



Rhuddlan Town Council Meeting

Full Council Meeting Thursday 15th January 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Ivor Beech (Deputy Mayor)

Cllr Sophie Baker

Cllr Reg Davies

Cllr Mike Kermode (Temporary Town Clerk)

Cllr Arwel Roberts

Cllr Val Simmons

Cllr Ann Davies

Heidi Barton-Price (Assistant Town Clerk)

Hybrid facilities were not available for this meeting due to operational/staffing issues; however, members of the public were welcome to attend.

There was 1 Police Officer in attendance – Alexandra Jones PCSO 2839.

There was 1 member of the public present

1. Apologies

Steve Wilson - Town Clerk and Responsible Financial Officer

Cllr Mike Elgin

Cllr Bleddyn Williams

2. Declaration of Interest

None. The Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

The Mayor highlighted the issue of emails having been sent which were not actually from her. It is believed that AI had generated a link from the Councillor list on the website. Cllr Val Simmons confirmed that this had also occurred from other Town Council's websites. The Mayor reiterated the need to be vigilant when receiving emails to double check email addresses and to double check website addresses.

4. Police Matters

PCSO Report

Police Community Support Officer Alexandra Jones (PCSO 2839) provided a verbal update on crime data for the period 1 December 2025 to the present date.

- A total of 74 calls were received, noting that this figure included some duplicated reports.
- Ten calls related to concerns from neighbours regarding the health and wellbeing of residents.
- A robbery occurred on 14 December 2025; the perpetrator has been apprehended.
- A burglary took place the previous week; the suspect has also been apprehended, and further CCTV evidence is being gathered.
- Seventeen calls related to speeding on Highlands Road. Members discussed potential measures to address the issue, including:
 - Requesting a Denbighshire County Council / Go Safe speed survey to obtain accurate data
 - Considering the installation of speed bumps
 - Exploring ways to reduce the number of calls made to the Police on this matter

It was proposed that a Denbighshire County Council Manager be invited to a future meeting under Police Matters regarding the speeding issues on Highlands Road to raise concerns and to see what could actually be done, proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons.

Alexandra Jones left the meeting at this point.

5. Minutes:

- a. To approve minutes of the Town Council meeting held on 11th December 2025

After minor typo corrections the minutes were proposed as a true record by Cllr Val Simmons, seconded Cllr Mike Kermode. **Resolved.**

The Mayor duly signed the minutes.

- b. To approve minutes of the Town Council Budget & Precept meeting held on 7th January 2026

Cllr Mike Kermode, Temporary Town Clerk confirmed that the Spreadsheet be shared as an Appendix to the minutes.

After minor typo corrections the minutes were proposed as a true record by Cllr Ivor Beech, seconded Cllr Arwel Roberts. **Resolved.**

The Mayor duly signed the minutes.

- c. To approve minutes of any Committee and Working Group meetings held since last meeting.

None.

6. Progress Report from Minutes

Cllr Mike Kermode, Temporary Town Clerk had no updates on actions. He confirmed that he had emailed Denbighshire County Council the details of the Budget and Precept 2026-2027.

7. Reports from:

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report. The Deputy Mayor provided a verbal update.

The written report was accepted.

b. The Temporary Town Clerk – correspondence.

Cllr Mike Kermode, Temporary Town Clerk had submitted a written report showing recent correspondence that had been received.

Item 1 – correspondence from a resident regarding the Cemetery lay-by.

It was proposed that the Clerk write to Denbighshire County Council with this concern. Proposed by Cllr Mike Kermode and seconded by Cllr Val Simmons.

Item 2 – correspondence from a resident regarding Parking restrictions in Abbey Road

Discussion around proposals and recommendations by DCC. The Clerk to write to DCC to find out where they are up to and the proposal funding. To seek clarification from DCC that they will carry out meaningful consultation with residents. Cllr Mike Kermode proposed and Cllr Val Simmons seconded.

8. County Councillor Reports

a. Report by Councillor Ann Davies

Cllr Ann Davies had submitted a written report which she ran councillors through. Highlands Road as discussed under Police Matters.

Abbey Road as discussed above 7b – Item 2.

Cllr Ann Davies also highlighted concerns in contacting emergency contacts over the Christmas period and Cllr Mike Kermode proposed all councillors feed any emergency contacts they know of to the Town Clerk email for collation. The committee to then decide how this information could best be communicated. The report was accepted.

b. Report by Councillor Arwel Roberts

Cllr Arwel Roberts had submitted a written report which he ran councillors through. He confirmed today that Bus timetables had been provided to the Library. He highlighted the good news around the Toilets renovation and that Rhuddlan was on their modernisation grant list. He has scheduled a meeting with Thomas Hiles, DCC Tree Officer regarding the two trees by the Community Centre.

The report was accepted

9. Planning

There were no planning applications to consider.

10. Budget & Finance Matters

- a. Grant Requests – None received
- b. Approve the January payments listing due

Cllr Mike Kermode informed councillors that the Town Clerk will be drawing up the payments list in the next week or so. This will be emailed and once the councillor majority agree then the payments will be made, proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts.

11. Community Matters

Cllr Ann Davies relayed that Commuted Sums applications are now being sought and could this be discussed at the February meeting with all ideas being considered then.

Cllr Sophie Baker highlighted the Young People Play Equipment category – to bring ideas to the February meeting.

Cllr Arwel Roberts raised concern over the state of the roads namely Rhyl Road, Station Road and the Bridge.

Cllr Reg Davies raised concern over the pothole in Gwindy Street and line at Parc Edith. He queried the removal of the bin over the footbridge with Cllr Arwel Roberts to raise this with Denbighshire County Council.

Cllr Val Simmons provided an update on the Friends of Rhuddlan Library with their first Committee meeting looking at how the £5,000 funding for education in Rhuddlan could be put to best use and will report back next month.

12. Date of Next Meetings

- Full Town Council meeting - Thursday 12th February 2026
- Friday 10th April 2026 – Mayor's Charity Event, Rhuddlan Golf Club

Note May's meetings will be:

- 2nd Thursday in May – AGM – 14th May 2026
- 3rd Thursday in May – Business Meeting – 21st May 2026

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 member of the public left the meeting.

13. Review Reasons for Apologies

Cllr Mike Elgin – change of date. Accepted.
Cllr Bleddyn Williams – childcare issues. Accepted.

14. Staffing Matters

Cllr Mike Kermode gave an update on the Town Clerk, Steve Wilson's health and recovery following an urgent operation in December. He had verbally sent best wishes from all for his speedy recovery. Whilst Steve will be doing some work from home it is not anticipated he will be working for a further few weeks.

In his absence (until 15th January 2026) Cllr Mike Kermode volunteered to fill the role as Temporary Town Clerk and it was requested by the Mayor it be minuted the huge gratitude to Cllr Mike Kermode in enabling the continuation of Rhuddlan Town Council's operations and meetings, especially the Budget & Precept work.

The laptop available for the new Assistant Town Clerk is not functional and it was proposed to replace it with a new laptop. This was proposed by Cllr Arwel Roberts and seconded by Cllr Val Simmons.

The Mayor and Town Clerk will be proving support to the new Assistant Town Clerk in the forthcoming weeks.

Signed:

Date:

Cllr Jackie Burnham (Mayor)