

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Full Council Meeting Thursday 9th April 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Sophie Baker

Cllr Ann Davies

Cllr Reg Davies

Cllr Mike Elgin

Cllr Mike Kermode

Cllr Gloria Lambert

Cllr Arwel Roberts (remotely Item 6 onwards)

Cllr Val Simmons

Cllr Bleddyn Williams

Steve Wilson - Town Clerk and Responsible Financial Officer

Heidi Barton-Price - Assistant Town Clerk

There was 1 member of the public present

The meeting was recorded from this point (audio only)

1. Apologies

Ivor Beech (Deputy Mayor)

2. Declaration of Interest

Cllr Mike Kermode for Agenda items 9b, 10a.a. and 10: a.c.

Cllr Mike Elgin for his update under Community Matters Agenda item 13.

Cllr Arwel Roberts for Agenda item 10.a.c

The Mayor reminded attendees to follow the Code of Conduct.

The Town Clerk reminded Councillors of the Pre-Election Guidance for Town & Community Councillors in Wales Senedd Election – 7 May 2026 during the pre-election period: 8 April – 7 May 2026. Drawing their attention to political neutrality and restrictions on Town Council resources and social media use.

3. Urgent Matters as Agreed by the Chairperson

None.

4. Police Matters

Neither Police Sergeant Iwan Hughes (PS 3030) nor Alexandra Jones (PCSO 2839) were in attendance for this agenda item.

The Town Clerk updated that no new crime data was available at this time.

5. Minutes:

- a. To approve minutes of the Town Council meeting held on 12th March 2026, *Appendix 1*

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

- b. To approve minutes of any Committee and Working Group meetings held since last meeting

Cllr Gloria Lambert ran Councillors through the draft minutes of the: Etifeddiaeth - Heritage Working Group held 31st March 2026. *Appendix 2*

The minutes were proposed as a true record by Cllr Gloria Lambert and seconded by Cllr Reg Davies. **Resolved.**

The Mayor duly signed the minutes.

6. Progress Report from Minutes

The Town Clerk confirmed and updated:

- Community Safety Team: Noting that while residents had expressed concerns, there was limited interest in forming a Community Safety Team for Highlands Road.

Cllr Mike Elgin highlighted that any traffic concerns should be logged with the Police.

The Mayor, Cllr Jackie Burnham proposed that the Town Clerk write to thank the Police for initiating traffic enforcement measures on Highlands Road and prepare a generic response for residents who complain about speeding, including information about reporting to the Police. This was seconded by Cllr Mike Elgin.

- The grant for Easter Eggs had been paid by DCC and is now on the payment list.
- Offer from Tenovus Cancer Care to speak to council about cancer and the work Tenovus does. Confirmed they will attend the 11th June meeting at 6.30pm.



7. Reports from:

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report. *Appendix 3*

In addition to the Community Centre meeting it was proposed that the "Cuppa with a Copper" sessions be held there when the Community Market takes place, which is well attended and the incentive would be more visible to the public. The Town Clerk to write to the Police with this proposal to change the venue from the King's Head.

The Mayor highlighted the upcoming Mayor's ABBA themed Charity Event at Rhuddlan Golf Club on 10th April 2026 to raise funds for St. Kentigern Hospice and Action for Children.

The written report was accepted.

b. The Town Clerk – correspondence and project report. *Appendix 4*

The Town Clerk updated Councillors regarding the following:

Correspondence

The following has been received:

1. Two complaints from residents living adjacent to Admiral's Field regarding the floodlights at the MUGA being on when the lights were not working due to a fault with the CCTV electrics. This has been resolved.
2. Complaint from a local resident regarding speeding on Ffordd Ganol. Town Clerk instructed him to inform residents to report all incidents to the Police.
3. A letter via the Mayor from a resident asking why the town council tax code in Rhuddlan is twice as much as that in Rhyl. Town Clerk had replied that this was based on population and services in the area.
4. Bi-annual statement of the UK Government Debt Management Office.
5. Various One Voice Wales and DCC communications emailed to councillors.

Commuted Sums

Town Clerk and Assistant Town Clerk had met with DCC Community Development Officer, Samantha Mullan regarding grant/funding availability. Town Clerk and Cllr Gloria Lambert visited play areas looking at various accessible play equipment options. Town Clerk to progress proposal with the addition of applying for Gwynt y Mor grant was proposed by Cllr Mike Kermode and seconded by Cllr Mike Elgin.

Gwynt y Mor application could then look to the resurfacing of Vicarage Lane and providing 2/3 accessible pieces of equipment (including Commuted Sum above and match funding).

Samantha Mullan will also be providing further information about grants and funding opportunities to progress the Heritage digital recordings.

- Promotion of Welsh language open meeting at Rhuddlan Golf Course – contributing to that element of the Town Plan.

- Town Clerk has issued press release regarding 2026/2027 Precept in Rhuddlan.
- The £11,253 VAT refund has been received.
- Internal Audit arrangements made – see Item 10c.

Site visit with Keep Wales Tidy on 7th April regarding the Wildlife Garden Admiral's Field / Local Places for Nature Wildlife Garden package.

The initial scrape proposal is not within the package, however, there is money within the budget to progress this with DCC Countryside Services.

Initial ideas are around raised beds/benches adjacent to the Allotments, a shed, tools, water butt and raised pond to the rear of the Hwb. Wildflower turf area, fruit trees and hedging.

Firmer proposals will be reviewed and drawings will be brought back by the Town Clerk to a future meeting for approval.

Cllr Arwel Roberts joined the meeting remotely at this point.

Cllr Mike Kermode requested that the Town Clerk update DCC Countryside Services regarding the above.

Dates for the diary

- AGM and May meeting – 14th May 2026
- Gwledd – Saturday 16th May 2026
- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026

Councillors to note that the Town Clerk is on annual leave from 5pm on Thursday 16th April until 8am on 27th April 2026.

8. County Councillor Reports

a. Report by Councillor Ann Davies *Appendix 5*

Cllr Ann Davies had submitted a written report which she ran Councillors through. In addition she had visited a resident on his 100th birthday. The Mayor, Cllr Jackie Burnham confirmed that she had also visited the gentleman (as an additional to 7a. above).

Cllr Bleddyn Williams commented that the bollard referred to in her report has been in situ for a long time.

The report was accepted.

b. Report by Councillor Arwel Roberts *Appendix 6*

Cllr Arwel Roberts had submitted a written report.

No further additions. He proffered congratulations to Cllr Reg Davies on receiving Maundy money from the King.

There were no observations made and the report was accepted.

9. Planning

- a. 44/2026/0124/PF Proposal : Siting of an InPost Parcel Locker at Rhuddlan Library, 9 Vicarage Lane, Rhuddlan.

Cllr Val Simmons confirmed the Library had no objections and Cllr Sophie Baker highlighted that this proposal would be a welcome addition to Aldi/Sainsbury lockers.

Cllr Mike Kermode proposed and Cllr Bleddyn Williams seconded that there were no objections to this application and that the colour of the lockers should be neutral.

- b. 44/2026/0148/HH - 12 Highlands Close, Rhuddlan, Rhyl, Denbighshire, LL18 2RU. Proposal: Erection of new boundary walls to Highlands Close and Ffordd Ganol; construction of a new vehicular access off Highlands Close; alterations to vehicular access off Ffordd Ganol; extension to garage and associated works.

Cllrs discussed the proposal and whilst there were no objections in principle, their concerns over the wall height and adherence to Planning Regulations be noted in the response. This was proposed by Cllr Ann Davies and seconded by Cllr Bleddyn Williams.

10. Budget & Finance Matters

- a. Grant requests

Cllr Mike Kermode left the meeting at this point.

- a. Rhuddlan Dementia Group

The Dementia Group had requested that future meetings at the Hwb be available to them free of charge, saving the group £80 a year which would allow the amount to be used towards their various activities.

It was proposed that the grant of £80 be paid to them pending a full grant application being submitted. This was proposed by Cllr Bleddyn Williams and seconded by Cllr Sophie Baker. **Resolved.**

Cllr Mike Kermode returned to the meeting at this point.

- b. 2026 Llangollen International Musical Eisteddfod

The Llangollen International Musical Eisteddfod had made an appeal to the Town Council to support them (as in previous years) for 2026.

The level of financial support of £100 (as previous 2025) was to be offered, this was proposed by Cllr Bleddyn Williams and seconded by Cllr Ann Davies. **Resolved.**

Cllr Mike Kermode and Cllr Arwel Roberts left the meeting at this point.

c. Nature Reserve Partnership wildlife hunt

The Town Clerk outlined a request for £400 from Rhuddlan Nature Reserve to facilitate a wildlife adventure hunt.

It was proposed by Cllr Bleddyn Williams that the Town Council should fund the event, Cllr Val Simmons seconded. **Resolved.**

Cllr Mike Kermode and Cllr Arwel Roberts returned to the meeting at this point.

The Town Clerk highlighted a video of a Day Out in Rhuddlan that also promoted the Nature Reserve as well as Rhuddlan as a whole and will circulate a web link.

b. Approve the April payments listing due *Appendix 7*

Cllr Ann Davies sought clarification over loans: the footpath being over 5 years and the repayments on the Hwb over 20 years. Cllr Mike Kermode confirmed borrowing as usual practice for Town Councils.

Councillors reviewed the April 2026 payment listing. Cllr Mike Elgin proposed it is paid and Cllr Val Simmons. **Resolved.**

c. Agree scoping document for internal audit *Appendix 8*

The Town Clerk presented Councillors with a draft scoping document from Denbighshire County Council's Internal Audit Team following the Town Council's request for them to perform the Internal Audit of accounts for 2025-26.

Councillors reviewed the document. Cllr Val Simmons proposed it be accepted for the Internal Audit to be carried out and Cllr Bleddyn Williams seconded. **Resolved.**

d. The approval of the use of a variable Direct Debit

The Town Clerk sought Councillor's approval of the use of variable Direct Debits. This was proposed to be accepted by Cllr Mike Kermode and Cllr Mike Elgin seconded. **Resolved.**

e. Unpaid Hwb invoice 214

The Town Clerk highlighted the unpaid Hwb invoice 214 for the amount of £200 as unrecoverable.

It was proposed to 'write-off' this invoice off as an unrecoverable bad debt by Cllr Bleddyn Williams and seconded by Cllr Mike Kermode. The Town Clerk will place a warning as regards the company on One Voice. **Resolved.**

f. Approval of payments to councillors 2026/2027 *Appendix 9*

The Town Clerk had provided a paper of the payment allowances for Councillors for 2026-2027 for review.

They were proposed to be accepted by Cllr Val Simmons and seconded by Cllr Mike Elgin. **Resolved.**

In addition, the Town Clerk informed Councillors that the accounts had been closed with 74.89% budget spent (with a larger reserve). To be presented in detail at the AGM in May.

11. One Voice Wales membership 2026/27 – to agree membership

The Town Clerk had provided a copy of the Invoice/Membership Form 2026-27.

Cllr Mike Kermode highlighted the membership as being value for money in providing support. The membership was proposed to be continued by Cllr Mike Kermode and seconded by Cllr Bleddyn Williams. **Resolved.**

12. Election of Mayor and Deputy Mayor elect

Cllr Ann Davies proposed that the current Mayor, Cllr Jackie Burnham be Mayor elect for 2026/2027. Cllr Mike Elgin seconded. **Resolved.**

There were 2 nominations made for Deputy Mayor elect for 2026/27:

1. Cllr Ann Davies proposed Cllr Sophie Baker and this was seconded by Cllr Reg Davies.
2. Cllr Mike Kermode proposed Cllr Mike Elgin and this was seconded by Cllr Val Simmons.

A closed ballot was undertaken with Cllr Mike Elgin being appointed as Deputy Mayor elect for 2026/2027.

13. Community Matters

Cllr Arwel Robert had received a telephone call from the Chair of the Community Centre thanking him for saving them money by transferring their waste arrangements to DCC. Also, a letter of thanks regarding the Dragons Football Club now picking up their litter at Admiral's Field.

Cllr Val Simmons thanked the Town Council for the donation of Easter eggs, Cllr Mike Kermode for his support and shops, Community Centre and everyone who helped with the clue setting. A further 50 Easter eggs were purchased by Friends of the Library due to the demand on the day. 205 children had participated and it was a great opportunity to promote the Friends of the Library work and also for people to join the Library. There are plans for a Keep Britain Tidy meeting at the Library and a potential GeoCache being located on Admiral's Field.

Cllr Mike Kermode – None.

Cllr Gloria Lambert outlined a resident's issue regarding Council tax. Cllr Ann Davies advised her to ask the resident to contact her and provide full details.

Town Clerk confirmed Cwmpas Digital Denbighshire funding is secured until September 2026.

Cllr Jackie Burnham – None.

Cllr Sophie Baker – None.

Cllr Ann Davies to pull together a 'competition programme' for the extra marquee being provided at the Picnic in the Park event. To work with the Town Clerk on the programme to be presented to the next Events Committee.

Cllr Reg Davies had received enquiries regarding whether a seat by the River could be installed – possibly below the Church. The Town Clerk and Cllr Reg Davies to make arrangements for them to walk the route to scope out any options for a seat to be installed.

Cllr Mike Elgin had signed a Declaration of Interest as a resident of Abbey Road. He highlighted a resident's social media post with many other residents agreeing with the post concerning vehicle speeds and unsafe driving on the narrow section of Abbey Road leading to Abbey Farm Caravan and campsite. This stretch has no pavement, is approximately 7 feet wide, and is heavily used by pedestrians accessing local footpaths. Increased traffic from the campsite, farm shop, and coffee shop now includes larger vehicles and drivers unfamiliar with single-track rural roads.

Residents report that some visitors are travelling too fast for the conditions, creating significant risk to walkers, families with children, and dog owners who have limited space to move aside.

Recommended that the Town Council via the Town Clerk refer this matter to DCC Highways department for urgent assessment as the situation is considered a potential serious safety concern. This was proposed by the Mayor and seconded by Cllr Mike Kermode. **Resolved.**

Cllr Bleddyn Williams – None.

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr Mike Kermode, seconded by Cllr Bleddyn Williams 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.

The meeting recording (audio only) was stopped at this point.

14. Review Reasons for Apologies

Cllr Ivor Beech – No reason
Accepted.

15. Date of Next Meetings

- Events Committee Meeting – Wednesday 29th April 2026.
- AGM / Town Council – Thursday 14th May 2026.

The Town Clerk reminded Councillors that at this AGM that policies and the



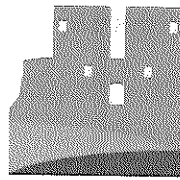
Annual Report will be reviewed.

- Etifeddiaeth - Heritage Working Group – Tuesday 26th May 2026

Signed:

Date:

Cllr Jackie Burnham (Mayor)



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting

Full Council Meeting Thursday 12th March 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Mike Kermode

Cllr Arwel Roberts

Cllr Val Simmons

Cllr Gloria Lambert

Cllr Reg Davies

Cllr Sophie Baker (remotely)

Steve Wilson - Town Clerk and Responsible Financial Officer

Heidi Barton-Price - Assistant Town Clerk

Police: Alexandra Jones PCSO 2839 – Agenda Item 4 and 5

Denbighshire County Council – Ben Wilcox Jones – Agenda Item 5

There was 1 member of the public present

The meeting was recorded from this point (audio only)

1. Apologies

Cllr Ivor Beech (Deputy Mayor)

Cllr Bleddyn Williams

Cllr Ann Davies

Cllr Mike Elgin

Police Sergeant Iwan Hughes (PS 3030) - Alexandra Jones (PCSO 2839) in attendance as above.

2. Declaration of Interest

Cllr Reg Davies: Item 11a. b. St Mary's Church – duly signed.

Cllr Jackie Burnham: Item 12. Allotments proposal – duly signed.

The Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

None.

4. Police Matters

Alexandra Jones PCSO 2839 provided an update on calls received over the past 6 weeks: 101 calls received in total, including 4 cases of antisocial behaviour, 1 burglary, and 1 domestic/assault. No further calls had been received regarding Highlands Road. Where the Police executed warrants due to suspected drug activity it was clarified that these were in relation to personal usage.

Councillors were reminded that residents should report any issues or concerns through the 101 number or alternatively to attend a “Cuppa with a Copper” session.

The Clerk ran through the latest Crime data.

5. Safety Issues on Highlands Road

DCC Ben Wilcox-Jones in attendance for this item to discuss improvement opportunities.

He highlighted previous speed survey data from December 2025 which showed the average speed on Highlands Road recorded as 24.7mph with only 1% recorded at driving over 40mph. He explained that Go Safe had taken an educational approach, offering roadside education or penalty points to drivers. Further interrogation of the data is to be carried by DCC to provide the Police with more targeted information to include volume of traffic, speed, and times of day of occurrence.

Various measures were discussed for addressing speeding issues on Highlands Road including speed bumps, chicanes, temporary speed camera, use of a speed indicator device as a potential deterrent, speed camera signs and public awareness promotion, however, all of these raised concerns about safety, the limited resources available and ultimately the impact these would actually make to drivers habits.

Ben Wilcox-Jones informed Councillors that traffic calming schemes are extremely expensive and would need to be sought through the Grant Funding body. They are only granted by being based on speed and the number of collisions. It was confirmed that only 1 injury/accident had occurred in the past 10 years and no collisions in the last 3 years. Therefore, this would not be justified.

The discussion concluded that as a first step/in the short-term, an enforcement campaign by Go Safe would be the way forward with DCC to continue to pressure Go Safe for this to be carried out.

Ben Wilcox-Jones also to contact Go Safe regarding their Communication Strategy around the promotion of the issue,

The Town Clerk to continue to pursue the possibility of setting up of a Community Safety Team involving local residents.

Before leaving the meeting, Ben Wilcox-Jones updated Councillors regarding Active Travel – Castle Street/Hylas Lane. Currently validating assumptions and during April/May real life testing will be conducted on site. Dropped kerb installations are almost complete with only 2 to be done.

Alexandra Jones PCSO 2839 and Ben Wilcox-Jones both left the meeting at this point.

6. Minutes:

- a. To approve minutes of the Town Council meeting held on 12th February 2026.

Amendment: Cllr Sophie Baxter to Cllr Sophie Baker on pages 1 and 6.

It was minuted that Cllr Gloria Lambert's absence at the Town Council meeting held on 15th January 2026 had been due to a miscommunication e-mail error.

p4 – Date amended from 26th to 25th March – Meeting the new DCC CEO for Cllr Arwel Roberts.

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

The Mayor duly signed the minutes.

- b. To approve minutes of any Committee and Working Group meetings held since last meeting.

Minutes of Events Committee held on 11th March 2026.

The Town Clerk confirmed his meeting 23rd February with DCC Youth Services when they discussed the Youth Club and their involvement at the Volunteer Fair Event. It was agreed they will use the 6m x 6m marquee.

The circus skills costs were queried as was the use of Ebenezer Chapel due to footfall concerns. It was proposed by the Mayor, Cllr Jackie Burnham to amend the use of Ebenezer Chapel to accommodate something else such as a children's zone and this was seconded by Cllr Arwel Roberts. **Resolved.**

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

7. Progress Report from Minutes

The Town Clerk confirmed and updated:

- Offer from Tenovus Cancer Care to speak to council about cancer and the work Tenovus does. The invitation has been sent for them to attend a meeting and their response is awaited.

- Met with Rhuddlan Dragons on 4th March to share and agree the SLA regarding the use of Rhuddlan Playing Fields.
- Memorial bench had been installed and a thank you received from residents.
- An accident had occurred with the fence at the field which will be repaired. The Town Clerk to look at grant funding option for this in the future.
- Hazel Court white lining of parking space – completed.

8. Reports from:

a. The Mayor and Deputy Mayor

The Mayor had submitted a written report.

Unfortunately, the Mayor and her Consort were unable to attend 8th March, Chair of DCC, Cllr Arwel Roberts's Civic Church Service in Rhuddlan.

The Deputy Mayor, Cllr Ivor Beech also sent apologies for this event.

The Mayor took the opportunity to highlight arrangements for the Remembrance Parade, recommending that the Police Sergeant remain with the parade for the whole route and also all roads be closed next time.

The written report was accepted.

b. The Town Clerk – correspondence and project report.

The Town Clerk updated Councillors regarding the following:

Correspondence:

The following had been received:

1. E-mail from local resident thanking the council for funding the installation of the bench on Vicarage Lane.
2. Email from HSBC informing the council that the interest rate on its accounts will be reduced from 10th March.
3. Response from DCC, Michael Bennion stating *"Rhuddlan Cemetery is now full for full burial interments; however, we still have capacity for ashes interments. With regards to the flooding a few years ago we provided costs for the installation of a ground water drainage scheme which would address the flooding issues at the cemetery, however this wasn't progressed as the costs were prohibitive and Welsh Water would not provide permission for the discharge of the water into their system unfortunately"*.
4. Various One Voice Wales and DCC communications emailed to councillors.

The Town Clerk sought a decision to maintain DCC as Internal Auditors. Cllr Mike Kermode proposed and Cllr Val Simmons seconded. **Resolved.**

The Trim Trail lighting has now been installed around the Admiral's Field path and the Town Clerk will now close the grant.

The Local History Society had requested a free parking day on 27th June, and this request was proposed by Cllr Arwel Roberts and seconded by Cllr Mike Kermode to be accepted. **Resolved.**

Dates for the diary

- Mayor's Charity Evening – Friday 10th April 2026.
- Gwledd – Saturday 16th May 2026
- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026

9. County Councillor Reports

a. Report by Councillor Arwel Roberts

Cllr Arwel Roberts had submitted a written report which he ran councillors through.

In addition Cllr Arwel Roberts requested that the Town Clerk write to DCC regarding the state of Marsh Road and it being a danger to residents (overgrown, litter, etc).

He had attended a Scottish Power event in Llandudno that morning and also Ysgol Gwernant, a school in Llangollen at their Curlew book launch that afternoon.

He reported that the sign in the ditch at Rhualt had been replaced and the pothole in Cross Street work had been completed.

The report was accepted

b. Report by Councillor Ann Davies

Cllr Ann Davies had submitted a written report.

There were no observations made and the report was accepted.

10. Planning

- 44/2026/0013/AD - Display of post mounted sign in relation to Abbey Farm at Strawberry Field, Land Off Dyserth Road, Rhuddlan
- 44/2026/0070/TP - Crown reduction of 1 no. birch tree subject to Tree Preservation Order No. 3 (2026) at The Banquet House Princes Road, Rhuddlan

Cllr Mike Kermode proposed and Cllr Arwel Roberts seconded that there were no comments or objections to these applications.

11. Budget & Finance Matters

a. Grant requests:

- Marie Curie UK

The request for £1000 to support home nursing in Rhuddlan be accepted was proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts. **Resolved.**

- St Mary's Church

Cllr Reg Davies left the meeting for this proposal.

The request for £1,000 for events to support Tourism be accepted was proposed by

Cllr Arwel Roberts and seconded by Cllr Mike Kermode. **Resolved.**

c. Rhuddlan Library

The request for £253 for Easter eggs be accepted was proposed by Cllr Mike Kermode and seconded by Cllr Gloria Lambert. **Resolved.**

b. Approve the March payments listing due

The Town Clerk confirmed that the grant at the end of March would be 100% spent.

Councillors reviewed the payment listing. Cllr Arwel Roberts proposed it is paid and Cllr Mike Kermode seconded. **Resolved.**

12. Watering Proposal from Allotment Society

The Mayor, Cllr Jackie Burnham signed a Declaration of Interest as a plot holder for this item.

Councillors discussed the proposal if raised beds are installed and it was proposed on the proviso that the grant is to go ahead that the £500 annual payment be made. Proposed by Cllr Mike Kermode and seconded by Cllr Val Simmons. **Resolved.**

13. Commuted sums

Councillors discussed the £1,200 application.

It was proposed that the Town Clerk make the application for the full amount to fund a piece of accessible play area equipment. The Town Clerk and Cllr Gloria Lambert delegated to assess the current facilities, before determining the specific equipment to request in the grant application due April 24th. Proposed by Cllr Mike Kermode and seconded by Cllr Arwel Roberts. **Resolved.**

14. Community Matters

Cllr Val Simmons still to meet with Sarah, Youth Services.

Expressed thanks to Cllr Mike Kermode for his support in arranging the Easter Egg Hunt with Friends of the Library.

Clarity had been sought regarding the £5,000 grant and it had been confirmed that it can be used by Friends of the Library in any way to support education.

Cllr Reg Davies – None.

The Mayor, Cllr Jackie Burnham – None.

Cllr Arwel Roberts highlighted the poster advertising Rhuddlan & District Welsh Committee – Open Meeting 24th March at the Golf Club. The Town Clerk to promote via social media.

Cllr Gloria Lambert highlighted the Brighter Futures Santa float and that they are now looking for funding for this year. Cllr Mike Kermode advised that they should email the Town Clerk.

Cllr Sophie Baker drew Councillors attention to a post made by LL Estates offering support to Youth Clubs. To raise with the Rhuddlan Youth Club and potential sponsorship of the marquee in August.

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr Mike Kermode, seconded by Cllr Arwel Roberts 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.

The meeting recording (audio only) was stopped at this point.

12. Review Reasons for Apologies

Cllr Ivor Beech (Deputy Mayor) – Unwell.

Cllr Bleddyn Williams – Work commitments.

Cllr Mike Elgin – Leave.

Cllr Ann Davies – No reason.

All the apologies were accepted by the council.

13. Date of Next Meetings

- Etifeddiaeth - Heritage Working Group – rescheduled to 31st March 2026
- Full Town Council meeting – Thursday 9th April 2026

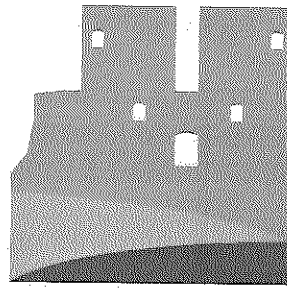
The Town Clerk drew Councillors attention to the two meetings scheduled in May: AGM – 14th May 2026 and Town Council Meeting - 21st May 2026.

It was proposed by Cllr Mike Kermode and seconded by Cllr Val Simmons that they be amalgamated as **AGM/Town Council on 14th May 2026.**

Signed:

Date:

Cllr Jackie Burnham (Mayor)



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Meeting – Etifeddiaeth - Heritage Working Group

Tuesday 31st March 2026 at 5pm

in person at Hwb Rhuddlan Clos Davids Owen, Rhuddlan LL18 2UJ

MINUTES

Present:

Cllr Arwel Roberts – Chair
Cllr Gloria Lambert
Cllr Reg Davies
Richard Polden – Chair, Rhuddlan Local History Society
Ian Davidson - CC Secretary, St Mary's Church, Rhuddlan
Allan Jones - St Mary's Church, Rhuddlan
Heidi Barton-Price – Assistant Town Clerk (Minutes)

There was one member of the public present as an observer.

1. Apologies

Cllr Sophie Baker – Rhuddlan Town Council
Mathew Baker – Rhuddlan Library
Carly Davies – Heritage Lead Officer – Denbighshire County Council
Suzanne Evans - Ecclesia Rose Ltd

2. Declarations of Interest

No declarations of interest were made. It was noted that:

- Cllr Arwel Roberts is a member of Ebenezer Chapel.
- Members of St Mary's Church were in attendance.

3. Welcome

Cllr Arwel Roberts welcomed all attendees and outlined his intention to restart a Heritage Trail, emphasising its importance for Rhuddlan.

Each attendee introduced themselves and provided an overview of their connection(s) to Rhuddlan.

4. Update on Application / Previous Heritage Centre Proposal

Richard Polden provided an update on the previous proposal to extend the Library to create a standalone Museum building. Denbighshire County Council had prepared plans; however, the estimated cost was approximately £1 million.

Several grant fairs were attended, but Lottery funding was only available for existing buildings, not new builds. As a result, the proposal was not progressed.

Action:

- Cllr Arwel Roberts to contact the Denbighshire County Council Heritage Team to attend a future meeting to discuss potential grant funding opportunities.

5. Pop-Up Exhibition Options

a) Ebenezer Hall Chapel

Cllr Arwel Roberts reported that a 2-day exhibition is being explored, with dates to be confirmed.

Richard Polden highlighted the upcoming **Heritage Day on 27 June 2026**, with venues including the Library and the Artisan's Fair. Additional activities proposed include:

- **Community Centre:** Displays and group work from visiting history societies (e.g., Mostyn Docks, Point of Ayr Mine).
- **Ebenezer Hall Chapel:** Guest speakers, with the potential for an evening lecture on Philip Jones Griffiths (see item 5c).
- **Family Activities:** A History Walk and a Treasure Hunt.

Cllr Reg Davies has already begun providing artefacts.

b) St Mary's Church Project

Allan Jones provided an update on ongoing works at St Mary's Church:

- Bequested funds are restricted to building maintenance only.
- Organ refurbishment is underway, requiring daytime closure of the Church.
- A new sound system and hearing loop will be installed.
- Bell system improvements will be funded through Windfarm Grant monies and a 10% contribution from the Bell Ringers' Association.

Allan Jones also outlined several modernisation needs, including:

- Disabled toilet
- Kitchen improvements
- Updated heating system
- Redecoration
- Roof issues, with solar panels under consideration
- Conservation of five wall paintings (including the first scripture translated into Welsh, dated 1650), requiring a faculty.
- Access to the Mausoleum via a lit viewing window

The overall aim is to make the building more user-friendly and suitable for wider community use.

Feasibility Study: The St Mary's Church Project will be project-managed by **Suzanne Evans (Ecclesia Rose Ltd)**, who will lead delivery of a £5,000 Feasibility Study. This will include formal engagement with community partners to gather views on proposed developments. The study is part-funded by a Cherish Grant from the National Churches Trust and the Heritage Fund and is due for submission in **September 2026**.

This study will form a key stage in preparing an Expression of Interest to the Heritage Lottery Fund.

Further actions:

- Suzanne Evans to be invited to the next meeting to provide further progress detail.
- She will also attend the Food Festival, Heritage Day, and Picnic in the Park to engage with the community / opportunities to make contact with her.
- A Project Committee is to be established; Cllr Arwel Roberts and Cllr Gloria Lambert volunteered to join.
- **St Mary's Church, – Project Synopsis is provided as Appendix 1.**

Cllr Arwel Roberts encouraged St Mary's Church to enter Wales in Bloom – It's Your Neighbourhood, as achieving an RHS IYN Level of Achievement could strengthen future funding applications.

c) Philip Jones Griffiths – Photographer

Cllr Arwel Roberts highlighted the significance of Philip Jones Griffiths and his use of the Welsh language. He expressed interest in organising a lecture on the photographer, with support from the History Society.

6. North East Wales Digital Trails

Cllr Arwel Roberts noted that interviews featuring himself, Cllr Reg Davies, and Cllr Gareth Rowlands form part of the Digital Trails project.

Action:

- Assistant Town Clerk to locate and retrieve these digital interviews.

7. New Ideas and Actions

The Group agreed to work collaboratively on:

- Ebenezer Chapel opportunities
- Pop-Up exhibitions
- Heritage Day activities
- St Mary's Church developments

8. Any Other Business (AOB)

No additional items were raised.

9. Date of next meeting.

Tuesday 26th May 2026 at 5pm – The Hwb

St Mary's Church, Rhuddlan – Project Synopsis

St Mary's Church, Rhuddlan is developing a heritage-led project to secure the long-term future of this important historic building while strengthening its role at the heart of the local community. The project brings together essential repair works with plans to improve how the church is used, understood, and enjoyed by both residents and visitors.

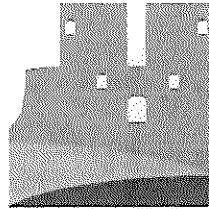
Key elements of the project include the repair and conservation of significant historic features, including the mausoleum and important wall paintings, alongside improvements to the building such as upgraded facilities, more flexible internal space, and improved heating. These works will help ensure the building remains sustainable, accessible, and suitable for wider community use.

A central ambition of the project is the creation of a heritage offer within the church, including a small heritage centre or interpretation space that tells the story of Rhuddlan, the church, and its wider historical context. This will provide opportunities for learning, engagement, and tourism, while celebrating the town's rich heritage.

We are particularly keen for this element of the project to be co-created with the local history society. Your knowledge, research, and understanding of the area are invaluable, and we see this as an opportunity to work together to shape how Rhuddlan's story is presented and shared. This could include interpretation, displays, events, and collaborative research, ensuring that the heritage offer reflects local voices and expertise.

Overall, the project aims to create a sustainable, welcoming, and historically rich space, where heritage is not only preserved but actively shared and explored in partnership with the community.

10/03/2026



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council

March 2026 Meeting - Mayor and Deputy Mayor's Report

The Mayor Cllr Jackie Burnham

19th March – I attended the Community Centre Meeting

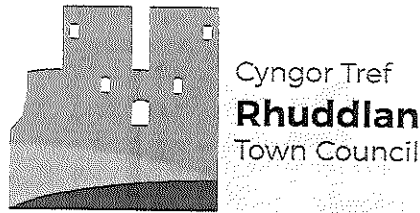
20th March – I attended the Mayor of Prestatyn's Charity Ball at The Beaches Hotel, Prestatyn

28th March – I attended the Treasure Chest Coffee Morning before work to add my donation to their charity

10th April – I hosted the Mayor's ABBA themed Charity Event at Rhuddlan Golf Club to raise funds for St. Kentigern Hospice and Action for Children

13th April – I attended the Ysgol Y Castell Governors Meeting

Unfortunately, I was unable to attend the Chair of Denbighshire County Council's meal at the Fei Von Restaurant



Clerk's Project Report and Correspondence for April 2026 Meeting

Correspondence

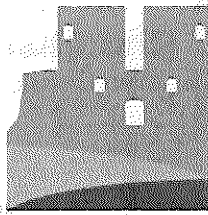
The following has been received:

1. 2 complaints from residents living adjacent to Admiral's Field regarding the floodlights at the MUGA being on when the lights were not working due to a fault with the CCTV electrics. This has been resolved.
2. Complaint from a local resident regarding speeding on Ffordd Ganol. I instructed him to inform residents to report all incidents to the Police.
3. A letter via the Mayor from a resident asking why the town council tax code in Rhuddlan is twice as much as that in Rhyl.
4. Bi-annual statement of the UK Government Debt Management Office
5. Various One Voice Wales and DCC communications emailed to councillors.

Dates for the diary

- AGM and May meeting – 14th May 2026
- Gwledd – Saturday 16th May 2026
- Volunteer Fair and Summer Picnic in the Park – Saturday 1st August 2026

Please note I am on annual leave from 5pm on Thursday 16th April until 8am on 27th April 2026.



Cyngor Tref
Rhuddlan
Town Council

County Cllr Ann Davies- Report to the Town Council for April 2026 Meeting

WEED SPRAYING TREATMENT CYCLE

The first countrywide weed spraying treatment cycle of the year will begin on the 7/4/26.

RIGHTS OF WAY OBSTRUCTION.

A concrete bollard has been placed at the centre of a public rights of way between Ffordd Fynnon and Rhodfa Anwyl. This is greatly affecting those reliant on mobility scooters, pedestrians etc.

I have made enquiries as to who installed this bollard, to date it remains a mystery.

ABBAY ROAD

A meeting was held recently regarding installing yellow lines on a short stretch of road in Abbey Road.

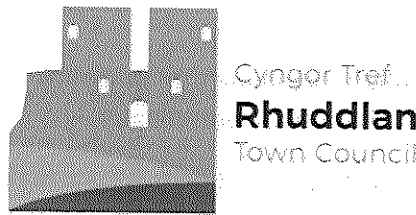
Officers and traffic police are in support of this TPO as are the two County Councillors.

A consultation with residents will now go ahead.

GARDEN WASTE SUBSCRIPTIONS

The new garden waste subscription will start on the 1st April and will run until March 2027.

Renewal is online or by telephoning 01824706101.



County Cllr Arwel Roberts - Adroddiad i'r Cyngor Tref – Ebrill 2026. Report to the Town Council- April 2026.

Broken bollard. (Outside Abbey Court exit)

This was reported to me by ex-Town Councillor Syd Gaskin. It is about to be replaced, and the bollard is in the depot in Rhyl. Whilst out today I see a bollard is in place and many other bollards and barriers are been spruced up on Rhyl Road.

Heritage Meeting – 31/3/2026

It was a pleasure to chair this meeting you have the minutes to read – diolch Heidi.

Abbey Road, (Yellow lines)

This will be decided in the near future; it will either be double yellow lines or one yellow line. Residents who live on the road will be given these options as soon as possible.

Menter Iaith Rhuddlan.

A meeting was arranged in the Golf Club and numerous ideas were discussed – more details in the future. The Hwb has been booked for Dwylo Bach – that is one initiative I have had support from Menter Iaith Dinbych – our Clerk has the details of the two sessions.

Twinning

Whilst I was beginning to think that Carlow County Eire were not interested in the twinning subject. I will be in a meeting with Cllr Ken Murnane, Michael Brennan – Director of Services and Cllr Fintan Phelan (Chair of Twinning Committee) and Bride De Roistre on Friday the 10th of April at Carlow College. I will report further in May.

Civic duties as Chair of DCC.

12/ 3/26 – Ysgol Gwernant Llangollen.

18/3/26 – Marchnad y Frenhines Rhyl – Conference on Dementia – there as Chair of Rhuddlan Dementia Group – grateful to see Cllr Kermode present also.

20/3/26 – Charity Ball – Mayor of Prestatyn event in the Beaches Hotel – great to have the company of our Mayor and Consort also.

23/3/26 – Visited Cysgod y Gaer Corwen – home for the elderly.

25/3/26 – A night in the Fon Fei – Chinese Restaurant was a successful social event – our guest of honour Helen White –DCC chief executive and the duo Dyffryn Divas were a pleasure to listen to. Money raised over £600 – very grateful to Cllrs and residents who supported the event.

27/3/26 – Llangollen – Season Launch for historic DCC attractions.

28/3/26 – Rhuthun - similar as Llangollen.

2/4/26 – y Gadeirlan – Maundy Thursday – representing DCC with Awen – congratulations to 2 members of our St Mary's Church who will be presented with a certificates and money on the day."

Also, on that day a gentleman within Rhuddlan will be 100. Awen and I will try and call in his home with a gift if time allows – it's a busy day in Llanelwy and Rhuddlan.

Date: 09/04/2026

Rhuddlan Town Council

Page 1

Time: 08:52

Current Bank A/c

List of Payments made between 20/03/2026 and 30/04/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
20/03/2026	Blachere Illuminations UK Ltd	PABT0946	4,601.30	SI500238	Xmas Lights Hire & Carriage
23/03/2026	Blachere Illuminations UK Ltd	PABT0946	-4,601.30		Correct payment date
09/04/2026	HMRC	PABT0935	1,013.18	120PP01122176	April PAYE & NI
09/04/2026	NEST Pension	DD	274.29		Pension April
09/04/2026	Stephen Wilson Clerk	SO	1,705.52		Salary
09/04/2026	Stephen Wilson	PABT0936	89.98		Salary Adj
09/04/2026	Heidi Barton-Price	PABT0937	462.60		Salary
09/04/2026	Stephen Wilson	PABT0938	94.05	Personnel Committee	Travel Expenses
09/04/2026	UK Business Supplies Limited	PABT0939	28.18	GB600BPA4CU5	AED Prep kits x 2
09/04/2026	Amazon EU	PABT0940	9.99	GB61VW468AE	Adhesive Labels
09/04/2026	Zoom Video Communications	PABT0941	15.59	INV345301884	Zoom 11/3/10/4
09/04/2026	Mari A Williams Translations	PABT0942	116.69	Anfoneb1650	Translations March 2026
09/04/2026	The Print Place limited	PABT0943	137.52	Inv 2026-124	Hi Viz Jackets
09/04/2026	Denbighshire County Council	PABT0944	233.90	March Minutes grants	Easter Eggs
09/04/2026	Welsh Water	PABT0945	117.32	5238824501	Hwb Water and toilets
09/04/2026	Tesco Mobile	DD	24.99	Bill 134285624791	Clerk & Assist mobile
09/04/2026	St Mary's Church Rhuddlan	PABT0947	1,000.00	March 2026 minutes	Grant
09/04/2026	Marie Curie	PABT0948	1,000.00	March 2026 Meeting	Grant
09/04/2026	Angela Wilkins	PABT0949	120.00		Hwb Cleaning 24/3-24/4
09/04/2026	UK Debt Management	DD	3,438.40	261665	PWLB Loan Hwb
09/04/2026	Web Studio North Wales	SO	240.00	Inv10076	Website and SM mgmt
09/04/2026	Web Studio North Wales	PABT0950	300.00	Inv10080	Visit Rhuddlan website & SM
09/04/2026	British Gas	SO	63.61	Bill 14098496	Hwb Gas
09/04/2026	British Gas	SO	46.84	Bill 14391438	Hwb Electricity
09/04/2026	British Gas	DD	409.19	Bill 14393581	MUGA Lights
09/04/2026	BT	DD	82.00		Hwb Wifi
09/04/2026	UK Debt Management	DD	2,326.10		PWLB bi annual payment Path
09/04/2026	Rialtas	DD	468.00	Inv SM33866	Annual licence for software
09/04/2026	Rialtas	DD	-468.00		Correction
09/04/2026	Rialtas	PABT0951	468.00	Inv SM33865	Annual Software Licence
09/04/2026	British Gas	DD	-63.61	correction	Gas Hwb
09/04/2026	British Gas	DD	92.84	Bill 14448084	Gas Hwb
09/04/2026	Denbighshire County Council	PABT0952	59.45	103034/8025977	Repair MUGA Lights
09/04/2026	Blachere Illuminations UK Ltd	PABT0946	4,601.30	SI500238	Xmas lights hire and carriage
Total Payments			18,507.92		

Internal Audit Project Scoping Document

Project Area:		Project No:	
Prepared by:	Samantha Davies	Date:	23/03/2026
Approved by:	Bob Chowdhury	Date:	dd/mm/yy
Lead Officer(s):	Steve Wilson	Date agreed:	dd/mm/yy
Lead Member:	n/a	Date agreed:	dd/mm/yy

Reason for Project

Request from Rhuddlan Town Council to perform the audit of the accounts for 2025-26.

Scope of Project

To carry out the internal audit of the 2025-26 accounts on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2026.

Scope Limitations

Audit work is restricted to the areas identified in the audit scope and primarily sample based. Full coverage of the system and complete assurance cannot be given to an audit area.

Anticipated Added Value of Project

To provide assurance to Welsh Government that the community council accounts are being administered in line with the guidelines and governance arrangements are effective.

Internal Audit of RTC accounts 2025-26

Estimated Project Days

Auditor	Project Role	Estimated Days
Samantha Davies	Audit Lead	3.00
Bob Chowdhury	Review and QA	1.00

Our Service Standards Relating to Projects

1. We will contact you at least 2 weeks in advance of our project start date to discuss arrangements for our visit.
2. We will discuss, agree & send you the Internal Audit Project Scoping Document before we commence work.
3. We will keep you informed of progress and all significant issues during our review, and let you know if and why the proposed timescales for the project change.
4. At the conclusion of our work, we will hold a closing meeting with all relevant people to discuss the outcome of our work, and then send you a draft report within 10 working days of that meeting.
5. We will work with you to develop a robust action plan to address any issues arising.
6. Once we have agreed the draft report and any actions with you, we will send you the final audit report within 5 working days.
7. We will seek feedback on the review and our service and respond to you within 10 working days explaining any improvements made to our service or, if we have taken no action, explaining the reason.

For further information on what to expect from Internal Audit, please follow this link:

<http://linc->

[ad/sorce/apps/sorce_doc_manager/Actions/view_doc.aspx?docid=110530&revid=112140](http://linc-ad/sorce/apps/sorce_doc_manager/Actions/view_doc.aspx?docid=110530&revid=112140)

Payments to members 2026/2027**Mayor and Deputy Mayor**

Mayor's allowance - £1,500

Deputy Mayor's allowance - £500

Mayor's extra responsibility allowance - £500

Mandatory Payments to Councillors (unless opted out)

£156 - reimbursement for extra costs of working from home.

£52 - reimbursement for consumables
