



## **Rhuddlan Town Council – Minutes of the meeting on the 14<sup>th</sup> July 2022**

### **Hybrid Meeting**

#### **Present:**

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

#### **1. Apologies**

Ivor Beech

The Mayor welcomed all present.

One Member of the public was present at the meeting.

A/PS 3152 Nia Williams was present

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

#### **2. Declaration of Interest**

Cllrs Mike Elgin & Arwel Roberts (Bowls Club grant application). Cllr Reg Davies (St Mary's Church grant application). Cllrs Mike Kermode & Jackie Burnham (Removal of green waste from boundary with 28 Hendre Close). Cllr Kermode (Events Committee/Gwledd Fest)

#### **3. Urgent Matters**

The Mayor had included the Rhuddlan Bowls Club grant application as an urgent matter under Item 17 Budget & Finance. This was supported by the Deputy Mayor in consultation.

#### **4. Police Matters**

A/PS 3152 Nia Williams highlighted the incidents between 1/6/22 & 31/6/22 in her report and proceeded to add details. This began a round of Member comments.

- Incident on Admiral's Field reference a balance bike and the CCTV not covering the field at that time. Why was this? Who had rotated the camera off the field, and for

what reason? The complainant, time and date are available and the incident reported. A/PS Williams will investigate and contact the complainant.

- Police presence was sought for the school drop off and collect times as was previously done for vehicle parking issues, and keeping engines running when waiting for children coming from school. A/PS Williams said a presence will be made if the staff are available, and that the engine issues is not illegal and that some consultation with parents would be better coming from the school. Members agreed that encouraging people to report incidents to 101 or to the PCSO so statistics could reflect the issue then the police could act upon. A/PS Williams added that the police website could also be used for reporting.
- Parking on Abbey Road and its definition of illegal action, ASB, or obstruction? A/PS Williams answered that an obstruction of the highway is illegal and asked if DCC were enforcing such parking.
- Cyclists using the river footbridge almost knocked an elderly female down to the ground who was dog walking on the bridge. A/PS Williams will flag up with patrols in that area and explained how difficult it is to enforce this type of behaviour without evidence of the incident. There then followed a discussion around signage for enforcement purposes and cyclist being informed to dismount on Rhyll Road till after the bridge. They should therefore be using the highway instead.
- A Member noted that there were a lot of complaints and asked if this discouraged offenders. A/PS Williams stated that when complaints are followed up for statements complainants are reluctant.
- The woods along the river bank are being used by young people early and late evenings and there are concerns that this could lead to fires.

A/PS Williams was thanked for her report and attendance.

## **5. Minutes**

### **Town Council Meeting 9<sup>th</sup> June 2022**

Subject to four grammatical amendments, the Minutes were proposed as a true record by Cllr Gareth Rowlands, seconded by Cllr Jackie Burnham. **Resolved.**

The minutes were duly signed

## **6. Matters Arising**

Town Council Meeting:-

- a. Castle Street Bollards Improvements** – Members agreed to now remove this item from future meetings.
- b. Free Car Parking** – no further update
- c. Internet Banking** – the Clerk informed Members that after 5 months work HSBC had still not progressed this issue. A Member reported that Rhuddlan Bowls Club was having similar difficulties and a short debate took place on HSBC failure to act. Cllr Gareth Rowlands proposed that a strongly worded letter be sent to the HSBC Chair & Members of the Board at their Head Quarters. Seconded by Cllr Mike Kermode. **Resolved.**

- d. **Land Behind the Knights** – The draft lease agreement had been received but there is an issue with the length of the lease, it being for only 1 year with an annual renewal option. The debate centred on the works already carried out and that Town Council required at least a 20 year lease as previously discussed. Cllr Gareth Rowlands proposed that Council do not accept a 1 year lease and that the issue should now be dropped. Seconded by Cllr Mike Kermode. **Resolved.**
- e. **Cemetery** – A Member was concerned that DCC should do something now whilst the weather is dry and asked Cllr Ann Davies as a County Councillor if she had any update on the cemetery works. Cllr Arwel Roberts also a County Councillor sent a copy of the survey report to the Clerk for distribution to Councillors.
- f. **Code of Conduct Training** – The Clerk had been given 3 dates for this training one was received a day before it was being held in July, and 2 in September. Members commented that the short notice course in July was out of order and a letter saying so be sent to DCC. Seconded by Cllr Mike Kermode. **Resolved.**
- g. **Members Town Council e-mail addresses** – around half of Members have completed the task so far.
- h. **High Street Empty Shops** – Letter to shop landlords had been sent out. A Member enquired about two new empty shops that had received awnings as part of the Town Plan. The Clerk responded that the awnings can be altered to any new business details. The Mayor informed Members that the cake shop had now been sold
- i. **Admiral's Field Grass cutting** – The discussion was centred on the winter grass cutting requirements. Members decided to look at a 2 weekly cut during the summer, then once a week during the season, thereafter back to every 2 weeks towards Christmas and the winter. So proposed by Cllr Gareth Rowlands, seconded by Cllr Rob Williams. **Resolved.**
- j. **Wild Meadow** – The letter reference numerous complaints had been sent to DCC but no response has been received to date. Members were concerned that this issue should not be dropped and that any further complaints received be directed to DCC directly. An individual councillor had emailed DCC but had received no response. The MP & MS have been informed and are looking into this too. Mention was also made about how wild meadow seeds cannot grow around the strong grasses already in place and seemed a waste of resources. After some debate Cllr Gareth Rowlands proposed that a letter be sent to the CEO of DCC Graham Boase, seconded by Cllr Val Simmons. **Resolved.**
- k. **Dog Fouling Signs** – DCC had responded on progress and had confirmed they would erect the signs when ready. The Clerk informed Members that he needed approval for costs and was reminded DCC should fund. Members asked that signs with supporting rails on the rear be used for better security. **Resolved.**
- l. **Long Service Medals** – The Mayor asked that these be ready for the September meeting of Full Council for presentation, along with the Aelwyn Morgan award. **Resolved.**
- m. **Members individual IT Equipment** – DCC to attend September meeting to advise.
- n. **Business Website** – no update
- o. **Grants** – all last months agreed grants have been sent out.

- p. **Deputy Mayor & Planning Applications Role** - The Deputy Mayor informed the Council that he was not prepared to provide proposals for any applications to Members but would help assist with understanding them where necessary. It was agreed that the role is to chair the agenda item to give the Mayor a break. **Resolved.**
- q. **Rhuddlan Castle** – The Clerk had written to Cadw reference the opening and lack of flag flying. Cadw stated that they hadn't got enough staff to open 7 days a week and were recruiting nationwide. The Mayor had investigated further and could find no job vacancies visible on their website. The Mayor is meeting the Cadw Senior Visitor Manager on 26<sup>th</sup> July along with the two MS's, Cllr Reg Davies and County Cllr. Arwel Roberts. Any other councillor are invited to attend. It was reported that Rhuddlan & Denbigh castles had short opening hours.
- r. **Litter & Weeds** – The success of the June litter pick was mentioned and the continuing work weeding the alleyway to Admiral's field from Rhyl Road.

## 7. Correspondence From

### a. The Mayor

The Mayor's report had been circulated.

**The report was accepted.**

### b. Town Clerk

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

- a) The Clerk had received a request from Rhuddlan Bowls Club for a letter of support for a Gwynt Y Mor grant application. Cllrs Mike Elgin & Arwel Roberts declared an interest. Cllr Mike Kermode took over the chair. Cllr Gareth Rowlands proposed that a letter be drafted and sent, seconded by Cllr Mike Kermode. **Resolved.**  
The Mayor resumed the Chair.

- b) A letter highlighting the need for a hearing loop in the community centre had been passed on to the centre association for consideration.

- c) Letter from the owner of 28 Hendre Close requesting Council removal of green foliage waste. Cllrs Jackie Burnham & Mike Kermode both declared an Interest and left the meeting.

After a short discussion it was proposed by Cllr Arwel Roberts that this be done, seconded by Cllr Gareth Rowlands. **Resolved.**

Cllrs Burnham & Kermode were re admitted and the member of the public present left.

- d) Ysgol Y Castell retiring Head had sent a letter thanking the Council for their support over the years. Cllr Mike Kermode proposed that the Clerk write thanking the Head for all their hard work and to wish them good luck in the future. Seconded by Cllr Gareth Rowlands. **Resolved.**

- e) The Clerk had received a complaint about a rat infestation which was passed on to DCC who are responsible for these issues.

**The report was accepted**

## 8. County Councillors Reports

Cllr Ann Davies gave a verbal report which covered several items of interest including:

- A pedestrian refuge construction on Rhyl Road near Pentre Lane was due to start week commencing 18<sup>th</sup> July.
- DCC highways officers are not looking at reducing the speed limit to 30mph on Abergele Road nor attending a meeting on the subject.
- Library social drop in sessions every Friday 10.30-12.30
- Pentre Lane experiencing electric power cuts, SP Energy investigating.

**Cllr Arwel Roberts** also provided a verbal report. As the Chair of DCC for 2 months now he had been very busy with work across the County which are not applicable to Rhuddlan and too many to mention here tonight. It included:

- Visit to Ty Morfa school
- Friday's nature reserve meeting
- Chair of the Dementia Group
- Importance of keeping a close watch on elderly neighbours
- Ysgol Y Castell update on new Head arrival and interim arrangements until then.

## 9. Town Plan Projects Report

The Town Clerk had circulated an update and each project update was read out.

- Free parking at Parliament St car park given go ahead and we await installation date
- The remaining funds for the community centre electrics can be used for the provision of a hearing loop system at the community centre.
- Several items at Coed Y Brain project were highlighted and Members informed that the audit report considered the tendering process was appropriate.
- The next Farmer's Market is on July 16<sup>th</sup>

Members thanked the Clerk for his hard work on the projects.

**The report was accepted.**

## 10. Minutes of the Road Safety Working Group 5<sup>th</sup> July 2022

The Minutes were proposed as a true record by Cllr. Jackie Burnham and seconded by Cllr. Arwel Roberts. **Resolved**

The Mayor reported that frustratingly no DCC highways officers attended but 5 members of the public were in attendance.

### **Recommendations for Full Council**

- Ysgol Y Castell Poster Competition winners had been selected with 10 posters regarded as winners out of a total of 200 entries. It was proposed by Cllr Mike Elgin that the winning posters be displayed on the Council's bus shelters, noticeboard and website along with a small £10 voucher prize for each winner. Seconded by Cllr Gareth Rowlands. **Resolved.**

It was noted that the school breaks up on Weds 20<sup>th</sup> July for any presentation of vouchers, and that the Senedd has voted to install 20mph limits on all urban roads commencing September 2023.

- ii) The school governors meeting took place and the school has a copy of the proposal which will be progressed next term.
- iii) Highlands Rd chicane idea was thought to be a good idea by Members.
- iv) Tomorrow there is a meeting with DCC officers and the creation of a strategic plan for the highway issues in Rhuddlan will be discussed. In addition, to hold a public consultation exercise on the plan and to gauge further ideas.

Members then discussed how to create a strategic Plan B and public consultation exercise in case DCC will not support the idea. This brought about a robust debate on preparing a brief of Council's needs by organising a local public consultation, the use of specialised consultants, and getting costs of such an exercise. Cllr Jackie Burnham so proposed, seconded by Cllr Arwel Roberts. **Resolved.**

**11. Annual Report** – As required the Clerk had prepared and circulated a draft annual report based on the Welsh Government guidance. Members discussed the report and where best to display it once agreed. This centred on the Council's website, Facebook page, other social media sites, the parish magazine, library, and door drop leaflets. The later requiring a costing to gauge its economic effectiveness. Cllr Gareth Rowlands proposed Council accept the report as it is and publish it according to the relative discussion. Seconded by Cllr Mike Kermode. **Resolved.**

## **12. GP Issues in Rhuddlan**

This agenda item was requested by a member who proceeded to inform Members that the local MP & MS had taken up the issue and are requesting a meeting with BCHUB CEO. The BCHUB CEO was also invited to a meeting with DCC but sent a representative which proved not to be a local Rhuddlan matter but more strategic and nationwide in nature. Cllr Ann Davies proposed that a letter be sent to the Prestatyn GP practice manager which manages the Rhuddlan surgery asking if Rhuddlan can recruit more GPs to hold more surgeries, seconded by Cllr Mike Elgin. **Resolved.**

## **13. Events Committee & Gwledd Fest**

i) Following on from the success of the jubilee, and Gwledd Fest events, Cllr Mike Kermode had prepared a proposal to create a Council events committee. It concluded that a small group 4 or 5 Councillors, who can develop the required skills, could be given a delegated budget that they can allocate based on the committees assessment of the events benefits and needs. Members heard that the Council did previously have such a committee and that it should be recreated as it had proved successful. A delegated budget was previously set at £6750 each for both town activities and community activities and a suggestion that half of these budgets could be reallocated to such an events committee. Cllr Mike Kermode proposed that the committee be created again with the budget mentioned above, seconded by Cllr Gareth Rowlands. **Resolved.**

ii) In regard to the Gwledd Fest suggestion Members were reminded that this started as a Town Council event in 2015 and soon progressed to engaging an external event



organiser. The costs of running this event were tabled showing a net loss of £1890 in 2022 and members were reminded of the Council's annual grant to it, and the free use of Parliament St car park. Would the Council be prepared to take over the management of the event via the events committee? The external events organiser Bespoke Events could be again engaged to provide the professional assistance required. It was proposed by Cllr Gareth Rowlands that the Gwledd Fest be undertaken by the events committee utilising Bespoke Events. Seconded by Cllr Mike Elgin. **Resolved.**

To progress, 4 or 5 Members will be selected in September to meet and begin the process. Cllr's Mike Kermode and Arwel Roberts volunteered to be members.

#### **14. Welsh Language**

A Member had tabled this agenda item to seek Council's thoughts on creating a working group or committee to promote the Welsh language.

- i) Members agreed to have a Council Welsh language Champion to bring forward events that Council can promote. This was proposed by Cllr Bleddyn Williams, seconded by Cllr Arwel Roberts. **Resolved.**
- ii) Land behind the knights to be renamed as Rhuddlan Gateway/Porth Rhuddlan. Members decided to leave this suggestion for now.
- iii) Town Council to put a bid in to host the National Eisteddfod. Members heard that the host is usually decided by the Eisteddfod main board and the County. Rhuddlan had unsuccessfully previously tried to host it. Although this could bring about a great status for the town it would involve a lot of hard work and close partnership working with DCC. Members agreed to ask the Clerk to investigate the costs and prospects of hosting the eisteddfod in the future. **Resolved.**

#### **15. Farmers Market**

This item was postponed until September meeting.

#### **16. Planning Applications**

- i) 44/2022/0587 – 38 Ffordd Nant. No objections
- ii) 44/2022/0574 – 60 Highlands Rd. No objections
- iii) 44/2022/0597 – Church Yard Planning appeal. Council had previously objected to the application on the grounds of site over development, proximity to a Grade 2 listed building, and in a conservation area. It was proposed by Cllr Gareth Rowlands that Council objects as before, seconded by Cllr Reg Davies. **Resolved.**

#### **17. Budget & Finance Matters**

- a. To agree adding approved grants at a meeting to the same meetings payments list and that August payments can be approved by the Mayor and Deputy Mayor. Cllr Jackie Burnham so proposed, seconded by Cllr Gareth Rowlands. **Resolved.**

Cllr Gareth Rowlands proposed that the Clerk be added to those approving the August payments, seconded by Cllr Val Simmons. **Resolved.**

b. Grant Request from St Mary's Church for a total of £1800 for tourism linked improvement as described in the application. Cllr Reg Davies declared an interest and left the meeting. Cllr Mike Kermode proposed the £1800 be granted, seconded by Cllr Ann Davies. **Resolved.**

Cllr Davies returned to the meeting.

c. Grant request from Rhuddlan Bowls Club for a total of £799.50 for young people bowls sets as described in the application. Cllr Mike Elgin declared an interest (Cllr. Arwel Roberts had already left the meeting feeling ill) and left the meeting. The Deputy Mayor took the Chair.

Cllr Gareth Rowlands proposed that this be granted using funds in the youth budget provision, seconded by Cllr Reg Davies. **Resolved.**

The Mayor returned to the meeting and Chair.

d. The Payments List was proposed for acceptance by Cllr Gareth Rowlands, seconded by Cllr Jackie Burnham. **Resolved.**

## 18. Community Matters

a. Cllr Jackie Burnham commented on the growth of nettles on the bridge. Members believed this to be a DCC responsibility.

Cllr Burnham was concerned about seagulls attacking pedestrians in several places around Rhuddlan and wondered what can be done. Members heard that DCC no longer has a pest control section that deals with removing this type of incident but can offer advice on how to deal with it. Complainants should call DCC Customer Services.

b. Cllr Gareth Rowlands informed Council that Cllr Ivor Beech's nephew had recently passed away at an early age and suggested that a letter of condolence be sent. The Mayor answered that this had already been actioned.

Cllr Rowlands had noticed that Vicarage Lane play area has overgrown hedges and that some boundaries were the responsibility of the Town Council and some not which was difficult to confirm. He suggested that DCC Countryside Services be asked to investigate what needs doing to deal with the hedges and at what time of the year so it can be placed in the Town Plan. A Member asked that the hedge along Kerfoot Avenue footpath be added to this work. **Resolved.**

c. Cllr Bleddyn Williams informed Members that Bryn Castell on Castle St belonged to DCC and had enquired if it could be used as a museum but it could not due to the Counties housing shortage.

d. Cllr Rob Williams voiced concern on young people being down by the river near the mower shop and wondered if the area could be tidied up. Other Members commented on this previously being an access area for the river and wondered if it could be returned to this activity. It was reported that this area belonged to NRW. Members agreed to write to NRW as above with some photos attached. **Resolved.**

e. Cllr Mike Kermode enquired whether the Remembrance day events started at 11am and at which venue first. It was noted that usually events start at the church at 11am where the minutes silence and last post were observed, then the laying of wreaths was done at the memorial at the community centre. Cllr Gareth Rowlands proposed that this tradition be continued, seconded by Cllr Reg Davies. **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 was stopped.

### **19. Aelwyn Morgan Award**

The Mayor reminded Members that this award was decided by secret ballot and highlighted the nominations that had been received. The award presentation would take place at the September meeting where the winner will be announced. The vote result was 5-4.

**19. Date of next meeting – 8/9/2022 Full Council Hybrid Meeting 7pm**

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