



Rhuddlan Town Council – Minutes of the meeting on the 10th November 2022

Hybrid Meeting

Present:

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

PSCO Phil Roberts

No members of public present

Members were informed that the meeting was being recorded, audio only.

1. Apologies

Cllr Robert Williams

2. Declaration of Interest

Cllr Arwel Roberts for item 17a (4) grant application.

3. Urgent Matters

None received

4. Police Matters

PCSO Phil Roberts stated there was nothing of concern to report.

The mayor reported that PC Manus from the NWP had attended Ysgol Y Castell recently and took action against those parking on yellow lines outside of the school which had caused some parents to complain to the police. PCSO Roberts added that “words of advice” had also been given to the parents in some cases and he voiced concerns about the poor standard of driving

he had witnessed that day. Some children had told their parents not to stop on the yellow lines which was ignored.

Cllr Ann Davies observed that she had lived in Hylas Lane for 50 years and many residents have to park on the street due to the houses not having parking facilities of their own.

Cllr Gareth Rowlands commented that he hoped the police will not be discouraged by the complaints in repeating this intervention and thanked PCSO Roberts and his colleagues for the recent actions.

Cllr Reg Davies highlighted illegal parking on Gwindy Street to which PCSO Roberts said enforcement was the responsibility of DCC not the NWP but he would pass the information on. Cllr Davies had noted that 3 cars had been clamped which PCSO Roberts said was done by the DVLA due to not having road tax.

PCSO Roberts confirmed that Remembrance Sunday road closures were in-hand.

The mayor thanked PCSO Roberts for his attendance.

5. Minutes

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Subject to 3 minor amendments, the Minutes were proposed as a true record by Cllr Arwel Roberts, seconded by Cllr Mike Kermode. **Resolved.**

The minutes were duly signed

6. Matters Arising

- a. **GP Issues** – No further contact although Clerk's details have been shared.
- b. **Police Matters** – No link to Community Alert been received yet.
- c. **Free Parking** – Ticket machine label issue still not resolved.
- d. **Internet Banking** – The Clerk informed Members that this was now operational.
The Members thanked the Clerk for his perseverance and hard work on this item.
- e. **Code of Conduct Training** – Awaiting DCC for a date and will be free of charge and.
- f. **Dog Fouling Signs** – The Clerk reported that a resident from Links Avenue has complained about one of the new signs. The mayor will visit him to discuss.
A Member reported that the map on the sign was the same for each sign location and didn't represent the perspective. It was agreed the map could easily be interpreted therefore was not an issue.
Members agreed to order 1 x extra sign for the farm gate area, proposed by Cllr Gareth Rowlands, seconded by Cllr Jackie Burnham. **Resolved.**
There was a report that an unofficial no parking sign had been erected by the MUGA by persons unknown. No action agreed.
- g. **Rhuddlan Castle** – The Mayor has not been to speak with the custodian yet reference Town Council support.
- h. **National Eisteddfod** – Local farmers and land owners had been contacted by Cllr Beech to ask about the suitable provision of land for hosting a future Eisteddfod and he presented his findings. Cllr Beech proposed that the only suitable parcel of land was located adjacent to Bodrhyddan Hall on Dyserth Road and that they had agreed its potential use. He proposed it be discussed with DCC to determine whether they would support, seconded by Arwel Roberts, **Resolved**

The Clerk will contact the Eisteddfod and DCC to put forward.

- i. **Tree Debris in River** – Still no response had been received from NRW
- j. **First Aid Course** – arranged for Saturday 10th December 9.30am – 12.30 am. It will be open for voluntary & community groups first, then councillors, followed by Rhuddlan businesses. Cllr Beech added that he was holding a first aid course at his farm on January 8th if anyone is interested.
- k. **DCC Advice** – works order for the litter bin replacement at Vicarage Lane play area has been issued.
- l. Ownership of red brick wall near the land by the knights has not yet been established.
- m. **Playground Repairs** – the Clerk reported that several repairs had now been completed except for the dome covers for the Fresh Air Gym facility. The domes are on order and appear on the payments list tonight ready for delivery and installing. The more expensive repairs to the wet pour surface are in abeyance as it is currently reported as low risk.
- n. **Tourism & Business Website** – In accordance with Members October resolution the Clerk had secured a reduction of £1,000 on the set up cost and a reduced monthly management fee of £250.
Cllr Mike Kermode proposed that Council accept the quotes. Seconded by Cllr Val Simmons. **Resolved.**
- o. **Wild Meadow**
Tony Ward, Director of Services had responded to the effect that DCC is not for changing the wild meadow policy or the sites currently being progressed. Cllr Ann Davies as a County Councillor informed the Members that this now an agreed DCC policy and no consultation requirements are included in that policy so there will be no future consultation.
A member added that the area in Nant Close was currently all green, mown and looking much better.
Another suggested that Council write to DCC acknowledging the no change of policy but asking that sites are more carefully selected as it causes local negative issues to deal with and creates a long term issue for local residents.
The mayor informed members that he and Cllr Val Simmons had met with concerned residents about this issue, and a letter had been delivered by Cllr Kermode to all affected residents clarifying what the council had done regarding the issue.
- p. **Vulnerable people**
The Clerk had forwarded to DCC the council's proposal that Hwb Rhuddlan could be utilised as a warm place.
- q. **Christmas Lights**
The Christmas lights have been installed and are ready for the switch on Thursday 1st December at 3:45pm.

7. Correspondence from:

a. The Mayor

The Mayor's report had been circulated.

- The mayor, deputy mayor, and clerk visited a resident of Admiral's Walk who had complained about an overhanging tree to his property that was the responsibility of the Council. The resident was happy to collect the leaf and tree debris that is seen at this time of the year but asked if Council would pay for a further green bin collection for its removal. It is also overhanging the playground with similar effects so the mayor suggested that the Council pay to prune the tree. Cllr Arwel Roberts proposed that Council pay for the extra green bin collection and the pruning of the tree. Seconded by Cllr Mike Elgin. **Resolved.**
- The mayor had attended the Community Centre AGM on 3rd November and reported to members that there was an issue with the process of appointing trustees and concerns regarding their financial situation and explained the issues. A discussion ensued which acknowledged the issues and the concerns raised. It was agreed that the centre is a very important facility in Rhuddlan and that increased energy costs together the effect on Covid had impacted the financial situation. The CC chairman did not see that there was a serious financial challenge but he had agreed to meet with the mayor and the deputy mayor to discuss things in more detail. Cllr Mike Kermode proposed that these concerns be addressed and if any town council financial support is required then the council must have a trustee on the board along with an extra co-opted council trustee. Seconded by Cllr Ann Davies. Members in general then made various comments on the centre proposal above recognising the centre importance to the town, a shared responsibility for its existence historically, a precedent of supporting the library facility, and clarity on how trustees are appointed. An amendment was proposed by Cllr Gareth Rowlands that if Council is to give financial support, then the mayor, deputy mayor, and another councillor to represent the council on the board of trustees. Seconded by Cllr Jackie Burnham. **Resolved.**
- The Clerk was thanked for his hard work in the reorganising of the Community Market which was now proving to be a great community attended event.

The report was accepted.

b. The Town Clerk & Town Plan update.

The clerk had circulated his report in advance of the meeting and read through the various items of correspondence some of which had already been forwarded by email and some which appear on tonight's agenda.

The following were discussed

- The extra 3 SID's were mistakenly not ordered by DCC as first thought but the clerk had now received confirmation that they were ordered last week along with an apology.
- No change as to the Vicarage Lane car park issues.
- A comprehensive break down of the Hwb Rhuddlan progress.

Members acknowledged the great job that the Clerk was doing in managing this large project in a professional manner. A member enquired if the council should be

considering relocating to the Hwb Rhuddlan for future council meetings as opposed to the Community Centre. Members were keen to support relocation and several comments were brought forward as to when and how this could be implemented. Observations included Wi-Fi installation, the effect a relocation would have on the Community Centre income, its suitability as a council chamber, the relocation/storage of council equipment and mayor and Aelwyn Morgan award boards and consideration of new equipment that may be required to relocate. It was reaffirmed that Hwb Rhuddlan would not compete against other meeting venues in town.

Cllr Mike Elgin proposed that the December Council meeting be held at Hwb Rhuddlan on the condition that the Wi-Fi was operational by then, or if not, the January meeting. Seconded by Cllr Mike Kermode. **Resolved.**

The report was accepted

8 County Councillor Reports

a. Cllr Arwel Roberts had circulated his report

He wished to bring 3 additional things verbally to Members attention.

Attendance at the mayor St Asaph's Civic Service on 23rd October.

Concern over potholes in Gwindy Street – repaired on following day after being reported.

Flooding issues on New Rd being investigated.

The report was accepted

b. Cllr Ann Davies provided a verbal report

Bye pass concerns highlighted.

Flooding along Vicarage Lane meeting with DCC who have no current funding to rectify.

The Library Friday morning sessions being very successful.

Boundary Commission consultation query, and residents' concerns on waste collection issues once the change has been completed.

Discussion on information provision via methods other than social media and internet which many Rhuddlan residents cannot access.

Communication to residents regarding Hwb Rhuddlan. Agreed the opening is to be organised by the Events Committee.

The report was accepted

9. Community Centre road signs approval

The clerk had circulated the DCC estimates for 2 options of signs provision with a suggested site plan for same. Following a short discussion on the costs and siting it proposed by Cllr Arwel Roberts that Option 2 should be approved, seconded by Cllr Mike Kermode. **Resolved.**

10. Events Committee Minutes of November 8th 2022

Cllr Mike Kermode as chair of this committee informed members on the Minutes making particular mention of the impartiality needed by the council regarding charity events being supported.

The Clerk updated members on the plans for Remembrance Day. Cllr Val Simmons was thanked for her assistance in providing red film to enable the castle light to be coloured red. It was reported that the lamppost poppies are in place.

A request for volunteers to set up the community carols around the tree event was made and members asked to please contact the clerk if you can help.

The Gwledd festival was progressing well. For the King's Coronation events, the committee are to invite all known community groups and associations to attend a meeting to discuss how best to approach this event in Rhuddlan, and to discuss their ideas for the celebration activities. Council will encourage applications for support the groups may need.

11. Road Safety Working Group Minutes for 25th October.

The Mayor informed the Members of the Active Travel initiative which DCC and Sustrans had offered to implement in Rhuddlan as a way of increasing road safety in the town, and how this could work. It will help develop a strategic plan as has been seen in Llangollen and although it focuses more on active travel measures than speed reduction, Members were encouraged to think that it could include such measures as it progresses. There will be workshops held to gauge local aspirations and could include things like pedestrian collision data, traffic data, employment hubs, and town centre improvement schemes.

A draft plan would then be developed for approval which would then be used to make applications for Welsh Government funding.

Members were pleased to note the emphasis placed on the consultation workshops and Cllr Mike Kermode proposed that the Minutes be approved, seconded by Cllr Arwel Roberts. **Resolved.**

12. Admiral's Field path

The mayor had been approached by two members of the community about creating a path across Admiral's Field from the Admiral's Walk gate to the bowling club path next to the allotment fencing. Members noted the positive effects this would bring and generally agreed with the idea but wished to see an investigation into this path circumnavigating the field, linking in with the Hwb Rhuddlan external improvements, linking in with the MUGA, and providing a disabled access gate where necessary. Cllr Mike Elgin so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

13. Training Plan & Policy

The Clerk stated that the Council must publish a training plan by November 5th 2022 by law which the Clerk has done. The training policy and plan together have been joined up with some suggested timescales. There was a short discussion on statutory and voluntary training modules which resulted in members noting that it was important to know the requirements required of them. Cllr Mike Kermode asked for

the Minutes to record the Clerk's excellent work on this item and proposed that the plan & policy be approved, seconded by Cllr Mike Elgin. **Resolved.**

14. Grants Policy

The Clerk had a concern that the Council was awarding grants that could be deemed as outside of the current policy and had made some amendments to rectify this. He proceeded to outline the changes he was suggesting. It was proposed by Cllr Gareth Rowlands that the amendments be approved, seconded by Cllr Mike Kermode. **Resolved.**

15 Hwb Rhuddlan Official Opening

Due to the unknown date of completion and the provision of Wi-Fi, Members decided to defer this item to the December meeting.

16. Planning

i) 44/2022/0912 – Installation of a monopole mast with wrap around cabinet on verge fronting Kelston, Rhyl Road, Rhuddlan.

Members were informed that this is to assist in delivering 5G connection.

No objections

17. Budget & Finance Matters

a. Grant Applications – 1) Urdd Eisteddfod Carmarthenshire 2023 via a general application with no amount specified. Members were happy to support the work of the Urdd but in noting that it is not in the local area, it was proposed By Cllr Gareth Rowlands that a token grant of £100 be approved. Seconded By Cllr Ann Davies. **Resolved.**

2) Tan Y Bryn residential home on Pentre Lane for an unspecified donation towards a defibrillator. Members noted that the applicant was an employee of the home and not the owner, there was a need to confirm an electric supply, any defibrillator purchased should come from the Welsh Ambulance service, and that it may not be easily accessible to the public given its on private land. The Clerk informed Members that any defibrillator purchased would be placed onto the Welsh Ambulance circuit so potential users would be directed to it if it was the nearest to their position. Cllr Arwel Roberts proposed that £200 be approved highlighting that it must be made accessible to the public and with confirmation from the owner that they support the application. Seconded by Cllr Reg Davies. **Resolved.**

3) Voel Coaches application for a non-specified amount for a free of charge family Christmas Party during the economic crisis. The Council commended the idea and Cllr Mike Kermode proposed a grant of £200 be approved, seconded by Cllr Ann Davies. **Resolved.**

4) Y Gymdeithas Gymraeg Rhuddlan application for £150 towards helping people to learn Welsh by attending social events and promoting the language in the Rhuddlan area.

Cllr Arwel Roberts declared an interest and left the meeting.

Cllr Gareth Rowlands proposed approval, seconded by Cllr Jackie Burnham. **Resolved.**
Cllr Roberts was readmitted.

c. To approve the payments list due. The Clerk took the Members through the various payments. Cllr Gareth Rowlands proposed their approval, seconded by Cllr Mike Kermode. **Resolved.**

d. End of Year Estimate Accounts for review – The account estimates had been circulated and the Clerk took the Members through the various budget lines and how the estimates had been calculated. Mention was made of one more precept to come, the inclusion of unknown charges such as energy costs, and the outturn amount being seen as acceptable. Members discussed attempting to previously keep the precept as low as possible but the amounts held in reserve remain high. Although Hwb Rhuddlan was proceeding in providing a much needed facility not all associated payments have yet been drawn down for payment. There was a general acceptance that a healthy reserve is required, and that in terms of comparable precepts by other town councils Rhuddlan is doing well.

Cllr Mike Kermode proposed that the review be noted by the Council and used when setting the precept for next year. Seconded by Cllr Gareth Rowlands. **Resolved.**

e. Commuted Sums 2023 – There will be another commuted sums opportunity requiring applications by 31st January 2023. Following some discussion Cllr Mike Kermode proposed that known community groups should be notified of this with a reminder that match funding from Town Council was also available if needed. Seconded by Cllr Arwel Roberts. **Resolved.**

Any such applications to Town Council to be submitted by late December for decision in January meeting.

Members agreed to apply if there were no community groups interested so as to utilise the scheme to its fullest extent. **Resolved.**

18. Community Matters

a. Cllr Mike Elgin highlighted the Christmas Best Dressed Shop and House competition for 2022. He suggested that the prize should remain as last year i.e. a trophy for the best dressed business, and £50 for the house. It was agreed that the judging panel should be the Mayor, Cllr Val Simmons, and Cllr Bleddyn Williams. Cllr Mike Kermode declared an interest. So proposed by Cllr Gareth Rowlands, seconded by Cllr Mike Elgin. **Resolved.**

Members agreed to write to the Welsh FA offering the Council's best wishes and good luck in the World Cup competition. Following a short discussion it was agreed to also write to the Women's & Men's Welsh rugby league teams who had already played in that World Cup tournament, acknowledging their efforts and the way that they had played. **Resolved.**

b. Cllr Arwel Roberts informed members of his Chair of Denbighshire Civic Service to be held on Sunday 20th November, and his Carol Service at St Mary's on 7th December and invited them to attend.

- c. Cllr Gareth Rowlands asked if the MUGA lights could be investigated to change them to LED bulbs and an auto switch off facility to save on energy usage and costs. A member reported that the church had done this and had successfully saved money by doing so. Cllr Rowlands so proposed, seconded by Cllr Mike Kermode. **Resolved.**
- d. Cllr Ann Davies suggested that the letter from the King reference the death of his mother be displayed on the community noticeboard for all to see. **Resolved.**

Part 2 Exclusion of the Press & Public

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press & 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.

The recording of the meeting was switched off.

19. Personnel Committee Minutes of 25th October 2022 for approval.

The Chair Cllr Arwel Roberts informed Members that the meeting was held to review the Clerks existing temporary appointment, with a view to making the position permanent. The meeting allowed the council to appraise the competency, effectiveness, and efficiency of the clerk's work in a fair and transparent manner.

The Clerk was then asked to leave the meeting whilst Members discussed the matter.

Cllr Arwel Roberts proposed that the Clerk be made a permanent role as from the beginning of January 2023, seconded by Cllr Mike Kermode. **Resolved.**

20. Date of next meeting – 9/12/2022 Full Council Hybrid Meeting 7pm

Signed.....Cllr Mike Elgin (Mayor)