

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 14th April 2022

Virtual Meeting during the Covid 19 Restrictions

Present:

Cllr Mike Elgin (Mayor)
Cllr Andrew Smith (Deputy Mayor)
Cllr Jackie Burnham
Cllr Reg Davies
Cllr Charlotte Frobisher
Cllr Syd Gaskin
Cllr Mike Kermode
Cllr Gareth Rowlands
Cllr Bleddyn Williams
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

Cllr Ann Davies and Cllr Arwel Roberts,

Members of the public were invited to join the virtual meeting but none had requested to do so.

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

2. Declaration of Interest

Cllr Mike Elgin, Rhuddlan Bowling Club donation for jubilee.

3. Urgent Matters

None

4. Police Matters

No report was received

5. Minutes

Town Council Meeting 10th March 2022

Subject to two amendments the Minutes were proposed as a true record by Cllr Gareth Rowlands, seconded by Cllr Mike Kermode. **Resolved.**

The Minutes were duly signed.

MS

6. Matters Arising

a. Apologies & Reason Given

Cllr Syd Gaskin asked what the reasons were given for the 2 apologies received tonight which sparked a debate. Members wished it to be minuted that this item was not referring to any Councillor in particular but was brought up when previously discussing the Code of Conduct.

This centred around the fact that if an apology is made along with the reason, it requires approval by Full Council, but if that reason is confidential in nature, it should be dealt with in Part 2 of the meeting for discussion on its validity under Section 85 of the Local Government Act 1972. As the meeting is recorded it can be made public so any confidential recording should be under Part 2 as above, therefore no personal reasons are publicly recorded and demonstrates sympathy for the Councillors situation for their absence. Noted was the fact that Council is legally required to produce an annual report and Councillors attendance data will be included in the report without reasons for absence. Following a question on whether the reason can be approved by the Clerk the advice was that it was not for the Clerk or Mayor to accept any apology reason but for the full Council.

Reference was made as to how Ysgol Y Castell Governors meeting dealt with this issue in their Minutes. A leave of absence was given for a Councillor attending a course was also mentioned..

Cllr Mike Kermode proposed that as the meeting was recorded any apology and reason would be made public so Council should discuss and approve the reason under Part 2. Seconded by Cllr Andrew Smith. **Resolved.**

b. Police Matters

DCC officer Ian Millington responded to the Clerk reference the police not aware of the CCTV link system informing him that they are now aware. Members asked that the link to the Community Alert system be forwarded to them to join via the Clerk. **Resolved.**

c. Election Brochure – been delivered

d. Castle Street Bollards Improvements – No progress awaiting Cllr. Bledodyn. Williams

e. Free car parking –The Clerk reported that he was awaiting a cost to re-program the Parliament St ticket machine and the installation of signage and envisaged the cost would be around £500.

f. Castle Lighting – The Clerk reported that CADW had fixed the broken light and have offered to maintain the Town Council owned light and install a third light in preparation for the jubilee.

g. Green Communities Grant – No grant news received but £5,200 had been received from DCCs Commuted Sums scheme for the Rhuddlan Allotment Society.

h. Internet Banking – Mandate document now signed and will be delivered next week to the bank. The Sterling account that Council approved is not available as Council is not a business. During a discussion Members noted that using the Clerk's personal card for purchases was not ideal so a safe and transparent procedure needed to be agreed. Difficulties with progressing with the bank were explained and a form of petty cash account was suggested which Council could "top up" when required to an agreed

amount. Cllr Gareth Rowlands proposed that the Clerk open a Sterling account in his name with a credit card facility. This account to be maintained at an agreed level yet to be decided. Seconded by Cllr Mike Kermode. **Resolved.**

- i. **Translation Costs** – The tender process had proved successful for a new translator at a cost of £45 per 1000 words which is available at short notice. Members asked the Clerk to ensure that the recent Welsh Language Policy agreed amendments are passed on to the new translator.
- j. **Ukraine Bucket Collection** – the Farmer's Market collection raised £20 which was made up to £50 by Cllr Arwel Roberts and sent to the national donation fund. The collection was not extended to local businesses due to the cost of providing the buckets for each business.
- k. **Land Behind the Knights** – Bodrhyddan Estate had completed some maintenance works but the machine grab arm used could not reach the bottom of the land so they will look at an alternative method. A draft lease is being drawn up by the hall's legal team.
- l. **Sensory Garden** – The Clerk confirmed he had sent three letters of thanks.

7. Correspondence From

a. The Mayor

As report but unfortunately the Mayor could not attend the community centre coffee morning.

The report was accepted.

b. Town Clerk

The report was circulated previous to the meeting and was discussed.

- a) The Clerk had circulated correspondence from the Insolvency Service regarding Richard Edward Bell carrying on a business at 121 Wellington Road, Rhyl stating that the Council was scheduled as a creditor but had not yet submitted a formal claim. The bankruptcy order was dated 18/3/1996. Members thought that this must be a mistake and could relate to Rhuddlan Borough Council not Rhuddlan Town Council as local government reorganisation took place in 1996. Members agreed to pass on to Denbighshire. **Resolved.**
- b) The Clerk had received a request from Carl Burnham, 28 Hendre Close, regarding the repair and maintenance of fencing between his house and Admiral's Field. Cllr Jackie Burnham and Cllr Mike Kermode both declared an interest and were removed to the waiting room whilst the item was discussed. Mr Burnham was asking Council for a 50% contribution towards the fencing materials which he would complete himself to minimise costs. He had provided an estimate of £2900. Members agreed that Mr Burnham should provide proof that the fence is a shared ownership with the Council as they have a duty to protect the public funds and asked the Clerk to check the Council's deeds to this boundary. Advice was received that if the deeds are silent on the ownership, or ownership can't be determined, a shared ownership could be assumed for the future. Cllr Andrew Smith proposed that ownership be investigated and proved first before committing to any contribution. Seconded by Cllr Mike Elgin. **Resolved.**

Cllrs Burnham & Kermode returned to the meeting.

The report was accepted

8. County Councillors Reports

None had been received

9. Town Plan Projects Report

The Town Clerk had circulated an update and each project update was read out. Members were particularly keen to hear about the Coed Y Brain progress with the plumbing, and security of the outside toilets following some recent vandalism, along with the successful grant application to the DCC commuted sums scheme for £66,066. DCC Legal section had retrieved the lease for Vicarage Lane car park dated 1985 and was chasing BCHUB on the matter.

The Clerk was thanked for his diligent work on all the projects in his report as was Cllr Gareth Rowlands for his assistance with the vandalism/security issue above.

The report was accepted.

10. Minutes of the Jubilee Working Group 29th March 2022

The Minutes were proposed as a true record by Cllr Mike Elgin, seconded by Cllr Gareth Rowlands. Approved.

Members were led through the community groups involved, a resume of what events were already confirmed, details of those events, and the group's recommendations placed before them for discussion. All of which were accepted by Full Council.

The Chair voiced his disappointment that some type of children's activity on Admiral's Field has not yet been organised, although various avenues had been investigated.

The group were reminded that Council had already agreed a £2000 budget for the jubilee events and that there was no requirement to ask for funding for individual events until that budget had been spent. **Resolved**

Members thanked the Chair & Clerk for their work on this item.

The Clerk informed Members that a proposal had been made to BBC for some coverage of Rhuddlan's jubilee events and it was hoped we might gain some coverage as a result.

11. Road Safety Update

The Clerk had circulated DCC traffic flow & speed data from SIDs at the Pentre Lane & Abergele Road locations which demonstrated that speeds were reducing since the installation of the 2 SIDs. The proposed additional SID's locations are still to be assessed by DCC.

Note that the data had shown Pentre Lane as Pendre Lane which needed correction.

12. Farmer's Market

Members had previously resolved to gain a review and implications for Council subsidising the farmer's market for a further 6 months. The Clerk presented cost implications and a thorough discussion took place around business expectation of

paying for their stall, Community Centre costs being met, length and amount of support given, footfall & cost comparison with Gwledd Fest, block booking discounts and investigating why vendors don't attend

It was proposed that a 6 month block booking, paid for in advance would result in a 50% reduction in the charge to the vendor. Alternatively, vendors can book a one off market date for £10 per date. Seconded by Cllr Reg Davies. **Resolved.**

Due to Members thoughts on the current economic crisis Cllr Gareth Rowlands proposed if there are no stall holders taking this discounted offer up, the issue returns to Full Council for further discussion. Seconded by Cllr Mike Kermode. **Resolved.**

13. Planning Applications

i) 44/2022/0214 – Erection of a drive through pod by Harvey's New York bar & grill.

No objections

ii) 44/2022/0215 – Display of new signage by Harvey's New York bar & grill.

No objections

iii) 44/2022/0308 – Erection of two storey rear extension at Longton, Parliament Street, Rhuddlan.

No objections

iv) 44/2022/0320 – Erection of extensions to rear of dwelling at 8 Nant Close, Rhuddlan.

No objections

14. Budget/Finance Matters

a. The Town Clerk had circulated the external audit report for year ending March 31st 2021. It was noted that the previous Clerk had done an excellent job and Cllr Gareth Rowlands proposed that the audit report be accepted and a letter of thanks be sent to the previous clerk. Seconded by Cllr Mike Kermode. **Resolved.**

b. The existing Clerk is now a signatory to the accounts.

c. The quarterly summary of Council accounts was received and Members noted the high balance of funds available and the legal advice previously gained to limit this to £85,000. It was agreed that the new Council should review the issue once elected in May 2022.

d. Members approved the payments list as circulated. Proposed by Cllr Gareth Rowlands, seconded by Cllr Jackie Burnham. **Resolved.**

e. St Mary's Church Council application for financial support was circulated.

Cllr Reg Davies declared an interest and was placed in the waiting room.

The Clerk informed Members that there was legislation preventing council's providing grants to churches under several acts of parliament. An 1894 act prohibited such support and in 1972 new legislation allowed grants to be paid to support and maintain closed burial grounds. The Clerk explained to Members the various issues and had received legal advice from One Voice Wales, and some analysis from the National Association of Local Councils. It was proposed by Cllr Gareth Rowlands that the information be noted by Members and the Clerk investigates different avenues of the

type of support that can be given to the church e.g. artisans fayre. Seconded by Cllr Mike Elgin. **Resolved.**

Members thanked the Clerk for his hard work in investigating the issue so far. Cllr Davies was re-admitted to the meeting.

15. Annual Review of Grievance, Dignity at Work, and Disciplinary Policies.

Members following a review, proposed and seconded each policy in turn as being acceptable for approval.

16. Community Matters

- a. Cllr Bleddyn Williams was concerned about the perceived lack of sports for girls in Rhuddlan noting that this was now a matter for the new Council.
- b. Cllr Andrew Smith remarked that he had enjoyed working with the current Councillors during this term of office, and thanked them for their assistance.
- d. Cllr Mike Kermode informed Members that the Gwledd Fest was to be held on May 14th 2022, and thanked them for the free car parking sponsored by the Town Council, and the £1000 grant Council has previously approved for the event.
- e. Cllr Jackie Burnham reported a resident had said that she was not going to vote at the election because nothing had been done by the town council about speeding in Highlands Road. This prompted a thorough conversation on the issue which included:-

- Dilemma of some residents wanting speed restriction in Highlands Road and others not wanting them.
- 20 mph trial in Buckley.
- The setting of a national speed limit in residential areas.
- DCC accurate speed surveys been undertaken.
- Resident to be invited to attend next anti -speed awareness meeting.

The Clerk suggested that Members consider including this issue in the annual report which is a legal requirement for the end of August along with a press release of anti-speeding actions already taken by the Council. Cllr Mike Kermode so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

- f. Cllr Reg Davies had received a complaint about the grass strimming in the top cemetery which resulted in grave stones being covered in grass which was subsequently difficult to clean off. Members agreed that the Clerk should write to DCC to resolve the issue. **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 virtual meeting audio recording was stopped at this point.

17. Approval of Supplementary Minutes 10th March 2022

Cllr Andrew Smith proposed that the Minutes be accepted as a true record, Cllr Syd Gaskin seconded. **Resolved.**

18. Cllr Ann Davies Complaint

The Mayor informed Members that Cllr Ann Davies had submitted a complaint against the council regarding data protection. The complaint was debated thoroughly and a response was agreed that will be sent to Cllr. Ann Davies

19. A Members Question

Cllr Jackie Burnham asked Council if it appropriate for her to share general information on the Rhuddlan Today Facebook page. A discussion took place and it was agreed the Clerk should do this at his discretion ensuring any shared information is within Part 1 and not Part 2. Cllr Kermode so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

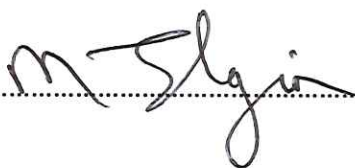
The Mayor noting that this current Town Council was coming to an end and elections taking place on May 5th he thanked all Councillors for their diligence in serving Rhuddlan and their support during his time as Councillor but also as Mayor.

In particular he mentioned Cllr Syd Gaskin who was not standing for re-election having started as a Councillor 24 years ago and actually serving 14 years over that period. His service was commended and good wished passed on for Cllr Gaskins future who responded by saying he had enjoyed the experience.

The Mayor also thanked Cllr Charlotte Frobisher for her 3 years of service as she too was not standing for re-election.

20. Date of next meeting – 12th May 2022 Full Council Meeting 7pm

Signed.....



.....Cllr Mike Elgin (Mayor)

12/5/2022

