committee meeting looking at how the £5,000 funding for education in Rhuddlan could be put to best use and will report back next month.

12. Date of Next Meetings

- Full Town Council meeting - Thursday 12th February 2026
- Friday 10th April 2026 – Mayor's Charity Event, Rhuddlan Golf Club

Note May's meetings will be:

- 2nd Thursday in May – AGM – 14th May 2026
- 3rd Thursday in May – Business Meeting – 21st May 2026

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr. Mike Kermode, seconded by Cllr. Sophie Baker and duly resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the press and the public be excluded from the remainder of the meeting because of discussions of items where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The member of the public left the meeting.

13. Review Reasons for Apologies

Cllr Mike Elgin – change of date. Accepted.
Cllr Bleddyn Williams – childcare issues. Accepted.

14. Staffing Matters

Cllr Mike Kermode gave an update on the Town Clerk, Steve Wilson's health and recovery following an urgent operation in December. He had verbally sent best wishes from all for his speedy recovery. Whilst Steve will be doing some work from home it is not anticipated he will be working for a further few weeks.

In his absence (until 15th January 2026) Cllr Mike Kermode volunteered to fill the role as Temporary Town Clerk and it was requested by the Mayor it be minuted the huge gratitude to Cllr Mike Kermode in enabling the continuation of Rhuddlan Town Council's operations and meetings, especially the Budget & Precept work.

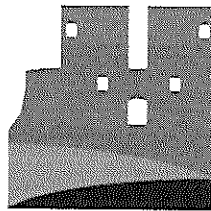
The laptop available for the new Assistant Town Clerk is not functional and it was proposed to replace it with a new laptop. This was proposed by Cllr Arwel Roberts and seconded by Cllr Val Simmons.

The Mayor and Town Clerk will be proving support to the new Assistant Town Clerk in the forthcoming weeks.

Signed:

Date:

Cllr Jackie Burnham (Mayor)



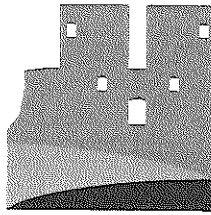
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Rhuddlan Town Council
February 2026 Meeting - Mayor and Deputy Mayor's Report

The Mayor Cllr Jackie Burnham

19th January - Attended Finance & Staffing Committee meeting at Ysgol Y Castell

2nd February - Attended Full Scholl Governor's Meeting Ysgol Y Castell



Cyngor Tref
Rhuddlan
Town Council

Clerk's Project Report and Correspondence for February 2026 Meeting

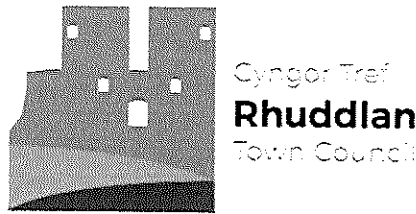
Correspondence

The following has been received:

1. E-mail from Youth Club regarding the Covid pebbles at Vicarage Lane. They would like to be involved and are asking what the council want in relation to where the pebbles go, to fill the gaps and get reinstated at the existing location or to remove and create a framed display – location TBA – **Decision required.**
2. Email from resident (copied in full agenda) regarding SIDS – **Next steps required.**
3. Offer from Tenovus Cancer Care to speak to council about cancer and the work Tenovus does. **Decision required.**
4. Various One Voice Wales and DCC communications emailed to councillors.

Dates for the diary

- Events Committee Meeting – Wednesday 11th March 2026
- Gwledd – Saturday 16th May 2026
- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026



Adroddiad i'r Cyngor Tref – Chwefror 2026. Report to the Town Council- February 2026.

Cyrbau ar strydoedd y dref.

Mi welir llawer yn cael eu adeiladu yn cynnwys un o flaen y Ganolfan Gymunedol. Nid oedd hon ar y rhestr i ddechrau ond wrth imi bwyso ar y swyddogion mi ddaeth y cyrb yn y lle priodol.

Dropped kerbs on our streets.

You will notice many being placed in different areas. Including one in front of the Community Centre. This one has been placed there because of pressure by myself on officers. It wouldn't have happened otherwise because it wasn't on the original list.

Waliau.

Rwyf wedi bod mewn cyfarfod safle ddwy waith gyda swyddogion y Sir ynghylch dwy wal ger Stryd y Senedd.

Yr un cyntaf tu ol y Ganolfan Gymunedol.

Mae yn ddiogel ar hyn o bryd.

Mi fedr ymddiaredolwyr y Ganolfan dorri rhai cangennau a'i taflu dris y wal. Mae y goeden yn tyfu ar dir Gwesty y New Inn.

Yr ail ger llwybr troed o'r maes parcio at maes parcio Rejuva. Y wal yma yn broblemus. Eto coed yn tyfu ochr arall yw y broblem. Mae hyn yn nwylo y swyddogion.

Walls

Firstly, the wall behind the Community Centre. Had two meetings to discuss this wall and the second wall by Parliament Street car park with officers. The wall by the Community Centre is safe but it's the trustees responsibility to talk to the owners of the land where the tree that is causing problems, they can cut branches and throw them back to the other side.

The other wall in the carpark is problematic. It's on the boundary with the public footpath to the Rejuva carpark.

Trees are the problem again. Officers are aware and should be in contact with the owner of the trees.

Erbyn y cyfarfod tref byddwn yn gwybod beth fydd sefyllfa y trethi ein Sir. Pwyllgor llawn pwawn y 12fed o Chwefror.

By the town meeting we should now what the rates- precept will be for 2026- 2027 within DCC. This will be decided finally in full council on the 12th of February.

Cariad at eich cymuned.

Mae hwn yn arian grant (PIP FUNDING) yn bennaf at wella eiddo ar y Prif Stryd.

Pride in Place (PIP FUNDING)

This is a scheme of grants that could be used to improve external of eyesore property on the High Street.

Cadeirydd y Sir.

Wedi cadeirio nifer o bwyllgorau , rhai hybrid a rhithiol. Hefyd ymweliad â Dwylo Diogel – Gwesty Seibiant. Agoriad swyddogol dydd Sul y 1af o Chwefror. Wedi ei sefydlu yn yr Hen Rheithordy Trefnant. Yn y digwyddiad hefyd roedd yr actor Rhys Evans.

Chairman of Denbighshire.

Have chaired many meetings including some hybrid and virtual. I was also present with my wife in the official opening of a Respite Hotel – Safe Hands on Sunday the 1st of February. This is a building which used to be a Vicarage in Trefnant. Present also was a famous actor Rhys Evans originally from Rhuthun.

Dyddiad/Date: 08/01/2026

Rhuddlan Town Council

CAIS/APPLICATION: 44/2025/0579/TC

LLEOLIAD/LOCATION: The Banquet House Princes Road, Rhuddlan, Rhyl, Denbighshire, LL18 5RA

CYNNIG/PROPOSAL: Torri 1 goeden Bedwen o fewn Ardal Gadwraeth Rhuddlan / Felling of 1 no. Birch Tree within Rhuddlan Conservation Area

Annwyl Syr / Fadam Mae'r cais uchod wedi dod i law y Cyngor Sir a gellir ei weld ar y ddolen isod: https://developments.denbighshire.gov.uk/planning/index.html?fa=getApplication&id=126279 neu https://developments.denbighshire.gov.uk/planning/ Os oes gennych unrhyw sylwadau yr hoffech i'r Cyngor eu hystyried pan fyddant yn ymddrin â'r cais, anfonwch nhw ar bapur o fewn 21 diwrnod o ddyddiad y llythur hwn. Byddwn yn gwerthfawrogi'n fawr iawn pe gallech nodi ein cyfeirnod a chynnwys disgrifiad byr o'r cynnig ar eich ymateb os yw hynny'n bosibl. Byddaf yn cymryd nad oes gennych unrhyw sylwadau os na chlywaf gennych o fewn y cyfnod o 21 diwrnod. Mae'n bosibl y gwneir penderfyniad ar y cais ar ddiwedd y cyfnod ymghyngorol hwn, ac oherwydd mae'n bosibl nad ystyri'r unrhyw sylwadau a gyflwynir ar ôl y dyddiad cau gan y Cyngor. Yn y fan hyn dylwn ddweud na all y Cyngor Sir ond penderfynnu ar geisiadau cynllunio ond ar sail ystyriaethau cynllunio dilys. Fel arfer ni chymerir bod pethau fel colli golygfa, gwrthwynebiad ar sail foisol, cystadleuaeth annheg ac anghydfod cyfreithiol preifat, er enghraifft, yn berthnasol i deilgyddod cais cynllunio, a dylech wybod na all y Cyngor Sir roi unrhyw bwys arwyddocaol ar faterion o'r fath wrth wneud penderfyniad. Sylwch os gwelwch yn dda bod raid i'r Cyngor Sir, o dan Ddeddf Llywodraeth Leol (Hawl i Wybodaeth) 1985, sicrhau bod unrhyw lythyr a dderbyniwyd fel papurau cefndir i'r cynnig ar gael i'w archwilio gan y cyhoedd. Fe all y cais uchod gael ei ystyried gan aelodau'r Pwyllgor Cynllunio, ac os felly bydd eich ymateb yn cael ei gyhoeddi yn adroddiad y pwyllgor, a fydd ar gael i'w archwilio gan y cyhoedd ar y rhyngwyd. Edrychaf ymlaen at glywed gennych. Yr eiddoch yn gywir EMLYN JONES Pennaeth Gwasanaethau Cynllunio, Gwarchod y Cyhoedd a Chefn Gwlad	Dear Sir / Madam The above-described application has been received by the County Council and can be viewed at the link below: https://developments.denbighshire.gov.uk/planning/index.html?fa=getApplication&id=126279 or https://developments.denbighshire.gov.uk/planning/ If you have any observations which you would like the Council to consider when they deal with the application, I would ask you to forward them in writing within 21 days of the date of this letter. It would be very much appreciated if you could quote our reference number and include a brief description of the proposal in your response if at all possible. I will assume that you have no observations if I do not hear from you within the 21-day period. The application may be determined at the end of this consultation period, hence any representations received after the expiry date may not be taken into account by the Council. I should respectfully advise at this stage that the County Council can only determine planning applications on the basis of valid planning considerations. Matters such as loss of view, objections on moral grounds, unfair competition and private legal disputes, for example, are not normally accepted as material to the planning merits of an application, and you should be aware that the County Council would not be able to attach any significant weight to such matters in making a decision. Please note that under the provisions of the Local Government (Access to Information) Act 1985, the County Council is obliged to make available for public inspection any letter received as background papers on the proposal. The above application may be considered by members of the Planning Committee, in which case your response will be published in the committee report which will be available for inspection by the public on the internet. I look forward to hearing from you. Yours faithfully EMLYN JONES Head of Planning, Public Protection and Countryside Services
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Your Risk Presentation Details

02/02/2026

Please find below a full record of the questions we asked and the answers you provided. This represents your presentation of relevant details of your insurance risk and your cover requirements, upon which the insurer has based your insurance quotation. It is important to review this document carefully and to let us know immediately if anything is incorrect or inaccurate. You will receive an updated copy of this information for your records, with every quotation, new policy, renewal, or mid-term adjustment.

Whilst this document does not form a part of the insurance policy itself, it is an important record of the facts presented to your insurer for the purposes of obtaining insurance.

Where this document has been delivered to you as part of a renewal invitation, or renewal confirmation, you will see that the answers to certain questions are shown as 'Rollover'. These are new questions following our recent transition from one insurer to another. The new insurers have accepted your risk based on previously asked questions only and have not required you to answer any new or additional questions at this stage. You may be required to provide answers to these new questions at some stage in future. We will contact you independently for additional information at a later date. You do not need to provide any additional information at this stage.

If you wish to amend or update any details provided here, or if you have any other questions relating to the details recorded below, please contact us. Our contact details can be found in the enclosed letter.

Client Details

Council Name	Rhuddlan Town Council
Address Line 1	Hwb Rhuddlan, David Owen Close
Address Line 2	Rhuddlan
Town	Rhyl
County	Denbighshire
Postcode	LL18 2UJ
Please state to which Rural Community Council (England) or County Voluntary Council (Wales) you are affiliated or in which County area your Hall is situated	Denbigh
Population Size	1,001 - 5,000
If you do not have an PAYE Reference, please confirm that you are exempt from holding one	To be confirmed
Contact Title	Mr
Contact Forename	Steve
Contact Surname	Wilson
Contact Telephone	07775 673706
Contact Email Address	clerk@rhuddlantowncouncil.gov.uk
Contact Email Address Verified	Yes
Additional Email Address	
This is...	a new quotation
Current Insurer	Aviva

Mandatory Covers

Public Liability Limit of Indemnity	£10,000,000
Employers Liability Limit of Indemnity	10,000,000
Trustees & Management Limit	500,000
Libel and Slander Limit	250,000
Money - Cash in Transit, on Premises in Business Hours, in Bank Night Safe	£2,500
Money - Cash in Safe	2,500.00
Do you require a higher Fidelity Limit than the £250,000 default offered?	No
Are you able to comply with all of the Minimum standard of control?	Yes

Additional Covers

Do you require Additional Covers, as set out below?	Yes
Do you wish to increase the standard limit for any of the above options	Yes
Contents Limit	27500
Street Furniture Limit	82480
Gates & Fences Limit	30000
Playground Equipment Limit	287285
War Memorials Limit	40000

Mowers & Machinery Limit	5000
Sports Equipment Limit	15000
Please enter Gates & Fences Limit required	0
Please enter Mowers & Machinery required	0
Total of Higher Values	369,765

Optional Covers

Do you require cover for Buildings Yes

Buildings Cover 1

Address Line 1 Hwb Rhuddlan, David Owen Close

Address Line 2 Rhuddlan

Town Rhyi

County Denbighshire

Postcode LL18 2UJ

Please state the Sum Insured 202,964

Has the Buildings Sum Insured been set according to a current professional valuation (less than 3 years old), provided by an RICS qualified source? No

Construction Type Standard Construction defined as being constructed of brick, stone, metal or concrete and roofed with slate, tiles, asphalt, concrete or metal (including steel containers)

Does the property have a flat felted roof with a timber (or other combustible material) sub structure? No

Is the property a portacabin or timber shed? No

Does the property have timber frame construction? No

Does the property have a thatched roof? No

Is the property lined with non LPCB approved combustible insulation panels? Rollover

Are the premises listed? No

Year of build? Between 1980 and 1989

Are the Premises purpose built or converted? Purpose Built

Please confirm Building Occupancy type Council Storage/Maintenance

Are the premises protected by a maintained Intruder Alarm? No

Does the premises have a documented fire risk assessment which is reviewed annually? Yes

Are the Premises protected by a maintained Fire Alarm? No

Has an electrical inspection been carried out within the last 5 years by a NICEIC/ECA/NAPIT commercial contractor? Yes

Did the electrical inspection result in a satisfactory grade? Yes

Where relevant, does each location have an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor? Yes

Is the premises heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical appliances and gas or electric fires only? Yes

Is the premises to be insured used solely for the purpose of your business? Yes

Are all of the premises or part of the premises hired out? Yes

Please give details Hired out to local community

Do you require Hirers Liability cover? Yes

What are your estimated annual hiring charges?	3,600
Please select limit of indemnity required	£2,000,000
Are the premises in a good state of repair?	Yes
You can confirm that the premises are not in the course of construction or erection, or undergoing building works	Yes
You can confirm that the premises are not vacant, unoccupied or unfurnished	Yes
Is Subsidence cover required	Yes
Has the property or any part of it ever been affected by movement of any kind (for example subsidence, heave, landslip or settlement), been underpinned or provided with other means of structural support or situated on made-up ground, underground workings or within 200 metres of a cliff?	No

Buildings Cover 2

Address Line 1	Storage Container, Hwb Rhuddlan,
Address Line 2	David Owen Close, Rhuddlan
Town	Rhyl
County	Denbighshire
Postcode	LL18 2UJ
Please state the Sum Insured	8,524
Has the Buildings Sum Insured been set according to a current professional valuation (less than 3 years old), provided by an RICS qualified source?	No
Construction Type	Timber Buildings & Portacabins
Does the property have a flat felted roof with a timber (or other combustible material) sub structure?	No
Is the property a portacabin or timber shed?	No
Does the property have timber frame construction?	No
Does the property have a thatched roof?	No
Is the property lined with non LPCB approved combustible insulation panels?	No
Are the premises listed?	No
Year of build?	1990 or after
Are the Premises purpose built or converted?	Converted
Please confirm Building Occupancy type	Council Storage/Maintenance
Are the premises protected by a maintained Intruder Alarm?	No
Does the premises have a documented fire risk assessment which is reviewed annually?	No
Please provide details, or reasons why you do not have a documented fire risk assessment	N/A - Storage Container.
Are the Premises protected by a maintained Fire Alarm?	No
Has an electrical inspection been carried out within the last 5 years by a NICEIC/ECA/NAPIT commercial contractor?	No
Please provide details, or reasons why you do not have a current electrical inspection certificate	N/A - Storage Container.
Did the electrical inspection result in a satisfactory grade?	No
Where relevant, does each location have an annual inspection of gas appliances and boilers undertaken by a GasSafe registered contractor?	No
Please provide details, or reasons why you do not have a Gas safety certificate	N/A - Storage Container.
Is the premises heated by low pressure, hot water (gas or oil), oil filled radiators, fixed electric heating, overhead gas or electrical	

appliances and gas or electric fires only?	No
Please describe heating method in use	N/A - Storage Container.
Is the premises to be insured used solely for the purpose of your business?	Yes
Are all of the premises or part of the premises hired out?	No
Are the premises in a good state of repair?	Yes
You can confirm that the premises are not in the course of construction or erection, or undergoing building works	Yes
You can confirm that the premises are not vacant, unoccupied or unfurnished	Yes
Is Subsidence cover required	No
Do you require cover for CCTV Equipment	No
Is cover for Sports Ground Surfaces and/or Concrete, Tarmac or Asphalt Surfaces required	Yes
Sum Insured required for Ground Surfaces	91,899
Is cover for Regalia required	Yes
Sum Insured required for Regalia	11,646
Are details of any interested parties to be included?	No
Is Business Interruption cover required?	Yes
Do you wish to add cover for Loss of Revenue?	Yes
Loss of Revenue Sum Insured	10,000
Additional Increase in Cost of Working sum insured (AICOW)	0
Loss of Revenue Indemnity Period (months)	12 Months
Do you wish to add cover for Additional Cost of Working (ACOW)?	Yes
Additional Cost of Working sum insured	10,000
Additional Cost of Working Indemnity Period (months)	12 Months
Do you wish to add cover for Rent receivable?	No
Is cover for Personal Accident required	Yes
To the best of your knowledge or belief are all the persons to be insured in good physical and mental health?	Yes
Do you wish to add cover for Key Persons?	Yes
For premises located in England, Wales or Scotland (excluding property located in the Channel Islands, Isle of Man and Northern Ireland) do you require cover for terrorist damage?	No
Is this cover to exclude terrorist damage for Business interruption?	No
Do you require cover for Legal Expenses?	Yes
Do you envision any redundancies in the next 12 months?	No
Can you confirm that no principals, directors, partners, trustees, managers, clerks or councillors have been involved in any action, legal dispute, prosecution, dispute with or investigation/inquiry by HM Revenue & Customs or DSS review in connection with any company, business or form with which any of you have been involved (excluding driving offences)?	Yes
Have you attained an award under the Local Council Awards Scheme?	No
Do you wish to enter into a 3 year Fixed Rate Agreement (FRA)?	No

General Questions

(i) To the best of my/our knowledge and belief no insurer has declined your proposal, cancelled or refused to renew your policy,

required an increased premium, special terms or conditions for any of the insurance proposed for.	True
(ii) Have you or any principal, director, partner, trustee, manager, clerk or councillor ever:	No
a. been convicted of any criminal offence other than a driving offence or have any non-motoring prosecutions pending. You only need to tell us about any convictions that are unspent under the Rehabilitation of Offenders Act 1974. b. been declared bankrupt or the subject of bankruptcy proceedings, liquidation, appointment of administrative receiver or administrators or made any arrangement with creditors either in a personal capacity or in connection with any company, business or firm with which any of you have been involved. c. had any County Court Judgments made: i. against you in a personal capacity. ii. against any company, business or firm in which any of you have been involved as a director or partner or in a similar capacity.	
(iii)	No
a. Has any sanction, penalty or corrective action having been imposed within the last 5 years as a result of an investigation of the organisation by any regulatory or professional body such as the Health & Safety Executive or Ofsted. b. Have you or any principal, director, clerk, councillor, partner, employee or representative ever having been prosecuted under the Health and Safety at Work etc. Act 1974 or any similar legislation.	
Can you confirm that You or any of your principals, directors, partners, trustees, managers, clerks or councillors, employees or representatives: have never been the subject of a prosecution, or notice of intended prosecution, under any health and safety at work, consumer protection, environmental legislation, HM Revenue & Customs or any other regulatory body?	Yes
Within the last five years no charity or company to be insured or any of its present or former trustees, directors or officers been the subject of any complaint to or investigation by the Charity Commission or any other regulatory body?	True
You are not aware (after making enquiries of your trustees, directors or officers or those acting in that capacity) of any circumstances which might lead to a claim against any of the above under the proposed insurance?	True
Is there a programme for testing portable electrical appliances, and are records of such tests maintained?	Yes
Is a record kept for all training delivered to your employees?	Yes
Are there annually reviewed documented Health and Safety policy and procedures in place?	Yes
Are your Health & Safety policy and procedures cascaded to all employees including volunteers?	Yes
Business Description	Local Council
Has the client elected to pay by instalments?	No
In respect of the risks to be insured, no claims have been made against you or any of your trustees, directors or officers during the last three years	True
Are you aware of any circumstances which might give rise to a claim?	No

Time: 15:53

Current Bank A/c

List of Payments made between 01/02/2026 and 28/02/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/02/2026	Canda Copying Limited	PABT0894	37.20	Inv 100266199	Photocopier Rental
12/02/2026	Mari A Williams Translations	PABT0895	44.64	Anfonweb 1636	Translations Jan 26
12/02/2026	Angela Wilkins	PABT0896	96.00		Hwb Cleaning 16/1-13/2
12/02/2026	British Gas	DD	59.02	Bill 13781777	Hwb Elec
12/02/2026	British Gas	DD	73.71	Bill 13760199	Electricity MUGA
12/02/2026	Web Studio North Wales	SO	240.00	Invoice 9866	Website and SM Mgmt
12/02/2026	Web Studio North Wales	PABT0898	300.00	Invoice 9868	Tourism WS & SM Mgmt
12/02/2026	Initial Washroom Hygiene	PABT0899	175.43	Invoice 35722819	Hwb Washroom Services 26/27
12/02/2026	Denbighshire County Council	PABT0900	4,567.20	103034/8025280	Christmas Lights installation
12/02/2026	Zoom Video Communications	PABT0901	15.59	INV337207055	Zoom 11/1-10/2
12/02/2026	Canda Copying Limited	PABT0902	21.84	Invoice 1002666554	Copy charges
12/02/2026	BT	DD	79.00		Hwb Wifi
12/02/2026	HMRC	PABT0903	1,203.68	120PP01122176	PAYE & NI Feb Salaries
12/02/2026	Heidi Barton-Price	PABT0904	272.30		Salary
12/02/2026	Steve Wilson	DD	1,705.52		Salary
12/02/2026	Steve Wilson	PABT0905	89.78		Salary Adjust
12/02/2026	NEST Pension	DD	274.29		Pension
12/02/2026	Tesco Mobile	DD	24.99	Bill 134275359118	Clerk and Assist Mobile
12/02/2026	Heidi Barton-Price	PABT0906	25.20	Clerk approved	Travel to 6/2
12/02/2026	Catalyst Systems (North Wales)	PABT0908	752.40	Item 14 Jan minutes	Lapstop and set up Assist Cler
12/02/2026	Catalyst Systems (North Wales)	PABT0907	417.60		Sharepoint/cloud BU 12months
12/02/2026	Catalyst Systems (North Wales)	PABT0909	148.32		12 months Office365 Assist
13/02/2026	Clear Insurance Management Ltd	PABT0897	2,874.73	INV LCO2824	Insurance renewal
Total Payments			13,498.44		

19 January, 2026

RE; ADMIRAL'S FIELD FOOTBALL PITCH

Dear Councillor

It's Monday again!

How do I know? Because of my extensive litter pick at the above location. Today I collected nine plastic bottles, all full or half empty – so they did not arrive wind assisted! Not to mention the coffee cups and other accumulated rubbish that can be found there after the Sunday football game. Too much to pick up without a black bin bag, and still not tidy as I write this letter.

Families use the Hub for changing, toilets etc, and possibly drinks, yet think nothing of littering our town, week in, week out.

The Council provides sufficient litter bins! There are at least four in the immediate area. This is not the fault of the council, the councillors or the volunteers who run the games, but the parents themselves, as witnessed by the coffee cups discarded weekly and their lack of control over their children. Yes, I am annoyed and so should everyone be upset by this behaviour.

I suggest the following:

- Organise a team of people (I would join that!) to police the end of the game
- Ask the volunteers to ensure all players do a police style litter pick across the pitch before players are allowed to leave.
- If necessary ban the sale of drinks from The Hub (although I suspect they will bring and drop anyway).
- Put at least one prominent sign about littering at the allotment side of the pitch.
- Find out which teams from elsewhere play on the Rhuddlan pitch and send letters of complaint.
- Ban the use of The Hub and / or the pitch if things do not improve
- Involve the media

I could go on - but it is down to local councillors to decide what action to take, given budget restrictions.

The litter pick this morning was witnessed by two other people who themselves remove litter on occasion – so I am not alone in this grievance.