

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on Thursday 9th January 2025

Hybrid Meeting

Present:

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

There was 1 member of the public present.

The meeting was recorded from this point (audio only)

1. Apologies

Cllr Ivor Beech - illness, absence accepted by Council
Cllr Ann Davies – no reason given
Cllr Gareth Rowlands – illness, absence accepted by Council
Cllr Bleddyn Williams – child care issues, absence accepted by Council

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

2. Declarations of Interest

None

3. Urgent Matters

None

4. Police Matters *Appendix 1*

The Clerk took councillors through the crime figures for November. Concerns regarding e-scooters and e-bikes were discussed by Members. It was suggested that the Clerk invites the Police Commissioner to a future meeting to discuss. **Resolved.**

5. Minutes of Town Council Meeting held on 12th December 2024

Subject to adding note regarding the recruitment process for the Assistant Town Clerk in part 2, the minutes were proposed as a true record by Cllr Jackie Burnham, seconded by Cllr Mike Kermode. **Resolved.** The Minutes were signed by the Mayor

6. Progress Report from Minutes

The Clerk updated councillors regarding the following:

- Code of Conduct training is confirmed for 27/2 at Hwb Rhuddlan.
- Gone out for quotes for the replacement finger post pedestrian sign on the High Street, one quote for £1,170 received so far. Cllr Mike Kermode proposed if the cost is below £1,500 then the Clerk should proceed, seconded by Cllr Arwel Roberts. **Resolved.** The other finger post sign that has been removed incorrectly by DCC should be reinstalled by DCC at their cost.
- DCC Officer Paul Jackson is attending February meeting to discuss public toilets.
- Regarding de-fib for Ysgol Y Castell, the headteacher had informed the council that the school gate could have a padlock with a number code the ambulance service could give out for access if the unit was located on an external wall of the school. This was discussed by Members who preference is for it to be more accessible to residents as well as the school. Further investigation is required.
- Cllr Kermode updated members on the success of the Treasure Chest Christmas Event and that they would like to use the Hwb for regular meetings but are concerned at the £20 cost. He suggested the group could apply for an grant for their operational costs that would fund the Hwb rental.
- Cllr Arwel Roberts highlighted that North Wales Pulmonary Fibrosis Support Group would like to use the Hwb. The Clerk confirmed that they had already been in touch and a grant application form sent to them.
- Cllr Mike Elgin highlighted available grants for warm hubs and whether the council could apply to help support local groups. The Clerk will investigate.
- Cllr Kermode proposed that the Council support local voluntary groups applying for grants for operational costs, Cllr Jackie Burnham seconded. **Resolved.** Cllr Sophie Baker suggested local group should be invited to view the Hwb. The Clerk suggested that the grant availability is promoted locally.

7. Reports from Appendix 2

a. The Mayor submitted a written report and informed members of the success of both Christmas competitions. The nomination process was discussed and it was proposed by Cllr Val Simmons that the six prizes be increased by £5 each for the 2025 competition, seconded by Cllr Jackie Burnham. **Resolved.** The Deputy Mayor added she had attended the December Market and judging of the Christmas Houses competition. Cllr Sophie Baker suggested using a discreet Google form for future nominations.

The report was accepted.

Appendix 3

b. The Town Clerk had circulated his report and highlighted the following correspondence:

- Covid day of reflection on 9th March. This was discussed by Councillors with a Church Service being the obvious thing to do. The Clerk will contact Canon Jayne to discuss. Cllr Sophie Baker suggested a wellbeing walk. Cllr Jackie Burnham proposed it is passed to the Events Committee, seconded by Councillor Val Simmons. **Resolved.**
- Updated councillors on a successful grant application to equip Hwb Rhuddlan with learning equipment.
- Asked councillors to approve new basketball backboards for the MUGA. The replacement was proposed by Cllr Jackie Burnham, seconded by Cllr Val Simmons. **Resolved.** The Mayor thanked the Clerk for his efforts in obtaining various grants for the council.

The report was accepted.

8. County Councillor Reports *Appendix 4*

Cllr Arwel Roberts had circulated his written report for Members attention and ran through each item. He stated he will share information regarding DCC owned garages and for Members to contact him if they are interested. He had information from Natural Resource Wales from a recent Scrutiny meeting which he would share with Councillors and highlighted concerns regarding skips not being emptied and cars left rotting outside houses. Cllr Arwel Roberts proposed that this discussed further and then reported to DCC to try and resolve these issues, seconded by Cllr Jackie Burnham. **Resolved.**

The report was accepted

9. Planning

No planning applications to consider.

10. Budget & Finance Matters *Appendix 5 & Appendix 6*

a. The Clerk ran members through the forecast spend by cost code for the 2024/2025 budget then proposed the budget by category for 2025/2026. Each proposed budget was accepted with the exception of:

120/4450 Green Community Projects which Cllr Arwel Roberts proposed is increased to £3,000, seconded by Cllr Mike Elgin. **Not Resolved.** Cllr Mike Kermode proposed increasing to £2,500, seconded by Cllr Jackie Burnham. **Resolved.**

120/4903 Cemetery working Group, Cllr Mike Kermode proposed reducing by £500, seconded by Cllr Val Simmons. **Resolved.**

Cllr Mike Kermode proposed the council accept the 2025/2026 budget of £257,477, seconded by Cllr Jackie Burnham. **Resolved.**

The precept options were discussed by councillors and Cllr Jackie Burnham proposed that the precept per household is maintained at last years' cost of £116.70/year, seconded by Cllr Reg Davies. **Resolved.**

b. No grant requests to consider.

c. Cllr Arwel Roberts proposed to pay all payments on the payments listing, seconded by Cllr Reg Davies. **Resolved.**

11. Main Sewer Pipe Issues

This was discussed by councillors who were concerned that the pipe is very old and has been repaired many times. Cllr Arwel Roberts stated that some of the concerns of Cllr Ivor Beach were answered in the email from NRW that he will copy to Councillors and at the DCC Scrutiny Committee Welsh Water stated that the sewerage leak was repaired very quickly.

Cllr Val Simmons stated she had received a phone call from a concerned local business owner regarding the issue especially the strong stench.

Cllr Reg Davies stated he reported the issue to the Clerk and that Welsh Water had attended promptly within a few hours. He stated that sewerage was pumping out of the pipe into the river and the smell at the time was terrible. He states that 3 other residents witnessed the issue and that the Engineer had switched off the pump so the flow of sewerage ceased. Cllr Reg Davies was aggrieved that Cllr Ann Davies sent out an email to councillors that appeared to doubt what Cllr Reg Davies had said in stating that this was only a minor issue with no smell, Cllr Reg Davies stated he felt that Cllr Ann Davies's email was undermining what he had said, seen and reported. He believes that Cllr Ann Davies should apologise to him for making him feel like he had stated incorrect information. It was proposed by Cllr Val Simmons that the Clerk should write to Cllr Ann Davies regarding an apology, seconded by Cllr Jackie Burnham. **Resolved.**

12. Community Matters

Cllr Jackie Burnham:

- Informed Councillors of issues with 2 SID's. Clerk to report to DCC.
- Asked to check if the raised paving slab on High Street by the notice boards had been repaired. Clerk to check.

Cllr Reg Davies:

- Informed Councillors that Scout Leader Royston Williams had retired after 42 years of Service. Councillors agreed to invite him to a presentation at the Hwb and give him a gift. Proposed by Cllr Mike Kermode, seconded by Cllr Jackie Burnham. **Resolved.**
- Told Councillors that the Vicar Jayne Coxall has been promoted to Canon, it was agreed to send a letter of congratulation. Proposed by Cllr Reg Davies and seconded by Cllr Jackie Burnham. **Resolved.**
- Reported further graffiti on the by-pass bridge towards the Cob. Councillors discussed this issue and agreed the Clerk will report to DCC
- Suggested that the Council send a letter of thanks to Jessica at the Fei Von for allowing the Christmas tree to be located outside their premises. It was agreed to send a letter be sent. Proposed by Cllr Reg Davies, seconded by Cllr Mike Kermode. **Resolved.**
- Informed Councillors of a resident who celebrated his 100th birthday over Christmas, it was agreed the Mayor would visit with a gift and card when the address could be located. Proposed by Cllr Jackie Burnham and seconded by Cllr Mike Kermode. **Resolved.**
- Reported that a resident had complained of the lack of seats on Vicarage Lane path. The Clerk clarified the situation to Councillors.

Cllr Arwel Roberts requested a date for the next community litter pick. The Clerk agreed to set up dates for the year.

Cllr Mike Kermode proposed the council write to DCC to complain the wet weather has made visits to Rhuddlan Cemetery very distressing, ask them what they tell the undertakers prior to funeral bookings regarding the state of the cemetery and update the council on the latest view on when the cemetery will be full. Seconded by Cllr Jackie Burnham. **Resolved.** He also informed Councillors of a Charity Event on 24th January being held in the Community Centre.

Cllr Val Simmons informed Councillors of a proposed Charity Choir concert being held on the afternoon on 8th March. She also expressed concerns regarding residents being sent home from hospital for end of life care at home.

Cllr Jackie Burnham asked if there were any homeless in Rhuddlan and whether the Hwb could be used as a Warm Hub. Cllr Arwel Roberts stated that the Community Centre is used in emergency situations and homelessness is a DCC issue. This was discussed by councillors and agreed that this needed to be managed by a formal group (not the council) and the Hwb could be made available if required. The Clerk will discuss with DCC.

Cllr Sophie Baker commented that the health care issues are something that only the WAG and UK Government can address and that locals should be looking out for friends, families and neighbours especially during the cold weather.

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.

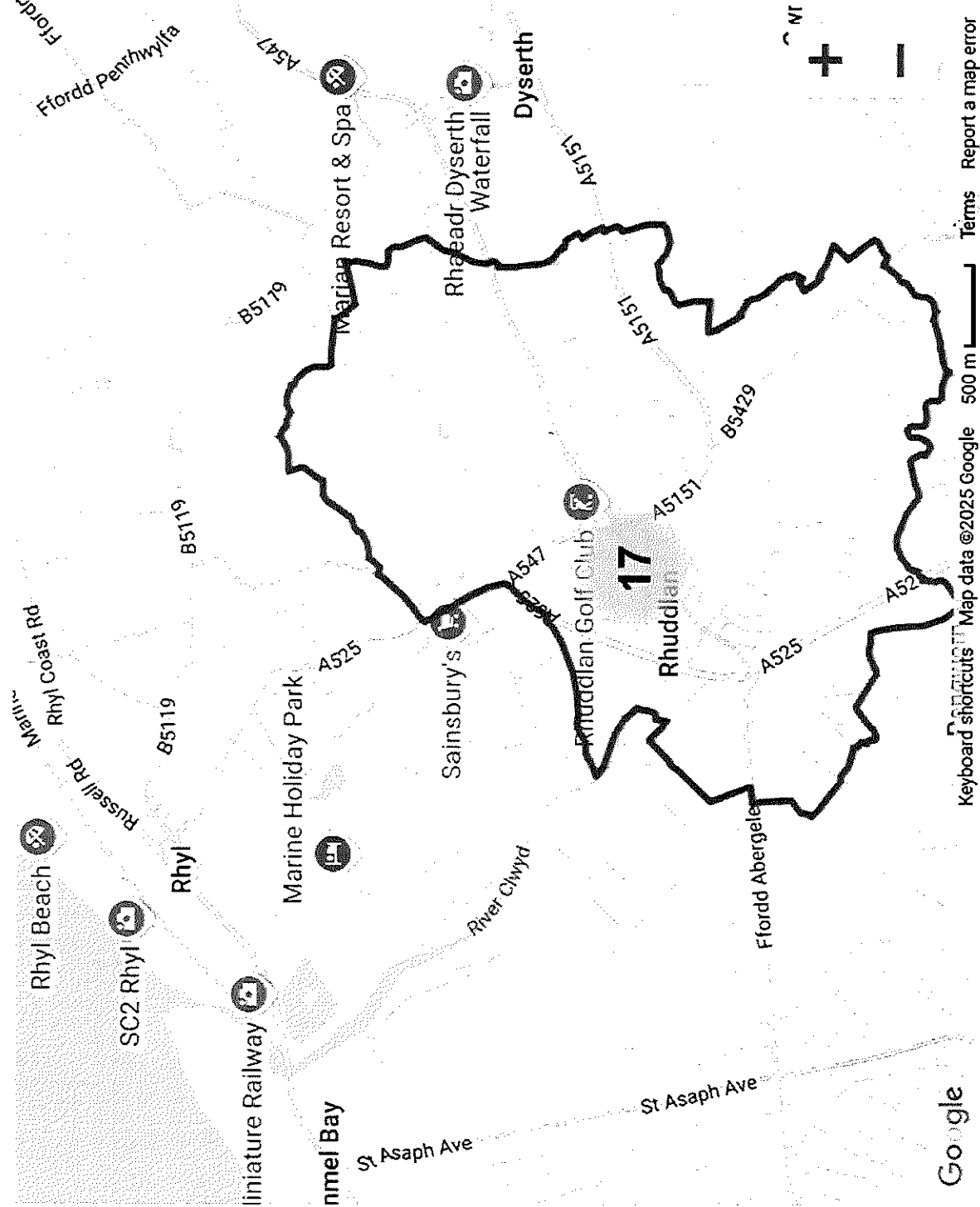
No part 2 business.

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

13. Date of next meeting – 13th February 2025 Full Council Meeting 7pm

Signed Cllr Val Simmons (Mayor) 13/2/2025

January 2025 Meeting – Crime Report



All Crimes (17) ▼

November 2024 ▼

17 crimes were reported here in November 2024

Violence and sexual offences 12

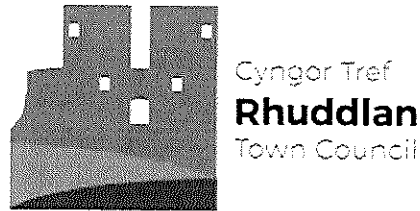
Criminal damage and arson 2

Anti-social behaviour 1

All other crime 2

[View crime definitions](#)

[Download area crime data](#) ☐



Rhuddlan Town Council January 2025 Meeting - Mayor and Deputy Mayor's Report

Mayor

12th December – I attended the Dementia Group Christmas Service at St Mary's Church.

13th December – I attended the Library for a Christmas together with residents.

13th December – I attended the Lunch Club Christmas Party at the Community Centre.

14th December - I attended the Community Market and had a table raising money for my Mayor's Charities.

17th December - I judged the Best Dressed Shop in Rhuddlan with Cllr. Arwel Roberts.

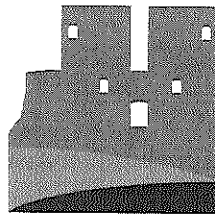
19th December - I judged the Best Dressed Houses

21st December – I helped set up and attended the Community Carols around the Tree at the Community Centre. It was another excellent event by Rhuddlan Town Council which was well attended.

23rd December - I started to try and meet the winners of the Businesses and Residents of the Best Dressed Shops & Houses in Rhuddlan, this took 5 days backwards and forwards to catch people in. I would recommend in future for the best dressed house, that you can nominate your house or be nominated by someone else. It could be put it on Social Media and put the information on a poster to be displayed on our notice boards.

7th January – I attended the Library working group meeting.

Deputy Mayor



Cyngor Tref
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Clerk's Project Report and Correspondence for January 2025 Meeting

Correspondence

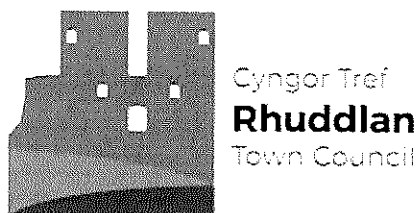
The following has been received:

1. Update regarding CCTV and the move from Cheshire to Conwy of monitoring contract which has been delayed but should be in place early in the new year, estimated mid-February. In the meantime, Cheshire will continue.
2. Information off One Voice Wales regarding the COVID-19 Day of Reflection 2025 will take place on Sunday 9 March next year. It will be an opportunity for communities across the UK to come together in a Day of Reflection for the COVID-19 pandemic and remember those who lost their lives, reflect on the sacrifices made by many during the COVID-19 pandemic and provide an opportunity for people to reflect on their experiences of the pandemic in a way that suits them best.
3. Notice of DCC that they have paid the final Precept payment of £66,404.
4. Notice off DCC regarding a further public consultation on their draft "Local toilets strategy for Denbighshire"
5. Notice from Coleg Menai GLIM Multiply Project that the council have been successful in their grant application for equipment to support learning at Hwb Rhuddlan. Equipment includes a large interactive SmartScreen, Chromebook laptops, cupboard and charging station. The council have to help run a short multiply numeracy course at Hwb Rhuddlan in return.
6. Digital Health Check report from One Voice Wales recommending that councillors use Rhuddlan Town Council email addresses, use more online collaborative tools regarding document sharing and offer digital training for councillors to enhance their confidence and competency using digital tools. The report was very positive. **Decision Required.**
7. Revised Proposals Report in relation to the review of Senedd Constituencies in Wales copied to councillors.
8. Quote off Brian Jackson for replacement basketball boards for the MUGA at £230 each. **Decision Required.**

Project and Event Update

No Community Market in January.

A big thank you to all councillors and their partners who helped set up and run the Community Carols in the Community Centre on 21/12.



County Councillor Arwel Roberts – Adroddiad/Report for January 2024 Meeting

Last month (Dec 2024) the Partnership Scrutiny Committee of which I'm a member had representatives from Cyfoeth Naturiol Cymru and Dŵr Cymru being cross examined. I, like other councillors asked pertinent questions. One officer has contacted me since on e-mail and I will send his report to you where he gave more details to the questions I asked. The theme was the fact that beaches in Rhyl and Prestatyn are now without a blue flag.

I have had residents from one street complaining about the fact that a skip at one house is always full and attracting seagulls and rats. It has been reported. Generally, this is a growing problem. I can envisage further problems occurring at one house in Rhyl Road . A vehicle (lorry) in front of the house is rusting away.

E- scooters and E - bikes are still a problem in Rhuddlan and other towns and need to be reported to the police. Data needs to be compiled as evidence to send to DCC and the Police Commissioner.

I have made enquiries regarding how many garages are owned by DCC in Rhuddlan. I will send the answer to you later.

It is great to see the Hwb being used by different residents and societies. One resident enquired if you could bank your money there. I had a wry smile when I answered that it's is used by residents, local groups, the council, the Youth Club and Dysgu Cymraeg classes are held there but it's not a banking hub.

It was a privilege to assist Treasure Chest one Saturday morning. Mai Solomon and her friends were very grateful that the Hwb was available after inclement weather had cancelled their plans for the previous weekend.

Public Conveniences, I know that officers are willing to come to one of our monthly meetings to discuss the finances and hopefully they could come to our next meeting but it could be the February meeting.

I'm still waiting for details regarding the costs of keeping the area by the entrance to the Library parking area and around the wooden Knights up to standard from DCC.

Lastly can I thank our Clerk for his hard work especially during the Christmas event he organised in the Community Centre last month.

2025/2026 Precept - Proposal V1

Budget Code	BUDGET NAME	2024-25 Budget	Projected Outturn	Proposed Budget 2025 - 26 (no VAT)	VAT 2025 - 26 (reclaimed)	Annual Change on 2023/2024 budget	Notes
	1. Revenue Contribution to Capital Outlay (RCCO)						
	Capital Expenditure						
120/4650	Hwb Rhuddlan Loan Repayment	£ 6,877	£ 6,877	£ 6,877	£ -	£ -	No Change
120/4655	Path PWLB repayment	£ 4,563	£ 4,652	£ 4,652	£ -	£ 89	INCREASE to correct incorrect budget
	2. Revenue Budget						
	Administration						
110/4000	Salaries	£ 28,552	£ 26,891	£ 30,865	£ -	£ 2,313	INCREASE as 2024/2025 plus a 1 increment and £1/hr rise from 1/4 (8.1%)
110/4010	PAYE & NI	£ 14,724	£ 12,846	£ 16,500	£ -	£ 1,776	INCREASE as 2024/2025 plus a 1 increment and £1/hr rise from 1/4 (8.1%) plus increase employee NI contributions
110/1030	Pension	£ 4,172	£ 4,015	£ 5,160	£ -	£ 988	INCREASE as additional employee in pension (Paul was not)
110/4060	Payroll Administration	£ 275	£ 388	£ 388	£ 78	£ 113	INCREASE to reflect recent costs
110/4070	Office Expenses	£ 200	£ -	£ -	£ -	£ -200	NOT REQUIRED
110/4080	Training	£ 1,000	£ 865	£ 1,500	£ -	£ 500	INCREASE for new assistant to do CLCA
110/4090	Mayors Allowance	£ 1,500	£ 1,500	£ 1,500	£ -	£ -	No Change
110/4100	Deputy Mayors Allowance	£ 500	£ 500	£ 500	£ -	£ -	No Change
110/4110	Councillors Allowance	£ 2,288	£ 2,167	£ 2,288	£ -	£ -	No Change
110/4120	Extra Responsibility Allowance	£ 500	£ 500	£ 500	£ -	£ -	No Change
110/4130	Bank Charges	£ 100	£ 106	£ 120	£ -	£ 20	INCREASE Assume £10/month
110/4140	Audit Fees	£ 800	£ 1,758	£ 800	£ -	£ -	No Change internal and external audit in 2025 minor audit
110/4150	Professional Fees	£ 250	£ -	£ -	£ -	£ 250	NOT REQUIRED as not used
110/4160	Subscription & Membership	£ 1,083	£ 1,200	£ 1,260	£ 232	£ 177	INCREASED in line with actual plus 5% increase
110/4170	Insurance	£ 2,750	£ 2,750	£ 2,750	£ -	£ -	No change envisaged
110/4180	Stationery & Postage	£ 800	£ 802	£ 800	£ -	£ -	No change
110/4185	Photocopier related	£ 375	£ 236	£ 260	£ 52	£ 115	REDUCE to latest spend
110/4190	Civic Duties	£ 1,250	£ 1,644	£ 1,500	£ -	£ 250	INCREASE Civic duties to participate in
110/4200	Telephone & Broadband	£ 193	£ 263	£ 360	£ 72	£ 167	INCREASE now 2 phones
110/4200	Website & Social Media	£ 5,400	£ 8,383	£ 5,400	£ 1,080	£ -	Same as last years budget which includes additional costs of managing tourism website. Outturn includes cost of website development
110/4220	Financial Software	£ 690	£ 897	£ 900	£ 180	£ 210	INCREASE due to increase software charges and end of year closedown
110/4260	Bus Shelters maintenance and cleaning	£ 1,250	£ 1,040	£ 1,250	£ -	£ -	NO CHANGE Current Supplier VAT exempt

[illegible]

130/4290	Sundries	£	2,084	£	858	£	2,084	£	416	£	-	No Change - playing field contingency
130/4600	Repairs and maintenance	£	4,167	£	4,138	£	6,000	£	600	£	1,833	INCREASE due to wear and tare of play equipment VAT on 50% and Labour is not VAT register
130/4610	Electricity MUGA	£	1,140	£	1,236	£	1,140	£	60	£	-	No Change
130/4620	Grass cutting	£	1,378	£	1,904	£	2,000	£	400	£	622	INCREASE based on increased cuts in 2024 to enable dragons to play
130/4630	Litter Collection	£	1,167	£	1,663	£	1,800	£	360	£	633	INCREASE in-line with dog waste bins and increased bin emptying
	TOTAL Day to Day Costs	£	240,024	£	196,431	£	265,244			£	25,220	
	Other Income											
100/1090	Interest Received	£	750	£	2,963	£	1,500	£	-			REDUCED due to less interest paid
100/1200	Other Income	£	-	£	3,974	£	-					NONE as no grants envisaged nor income from Gwledd
100/1201	Community Market fees	£	1,500	£	1,350	£	1,500					No change
100/1202	Hwb Bookings	£	3,900	£	3,897	£	3,900					No change
	Total anticipated receipts					£	6,900					
	Net required budget					£	258,344					

Surplus/reserve from previous year estimated at £152,923

last year's Precept was £116.70 equates to £9.73 per month

Based on 1711 properties:	Precept Amount	% Change	£ Annual	£ Monthly	Remaining Estimated Reserve
Maintain last years Precept using	£ 199,674	0.0%	£ 116.70	£ 9.73	£94,252
Use no reserve	£ 258,344	29.7%	£ 151.34	£ 12.61	£152,923

Reserve based on last year - no change PRECEPT used

£ 152,923.00

£ 58,671

£ 94,252.50

Date: 21/02/2025

Rhuddlan Town Council

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Time: 08:57

Current Bank A/c

List of Payments made between 01/01/2025 and 30/01/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/01/2025	Glascoed Timber	PABT0569	1,995.60	B52	Bin Emptying
09/01/2025	Web Studio North Wales	DD	240.00	Invoice 8566	Website and Social Media Mgmt
09/01/2025	Cllr Mike Kermode	PABT0570	30.60		Christmas Tree and travel exps
09/01/2025	Zoom Video Communications	PABT0566	15.59	INV284522266	Zoom charges
09/01/2025	M25 Global Ltd	PABT0565	30.50	894487375-2024-1119	Drink Cups
09/01/2025	HSBC UK	DD	10.00	December Invoice	Bank Charges
09/01/2025	Urdd Gobaith Cymru	PABT0571	220.00	Minutes item 11b	Grant December Meeting
09/01/2025	Steve Wilson Starling Expenses	PABT0567	317.15	Dec exp VS/MK/JM	Carols event sundries
09/01/2025	Steve Wilson	PABT0568	77.85	MK/VS/JB	Travel Expenses
09/01/2025	Steve Wilson	PABT0572	100.00	MK/VS/JB	Xmas Comp Prizes
09/01/2025	Steve Wilson	SO	2,050.06		Salary
09/01/2025	BT	DD	72.37		Wifi Hwb
09/01/2025	Vodafone	DD	18.51		Clerk Mobile
09/01/2025	Mari A Williams Translations	PABT0573	135.46	Invoice 1498	December Translation Services
09/01/2025	HMRC	PABT0574	997.13	120PP01122176	PAYE and NI
09/01/2025	NEST Pension	DD	326.75		Pension
09/01/2025	Angela Wilkins	PABT0575	96.00		Hwb Cleaning 7/1 to 31/1
09/01/2025	Steve Wilson	PABT0572	-100.00	VS/MK/JM	Correction
09/01/2025	Steve Wilson	PABT0572	127.50	MK/VS/JB	Comp Prizes and Misc Expenses
09/01/2025	Denbighshire County Council	PABT0576	4,898.03	Inv 802294690	Election 28/11/2024
09/01/2025	British Gas	DD	214.45	Bill 9793076	MGA ElectRicity 28/11-3/1
09/01/2025	British Gas	DD	52.10	Bill 9793079	Electricity MUGA 29
09/01/2025	British Gas	DD	39.96	Bill 9793081	Gas Hwb
09/01/2025	Ecohound Limited	PABT0577	318.24	Order No 11394	Dog poo bags
09/01/2025	Denbighshire County Council	PABT0578	7,862.40	Invoice 802295262	Hwb Toilet Servicing to 31/3
15/01/2025	Net World Sports	PABT0584	435.90	Invoice PS113533637	Replacement BB Backboards
15/01/2025	Net World Sports	PABT0584	-435.90		CORRECTION
15/01/2025	Zoom Video Communications	PABT0590	15.59	INV288370591	Zoom 11/1 to 10/2
15/01/2025	Zoom Video Communications	PABT0590	-15.59		Correction wrong month
Total Payments			20,146.25		

