Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting held on Thursday 10th April 2025 at Hwb Rhuddlan - Hybrid Meeting

Present:
Cllr Jackie Burnham (Deputy Mayor)
Cllr Sophie Baker
Cllr Ivor Beech
Cllr Reg Davies
Cllr Mike Kermode
Cllr Arwel Roberts
Cllr Bleddyn Williams
Steve Wilson - Town Clerk and Responsible Financial Officer
Morgan Ditchburn – Assistant Town Clerk
PCSO Alex Jones
Ben Wilcox Jones and Becky Musgrove - Active Travel Plan DCC

There was 1 member of the public present.

The meeting was recorded from this point (audio only)

1. Apologies
Cllr Val Simmons (Mayor)
Cllr Ann Davies
Cllr Mike Elgin

The Deputy Mayor welcomed all present and reminded Members to follow the Code of Conduct and be respectful to other members.

2. Declarations of Interest
Cllr Sophie Baker regarding item 4, Cllr Mike Kermode regarding items 11c and 13 and Cllr Arwel Roberts item 10.

3. Urgent Matters
Cllr Arwel Roberts proposed the council allocate £100 to buy gifts from Rhuddlan Town Council to gift to Carlow on his upcoming visit to Ireland. He has created a gift basket of local goods. Cllr Mike Kermode seconded. **Resolved.**

4. Active Travel Plan
Cllr Sophie Baker declared an interest in this item.

Ben Wilcox-Jones refreshed members on actions taken so far by Denbighshire County Council, and the next steps proposed to move the Active travel plan forward. There will be another stakeholder consultation on the 13/5 at Ebeneezer Chapel, from 5:30pm to 8:30pm. All residents will receive notification of the consultation via a leaflet drop with additional promotion on social media. Further engagement will be carried out through classroom-based activities at Ysgol y Castell, along with conversations with parents outside the school.

The focus of the upcoming consultation will be to present a review of the feedback received so far and look at the latest proposals. Concerns previously raised by residents included the potential loss of parking and lack of and narrowness of pavements will be addressed. The original proposals have since been reviewed and revised accordingly, and the updated proposals will be shared for public consideration.

The plans will be made available for Councillors to review. Cllr Mike Kermode proposed the plans are reviewed electronically with feedback given at the face-to-face consultation in May. Cllr Jackie Burnham seconded. **Resolved.**

5. Police Matters appendix 1

The Clerk provided councillors with an update on crime figures since January. PCSO Alex informed members that between 1/3 and 10/4 there were 79 reported incidents in Rhuddlan However, it was noted that this figure includes all enquiries, not just confirmed crimes. During March, there was one reported burglary, in which nothing was taken; the incident remains under investigation. Only one minor case of anti-social behaviour was reported. Many of the other reports were not crime-related; for example, a single road traffic collision generated nine separate reports.

Alex updated the council on staff redeployment to Prestatyn.

Posters concerning the use of electric scooters have now arrived and will be distributed to local schools. Cllr Reg Davies reported seeing two individuals riding electric scooters at speed on the pavement after working hours. This has occurred at the same time each day, and he witnessed a near-miss as a result. The Clerk reminded all councillors that any such incidents should be reported directly to the police.

6. Minutes of Town Council Meeting held on 13 March 2025 appendix 2

a. Cllr Arwel Roberts proposed the minutes were accurate. Cllr Mike Kermode seconded. **Resolved.**

Cllr Sophie Baker noted that some of her points had not been recorded in the minutes and requested that they be included. The Clerk explained the importance of maintaining brevity in the minutes to ensure they remain clear and manageable in length. A discussion followed regarding the level of detail included in the minutes. Members were reminded that recordings of meetings are kept for six months and that meetings are open to the public to attend in person or remotely.

appendix 4

b. Cllr Mike Kermode ran Members through the minutes of the Library Working Group meeting held on 21st March. He told members that the open day to promote the concept of the "Friends of the Library" group was a success with 35 individuals expressing an interest. Mathew Baker will be taking the initiative forward.

Regarding the Heritage Centre, progress is being made in collaboration with Denbighshire County Council who have provided draft architectural structural drawings. Discussions regarding the ownership and lease of the property will need to be made. The next step involves securing external grants for construction; however consideration is also needed for the ongoing running costs, which will ultimately be funded by Rhuddlan Town Council.

7. Progress Report from Minutes

The Clerk updated councillors regarding the following:

- No commuted sums available for 2025, however, £5,000 will available next year so alternative funds will need to be sought for 2025 biodiversity projects on Admiral's Field.
- Finger post sign – replacement and new one installed. No feedback from DCC regarding the sign they removed by mistake.
- Defib for school has been ordered.
- The Clerk had requested an update from DCC regarding public toilets but has not had a detailed response. Cllr Ivor Beech proposed the Council contact DCC regarding the issue. Cllr Jackie Burnham seconded. **Resolved.**
- Presentation to Scout Leaders: Second gift delivered. The Clerk will arrange a date to do the presentation with the Mayor.
- No response from DCC regarding the communications regarding evening car park charges and advice on repairing the Knights.
- The annual newsletter has been delivered to all residents. If any councillors have not received it then email the Clerk so that it can be checked.
- Permission from DCC to put up the dog waste signs onto lamp posts. Councillors will place signs around the hot spots in town.
- The Clerk was asked to obtain costs for similar signs about e-scooters and e-bikes.
- A date to move the three trees on the town ditch that Cadw wanted to remove has been set for 11/11. This was discussed by members with Cllr Reg Davies objecting to the removal of the trees. Cllr Arwel Roberts proposed to invite a member of Cadw to come to the meeting and explain their reasoning. Second by Cllr Sophie Baker. **Resolved.**
- Internal audit information has been submitted to DCC for internal audit completion.
- Two vandalised SIDs are being assessed for repair.

8. Reports from

a. The Mayor and Deputy Mayor appendix 3

A report had been submitted to members. The Mayor and Deputy Mayor added they had attended three further events. The report was accepted.

b. The Town Clerk appendix 5

A report had been submitted to members. He updated members:

On the annual report, that the Election Notice for the Councillor vacancy was published on 31/3 with the deadline of 22/4.

Reminded Councillors that the Community Market is 12/4, Library Meeting 15/4, Events Meeting 22/4 and Information and Website Group meeting on 22/4.

The AGM and VE day service and lighting the beacon take place on 8/5. The Clerk to ask St Mary's if they will provide tea and biscuits after the event.

The Gwledd is taking place on 17/5, and Morgan is working on the Summer Picnic in the Park and Volunteer Fair scheduled for 2/8. The report was accepted.

9. County Councillor Reports Verbal

A report had been submitted to members. Cllr Arwel Roberts updated members:

He was very grateful for all the cards received and well wishes he has received. The Treasure Chest made £1,662 at their recent event and noted the hard work put in by some Councillors to make it a success.

On his upcoming Carlow visit and plan to continue with the Twinning process in memory of Gareth Rowlands.

Regarding Denbighshire Leisure: the cabinet has been split so will see what happens.

Public Toilets provision is a concern and that DCC Officer Tony Ward in charge of the issue. He suggested the three towns with potential closures come together to discuss the situation however with DCC not providing requested information, it makes the discussions difficult.

The replacement Pont Llanerch is still an issue, and no solution has been found. That an in-house enforcement team from DCC will be in place to deal with litter and dog waste issues.

10. Planning

Cllr Arwel Roberts declared an interest.

a. 44/2023/0874 - Demolition of existing bungalow and garage and erection of two storey dwelling including first floor balcony to rear, a detached garage and associated works at Edgefield Eton Park, Rhuddlan.

This was previously discussed in early 2024 with no objections. Cllr Bleddyn Williams proposed no objection or comments, Cllr Jackie Burnham seconded. **Resolved.**

11. Budget & Finance Matters

a. Grant Requests

i) Request for Financial Assistance for Easter Egg Hunt - Rhuddlan Library

This was discussed by Members and Cllr Mike Kermode proposed a grant of £200 to enable the event to run over three days with any eggs to go to the food bank. Cllr Reg Davies seconded. **Resolved.**

ii) 2025 Llangollen International Eisteddfod

This was discussed by Members and Cllr Bleddyn Williams proposed a grant of £100. Seconded Cllr Arwel Roberts. **Resolved.**

b. To agree third signatory for the Rhuddlan Charity Account
Cllr Arwel Roberts proposed Cllr Bleddyn Williams, Cllr Mike Kermode seconded. **Resolved.**

c. Approve the payments appendix b listing due
Cllr Mike Kermode declared an interest. Cllr Arwel Roberts proposed the payments list is accepted and payments made, Cllr Bleddyn Williams seconded. **Resolved.**

12. Election of Mayor and Deputy Mayor elect
Cllr Mike Kermode proposed Deputy Mayor Cllr Jackie Burnham as Mayor elect for 2025/26, Cllr Reg Davies seconded. **Resolved.**
Cllr Jackie Burnham nominated Cllr Ivor Beech as Deputy Mayor elect for 2025/26, seconded by Cllr Sophie Baker. **Resolved.**

13. Wildlife adventure hunt for Rhuddlan Beavers & Squirrel groups - to consider funding
Cllr Mike Kermode and Cllr Arwel Roberts declared an interest.
A wildlife adventure hunt at Rhuddlan Nature Reserve involving Rhuddlan Beavers and Squirrels was shared with Members that would cost £250 to put on. Cllr Bleddyn Williams proposed that the Council fund the event, Cllr Reg Davies seconded. **Resolved.**

14. Community Matters
Cllr Arwel Roberts: Nature Reserve - failed to get extra parking. Suggestion to have wildflower garden over that area instead. The reserve will also participate in Wales in Bloom this year as will the Community Centre for the first time.
The sign showing the map of Rhuddlan near the car park on Parliament Street is in terrible condition. Cllr Arwel Roberts proposed Clerk write to DCC to inform them and get the sign replaced. Cllr Bleddyn Williams seconded. **Resolved.**

Cllr Ivor Beech highlighted concerns over the condition on the approach to Rhuddlan either side of the bridge and proposed the landowner is contacted with some photos to ask for the area to be made tidy. Cllr Arwel Roberts seconded. **Resolved.**
The Clerk will visit the area and get photos to support the letter.

Cllr Sophie Baker shared concerns regarding the ongoing issue of public toilets and informed members that she is attending training on public asset transfer to understand the process fully.

Cllr Mike Kermode reminder Members of the VE event taking place on 3/5 at the Community Centre.

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 the Council move to part 2, seconded by Cllr Arwel Roberts. **Resolved.**

The member of the public left the meeting.

15. Review reasons for apologies

The reasons for the three apologies were shared with members. Cllr Sophie Baker proposed that all three are accepted by Council, seconded by Cllr Bleddyn Williams. **Resolved**

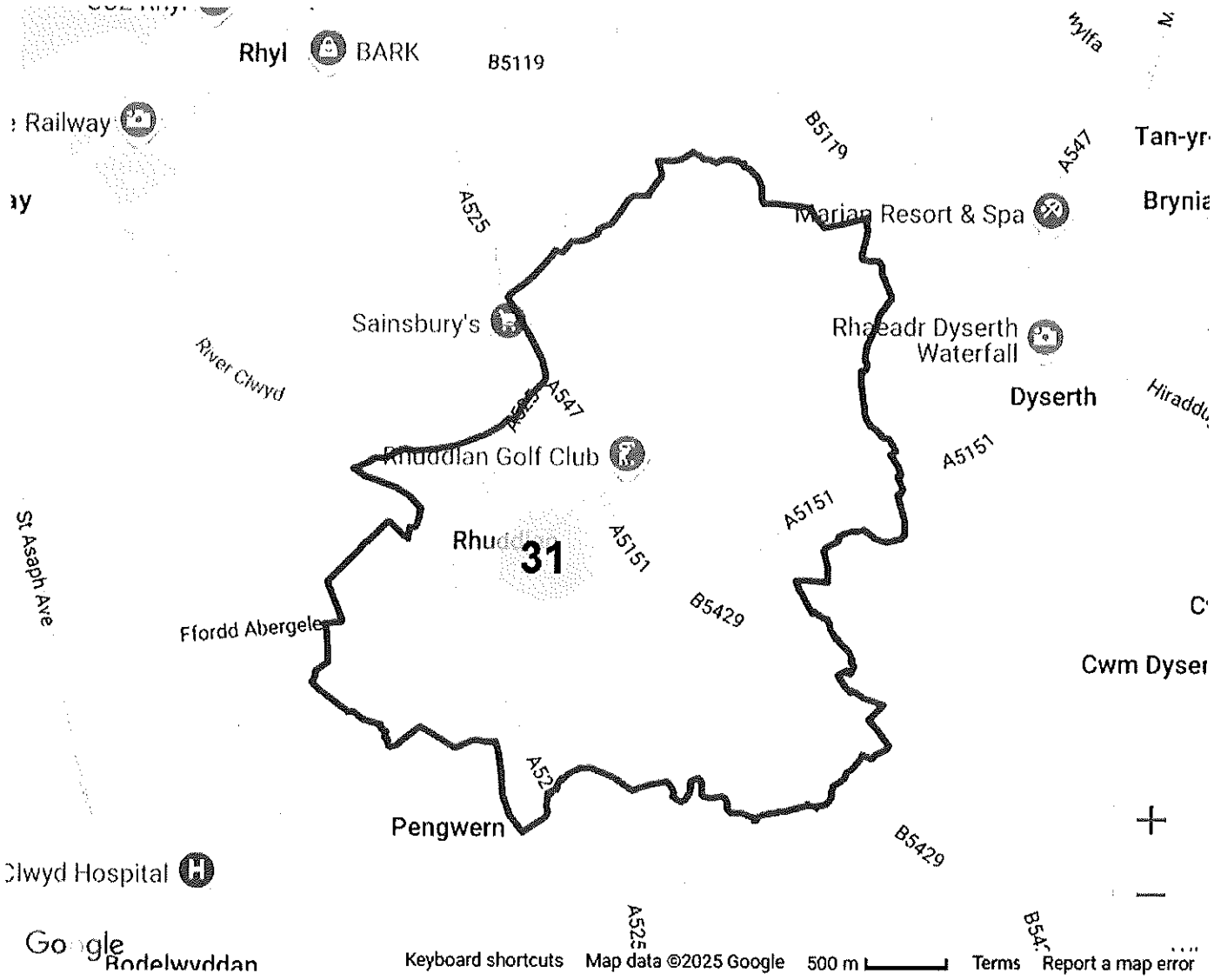
The Deputy Mayor thanks everyone for their attendance and closed the meeting.

16. Date of next meetings:

AGM on Thursday 8th May 2025 and Full Town Council meeting Thursday on 15th May 2025.

Signed ..... **Cllr Val Simmons (Mayor)**

April 2025 Meeting – Crime Report



All Crimes (31)

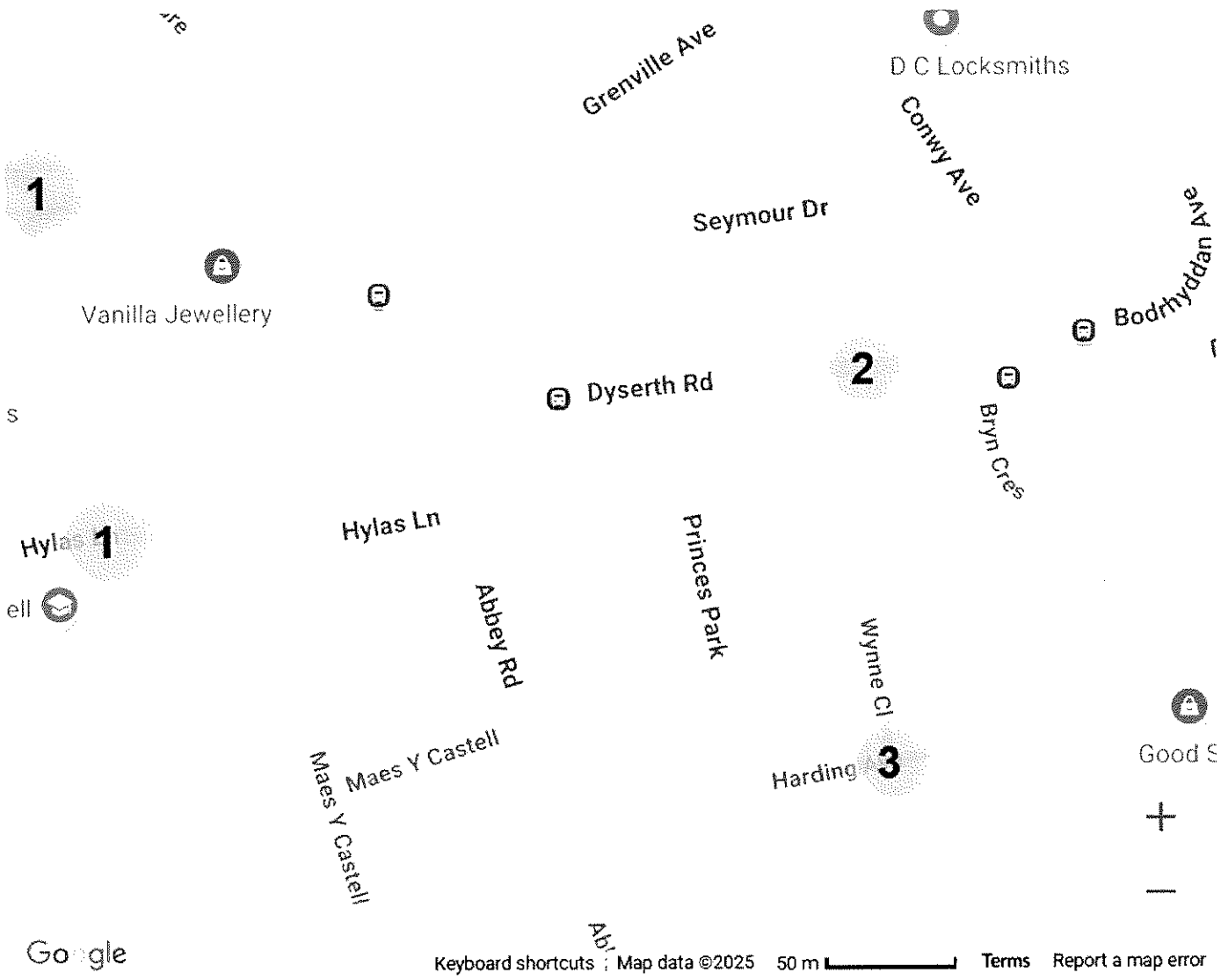
January 2025

31 crimes were reported here in January 2025

Violence and sexual offences	17
Anti-social behaviour	5
Criminal damage and arson	3
All other crime	6

View crime definitions

Download area crime data



All Crimes (24)

February 2025

View crime definitions

Download area crime data

Location	January								February							
	Anti-Social Behaviour	Criminal Damage & Arson	Public Order	Burglary	Other Crime	Possession of Weapons	Vehicle Crime	Violence & Other Offences	Anti-Social Behaviour	Criminal Damage & Arson	Public Order	Drugs	Other Crime	Shoplifting	Other Theft	Violence & Other Offences
A525 ST Asaph Rd								1	1							
Abergele Road	1			1											1	
Admirals Walk																
Asda												1		1		
B5249																
Berllan Avenue			1					2			1					
Bryn Cres																
Bryn Hafod																1
Church Street																
Clos Y Berllan																
Clos David Owen								1		1						
Clwyd Avenue																
Cross Street																
Dyserth Road																2
Eton Park																
Ffordd Dewi																
Ffordd Morris																
Ffordd Porthdy																1
Glyn Avenue									1							
Gwindy Street	1					1		1								
Harding Avenue					1		1	2								3
High Street									1							
Highlands Close																
Highlands Road																
Hoel Hendre																1
Howell Avenue											1					
Hylas Lane		1									1					
Llys Hendre																
Maes-Y-Castell																
Maes Onnen																
Maes Rhosyn																
Marsh Road		1						1								
Nant Close																
Parliament Street	1															
Parliament Street Car Park																
Park Edith	1	1						1			1					2
Pentre Lane								1					1			
Plas-Y-Brenin								1								
Princes Road			1					5								1
Rhyl Road	1															
Tan-Yr-Eglwys																1
Trevor Avenue																
Vicarage Lane																
Vicarage Lane Car Park								1								

Appendix 2

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Minutes of the Hybrid Meeting on Thursday 13 March 2025

Present:
Cllr Val Simmons (Mayor)
Cllr Jackie Burnham (Deputy Mayor)
Cllr Sophie Baker
Cllr Ivor Beech
Cllr Reg Davies
Cllr Mike Elgin
Cllr Mike Kermode
Cllr Arwel Roberts
Cllr Bleddyn Williams
Steve Wilson - Town Clerk and Responsible Financial Officer
Morgan Ditchburn – Assistant Town Clerk

There was 1 member of the public present and Steve Gunning from North Wales Police. The Mayor welcomed all present and thanked Cllr Jackie Burham for chairing the February meeting.

The meeting was recorded from this point

1. **Apologies**
   Cllr Ann Davies

2. **Declarations of Interest * See page 2**
   Cllr Mike Elgin - Rhuddlan Bowls Club Grant (item 10.a.c)
   Cllr Arwel Roberts – as above (item 10.a.c) and Planning (Item 9a)

3. **Urgent Matters as Agreed by the Chairperson**
   The Clerk shared a RTC tribute to Cllr Gareth Rowlands that will go into Rhuddlan mag.
   Resolved.

4. **Police matters**
   The new Community Beat Manager, Steve Gunning, attended the meeting and provided an update. Between the 1/2 and 12/3 there were 22 incidents reported in Rhuddlan, compared to nearly 200 in Rhyl. A rise in calls regarding shoplifting at the retail park has been noted. He emphasized that they are open to being contacted about any issues and are eager to engage in community policing.

Cllr Reg Davies asked if reports are anonymous, as some elderly residents have concerns. Steve Gunning reassured everyone that all reports are anonymous.
The Clerk shared the December Crime figures with the councillors.
The issue of policing e-scooter activity was discussed, and Steve Gunning acknowledged the challenges, assuring that attention would be focused on it.
Cllr Sophie Baker agreed with Cllr Mike Elgin regarding a recent incident on Dyserth Road that was mentioned on social media. Steve Gunning was not aware of the incident but will enquire and provide feedback. **Resolved.**
Steve Gunning left the meeting.

5.

a. **Minutes of Town Council Meeting held on 13 February 2025**

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

b. **Minutes of any Committee and Working Group meetings held since last meeting**

Cllr Mike Kermode ran Councillors through the minutes of the library meeting held on 18/2. Councillors accepted the minutes as a true record. **Resolved.** Cllr Mike Kermode reminded councillors that there is £8,000 in the 2025/26 budget for Town Plan projects including the development of Heritage Centre. Cllr Mike Kermode proposed the working group are authorised to spend the money on Design consultancy etc. Seconded by Cllr Jackie Burham. **Resolved.**

Cllr Jackie Burnham ran Councillors through the Biodiversity Meeting held on 20/2. Councillors accepted the minutes as a true record. **Resolved.** Cllr Jackie Burnham has now taken over as chair from the Mayor. She stated that the committee had met with Officers from DCC and shared two ideas to improve biodiversity at Admirals field, one was a scrape with a wetland wild garden and the other was the planting of pollinators. Cllr Jackie Burnham clarified that any proposed changes would been drawn up and shared with the council.

6. **Progress report from minutes**

The Clerk updated councillors regarding the following:

- Parking on pavements - no detail has been provided yet.
- Reminder that AGM is on 8th May – short meeting followed by a VE day service at the St Marys Church.
- Finger post will be installed week commencing 24th March.
- DCC have stated that the sign that they took down by mistake at the top of Vicarage Lane will not be replaced unless the Town Council pay. The issue has been escalated to County Councillors for action.
- Defib at school - work in progress.
- DCC Officers were unable to attend the March Council meeting and asked if the council want an extraordinary meeting. Cllr Arwel Roberts proposed the Council write to the DCC cabinet lead for an update, seconded by Cllr Mike Kermode. **Resolved.**
- Presentation to Scout leaders: Proposed do a joint presentation for service. Scout Leader Royston Williams had retired after 42 years of Service. Derek Hayes

has done 50 years of service. Proposed by Cllr Val Simmons that the Clerk purchases a second award, seconded by Cllr Mike Kermode. **Resolved.**

- Saturday's litter pick has been postponed as there is a party on at the Hwb at the same time.
- Repair of Knights Sculpture: the sculptor doesn't get involved in repairs therefore awaiting advice from DCC.
- NO response from DCC regarding charging for damaged bins and trolli-boxes.
- The Clerks laptop has now been replaced.
- The Clerk has renewed the Christmas lights contract for a further three years.
- The container for Dragons has been ordered.
- A letter has been sent to DCC regarding the impact of evening parking charges is having on users of the Community Centre.
- The Newsletter has been printed and, once the bill has been paid, they will be delivered.
- Cadw raised the flag on St David's Day. Cllr Reg Davies proposed we write to Cadw to thank them, seconded by Cllr Jackie Burnham. **Resolved.**

7. **Reports from:**

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report. The Mayor added that she attended the Community Centre Trustees meeting and ran members through what was discussed. It was reported that Martyn's law will come into place that could impact council run events.
The report was accepted.
The Deputy Mayor Jackie Burnham added, she had attended a School Governors meeting at Ysgol Y Castell.

b. The Town Clerk – Correspondence and Project Report

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

- The insurance policy for the council has been renewed.
- A resident contacted the Clerk about lack of dog waste bins at Twthill. This was discussed by Councillors. Cllr Sophie Baker will send the Clerk a list of hot spots. Cllr Arwel Roberts proposed a poo bag dispenser is installed at the gate to Twthill, seconded by Cllr Sophie Baker. **Resolved.** Cllr Mike Kermode proposed that the Council ask DCC whether RTC can put up the dog waste signs on lamp posts and if so RTC would put them up, seconded by Cllr Sophie Baker. **Resolved.**
- Update on Cadw matters: Dr Fiona Grant has enquired about tree removal from the ditch. She has been invited to observe the removal of the remaining three trees as requested.
- Update on Hwb equipment: All numeracy equipment has arrived. The Hwb is now a training centre with new interactive Smart TV, 20 new Chromebooks, new chairs, printing station and cabinets.

The report was accepted.

8. **County Councillors' Reports**

The Mayor stated it was great to see Cllr Arwel Roberts in attendance. Cllr Arwel Roberts thanks everyone for all the get well wishes. Cllr Arwel Roberts provided a verbal report. He shared information regarding a report on improved DCC working with town councils, Castle Street drainage

issues and provided an update regarding the Nature Reserve including the engagement of children via the Beavers and Squirrels groups. He stated that the library will be displaying information on Philip Jones Griffiths in the room named after him and that Bryn Castell has been sold for a development of flats and housing. He confirmed that DCC Active Travel Officers have asked to attend the next council meeting.

9. **Planning**
    a. 44/2024/1583/PC - Siting of a container to house a biomass boiler with flue and attached fuel store (retrospective application) at Thorncliffe Building Supplies Station Road, Rhuddlan, LL18 5UA.

Retrospective application. Cllr Reg Davies proposed no objection or comments, seconded by Cllr Bleddyn Williams. **Resolved.**

10. **Budget & Finance Matters**

a. Grant requests:
    a. North Wales Pulmonary Fibrosis Support Group

The application was discussed by Councillors and Cllr Mike Kermode proposed a grant of £300, seconded by Cllr Reg Davies. **Resolved.**

    b. Treasure Chest Breast Cancer Support

The application was discussed by Councillors and Cllr Jackie Burnham proposed a grant of £300, seconded by Cllr Arwel Roberts. **Resolved.**

    c. Rhuddlan Bowls Club.

Cllrs Mike Elgin and Arwel Roberts declared an interest and left the meeting whilst this was discussed. Cllr Reg Davies proposed granting £775, seconded by Cllr Bleddyn Williams. **Resolved.** The clerk was asked to get clarification off the club regarding the process for loaning the equipment for other groups.

    d. SSAFA, the Armed Forces Charity

The application was discussed by Councillors and Cllr Val Simmons proposed a grant of £100, seconded by Cllr Arwel Roberts. **Resolved.**

b. Cllr Jackie Burnham proposed that the Clerk is authorised to set up a standing order to pay the salary of the Assistant Clerk, seconded by Cllr Val Simmons. **Resolved.**

c. Councillors discussed the appointment of its Internal Auditor. Cllr Mike Kermode proposed that DCC are used, seconded by Cllr Val Simmons. **Resolved.**

d. The Clerk ran councillors through the end of year payments and receipts summary. This was discussed by Councillors. He stated that overall spend was 76% of allocated budget and was in line with what was expected at Precept setting time. The Mayor thanked the Clerk for his work on the accounts.

e. Cllr Mike Kermode proposed that the payments listing is approved, seconded by Cllr Val Simmons. **Resolved.**

11. **Committees Vacancies**

The following changes were discussed and agreed:
Cllr Sophie Baker to join Library and Heritage Working Group and tourism.
Cllr Val Simmons to join Admirals Field
Cllr Val Simmons to join CCTV.
Cllr Jackie Burnham to join Nature Reserve.

Cllr Bleddyn Williams to join Events Committee
Cllr Ivor Beech to come off Events due to a calendar clash.

12. **Membership of One Voice Wales – 2025/26**

The renewal of membership to One Voice Wales was discussed by Councillors. Cllr Jackie Burnham proposed the council renew its membership for the coming year, seconded by Cllr Val Simmons. **Resolved.**

13. **Apologies process for councillors**

The Clerk shared legal advice from One Voice Wales regarding the process. Councillors discussed the process and Cllr Mike Kermode proposed that apologies are noted at start of meeting, with any reasons discussed in Part 2, seconded by Cllr Mike Elgin. **Resolved.**

14. **Community Matters**

Cllr Mike Kermode: Council Tax bill received from DCC with cost breakdown. He noted the Town Council part was the only one not increasing.
Cllr Sophie Baker: Update on dog waste and will share hotspot list with clerk.
Cllr Bleddyn Williams: Congratulated Steve, patron of the New Inn, who has taken over the Golf Club kitchens.
Cllr Ivor Beech: Noted the bereavement of Tracy Ann Thomas, a well-regarded young community member who recently passed away.
Cllr Arwel Roberts: Reported on wooden staging available at Ebenezer Chapel for community use. Suggested viewing for potential events.
Cllr Reg Davies: Noted that scout leaders' awards should be presented simultaneously.
Cllr Jackie Burnham: Reported bin relocation in the park and creation of a community herb garden.
Cllr Val Simmons: Raised issue of electric car charging points at the castle only being available during castle opening hours. These are the only charging points in Rhuddlan. Clerk tasked with writing to DCC about promised charging points for Rhuddlan town.
Cllr Mike Elgin questioned usage given expense and availability elsewhere. Cllr Mike Kermode noted previous plans for charging points in the library car park when it was thought to be council-owned.

Part 2. Exclusion of press and public. By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and 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.
No part 2 business

15. **Date of next meetings:**

- Full council meeting scheduled on Thursday 10th April 2025

Signed ..... Cllr Val Simmons (Mayor)

Steve Wilson - Town Clerk 07775 673706 clerk@rhuddlantowncouncil.gov.uk

Appendix 4

Cyngor Tref
Rhuddlan
Town Council

Minutes of Library Working Group Meeting

Held on 21 March 2025 at Rhuddlan Hwb

Present:
Cllr Val Simmons (Mayor)
Cllr Mike Kermode (Chair)
Cllr Mike Elgin
Mathew Baker (DCC Libraries)
Richard Polden (Rhuddlan Local History Society)
Steve Wilson – (Town Clerk)
Morgan Ditchburn – (Assistant Town Clerk)
Julie Grier – Rhuddlan Historical Society

1. Apologies
Deborah Owen (DCC Principal Librarian)

2. Declaration of Interest
None given

3. Minutes and progress update from Last Meeting on 7th January 2024
Minutes agree at the Town Council. **Resolved.** No matters arising.

4. Friends of Rhuddlan Library
Matt Baker from DCC updated regarding the event next Thursday. It will showcase best of the events we done so far and also look at what other friends' groups have done successfully. At the event they are looking at expressions of interest then will form a formal group of Friends.
The aim of the event is to have a good variety of expressions of interest, time and skill, from variety of age groups and demographics. The group will be able to suggest what is good for the community and also enhance the Library's core offering.
Cllr Mike Kermode wants to invite commercial friends such as Thorncliffe.

5. Heritage Centre
Documents and drawings provided by DDC for the Heritage Centre. Discussion on drawings and footprint, along with discussion regarding toilets on storage. Meeting on plans to be arranged. Invite Elias and team from DCC Planning to the library: Tuesday 1 April or Tuesday 15 April at 9am.
Internal layout discussion. £8,000 can be accessed to appointment consultants. Morgan will get expressions of interests from heritage consultants, and contact Sophie Fish from Mold regarding their consultants. Morgan will also contact Penmaenmawr Museum to arrange a visit to see what they have done with their displays.

6. Digitisation of artefacts and oral history

Morgan met with Richard Polen last week to discuss the potential plan going forward. Morgan will meet with Cllr Reg Davies to see what artefacts he has and a discuss on the logistics of cataloguing and displaying. Archivist from Conwy Archives willing to assist in documentation of artefacts. Several funding sources have been identified.

Signed .....Cllr Mike Kermode

Appendix 3

Cyngor Tref
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Rhuddlan Town Council March 2025 Meeting - Mayor and Deputy Mayor's Report

Mayor

On Thursday 20th February I attended the Biodiversity Meeting, due to personnel circumstances I felt that I could not continue in the role as chairperson for this committee, but would like to stay on the committee, I proposed that Jackie Burnham took over as chairperson and Councillor Arwel Roberts seconded this and it was passed. They are a lot on exciting things that are planned.

On Thursday 27th February I attended the Code of Conduct Training at the Hwb, which was excellent and delivered by Gary Williams who is the Monitoring Officer at Denbighshire County Council. It was a shame that they were not more of the Councillors in attendance or on zoom.

On Friday 28th February I attended Rhuddlan Library it was great to see to many of the residents there, having tea, coffee, biscuits and a chat. Many of the residents were asking about the Coffee Morning at the Hwb on Saturday 1st March. I found out the information they required from Cllr Sophia, they were very appreciative for the information, and they did attend the event.
I fill up the dog poo bag box
I also spoke to one of the librarians who told me about all the biodiversity being done next to the St Asaph Library.

On Friday 28th February I visited a resident on Ffordd Nant who has just got out of hospital and needed help as regard to purple bin pick up which I successfully did.

On Saturday 1st March I attended Gareth Davies MS St David Day Coffee morning at the Hwb which was very good, they had about 30 residents attending.

On Saturday 8th March I attended and participated in the Community Market

On Sunday 9th March attended the COVID Day of Reflection service at St Mary's Church.

Deputy Mayor

On 17th February I participated in Head Teachers Performance Review at Ysgol Y Castell.

On 20th February I chaired the Council's Biodiversity Group meeting.

On 3rd March I met with Garry Davies and Jim Fitzpatrick from DCC Countryside Services and the Biodiversity Group on Admirals Field.

On 3rd March I attended the Code of Conduct online training.

On 9th March I attended the Covid Day of Reflection, St. Mary's Church.

Appendix 5

Cyngor Tref
Rhuddlan
Town Council

Clerk's Project Report and Correspondence for March 2025 Meeting

Correspondence

The following has been received:

1. CCTV update from Officer James stating that the transfer from Cheshire to Conwy has gone live with only a few minor issues.
2. Notice from One Voice Wales regarding the consultation on the draft policy and practice on the 2025 Electoral Review Programme (sent to councillors for input).
3. Insurance renewal documents from Clear Insurance Ltd (on a three-year deal), on payments listing tonight.
4. E mail from resident regarding the lack of dog bins and subsequent dog mess at Twthill. They would like to propose some dog waste bins are added, given how popular this area is with dog walkers. Currently, the nearest bin is at the start of the footpath on Hylas Lane and whilst it's not difficult to bring dog waste back from the walk, they believe if there were more bins on this popular walking route, more dog owners would be inclined to use them.

Hwb Update

The equipment from the Numeracy for Living/Multiply Project which was funded by the UK Government Shared Prosperity Fund has been delivered. They issued more equipment than applied for to help turn the Hwb into a building equipped and ready for learning and development.

Dates for the diary

Covid Day of Reflection Church Service Sunday 9th March

Full Council Meeting March 13th

Litter Pick 15th March

Library and Heritage Centre Meeting 21st March

Friends of Rhuddlan Library Open Day March 27th

Full Council Meeting April 10th

Community Market April 12th

Events Committee Meeting April 22nd

AGM and VE80 day Service 8th May

Gwledd 17th May

Summer Volunteer Fair and Picnic in the Park 2nd August

Appendix 6

Rhuddlan Town Council

Current Bank A/c

List of Payments made between 31/03/2025 and 30/04/2025

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/04/2025	North Wales Pulmonary Fibrosis	PABT0640	300.00	March 2025 Meeting	Grant
10/04/2025	Tesco Mobile	DD	15.99	Bill 134240760884	Ass Clerk Mobile
10/04/2025	Amazon EU	PABT0622	31.99	Inv GB528B3PEAEU	Jabra Headset
10/04/2025	Amazon EU	PABT0623	13.98	IInv 156807591	Padlock for school gate
10/04/2025	Welsh Water	PABT0624	109.92	9523882450194	Water Hwb 12/9 to 25/3
10/04/2025	Defib Store Ltd	PABT0625	1,683.60	Inv 46072	Defib & case YYC
10/04/2025	Gwynned Engaving	PABT0626	56.00	Inv 389	Gift Scout Leader
10/04/2025	Brian Jackson	PABT0627	935.00		Playground Maintenance
10/04/2025	Catalyst Systems (North Wales)	PABT0628	877.20	Inv 56941	Replacements Clerks laptop
10/04/2025	Steve Wilson	SO	1,705.52		Salary
10/04/2025	Morgan Ditchburn	SO	601.33		Salary
10/04/2025	HMRC	PABT0629	1,048.17	120PP01122176	PAYE and NI
10/04/2025	Kings Electrical and Testing	PABT0630	226.80	Inv 10511	Install Smart TV Hwb
10/04/2025	Treasure Chest Breast Cancer	PABT0631	300.00	March 2025 Meeting	Grant
10/04/2025	SSAFA Wales Regional Fund	PABT0632	100.00	March 2025 Minutes	Grant
10/04/2025	Rhuddlan Bowls Club	PABT0633	775.00	March 2025 Meeting	Grant
10/04/2025	RHUDDLAN TOWN COMMUNITY	PABT0634	150.00	Inv 231	CC Hire April Market
10/04/2025	Zoom Video Communications	PABT0635	15.59	Inv 296546528	Zoom
10/04/2025	Steve Wilson Starling	PABT0636	32.99		Play area repair granules
10/04/2025	Steve Wilson	PABT0637	113.85	MK/VS/JB	Travel Expenses
10/04/2025	Mari A Williams Translations	PABT0638	166.32	Anfoneb 1539	Translation March 2025
10/04/2025	UK Debt Management	DD	3,438.40	261665	PWLB Loan Hwb
10/04/2025	G H Lewis and Son Limited	PABT0639	2,550.00	Inv 2047	Install 2 finger post signs
10/04/2025	Web Studio North Wales	DD	240.00	Inv 8871	Website and SM mgmt
10/04/2025	Vodafone	DD	19.69		Clerks Mobile
10/04/2025	BT	DD	76.71		Hwb Wifi
10/04/2025	British Gas	DD	70.95	Bill 10703944	Gas Hwb 5/3-2/4
10/04/2025	British Gas	DD	46.58	Bill 10697957	Hwb Electricity
10/04/2025	British Gas	DD	78.77	Bill 10697954	MUGA Electricity
10/04/2025	UK Debt Management	DD	2,326.10	670864	Loan repayment Path
10/04/2025	North Wales Tourism	PABT0641	168.00	Inv 20303	2025/2026 Membership
10/04/2025	Angela Wilkins	PABT0642	96.00		Hwb cleaning 1/4 to 25/4
10/04/2025	Rialtas	PABT0643	812.40	Inv 32600	Year end accounting
10/04/2025	Rialtas	PABT0644	243.60	Inv SM32404	Alpha software support & Mtnce
10/04/2025	Rialtas	PABT0645	208.80	Inv SM32405	Asset software support & Mtnce
10/04/2025	Blachere Illuminations UK Ltd	PABT0646	4,368.20	Inv S158733	Annual Hire of Lights
10/04/2025	TT Drainage & Plumbing Service	PABT0647	180.00	Inv 49628	Unblock Hwb Drains
10/04/2025	Web Studio North Wales	PABT0648	300.00	Inv 8893	Tourism Website Mgmt
10/04/2025	Catalyst Systems (North Wales)	PABT0649	135.36	Inv 57035	Annual Licence MS Business
10/04/2025	Denbighshire County Council	PABT0650	142.63	Inv 802367527	Hwb bins Jan to Mar 2025
10/04/2025	Morgan Ditchburn Ass Clerk	PABT0651	119.70	SW	Travel Expenses March 2025
10/04/2025	BT	DD	-76.71		Hwb Broadband correction

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Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
10/04/2025	BT	DD	79.00	GP01063616	Hwb Broadband
30/04/2025	SumUp Payments Ltd	PABT652	284.40	Events Committee apr	3 Card readers for Gwledd
		Total Payments	25,167.83		