



Rhuddlan Town Council Meeting

11th June 2026

MINUTES

Present:

Cllr Sophie Baker

Cllr Ivor Beech

Cllr Reg Davies

Cllr Mike Elgin (Deputy Mayor)

Cllr Mike Kermode

Cllr Gloria Lambert

Cllr Arwel Roberts

Cllr Val Simmons

Steve Wilson - Town Clerk and Responsible Financial Officer

Heidi Barton-Price - Assistant Town Clerk

Deb Critchley from Tenovus Cancer Care (remotely Item 4 only)

There was 1 member of the public present

The meeting was recorded from this point (audio only)

1. Apologies

Cllr Jackie Burnham (Mayor)

Cllr Ann Davies

Cllr Bleddyn Williams

Alexandra Jones (PCSO 92839) – Item 5 only

Cllr Mike Elgin (Deputy Mayor) to Chair the meeting in the absence of Cllr Jackie Burnham (Mayor)

2. Declarations of Interest

Cllr Arwel Roberts – Agenda Item 10 a.a. - Menter Iaith Sir Ddinbych

The Deputy Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

Raised by Deputy Mayor, Cllr Mike Elgin as Chair of meeting:
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; request
for support of £200 grant towards holding the event (prizes for participants).

It was proposed by Cllr Mike Kermode and seconded by Cllr Val Simmons
that the support request be accepted. **Resolved.**

4. Talk from Deb Critchley from Tenovus Cancer Care

Deb Critchley, Community Engagement Officer, Tenovus Cancer Care North
Wales, joined the meeting remotely for this item providing an overview of the
vital work and support of Tenovus Cancer Care including its history, services
and campaign for change. She shared slides outlining;

GP Checklist - Signs & Symptoms
365 Support Line 0808 808 1010 as the gateway (bilingual free service)
Ask the Nurse / Callback Service
Benefits Advice Specialist Service
Advocacy Services – Self, Independent & Statutory Advocacy
Counselling Services
Sing With Us Choirs
All Wales Cancer Community
Mobile Support Units

Cllr Arwel Roberts questioned how Tenovus worked with other cancer
charities, and it was confirmed that they complement each other and work
strategically. He also sought information around their work with Hospices
to raise funds and Deb Critchley was to seek clarification.

She will send the GP Checklist, Summary of Services and Manifesto as
further information. The Town Council role being to raise awareness of
their work and to cascade information.

Cllr Mike Elgin, Deputy Mayor thanked her for attending and her
presentation.

Deb Critchley (remotely) then left the meeting.

5. Police matters

PCSO Alexandra Jones (92839) had provided a written update in her
absence. This reported that between 15th May and 5th June that 70 calls had

been received for Rhuddlan and surrounding location. Most incidents were low-level, with several calls coming from repeat callers, which inflated the numbers. Call volume may appear higher than usual, however, this is due to new recording requirements.

The Town Clerk confirmed that the damage/vandalism to the Trim Trail signs had been reported.

The Clerk ran through the latest Crime data.

6. Minutes:

- a. To approve minutes of the Town Council meeting held on 14th May 2026 and Annual General Meeting (AGM) held on 14th May 2026.

The Town Council minutes were proposed as a true record by Cllr Mike Kermode, seconded by Cllr Arwel Roberts. **Resolved.**

Cllr Mike Elgin, Deputy Mayor ran through amendments to be made from Cllr Jackie Burnham, Mayor regarding item 7.f. (AGM draft minutes dated 14th May 2026). It was proposed by Cllr Mike Kermode and seconded by Cllr Sophie Baker to insert the amendments. **Resolved.**

The AGM minutes were proposed as a true record by Cllr Mike Kermode, seconded by Cllr Gloria Lambert. **Resolved.**

- b. To approve minutes of any Committee and Working Group meetings held since last meeting (Etifeddiaeth - Heritage Working Group 26th May)

Cllr Arwel Roberts ran Councillors through the draft minutes of the Etifeddiaeth - Heritage Working Group held on 26th May 2026.

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

The Deputy Mayor duly signed the minutes.

7. Progress report from minutes

The Town Clerk confirmed and updated:

- Dates of Community Markets have been provided to Alexandra Jones (PCSO 92839) for her attendance consideration.
- There was not enough support to hold the Competition Tent for Cllr Ann Davies and this has now been cancelled.
- Keep Wales Tidy – further deliveries have been scheduled including bird and insect boxes, further plants and a shed.

- DCC responded to the litter bin request at Twt Hill as unviable.
- Apologies sent; the Heritage grant of £600 will now be paid in July payments.
- Elector's Rights now displayed on Noticeboards.
- Stickers on signs removal has been requested.

8. Reports from:

a. The Mayor and Deputy Mayor

The Mayor, now in her second term had submitted a written report (in her absence prior to this meeting).

The Deputy Mayor verbally updated:

- Attended a Chairing Skills tutorial
- Outlined the ordeal in arranging the Castle to be lit following a residents Facebook post to commemorate Tourette's Day and the difficulties incurred. He thanked the Town Clerk for all the help and support, and the Castle was finally lit.

b. The Town Clerk – correspondence and project report

- Councillor Support – Thanks were expressed to all councillors who volunteered at this year's Gwledd, their help contributed to the event's success despite the poor weather. Councillors were encouraged to also support the upcoming Volunteer Fair and Picnic in the Park.
- Rhuddlan Community Group Meeting – A meeting was held with members of the Rhuddlan Community Group regarding recent work on the rose beds at the Knights and the Library entrance. The preferred solution agreed was to install heavy weed suppressant and pea gravel. Currently out to tender be reported back to the council next month.
- Attended the DCC Transformation Programme session which included 4 key improvement areas – Customer Contact improvements, Foster Carer's incentive offer, In-house Children Services and Automated Highway monitoring.
- Highlighted the St. Mary's Church Project questionnaire that had been circulated and encouraged its completion. To provide hard copies as requested.

Correspondence

1. St Mary's Church Request - Request received to borrow the council's speaker and microphone for their May dog show.
2. Menter Iaith – Thank you received for use of Hwb Rhuddlan for Dwylo Bach sessions, which were very popular.
3. Phonely Information – E-mail received sharing a free resource on the upcoming PSTN landline switch-off.
4. Resident Complaint: GoSafe Delay - Resident reported waiting 10 months for a response from GoSafe.
5. Resident Concern: Speeding – E-mail received regarding speeding issues on Ffordd Ganol.
6. First Aider - Apology received for non-attendance at the Gwledd.
7. Rhuddlan History Society Request - Request to borrow a laptop and projector for their Heritage Day in June.
8. General Communications - Various One Voice Wales and DCC updates circulated to councillors.

Dates for the diary

- Rhuddlan Heritage Day – Saturday 27th June 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.

He also provided key updates regarding correspondence with DCC Traffic on:

1. Active Travel Scheme

The scheme remains on the reserve list for Regional Transport funding for 2026–27. Delivery this year is no longer feasible, even if funding were released immediately. A bid to the Local Growth Fund was submitted but unsuccessful. The project will now be placed on the main funding list for 2027–28.

2. Rhyl Road / Pentre Lane Junction Sign

A roundabout warning sign was previously agreed for installation; progress will be chased and requested that the work be prioritised. Streetscene may need to trim vegetation again on the inside of the bend; this will be checked.

3. Golf Roundabout Railings – Collision Issues

To be discussed and a separate update be provided once they have further information. The previously discussed action plan is being followed up.

4. Traffic Lights at Aldi / Table Table

A further site meeting with County Councillors is proposed. A right-turn ban was considered but may be ignored by drivers at peak times. A possible improvement is a phase delay, giving westbound traffic a slightly earlier green light to reduce queueing.

5. Abbey Road – Proposed Yellow Lines

The Traffic Regulation Order proposals are now with Legal - an update on expected timelines will be requested. A residents' questionnaire is being drafted and will be shared with County Councillors before translation.

6. Marsh Road – Pavement & Road Improvements

A recent response had been sent regarding similar improvement requests.

There were no observations made and the report/verbal update was accepted.

9. Planning

None.

10. Budget & Finance Matters

a. Grant requests

a. Menter Iaith Sir Ddinbych

Cllr Arwel Roberts left the meeting for this Item.

Application received for £700 to hold two pilot sessions at the Hwb, Rhuddlan – “Dwylo Bach” sessions from the charity Making Sense CIO for babies and young children (0-5 years old) and their parents/carers in the local area.

It was proposed the application be granted by Val Simmons and seconded by Cllr Mike Kermode. **Resolved.**

Cllr Arwel Roberts returned to the meeting.

b. St Kentigern Golf Tee Sponsorship

Application received for £80 for the sponsorship of two tees at the St. Kentigern – Rhuddlan Charity Golf Day to be held on 3rd July 2026.

Cllr Mike Kermode proposed the application be increased to £100 in line with the Dementia Group sponsorship and this was seconded by

Cllr Val Simmons. **Resolved.**

b. Agree funding for filming on Rhuddlan Heritage day

As per Minutes Etifeddiaeth - Heritage Working Group – Cllr Arwel Roberts sought funding of £962.50 for filming to record for future generations the stories and histories of people, communities, places, and events related to specific times and dates in Rhuddlan during the Heritage Day event on Saturday 27th June 2026.

A further £150 in addition to the quote of £962.50 was sought to film a short vertical social media video for the council to provide a simple, engaging piece of content to help share the atmosphere of the event online, alongside the main heritage filming.

It was proposed that the filming (total £1,112.50) be funded from the Town Plan budget and Idris Films be contacted by the Assistant Town Clerk to arrange by Cllr Arwel Roberts and seconded by Cllr Val Simmons. **Resolved.**

c. Approve the June payments listing due

The June payments were proposed as approved to be paid by Cllr Mike Kermode and seconded by Cllr Mike Elgin. **Resolved.**

11. One Voice Wales Civility and Respect Pledge

To agree the statements contained within the One Voice Wales Civility and Respect Pledge and sign to demonstrate the council's commitment to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers with civility and respect in their roles.

The statements were unanimously agreed and the One Voice Wales Civility and Respect Pledge was signed by the Town Clerk and the Deputy Mayor, Cllr Mike Elgin to then be submitted. **Resolved.**

12. Rhuddlan Youth Club – request to paint graffiti artwork on concrete panels at Admiral's Field.

The Town Clerk reported that an initiative involving young people creating graffiti boards is being developed. Cllr Mike Elgin and Cllr Sophie Baker raised concerns around the content of the graffiti/artwork and location. Cllr Sophie Baker proposed that they provide a mock up of their proposal for further discussion and review be brought to a future meeting, this was seconded by Cllr Arwel Roberts. **Resolved.**

13. Review and agree policies – Data Audit, Grievance, Subject Access and Social Media Guidelines.

Cllr Arwel Roberts proposed that they be accepted and approved en bloc and this was seconded by Cllr Mike Kermode. **Resolved.**

14. Community Matters

a. To clarify Community Matters

It was clarified that;

Community Matters should be purely for information only and no decisions should be made regarding policy or payments, anything that needs a decision would need to go onto a future agenda at the discretion of the Mayor or Chair.

b. Community Matters

Cllr Mike Kermode ; Highlighted the wonderful planting / wildflower in the Dementia Friendly area in the Nature Reserve. Held a very successful Dance with the next one scheduled for 7th November. Suggested that Play Areas – Tree inspections be considered as a future agenda item.

Cllr Val Simmons updated on the Friends of Rhuddlan Library. The Library hosting the family Treasure Hunts during the Heritage Day. The Children's window is to be painted. Funding has been secured for a Beatbox and music Summer events.

Cllr Gloria Lambert - None.

Cllr Sophie Baker - Away on Heritage Day but offered support regarding YouTube publishing.

Cllr Ivor Beech highlighted two events; The Pot, Plants & Food event at Bodrhyddan Hall, June 13th & 14th and Friday 31st July at 7pm a charity event to be held in the Barn at his property.

Cllr Reg Davies – None.

Cllr Mike Elgin – None.

Cllr Arwel Roberts – Thanked the Knitting Group for their £100 donation to Dementia.

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons 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.

15. Review reasons for apologies

Cllr Jackie Burnham (Mayor) – Leave
Cllr Ann Davies – no reason
Cllr Bleddyn Williams – family matters
Accepted.

16. Date of next meetings:

- Events Committee – 30th June 2026
- Full Town Council meeting Thursday 9th July 2026.
- Etifeddiaeth - Heritage Working Group – 28th July 2026.