



Rhuddlan Town Council Meeting

14th May 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Sophie Baker

Cllr Ann Davies (remotely)

Cllr Ivor Beech

Cllr Mike Elgin (Deputy Mayor)

Cllr Mike Kermode

Cllr Gloria Lambert

Cllr Arwel Roberts

Cllr Val Simmons

Cllr Bleddyn Williams

Steve Wilson - Town Clerk and Responsible Financial Officer

Heidi Barton-Price - Assistant Town Clerk

Alexandra Jones (PCSO 92839).

There was 1 member of the public present

The meeting was recorded from this point (audio only)

1. Apologies

Cllr Reg Davies

2. Declarations of Interest

Cllr Mike Kermode for Agenda items 5b, 8c and 9g.

Cllr Arwel Roberts for Agenda items 5b, 8c and 9g.

Cllr Jackie Burnham for Agenda item 5b

The Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

None

4. Police matters

PCSO Alexandra Jones (92839) reported that from 14th April to the present, 92 calls had been received, with no significant concerns identified. She provided Councillors with an explanation of the nature of the calls and the new recording system. Two calls related to anti-social behaviour, and no further reports had been made regarding speeding on Highlands Road. Speed cameras had been deployed on several recent occasions.

She highlighted the “Cuppa with a Copper” sessions - the Town Clerk to provide Community Market dates to for her to assess the feasibility of holding further sessions there.

Councillors raised concerns regarding issues involving young people. The PCSO advised Councillors to encourage residents to report any incidents directly to the Police or for them to attend a “Cuppa with a Copper” session. She confirmed she would be attending Youth Clubs and would also seek opportunities to educate young people on unacceptable behaviour. She agreed to consider Cllr Mike Elgin’s suggestion to speak to young people during school assemblies.

The Clerk ran through the latest Crime data.

PCSO Alexandra Jones (92839) left the meeting at this point.

5. Minutes:

- a. To approve minutes of the Town Council meeting held on 9th April 2026

The minutes were proposed as a true record by Cllr Mike Kermode, seconded Cllr Val Simmons. **Resolved.**

- b. To approve minutes of any Committee and Working Group meetings held since last meeting (Events 29th April)

Cllr Mike Kermode ran Councillors through the draft minutes of the Events Committee held on 29th April 2026.

Cllr Ann Davies sought support regarding the competition tent. Cllr Sophie Baker offered to support her, with the Town Clerk already offering support in the promotion, forms, posters, etc.

Cllr Mike Kermode proposed that Cllr Sophie Baker liaise with Cllr Ann Davies (as lead) to bring back to the next Events Committee Meeting. This was seconded by Cllr Mike Elgin.

The minutes were proposed as a true record by Cllr Mike Kermode, seconded Cllr Val Simmons. **Resolved.**

The Mayor duly signed the minutes.

6. Progress report from minutes

The Town Clerk confirmed and updated:

- **Speeding communications** — Thanks had been sent to the Police regarding Highlands Road, and information on how to report speeding incidents had been published. Cllr Jackie Burnham requested that this information be re-issued every few weeks.
- **Keep Wales Tidy works** — Raised beds/benches had been installed.
- **Wildflower turf** — Turf had been delivered and laid.
- Deliveries of a bench and gardening equipment have also been received.
- **Biodiversity Committee** — A meeting will be scheduled, with the scrape and wetland area development to be considered.

Cllr Mike Kermode conveyed thanks to the Town Clerk and the Assistant Town Clerk for all of their work above and beyond their remit. This was seconded that this be minuted by Cllr Arwel Roberts.

7. Reports from:

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report.

- The DCC CEO meeting had been really productive with CEO keen to continue with quarterly regular meetings
- She had thoroughly enjoyed the Sgwrs in Starbucks and encouraged Councillors to attend the next session 3rd June at 6pm.

The written report was accepted.

b. The Town Clerk – correspondence and project report

Correspondence

The following had been received:

1. Notification from the Councils payroll provider, Sage & Company, that it joined the BK Plus Group on 15th April 2026. BK Plus is an independent accountancy firm.
2. Notification from Denbighshire County Council that payment 1 of the Precept has been made on 30th April. The payment was £65,813.33.
3. Via e-mail: A resident reported an incident on Admiral's field. While leaving a nearby area, the resident observed a young individual riding a motorised vehicle at speed. The resident states this occurs regularly. On this occasion, an adult from the same vicinity was also riding a larger motorised vehicle across the field at speed and performing stunts. Several people, including children and dog walkers, were present in the area at the time. The resident was advised to report this to the Police which they have done.
4. Complaint via a Facebook post regarding litter on Twt hill suggesting a litter bin and dog poo bin are installed by the council. Cllr Mike Kermode suggested the Town Clerk request a cost for this.
5. Various One Voice Wales and DCC communications emailed to councillors.

The Town Clerk reported that an initiative involving young people creating graffiti boards is being developed. This item will be added to the agenda for the June meeting.

Dates for the diary

- Gwledd – Saturday 16th May 2026
- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026

c. County Councillors reports

Report by Councillor Arwel Roberts

Cllr Arwel Roberts had submitted a written report which he ran Councillors through (his term as Chair of DCC now at an end).

Highlighting that the Nature Reserve to be used to show the work of Thomas Pennant, a Welsh naturalist – date to be confirmed.

There were no observations made and the report was accepted.

Report by Councillor Ann Davies

Cllr Ann Davies provided a verbal update, which included:

- Escalating issues regarding empty homes.
- Ordinary bollards to be erected outside the thatched cottage.
- Attendance at the Fire & Rescue event in Rhyl celebrating 30 years.
- The bollard previously reported has now been removed.
- Cyclic Maintenance is due to be conducted.
- Ongoing Rhyl Road/Station Road resurfacing issues.
- Abbey Road consultation to take place.

8. Planning

- a. 44/2026/0166/PS Variation of condition no. 5 of planning permission 44/2024/1314 to allow the premises to be used for broader non-food/comparison retail at ASH MOTORS Marsh Road, Rhuddlan, LL18 5UB.

Cllr Mike Kermode proposed and Cllr Bleddyn Williams seconded that there were no comments or objections and the council supported this application. **Resolved.**

It was noted that Cllr Ann Davies abstained.

- b. 44/2026/0178/HH Erection of extensions to side and rear of dwelling and alterations including re-roofing to provide additional accommodation within roof at first floor level at INGLENOK, 34 Vicarage Lane, Rhuddlan, LL18 2UF

Cllr Mike Kermode proposed and Cllr Bleddyn Williams seconded that there were no comments or objections to this application. **Resolved.**

- c. 44/2026/0148/HH Erection of new boundary walls to Highlands Close and Ffordd Ganol; construction of a new vehicular access off Highlands Close; alterations to vehicular access off Ffordd Ganol; extension to garage and associated works at 12 Highlands Close, Rhuddlan, LL18 2RU

The application had been amended regarding the wall/gate and the splay and visibility issues. Cllr Mike Kermode proposed and Cllr Bleddyn Williams seconded that there were no comments or objections to this application. **Resolved.**

9. Budget & Finance Matters

a. Grant requests

- a. Rhuddlan Local History Society

It was proposed to grant the requested £600 towards the Heritage Day by Cllr Arwel Roberts and seconded by Cllr Mike Kermode. **Resolved.**

b. Internal Audit – to receive the report from the Internal Auditor

Town Clerk outlined the draft report which provided High Assurance with only one action to be delivered regarding the development of Operational Procedures.

It was proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts that the report be accepted. **Resolved.**

c. Annual Governance Statement – to consider the questions and respond accordingly.

The Town Clerk ran Councillors through the questions to clarify their response.

Q 1. Respond No
Ad-hoc consultation; but no clear annual consultation had been conducted during 2025/26. Town Plan already in place until 2027.

Qs 2 – 9 Respond Yes

Q 10. Respond No.
One more clear audit required to meet eligibility.

d. Accounting Statements – to consider and agree the accounting statement figures and authorise the signature of the annual return.

The Town Clerk ran Councillors through the figures and sought their approval for the statement to be signed by the RFO and Chair.

9c and 9d were proposed by Cllr Mike Kermode and Cllr Val Simmons to be accepted, completed, signed and submitted by the Town Clerk. **Resolved.**

e. Electors' Rights – to note the dates of the Exercise of Public Rights for 2025 to 2026 accounts

Dates were noted.

f. Cleaning charges for Hwb Rhuddlan – To discuss increase from £12/hr to £14/hr

The increase was discussed and Cllr Ann Davies proposed that it be increased to £15/h, this was seconded by Cllr Mike Kermode. **Resolved.**

Cllr Mike Kermode and Cllr Arwel Roberts left the meeting at this point.

g. Approve the May payments listing due

The May payments were proposed as approved to be paid by Cllr Val Simmons and seconded by Cllr Gloria Lambert. **Resolved.**

Cllr Mike Kermode and Cllr Arwel Roberts re-joined the meeting.

10. Go North Wales – to agree membership for 2026

It was proposed by Cllr Arwel Roberts and seconded by Cllr Mike Kermode to renew the membership of £144 + VAT in order to promote Tourism. **Resolved.**

11. Rhuddlan Knights – discuss comments regarding disrepair

Discussion around any renovation work required. It was proposed by Cllr Jackie Burnham to defer this item to a future meeting.

12. Community Matters

Cllr Jackie Burnham highlighted signs at the Nature Reserve ; Town Clerk to report to DCC Countryside Services.
Stickers on gate/bus shelters ; Town Clerk to ask for a quote under Maintenance.

Cllr Bleddyn Williams – None.

Cllr Ann Davies – None.

Cllr Mike Kermode ; Parliament Street Car Parking ; to work with the Town Clerk on improving the sign informing people of how to get the 1hr free parking.

Cllr Val Simmons updated on the Friends of Rhuddlan Library now being in receipt of 4 beanbags for the Children's section; participation in the Heritage Day; Keep Wales Tidy to develop a hub at the Library and thanked the Town Council for their support.

Cllr Gloria Lambert – None.

Cllr Arwel Roberts – informed Councillors that the litter pick dates to be restarted.

Cllr Mike Elgin – None.

Cllr Ivor Beech – None. Highlighted the new owners of the New Inn's event intentions. Cllr Jackie Burnham advised that they should be invited to attend the Events Committee.

Cllr Sophie Baker ; Castle Street sign. Cllr Arwel Roberts confirmed he had reported to DCC.

Town Clerk ; highlighted the Credu WCD Young Carers and Family's Community Day being held on Saturday 13th June, 12.30-3.30pm utilising the Hwb and playing field ; encouraging attendance.

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr Mike Kermode, seconded by Cllr Arwel Roberts 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.

The meeting recording (audio only) was stopped at this point.

13. Review reasons for apologies

Cllr Reg Davies – unwell
Accepted.

14. Date of next meetings:

- Etifeddiaeth - Heritage Working Group - 26th May 2026.
- Full Town Council meeting Thursday 11th June 2026
(Apologies Cllr Jackie Burnham – Cllr Mike Elgin, Deputy Mayor to Chair).