



Rhuddlan Town Council Meeting

9th July 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Sophie Baker

Cllr Ivor Beech

Cllr Ann Davies

Cllr Reg Davies

Cllr Mike Elgin (Deputy Mayor)

Cllr Mike Kermode

Cllr Arwel Roberts

Cllr Val Simmons

Steve Wilson - Town Clerk and Responsible Financial Officer

Alexandra Jones (PCSO 92839)

Tyra Beattie & Susan Tracey – Working Denbighshire, Denbighshire County Council

There was 17 members of the public present

The meeting was recorded from this point (audio only)

1. Apologies

Heidi Baton-Price – Assistant Town Clerk
Cllr Gloria Lambert

2. Declarations of Interest

Cllrs Arwel Roberts, Mike Kermode, Jackie Burnham and Reg Davies declared an interest in Agenda Item 14.

Cllr Arwel Roberts declared an interest in Agenda Item 9.

Cllr Mike Kermode declared an interest in item 9 (12 Highlands Road) and item 6b.

The Mayor reminded attendees to comply with the Code of Conduct.

3. Working Denbighshire

Tyra and Susan gave Councillors a presentation on the successful services DCC provides to help residents return to work. Councillors agreed to share the information and promote future events. The Working Denbighshire team was offered a table at the Volunteer Fair on 1st August.

4. Urgent Matters as Agreed by the Chairperson

None

5. Police matters

PCSO Alexandra Jones (92839) reported that the police had received 115 calls over the previous five weeks and provided details of the crime categories, with road-related issues accounting for the highest number of incidents. Cllr Mike Elgin updated councillors on Police Operation Atal, which has resulted in several motoring offences being addressed in Rhuddlan. Cllr Jackie Burnham proposed that the council write to the police requesting that the operation be carried out in Rhuddlan more regularly. This was seconded by Cllr Mike Elgin. **Resolved.** The police were reminded about the summer event, potential issues with children near the river and castle and drug issues at the Allotments.

The Clerk ran through the latest Crime data.

6. Minutes:

- a. To approve minutes of the Town Council meeting held on 11th June 2026
The Town Council minutes were proposed as a true record by Cllr Val Simmons, seconded by Cllr Sophie Baker. **Resolved.**

The Mayor duly signed the minutes.

- b. To approve the minutes of Committee and Working Group meetings held since the last meeting, including the Events and Personnel meetings held on 30th June.

Cllr Mike Kermode presented the draft minutes of the Events Committee meeting held on 30th June 2026. He highlighted the marquee security costs, promoted DCC's wellbeing survey, explained why there would be no event for the Christmas lights switch-on, and confirmed that the Clerk is sourcing an artificial tree for the Golf Course Roundabout. He informed members that the

council had been approached by the Church regarding the Community Carols being held at St Marys Church. The Personnel minutes were deferred to Part 2.

The minutes were proposed as a true record by Cllr Mike Kermode and seconded by Cllr Jackie Burnham. **Resolved.**

7. Progress report from minutes

Cllr Ann Davies updated councillors on proposed improvements to the Golf Club roundabout.

The Town Clerk confirmed and updated:

- The council donated £200 towards the successful Credu Young Carers event held on Admiral's on 13th June and thanked Cllrs Mike Elgin and Ann Davies for their involvement.
- Heritage day filming complete and the resulting videos will be reviewed by the Heritage Committee.
- No further update regarding the Youth Club Graffiti project. Clerk was asked to discuss where the artwork could be displayed and to request, they bring it to the August Event.
- Updated councillors that nearly 30 Volunteer groups are attending the Volunteer Fair on 1st August.

8. Reports from:

a. The Mayor and Deputy Mayor

The Mayor, presented her written report to councillors.

The Deputy Mayor updated members on the Carers' Day and Cllr Mike Kermode proposed the council offer Admiral's for another event next year, seconded by Cllr Mike Elgin. **Resolved.**

b. The Town Clerk – correspondence and project report

The clerk had submitted a written report that was accepted by councillors.

He reminded councillors that the planters on Admiral's Field will be planted at 5pm on 20th July.

The Clerk asked the council if they wanted respond as a body to the survey from the Democracy and Boundary. Cllr Ann Davies brought up code of conduct issues regarding councillors making comments about other councillors on social media. The Clerk highlighted that all councillors should understand the council's Code of Conduct and made councillors aware of the council's social media policy. Cllr Mike Elgin highlighted that in some cases councillors can comment

on social media posts, not as a councillor but as a member of the public in instances where the issue affects them personally. This was discussed by councillors and Cllr Ann Davies proposed that the council write to the Monitoring Officer, Gary Williams, to seek clarification regarding the issue, Cllr Mike Elgin made a counter proposal to write to the Ombudsman instead of the Monitoring Officer. Cllr Jackie Burnham proposed a further amendment that both the Monitoring Officer and Ombudsman are written to. Cllr Mike Kermode highlighted that this discussion had nothing to do with the boundary survey and that it should be discussed properly as an agenda item at the next council meeting. Cllr Jackie Burnham proposed the council did not respond to the survey as a body, seconded by Cllr Sophie Baker. **Resolved.**

Informed the council of a £600 grant awarded from the Church Fund and that the council's application for commuted sums was successful

Dates for the diary

- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026
The report was accepted by councillors.

c. County Councillors reports

Report from Cllr Ann Davies

Cllr Ann Davies presented her written report to councillors highlighting the number of young carers in Denbighshire and that some are as young as 5yrs old.

Report by Councillor Arwel Roberts

Cllr Arwel Roberts presented his written report to councillors adding he is attending an Urdd for All event later this month. He informed councillors of a Coffee Morning being held at his house in aid of the Rhuddlan Dementia Group on Saturday 22nd August.

Both reports were accepted by councillors.

9. Planning (Cllr Arwel Roberts left the meeting at this point)

- 44/2026/0246/PF - Change of use of a dwelling house (Class C3) to a residential children's home (Class C2) at Wymore Villa, Dyserth Road, Rhuddlan LL18 5RD. Several members of the public voiced concern in relation to this application including:
 - Parking issues as there would be 4 children with 2 carers each at anyone time and at handover there could be 16 carers in the building at the same time. There is insufficient parking in the vicinity to meet this need.
 - Increased road traffic on a very busy cut-through road because of the operations of the children's home.
 - Concerns over increased noise nuisance.

- iv. Safeguarding issues regarding lack of privacy from the house for children being cared for at the home.

Cllr Ann Davies proposed that Rhuddlan Town Council supports the DCC principle of providing community-based children's residential accommodation, however, it objects to this application due to the reasons discussed, seconded by Cllr Mike Kermode. **Resolved.**

- b. 44/2026/0272/PF - Erection of 1 no. detached dwelling and associated works at The Orchard, Pentre Lane, Rhuddlan, Rhuddlan LL18 6HY. Several members of the public voiced concern in relation to this application including:
 - i. The size of the development in relation to the plot size.
 - ii. Road safety issues regarding the entrance to the plot as the lane is very narrow at that point.
 - iii. Existing road safety issues regarding the high usage of the lane, lack of signage.
 - iv. Consistency of Decision-Making by DCC planning as a previous development for a two-storey house was refused planning.
 - v. Concerns over the capacity of the sewerage infrastructure.

Cllr Ann Davies proposed that the council highlight these concerns in its planning response, seconded by Cllr Jackie Burnham. **Resolved.** Cllr Mike Elgin agreed to take their road safety concerns to his site meeting with DCC Officers.

- c. 44/2026/0280/HH – Construction of a new vehicular access off Highlands Close; alterations to existing vehicular access off Ffordd Ganol providing visibility splays and extension to existing detached garage at 12 Highlands Close, Rhuddlan LL18 2RU. Cllr Mike Kermode proposed no objections or comments, seconded by Cllr Val Simmons. **Resolved.**
- d. 44/2026/0282/TP - Works to trees subject to a Tree Preservation Order at 8 Tirionfa, Rhuddlan LL18 6LT. Cllr Ann Davies proposed no objections or comments, seconded by Cllr Mike Kermode. **Resolved.**

Cllr Arwel Roberts rejoined the meeting.

10. Tree Inspections

Cllr Mike Kermode highlighted the need for tree inspections of trees on council land. This was discussed by councillors, and it was proposed by Cllr Ivor Beech to survey, log and inspect the trees, seconded by Cllr Mike Kermode. **Resolved.** DCC to be asked for advice and to see if their Tree Officer would do the work for the council.

Cllr Arwel Roberts suggested that the trees should have species nameplates in Welsh and English, and it was agreed to discuss at the next Biodiversity meeting.

11. Budget & Finance Matters

a. Grant requests

a. Rhuddlan Community Group

Application received for £2,000 to fund the planting of flowers in planters around the town. This was discussed by councillors who were appreciative of the great work this group do.

It was proposed the application be granted by Cllr Ann Davies and seconded by Cllr Sophie Baker. **Resolved.**

b. Sam Brumby towards World Scouting Jamboree

Cllr Mike Kermode proposed a grant of £200, seconded by Cllr Arwel Roberts. **Resolved.**

b. Tender for the Knights area and Library Rose Area

The Clerk had received 2 tenders. Cllr Arwel Roberts proposed the council proceeded with the lowest quote, seconded by Cllr Mike Kermode. **Resolved.**

c. Approve the July payments listing due

The Clerk presented the payments listing and explained he had to back out from the accounts the Pension payment as Nest pensions took the payment prematurely in June and thus has been moved to the June payments to facilitate the reconciliation. The July payments were proposed as approved to be paid by Cllr Arwel Roberts, seconded by Cllr Mike Kermode. **Resolved.**

d. Agree Approval of August Payments

As there is no meeting in August it was proposed that the Mayor and Deputy Mayor approve the payments listing on behalf of the full council, proposed by Cllr Mike Kermode, seconded by Cllr Jackie Burnham. **Resolved.**

12. Community Matters

Cllr Val Simmons updated councillors to the excellent work being done by the Friends of Rhuddlan Library.

Cllr Ivor Beech highlighted that the New Inn want to hold a Christmas Event and Cllr Jackie Burnham suggested they come to the next Events Committee meeting to discuss. Cllr Beech informed councillors that they also provided large umbrellas for the Gwledd when it started raining and it was agreed to write a letter of thanks

from the council and an invitation to the next Events Committee meeting. He stated his event on 31st July is no longer taking place on his farm. Cllr Arwel Roberts identified 2 wooden planters near to the roundabout that are looking very untidy and suggested the council should write to DCC. Dependent on their response it will be discussed as a future agenda item

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 remaining member of the public left the meeting.

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

13. Personnel Minutes

Councillor Mike Kermode presented the minutes to councillors:

- i. The assistant clerk's probationary period was successful and that she now is no longer under probation. Proposed by Cllr Mike Kermode, seconded by Cllr Ann Davies. **Resolved.**
- ii. To pay the Assistant Clerk 17hrs overtime for June. Proposed by Cllr Arwel Roberts, seconded by Cllr Val Simmons. **Resolved.**
- iii. To increase the Assistant Clerk's hrs by 5/month and reduce the Clerk's by 4/month, proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts. **Resolved.**
- iv. The Assistant Clerk will be renamed as Deputy Clerk with no changes to T and C's to facilitate her CiLCA development.

14. Review reasons for apologies

Cllr Gloria Lambert (working) – accepted.

15. To consider a statement from Rhuddlan Town regarding Admiral's Field:

Cllrs Reg Davies, Arwel Roberts, Jackie Burnham and Mike Kermode left the meeting for this item.

This was discussed by Councillors and Cllr Val Simmons proposed no statement is made, seconded by Cllr Sophie Baker. **Resolved.**

It was agreed to discuss a "Meet the Councillors" event later this year at the September meeting

16. Date of next meetings:

- Full Town Council meeting Thursday 10th September 2026.

Signed Date.....

DRAFT