



Cyngor Tref
Rhuddlan
Town Council

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

Appendix 1

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 *Appendix 2*

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. *Appendix 3*

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 *Appendix 4*

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 *Appendix 5*

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 Rhyf 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 Anwel 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: 12/2/2026

Cllr Jackie Burnham (Mayor)





Rhuddlan Town Council

Full Council Hybrid Meeting Thursday 11th December 2025

Present:

Cllr Jackie Burnham (Mayor)
Cllr Ivor Beech (Deputy Mayor)
Cllr Sophie Baker
Cllr Reg Davies
Cllr Mike Elgin
Cllr Mike Kermode
Cllr Gloria Lambert
Cllr Arwel Roberts
Cllr Val Simmons
Cllr Bleddyn Williams (remotely)
Steve Wilson - Town Clerk and Responsible Financial Officer

Thaïsa Wells and Patrick Williams from the Walk Wheel Cycle Trust and Ben Wilcox-Jones and Rebecca Musgrave from DCC

There were 2 Police Officers in attendance.

There was 1 member of the public present.

The meeting was recorded from this point (audio only)

1. Apologies

Cllr Ann Davies

2. Declaration of Interest

None

3. Urgent Matters as Agreed by the Chairperson

The Mayor introduced Heidi Barton-Price who has been appointed Assistant Town Clerk starting on 12th January 2026.

4. Police Matters

The Clerk ran through the latest Crime data. The police stated there have been no major issues with crime in Rhuddlan and stated that some incidents are reported by more than one person and this makes the crime numbers look much higher than they are.

The police passed on a warning regarding a spate of distraction burglaries in the area and gave advice on what residents should do. The police confirmed that they visit local schools as part of their patrols.

5. Active Travel Plan

The Walk Wheel Cycle Trust (Ex Sustrans), with DCC updated councillors on the Rhuddlan Active Travel Plan. They ran through the consultations to-date and what actions they were proposing to take forward to detailed design stage with the possibility of carrying out the works in the 2026/27 financial year, if bids for funding were successful. The improvements included the widening of paths, installing informal road crossings, share road/path areas and other safety improvements. They stated they have discarded the one-way system. This was discussed by councillors who highlighted some slight tweaks to the plans and some other ideas. The DCC a team will present the formal designs to the council at a special meeting in late February 2026. Councillors thanked the team for their good work to date and for considering all the feedback from residents during the consultation process. They confirmed the installation of dropped kerbs in various locations would commence in January.

6. Minutes:

a. Town Council Meeting held on 13th November 2025

The minutes were proposed as a true record by Cllr Mike Kermode, seconded Cllr Arwel Roberts. **Resolved.**

The Mayor duly signed the minutes.

b. Committee and Working Group meetings held since last meeting

Cllr Mike Kermode gave councillors an update on the events committee meeting held on 10th December and Cllr Arwel Roberts updated the council on the twinning with Carlow.

7. Progress Report from Minutes

Clerk updated Councillors regarding the following:

- Invitation sent via Kate Thew to invite the new DCC CEO to a future meeting.
- Letter sent to BCHB regarding A&E.
- Trees at rear of Parc Y Lleng trimmed and tidy up of Knights being progressed.
- Residents of High Street backing onto Admiral's Field have been sent a letter regarding parking.
- Youth team contacted regarding the pebble snake.
- Councillor's email addresses added to website and notice board.

8. Reports from:

a. The Mayor and Deputy Mayor

The Mayor and Deputy Mayor had submitted a written report. The Mayor Cllr Jackie Burnham stated she could not attend the unveiling of the plaque commemorating Philip Jones Griffiths. The Deputy Mayor Cllr Ivor Beech informed councillors that he had attended an event at Maggie's North Wales on 11/12.

Both written reports were accepted.

b. The Town Clerk - Correspondence and Project report

The Clerk had submitted a written report. He added that:

- Councillors needed to agree if the SID in Pentre lane should be reinstalled or relocated. This was discussed and the council decided to request the SID is located at its original location.

The report was accepted

9. County Councillor Reports

Cllr Arwel Roberts had submitted a written report which he ran councillors through. He added he had attended the opening of a park in Bodelwyddan.

The report was accepted

10. Planning

There were no planning applications to consider.

11. Budget & Finance Matters

a. Grant Requests

i) Urdd National Eisteddfod Ynys Mon 2026

Discussed by councillors, Cllr Jackie Burnham proposed a £100 donation seconded by Cllr Mike Kermode. **Resolved.**

ii) Urdd Fund For All

Discussed by councillors. Cllr Jackie Burnham proposed a £230 donation, seconded by Cllr Ivor Beech. **Resolved.**

b. Approve the December payments listing due

Councillors reviewed the payment listing. Cllr Val Simmons proposed it is paid, Cllr Mike Kermode seconded. **Resolved.**

c. Receive Q3 Financial Report

The Clerk took councillors through the year-to-date accounts stating that the finances were as planned.

12. Section 6 Biodiversity and Resilience of Ecosystems Report 2025

The Clerk had previously shared the plan with Councillors, Cllr Arwel Roberts proposed the Council approve and submit the report, seconded by Cllr Mike Kermode. **Resolved.**

13. Defibrillator for Highlands Road/Pentre Lane area.

The Clerk ran through the options and councillors agreed the electrical box concept which the Clerk will bring a firm proposal to councillors in the new year.

14. Asset Transfer Committee.

Discussed by councillors and Councillors Sophie Baker, Mike Elgin, Bleddyn Williams and Ivor Beech agreed to join the committee which will meet in the new year.

15. Rhuddlan Cemetery

Cllr Mike Kermode updated the council regarding the non-availability of burial plots at Rhuddlan Cemetery. This was discussed by councillors who also added concerns regarding the issue of flooding at existing plots. Cllr Arwel Roberts proposed that the council write to

DCC asking them to clarify the latest situation and what advice they are giving Rhuddlan residents and undertakers. Cllr Ivor Beech suggested a method of draining the water which will be included in the letter, seconded by Cllr Reg Davies. **Resolved.**

16. One Voice Wales AGM Motions

Councillors reviewed the motions and agreed them in principle, proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons. **Resolved.** Cllr Ivor Beech will vote on behalf of RTC at the AGM in January.

17. Community Matters

Cllr Arwel Roberts mentioned the success of the Hwb and that the Town Plan needs a review. Cllr Jackie Burnham highlighted an electricity supply issue in Bryn Hafod and broken tree branch on the High Street that she dealt with.

Cllr Ivor Beech asked the council write to the Community Centre to thank them for providing a delicious hot buffet and highlighted how good the Rhuddlan Christmas lights are looking. He also highlighted an issue with muck spreading on fields on the Abergele Road and asked Cllr Arwel Roberts to inform DCC.

Cllr Sophie Baker shared details of her day spent with the local police team and raised an issue with some residents saying they are not seeing event notices. This was discussed by councillors.

Cllr Mike Elgin informed the council of the passing of ex-Councillor Tony Rainford who had been instrumental in the development of the Community Centre. Councillors agreed to send a letter of condolence.

Cllr Val Simmons informed council that speeding on Highlands Road had got worst. The Clerk agreed to chase up the setting up of the Community Speeding Team.

Cllr Mike Kermode clarified the Town Plan is still a live document,

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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.

Cllr Mike Kermode proposed, Cllr Val Simmons seconded. **Resolved.**

The members of the public left the meeting, and the recording was stopped.

18. Review reasons for apologies

Cllr Ann Davies – no reason given

19. Minutes from Personnel Committee meetings of 18th November and 4th December

Cllr Mike Kermode ran Councillors through the minutes and informed them that Heidi Barton-Price has been appointed as Assistant Clerk and starts on 12th January 2026. Councillors agreed to pay the Clerk 40hrs of overtime assimilated since the previous Assistant Clerk left.

20. Date of next meetings:

Precept/Budget Setting Meeting - Wednesday 7th January 2026

Next Full Council Meeting -Thursday 8th January 2026.

Signed Date:.....

Cllr Jackie Burnham (Mayor)

DRAFT

Rhuddlan Town Council – 15th January 2026 – Reports

Item 7(a) – Mayor's Report from Councillor Jackie Burnham

20/12/25 - Carols around the tree - fantastic event, huge thank you to everyone who took the time to set up and attend. Shame there weren't as many children present this year as last year, but the left-over gifts were donated to Action for Children's home in Rhuddlan and the local Domestic Abuse Service for distribution to the families in their care over Christmas.

22/12/26 - presented the certificates and prizes to the best dressed houses and shop windows.

7/1/26 - Chaired the budget and precepts meeting. Thank you to Cllr. Kermode who stepped into the Clerk's shoes as volunteer Temporary Clerk and Financial Officer to ensure that the meeting could go ahead.

Item 2

An email from Mrs. Marrianne Elgin on 14th January 2026

Subject – Parking Restrictions in Abbey Road Rhuddlan

Dear Rhuddlan Town Council Clerk.

I am a resident in Abbey Rd, Gwenallt which is between Hylas Lane and Parc y Castell. Over the past 18 months Cllr Ann Davies has been campaigning to get double yellow lines between Hylas Lane and Parc y Castell.

I along with other residents on this part of Abbey Rd have objected as we do not feel they are required. Denbighshire Council (DCC) have over the past 18 months firstly carried out a survey of all the residents which came back at 80% not wanting restrictions. Following this in February last year a public meeting was held in the Street which I was part of involving DCC officers and Ann Davies. It was clear the residents were strongly opposed to restrictions and again said they were not needed. A couple of incidents where inconsiderate parking had caused issues to Abbey Farm were brought up however these were so rare and could not be said to be a regular occurrence. I'm sure similar occasional instances happen all over Rhuddlan from time to time.

The DCC officers however said to settle the argument they would put CCTV cameras up in Abbey Rd which would show one way or another if there was a problem which justified double yellow lines. Everyone agreed to this.

I understand the CCTV cameras went up for a week in May and up until now none of us were told the result.

It was therefore surprising to see the below report by Ann Davies for the forthcoming Town Council meeting tomorrow.

From Cllr Ann Davies -ABBEY ROAD

A video camera survey was carried out in Abbey Road last May. All three emergency services were contacted and after reviewing photographic evidence the Neighbourhood Police Team suggested the area might be considered for parking restrictions. DCC officers' recommendation would be to propose the short length of double yellow lines from Castlefield's Junction to Hylas Lane Junction. The officers say the option to do nothing is clearly not an ideal situation, especially not in an emergency.

I have now had sight of the DCC report which Cllr Davies has referred to and wish to say-

Cllr Davies has condensed a very long detailed report into 4 lines which do not accurately reflect the report and is written by someone who has campaigned for traffic restrictions in Abbey Road so is not impartial.

A week-long survey was conducted by CCTV cameras last May-

DCC say - "The video camera survey only found delays caused by vehicles manoeuvring in and out of private driveways, and no delays caused by obstruction caused by inappropriate parking, during the 7 days of the survey."

Plus DCC say "All three emergency services were contacted. All the three services reported having no issues or concerns regarding their use of Abbey Road."

Recommendation by DCC

Item 7(b) – Correspondence

The following items have been received:

Item 1.

An email from Karen Dean

Subject: Cemetery lay-by

Good afternoon,

Could the lay-by at the cemetery be brought up at the meeting please and then someone request that DCC come and inspect the work they've done and do a proper job? It is now more of a hazard than it was before they botched it.

The work they've done and how they've left it is appalling.

Many thanks and much appreciated in advance

Karen

Temporary Town Clerk Note – see photos taken by me on 14/01/2026



There are now two options available to us. Option 1 is that we introduce a short length of double yellow lines on one side of Abbey Road (Hylas to Parc y Castell) as this is the location that we have identified where a parking restriction would be of most benefit. This would obviously reduce the likelihood of those occasional issues occurring. Option 2 is that we do nothing but accept that there is an occasional risk of obstruction occurring. Where the latter does occur, it would be dependent upon motorists trying to get parked vehicles moved as has occurred previously, but is clearly not an ideal situation, especially not in an emergency situation.

This is very different to what Ann Davies is saying and important for the residents of Abbey Rd to know the full facts.

I hope you can put this across to the town Cllrs tomorrow so they have a full picture and maybe forward onto the DCC officer Mike Jones

Many thanks

Marianne Elgin

Item 8 – County Councillors' Reports:**(a) Report by Councillor Ann Davies****HIGHLANDS ROAD**

DCC have undertaken several speed surveys on Highlands Road over the past few years. The surveys, which are conducted over 7-days, have been undertaken when the speed limit was 30 mph and following the change to 20mph.

The results of the survey do not support the induction of traffic-calming measures. DCC have been in touch with Go Safe and requested that they undertake a campaign of speed enforcement along the route.

HYLAS BACH

DCC officers are working on two potential options to protect the Thatch Cottage from HGV damaging the thatch roof. A meeting is being held next week with County Councillors to decide on the best option.

ABBEY ROAD

A video camera survey was carried out in Abbey Road last May. All three emergency services were contacted and after reviewing photographic evidence the Neighbourhood Police Team suggested the area might be considered for parking restrictions. DCC officers' recommendation would be to propose the short length of double yellow lines from Castlefield's Junction to Hylas Lane Junction. The officers say the option to do nothing is clearly not an ideal situation, especially not in an emergency.

SOCIAL SERVICES

Over the Christmas Period I have been contacted by residents who are carers, it was a worrying time especially as no GP on duty and AE so busy. Lack of help and support was worrying. Finally, I was able to seek help through the hospital.

I am meeting with the head of social services next week to discuss how care for the vulnerable in their own home can be improved.

Cllr. Ann Davies.

(b) Report by Councillor Arwel Roberts

Blwyddyn Newydd Dda – Happy New Year (2026)

Since the last meeting of the year in 2025 – here is a list of my activities as Chairman of the County Council.

12/12/25 – Visit to Cylch Meithrin Ysgol Dewi Sant

15/12/25 – Chaired Full Council meeting of Denbighshire County Council.

17/12/25 – Finance Workshop, Denbighshire County Council

18/12/25 – Official opening, Strand Cinema, Rhyl.

Activities relating to the Town Council and other aspects

11/12/25 – Church Service organised by the local Dementia Group.

16/12/25 – Lunch and singing in the Golf Club – again, organised by the local Dementia Group.

20/12/25 – Singing and welcoming Father Christmas at the Community Centre.

Cllr. Arwel Roberts**Cyngor Tref Rhuddlan, 15fed Ionawr 2026, Adroddiad gan y Cynghorydd Arwel Roberts**

Blwyddyn Newydd Dda – Happy New Year (2026)

Er y cyfarfod olaf yn ystod y flwyddyn 2025 -wele fy ngweithgareddau fel Cadeirydd y Sir.

12/12/25 – Ymweliad â Chanolfan Cylch Meithrin Ysgol Dewi Sant

15/12/25 – Cadeirio Cyngor Llawn Sir Ddinbych.

17/12/25 – Gweithdy Cyllid Cyngor Sir Ddinbych

18/12/25 – Agoriad Swyddogol Cinema y Strand Y Rhyl.

Gweithgareddau yn ymwneud â'r Cyngor Tref ac elfennau eraill

11/12/25 – Gwasanaeth yn yr Eglwys wedi ei drefnu gan y Grwp Dementia lleol.

16/12/25 – Cinio a chanu yn y Clwb Golf – eto wedi drefnu gan y Grwp Dementia lleol.

20/12/25 – Canu a chroesawu Sion Corn yn y Ganolfan Gymunedol.

