



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Minutes of the Information and Website Committee Meeting on Thursday 22 April 2025

Present:

Cllr Val Simmons (Mayor)

Cllr Jackie Burnham (Deputy Mayor)

Cllr Mike Kermode

Steve Wilson - Town Clerk and Responsible Financial Officer

Morgan Ditchburn – Assistant Town Clerk

Absent:

Cllr Bleddyn Williams

Mayor thanks Deputy Mayor for taking chairing the meeting last time

1. Apologies

None received

2. Declarations of Interest

None

3. Elect Chair for the Committee

Deputy Mayor Cllr Jackie Burnham volunteered as Chair. Mayor Cllr Val Simmons seconded.
Resolved.

4. Review TOR for the Committee

Membership: Should we put the number of councillors instead of names due to the changes. Will change to five councillors.

Quorum & Voting

Change to three instead of two.

Website

Update images: e.g. Rhuddlan Town photo. Will go through the website and see what needs updating and changing.

Events: Need past events to be archived to a 'past events' sections and only have upcoming events under events.

Fundraising: Change to 'Community Funding'

Management of the website: Discuss the Town Council getting direct access to the page so we can start to update ourselves.

Detailed Remit Include:

Point e) Suggest change to Allocate and manage the websites, information, and publicity budgets. To be reviewed by the Town Council.

5. **Review Ideas and Format for Annual Report**

Review of last year's report. Discussion what to include.

6. **Website**

Covered in Item 4.

7. **Date of next meeting:** Tuesday 3 June at the Community Centre.

A handwritten signature in black ink, appearing to be 'P. Jones' or similar, written in a cursive style.

28/5/25