

Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council
Full Council Hybrid Meeting
Thursday 12 June 2025

Present:

Cllr Jackie Burnham (Mayor)
Cllr Ivor Beech (Deputy Mayor)
Cllr Sophie Baker
Cllr Ann Davies
Cllr Reg Davies
Cllr Mike Elgin
Cllr Mike Kermode
Cllr Gloria Lambert
Cllr Arwel Roberts
Cllr Bleddyn Williams (joined remotely)
Cllr Val Simmons
Morgan Ditchburn - Assistant Town Clerk
Guy Salkeld – CADW

There was 2 members of the public present.

The meeting was recorded from this point (audio only)

1. Apologies

Steve Wilson - Town Clerk and Responsible Financial Officer. Annual Leave.
DCC Youth Team

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

2. Signing the Acceptance of Office

Newly elected Cllr Gloria Lambert signed.

3. Declarations of Interest

Cllr Reg Davies on item 13a and Cllr Mike Kermode on item 13b.

4. Urgent Matters as Agreed by the Chairperson

No matters arisen.

5. Police Matters

No new crime data to report nor in attendance. Cllr Mike Kermode reported an incident with a traveller group in the Golf Club carpark recently, which caused problems for the club. The police did arrive however the group have now left. They have moved on to the field at Cwybr Fawr Farm for an annual event. Last year where the event took place, it caused a lot of problems for the local retail park.

Cllr Mike Elgin entered.

6. DCC Youth Team

Unable to attend but sent through a update report which Assistant Clerk read out. This has also been shared with councillors. Cllr Arwel Roberts would like to acknowledge the excellent work the team do and suggested Urdd should be involved with them, to encourage Welsh language. He proposed to write to them to ask for assistance with the Youth Team. Cllr Val Simmons seconded. **Resolved.**

7. CADW

There was a lengthy discussion on with Cadw representative Guy Salkeld regarding the removal of trees from an area that Cadw have identified as a scheduled monument. It was noted that the trees in question have been there for about eight years, therefore they are established. It was agreed a site visit, with Guy Salkeld of Cadw, would be needed in order to gather a full understanding of the site. Guy Salkeld has also said he will review the records he has on file. Guy Salkeld and Clerk to arrange a date to do a site visit proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons. **Resolved.**

Deputy Mayor Ivor Beech left the meeting.

8. Minutes:

a. Town Council Meeting held on 15 May 2025 & AGM held on 8th May 2025 *Appendix 1 + 2*

Town Council Meeting: Cllr Mike Kermode noted the running costs of the library on page 2 should read £16,000 not £5,000. On page 5, Cllr Mike Kermode is not on the working group regarding the toilets, but in the meeting was standing in for the Clerk. Who could not attend.

Cllr Bleddyn Williams was in the room, not online.

Where is states 'Arthur Royles' it should read 'Mark Royles'.

Proposed Cllr Mike Kermode, seconded Cllr Arwel Roberts. **Resolved.**

AGM: Proposed Cllr Mike Kermode, seconded Cllr Arwel Roberts. **Resolved.**

The Mayor duly signed the minutes.

b. Committee and Working Group meetings held since last meeting (Events and Biodiversity both held on 3rd June 2025)

Appendix 3
§ 4

The Mayor gave an update on the biodiversity meeting. Proposed Cllr Arwel Roberts, seconded Cllr Jackie Burnham. **Resolved.**

Events: Cllr Mike Kermode gave an update to the councillors. The Picnic in the Park is proceeding well and the event will be VJ themed. There is a range of entertainment that will take place and the costs are at c. £4,500 to host the event. Stressed that they are looking for maximum participation from the councillors.

The Gwledd was a success. Even though there were a 100 people less attending this year, people were staying longer. The net costs were £2,500. Next year's event will take place on 16 May 2026.

Twinning: Cllr Arwel Roberts has invited representatives from Borris to attend the Picnic in the Park event.

The two sets of minutes were signed by the relevant chairs.

9. Progress Report from Minutes

The Assistant Clerk updated councillors regarding the following:

- Active Travel Plan: Awaiting a date from Ben Wilcox Jones as to when a specific council meeting to brief the council on feedback received.
- Finger post sign: The sign should have been delivered and now awaiting an installation date.
- Defib and cabinet delivered to Ysgol Y Castell and awaiting on the electrician to install. The Mayor stated that after speaking with the electrician when on site at the school, the job to install the defib had still not been sent to him. There needs to be a push to DCC to get it installed.
- Awaiting permission to install the scooter signs on lamp posts.
- Approach to Rhuddlan discussed.
- Assistant Clerk is looking into the town gaining World Heritage status and compiling a report.
- Letter was sent to the Community Centre clarifying the situation regarding the toilets and the misleading news article.
- Kate Thew DCC Council Liaison Officer will be joining the September meeting to explain her job role.
- Letter sent to DCC regarding the same day 3pm deadline for reporting a missed bin collection, suggesting it should be the following day. No Response yet.
- Annual Report has been published, and a copy is available in the library.
- The overgrown hedge on Castle Street has been reported to DCC.

10. Reports from:

a. The Mayor and Deputy Mayor

Appendix 5
Both the Mayor and Deputy Mayor submitted a written report.

Mayor: the Mayor has been busy attending many events and gave update on events attended so far.

Deputy Mayor: Given by the Mayor.

Both written reports were accepted.

b. The Town Clerk - Correspondence and Project report

Appendix 6
The Assistant Clerk gave the Clerk's update.

The Clerk had submitted a written report.

The following has been received:

1. Email from a resident having lived in Rhuddlan for nearly 63yrs objecting to her mail being addressed as RHYL, not Rhuddlan.
2. Email from MS Cymru sincerely thanking the council for inviting them to participate at this year's Gwledd.
3. Notice of One Voice Wales Innovative Practice Conference being held on Wednesday 2 July 2025 taking place at the Royal Welsh Showground, Builth Wells the cost is £67. Proposed Cllr Mike Kermode, seconded Cllr Val Simmons. **Resolved.**
4. Email from HSBC telling the council that they are reducing their interest rates.
5. Various communications from Denbighshire County Council, One Voice Wales and other organisations forwarded onto the councillors.

General update: The Clerk and Assistant Clerk would appreciate councillors responding to emails and phone calls. This will ensure the efficient operations of Rhuddlan Town Council.

Dates for the diary: Summer Volunteer Fair and Picnic in the Park 2nd August at Admiral's Field. As many volunteers as possible are required to make this event a success.

11. County Councillor Reports

Appendix 7 & 8
Cllr Ann Davies and Cllr Arwel Roberts both ran through their written reports.

The written reports were accepted.

12. Planning

a. Nothing received before the meeting.

13. Budget & Finance Matters

a. Grant Requests

i) Rhuddlan Scouts

Cllr Mike Elgin proposed the full amount requested of £1,240. Cllr Val Simmons seconded. **Resolved.**

ii) Rhuddlan Community Group

Cllr Ann Davies proposed the full amount of £1,900, Cllr Val Simmons seconded. **Resolved.**

b. Approve the payments listing due *Appendix 9*

Councillors reviewed the payment listing with. Cllr Mike Kermode proposed, Cllr Mike Elgin Seconded. **Resolved.**

14. Community Matters

Cllr Reg Davies noted the ongoing issues with the trees in that join the town ditch as they are over 30 feet high and impacting on the houses they overlook. They are blocking out sunlight and need cutting back but does not know who owns the trees. The Clerk has previously contacted Clwyd Alyn Housing Association but had no response. Cllr Ann Davies will make enquiries to Clwyd Alyn directly.

Cllr Val Simmons will attend the Friends of the Library meeting on 26 June and will update the Town Council afterwards. Cllr Mike Kermode proposed that Cllr Val Simmons is the formal representative at the meeting. Cllr Mike Elgin seconded. **Resolved.**

Discussion on feedback from Active Travel consultation. Will wait until DCC have collated all feedback then will arrange a meeting to analyse feedback.

Cllr Arwel Roberts updated on the process of improving the drop kerbs in town.

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.

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

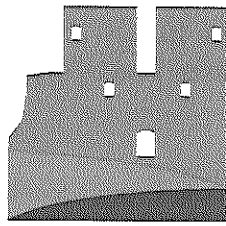
15. Review reasons for apologies

No apologies to review.

16. Date of next meetings:

Thursday 10 July 2025

Signed  Date: *10/7/2025*
Cllr Jackie Burnham (Mayor)



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council

Full Council Hybrid Meeting - Thursday 15 May 2025

Present:

Cllr Jackie Burnham (Mayor)
Cllr Ivor Beech (Deputy Mayor)
Cllr Sophie Baker
Cllr Reg Davies
Cllr Mike Elgin
Cllr Mike Kermode
Cllr Arwel Roberts
Cllr Val Simmons
Cllr Bleddyn Williams (Online)
Steve Wilson - Town Clerk and Responsible Financial Officer
There was two members of the public present.

The meeting was recorded from this point.

1. Apologies

Cllr Ann Davies
Morgan Ditchburn – Assistant Town Clerk

2. Declarations of Interest

Cllr Jackie Burnham and Cllr Mike Kermode. Item 7b.

3. Urgent Matters as Agreed by the Chairperson

The Mayor informed councillors that the charge for the Youth Club is increasing to £4,800 and that the DCC youth team are coming to the June meeting to update the council.

Mentioned heritage centre which will be discussed later.

4. Police Matters

No new crime data nor attendance from the Police Team.

5. Minutes

a. The minutes of the Town Council Meeting held on 10 April 2025 were agreed as a true and accurate record, proposed by Cllr Mike Kermode, seconded by Cllr Bleddyn Williams. **Resolved**

The Mayor duly signed the minutes.

b. To approve minutes of any Committee and Working Groups meetings held since the last meeting. (Events 22nd April and Website & Information 22nd April)

Cllr Mike Kermode took councillors through the events committee meeting minutes and these were discussed. The minutes were proposed as being true and accurate by Cllr Mike Kermode, seconded by Cllr Val Simmons. **Resolved.**

Cllr Jackie Burnham took councillors through the website and information committee meeting minutes including changes proposed to the committee's terms of reference. The minutes were proposed as being true and accurate and the new terms of reference agreed, proposed by Cllr Mike Kermode, seconded by Cllr Val Simmons. **Resolved.**

The two sets of minutes were signed by the relevant chairs.

6. Progress report from Minutes

Active Travel Plan - Cllr Sophie Baker updated councillors on the recent public consultation and councillors discussed. The Mayor suggested a special specific council meeting is arranged with DCC to brief the council on feedback received and latest plans. Proposed by Cllr Val Simmons, seconded by Cllr Sophie Baker. **Resolved.**

Poster regarding Electric Scooters received and posted.

Finger post sign. DCC have agreed to pay for a new one and installation.

Defib for the school is ready for installation. Waiting on the county electrician.

Presentation to the Scout Leaders took place.

The newsletter was not delivered to some houses, but delivery people deny. They only ever guarantee 85% delivery.

Cost for scooter signs to be printed: 50 signs, £108. Cllr Arwel Roberts proposed if permission from DCC is received to install on lamp posts then Clerk to purchase, Cllr Bleddyn Williams seconded. **Resolved.**

Discussion on Cadw removal of tress -no response from Cadw.

Election notice: had two candidates. Election will take place on 12 May 2025

Discussion on the condition of the gardens at the library entrance and Knights area. Suggested to ask Arthur Royles for advice, proposed Cllr Arwel Roberts, seconded Cllr Val Simmons. **Resolved.**

Cllr Mike Kermode updated councillors on the latest plans for the Heritage Centre, including costs, funding, legal status of building and potential running costs. Richard Polden confirmed the Rhuddlan History Society's support for the project. Councillors discussed the project sharing ideas, concerns and support for the project. Cllr Mike Kermode proposed the council continue the next stage in developing the business case and discuss legal ownership issues with DCC, seconded by Cllr Arwel Roberts. **Resolved.**

7. Reports from:

a. The Mayor and Deputy Mayor

Both the Mayor and Deputy Mayor submitted a written report.

Mayor: Informed that the Library Easter Egg Hunt was a success and next year to purchase some allergy free easter eggs. Shared the public toilet issue brought up by a Community Centre Trustee regarding the misleading news article. She proposed a letter is sent to the Community Centre clarifying the situation, seconded by Cllr Arwel Roberts. **Resolved.**

Deputy Mayor: Informed councillors that the Lighting of the Beacon went well with good attendance, and she attended the History Society's VE Day event.

Both written reports were accepted.

b. The Town Clerk – Correspondence and Project report

The clerk had submitted a written report

Cllrs Jackie Burnham and Mike Kermode declared an interest and left the meeting whilst this was discussed. Complaint from a resident regarding the planting of trees on Admiral's Field near his boundary fence. This was discussed by councillors who stated the fence is jointly owned by the resident and the council. Cllr Mike Elgin proposed to write to him and state the council take on board his concerns, and they will manage the height of the trees to prevent any future issues, seconded by Cllr Val Simmons. **Resolved.** Cllrs Burnham and Kermode returned to the meeting.

Complaint sent to Clerk via email regarding businesses on the High Street. The council discussed and Cllr Mike Elgin proposed the complaint be noted but no response issued, seconded by Cllr Val Simmons. **Resolved.**

Email from the Rhuddlan Community Group informing the council of a planter on Parliament Street that is rotten and in need of replacement with a recycled plastic planter. Cllr Mike Elgin proposed the council remove the old planter and purchase and install a new one, seconded by Cllr Val Simmons. **Resolved.**

Email forwarded from Cadw from a resident asking if they could purchase and install a bench on the Town Ditch, the Clerk informed them it was not possible. They asked the council if there is an alternative location. This was discussed by councillors, it was noted that a bench has been vandalised on Twt Hill, and the council had a spare bench in storage. Cllr Mike Elgin proposed to replace the bench on Twthill with one in storage subject from permission for the landowner, seconded by Cllr Arwel Roberts. **Resolved.**

The Clerk was asked to write to the resident to discuss ideas on where a bench could be installed.

Complaint received via DCC from a resident regarding overhanging trees impacting her property. Discussed by councillors. Cllr Val Simmons proposed that the Clerk writes to Clwyd Alyn Housing Association as the trees could be on a strip of land in their ownership, seconded by Cllr Bleddyn Williams. **Resolved.**

Proposed to invite Kate Thew DCC Council Liaison Officer to a future meeting to explain her job role. Proposed by Cllr Arwel Roberts, seconded by Cllr Val Simmons. **Resolved.**

The Written report was accepted.

8. County Councillors Report

Cllr Arwel Roberts ran through his written report and updated councillors on his visit to Carlow and suggested the council take the painting gift. He suggested that any future twinning would be with Borris, being a similar sized town to Rhuddlan. The 3pm bin reporting deadline was discussed and Cllr Arwel Roberts proposed to write to DCC to say the deadline should be the following day, seconded by Cllr Mike Kermode. **Resolved.**

The written report was accepted.

9. Planning

- a. 44/2025/0188/HH - Erection of replacement garage and associated works at 12 Admirals Walk, Rhuddlan, LL18 5PL. No issues or concerns with the planning application was proposed Cllr Bleddyn Williams, seconded Cllr Mike Kermode. **Resolved.**

10. Budget and Finance Matters

The internal audit report was accepted. Proposed Cllr Arwel Roberts, seconded by Cllr Mike Kermode. **Resolved.**

The Clerk ran through the AGAR governance questions with the council and noted responses for submission to the external auditor.

The accounting statements were presented and agreed. Proposed Cllr Mike Kermode, seconded Cllr Arwel Roberts. **Resolved.** The Mayor and Clerk signed the AGAR.

The Clerk confirmed the dates of Elector's Rights to view the accounts as the 1/7/25 to 28/7/25.

The payments listing was accepted and Cllr Mike Kermode proposed payment, seconded by Cllr Bleddyn Williams. **Resolved.**

The Clerk explained due to being on annual leave from 7/6 for 2 weeks he would not be able to make the payments post the June meeting. He suggested he pays the payments listing as per the published agenda of 6/7 on the 6/7 and any invoices post that date would have to be postponed until August, this was proposed by Cllr Ivor Beech and seconded by Cllr Reg Davies. **Resolved.**

11. Closure of Rhuddlan public Toilets

Cllr Mike Kermode updated councillors on a meeting with Dyserth Community Council and St Asaph City Council. Councillors discussed the issue in great length. Cllr Mike Elgin proposed that the council

do not consider using DCC but get costs from specialist companies to open, clean and close both the Princes Road and Hwb public toilets, seconded by Cllr Mike Kermode. **Resolved.**

Cllr Mike Kermode proposed to discuss asset transfer with DCC, seconded by Cllr Bleddyn Williams. **Resolved.**

The formation of a toilet working group was discussed, group to include Cllrs Sophie Baker, Mike Kermode, Jackie Burnham, Reg Davies, and Val Simmons. Proposed by Cllr Sophie Baker, seconded by Cllr Bleddyn Williams. **Resolved.**

12. Final approval of Annual Report

The Clerk had sent out the draft annual report to councillors. He stated it will be loaded onto the council's website with links from social media and a hard copy will be placed in the Library. Subject to a minor name correction it was proposed to accept and publish. Proposed by Cllr Arwel Roberts, seconded Cllr Mike Kermode. **Resolved.**

13. Community Matters

Cllr Ivor Beech suggested a condolence letter is sent from the council to Jules Peters on the passing of Mike Peters, a great man who has raised millions for cancer charities. The Clerk agreed to send a letter.

Cllr Bleddyn Williams highlighted issues with the rubber surface by the gate in the play area of Admiral's Field.

Cllr Sophie Baker shared feedback received from a resident regarding the latest active travel proposals, and clarified the situation regarding delivery of the newsletter so she could give feedback to a resident

Cllr Mike Kermode reminded councillors on events taking place in Rhuddlan for Dementia Action Week and encouraged councillors to attend.

Cllr Reg Davies asked the Clerk to contact DCC as the bin on the pavement across the footbridge has gone missing.

Cllr Jackie Burnham shared comments from a resident regarding an overgrown hedge on Castle Street, from the castle to the entrance to Twt Hill, the Clerk to report to DCC. She also asked the Clerk to get the engravings on the regalia up to date.

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 Bleddyn Williams. **Resolved.**

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

14. Review reasons for apologies. The one apology was reviewed by councillors.

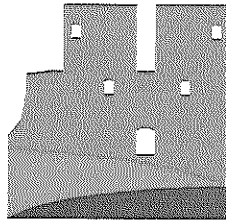
15. To Receive minutes from Personnel Committee meeting held on 14 April 2025

Cllr Mike Kermode ran councillors through the minutes of the Personnel Committee meeting.

16. Date of Next Meeting

Thursday 12 June 2026

Signed Date.....



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council Annual General Meeting Thursday 8 May 2025

Hybrid Meeting

Present:

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

There was 8 members of the public present.

There was 1 member of the public online

1. Appointment of Mayor for 2025/26

Mayor Cllr Val Simmons congratulated Cllr Jackie Burnham for being voted in as new Mayor at the previous meeting.

2. Signing of Declaration of Acceptance of Office (Mayor)

Cllr Jackie Burnham signed the Mayor's Declaration of Acceptance of Office

3. Appointment of Deputy mayor

Cllr Mike Kermode congratulated Cllr Ivor Beech on being appointed Deputy Mayor at the last meeting.

4. 2025/2026 Mayor's Welcome Speech

Cllr Jackie Burnham gave her introductory welcome speech.

5. 2024/2025 Mayor's Farewell Speech

Cllr Val Simmons thanked members and her family for their support and delivered her farewell speech.

6. There followed a break for refreshments before commencement of the business section of the meeting,

The meeting recorded from this point

7. Formally approve Minutes of the Annual General Meeting held on the 9th of May 2024

The minutes had already been approved at the June 2025 meeting. Proposed by Cllr Val Simmons and seconded by Cllr Mike Kermode. **Resolved.**

8. Appointments to Internal Committee/Working Groups and confirmation of terms of reference for:

- a. Information/Website Committee** Cllrs Jackie Burnham, Mike Kermode, Val Simmons, and Bleddyn Williams.
- b. Personnel Committee** Cllr Val Simmons as immediate past Mayor, Cllr Mike Kermode as the Council's Personnel Adviser, Cllr Jackie Burnham as Mayor and Cllr Ivor Beech as the Deputy Mayor.
- c. Bio-diversity Committee** Cllrs Jackie Burnham, Arwel Roberts, Ivor Beech and Val Simmons.
- d. Events Committee** Cllrs Mike Kermode, Mike Elgin, Arwel Roberts, and Val Simmons and Bleddyn Williams
- e. Library and Heritage Working Group** Cllrs Mike Kermode, Val Simmons, Mike Elgin and Sophie Baker
- f. Admirals Field and Hwb Working Group** Cllrs Mike Elgin, Mike Kermode, Val Simmons and Jackie Burnham.

9. Appointments to External Bodies:

- a. Denbighshire CCTV Partnership** Cllrs Arwel Roberts, and Val Simmons
- b. Rhuddlan Community Association** The Association's constitution states that the current Mayor be the Town Council representative. Cllr Jackie Burnham.
- c. Governor - Ysgol y Castell** Cllr Jackie Burnham.
- d. Rhuddlan Local Nature Reserve** Cllrs Ivor Beech, and Jackie Burnham
- e. Denbighshire Tourism Forum** Cllrs Val Simmons, and Sophie Baker.

Items No 8 and 9 were proposed accepted Cllr Mike Kermode and seconded by Cllr Val Simmons. **Resolved.**

10. Cheque Signatories

Cllrs Ann Davies, Reg Davies, Mike Elgin, Mike Kermode, Arwel Roberts, and Steve Wilson as Clerk. Proposed Cllr Mike Kermode and seconded by Cllr Val Simmons. **Resolved.**

11. Review and approve all council policies and financial regulations.

The acceptance and approval of all the councils' policies, procedures and regulations was proposed by Cllr Arwel Roberts and seconded by Cllr Val Simmons. **Resolved.**

12. Review and adopt the Council's Annual Report 2024/2025.

Not complete so will be reviewed on 15 May 2025. Assistant Clerk will send to councillors before 15 May

13. Review of land and inventory of council assets.

Review assets. Current assets valued at £420,000. Increased due to Hwb education equipment that has been installed acquired with SPF funding, to the value of £11k.

Proposed that the review is accepted by Cllr Mike Kermode, and seconded by Cllr Reg Davies. **Resolved.**

14. Confirmation of arrangements for insurance cover.

Insurance renewed in March. Councillors had summary of what covered. Next year will go out to Tender. Cllr Ivor Beech advised the insurance company should contact the council to do a free review check to ensure coverage is adequate. The Clerk will action.

Confirmation proposed Cllr Val Simmons and seconded by Cllr Mike Kermode **Resolved.**

15. Review of council's subscription to other bodies

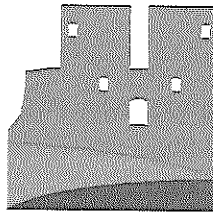
The council are members of SLCC, One Voice Wales, Go North Wales Tourism & Denbighshire DVSC

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

17. Review of Councils expenditure under s137 of the local government Act 1972

Clerk ran through the council's s137 expenditure. This year's spend c.£9,000.

Proposed Cllr Mike Kermode. Seconded Cllr Val Simmons. **Resolved.**



Cyngor Tref
Rhuddlan
Town Council

Appendix 3

Rhuddlan Town Council

Events Committee - Draft Minutes of the Meeting on 3rd June 2025

Present:

Cllr Mike Kermode (Chair)
Cllr Jackie Burnham (Mayor)
Cllr Mike Elgin
Cllr Arwel Roberts
Cllr Val Simmons
Steve Wilson - Town Clerk and Responsible Financial Officer
Gill Price and Roy Price - Community Centre Trustees

1. **Apologies** – Cllrs Bleddyn Williams and Morgan Ditchburn (Assistant Town Clerk)
2. **Declarations of Interest** - None
3. **Minutes** – review the minutes of the previous meeting held on 22nd April 2025
Previously agreed by full town council
4. **Requests for Financial Support**
The Community Centre's VE Day afternoon tea event was discussed and Cllr Mike Kermode proposed a grant of £200, subject to receipt of a completed application form, seconded by Cllr Jackie Burnham. **Resolved.**
5. **Volunteer Fair and Picnic in the Park on 2nd August 2025**
This was discussed:
 - i) Agreed to make it a VJ Day 80th anniversary themed event with 1940's style entertainment plus a competition for the best 1940s style attire for adults and children.
 - ii) Scarecrow competition in town and at allotments with deadline for entry of 31st July to allow judging and presentation at event on 2nd August, scarecrows to stay up until VJ Day which is 15th August.
 - iii) Bunting to go on railings and bridge prior to the 2nd August and stays until after 15th August.
 - iv) Rhyl Youth Marching band and entertainers to be asked to play some 1940's style music and songs.
 - v) Clerk estimated the cost will be in the region of £4,500 and ran through the latest status of the event plan

6. **VJ Day 15 August**

It was agreed to ask Canon Jayne to hold a VJ Service at St Mary's (Similar to VE Day less the beacon). Community Centre to look at holding a VJ Day themed Lunch Club on 8th August

7. **Twinning**

Cllr Arwel Roberts updated everyone about his visit to Carlow, highlighting the Certificate of Friendship signed during the visit. Cllr Arwel Roberts proposed that the key people from Carlow be invited to Rhuddlan to meet the Town Council and others, with a small civic reception in the Hwb and this might link up with the Picnic in the Park in August, seconded by Cllr Mike Kermode. **Resolved.**

8. **Gwledd**

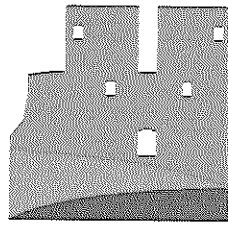
This was discussed:

- i) Agreed that feedback was excellent, attendance was slightly down but people stayed longer. Some minor operational problems were noted and will be taken account of for next year's event.
- ii) Location of stalls and charges to vendors to be increased for hot food vendors, ice cream van and bars, charges would be slightly less for hot food vendors located in the small car park. Agreed to allow the Town Clerk and organisers to agree a pricing matrix. A larger deposit will be requested to reduce vendor no-shows on the day.
- iii) To maintain the same range of entertainment next year, when the event will be held on Saturday 16th May.
- iv) To see if the event will work with only one stage/gazebo to facilitate better access to stalls in the smaller car park.
- v) Cllr Arwel Roberts proposed that a raffle is held to raise funds for Mayor's charity, seconded by Cllr Jackie Burnham. **Resolved**
- vi) The Clerk ran through the accounts for the event and stated the net cost of holding the 2025 event to the council will be £2,336.
- vii) Agreed to maintain the Event Organisers fees for 2026 at the 2025 level.
- viii) Additional promotions and possible drone footage and more advertising on the High Street on the day of the event will be looked at.
- ix) Big thank you to all volunteers, organisers and organisations that helped with the event.

9. **Date of the next meeting:** Thursday 17th July 2025, 7.15pm at Hwb Rhuddlan

Signed Cllr Mike Kermode (Chair)

Date



Cyngor Tref
Rhuddlan
Town Council

Appendix 4

Rhuddlan Town Council

Minutes of the Biodiversity Committee meeting on the 3rd of June 2025

Present:

Cllr Jackie Burnham (Chair & Mayor)
Cllr Mike Kermode (observer)
Cllr Arwel Roberts
Steve Wilson (Town Clerk and Responsible Financial Officer)

1. Apologies

Cllr Val Simmons, Cllr Ivor Beech & Morgan Ditchburn (Assistant Town Clerk)

2. Declarations of Interest

None

3. Update from Chair

There were only 2 members of the committee present so there was no quorum. It was agreed to review the committee's terms of reference.

4. Minutes of Biodiversity Meeting held on 20th February 2025

The Minutes had previously been confirmed as a true record.
No matters arising or actions identified.

5. Biodiversity Plan

It was agreed that the Clerk will source further biodiversity training for councillors that will be done in Q4/25.

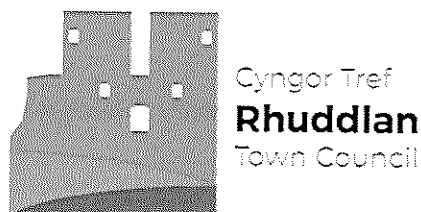
6. Other Matters

Cllr Arwel Roberts suggested an application for a free wildlife garden pack from Keep Wales Tidy. This was agreed and Councillors and the Clerk visited Admiral's Field to take photos for the application.

7. Next Meetings

Scheduled to be held on 2nd October 2025 and 5th February 2026.

Signed.....Cllr Jackie Burnham (Chair)



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

The Mayor Cllr Jackie Burnham

8th May - I had the honour of lighting the beacon at St. Mary's Church to commemorate the 80th anniversary of VE Day.

9th May - I attended 3 events and a meeting. Firstly, VE Day Memories at Rhuddlan Library where one of the groups was also celebrating his 80th Birthday. In the afternoon I attended a meeting with St. Asaph City Council and Dyserth Community Council and DCC officers to discuss the closure of the Public Toilets. In the evening, I attended Denbigh Town Council AGM and Inauguration of their Mayor.

13th May - I attended the Active Travel meeting at Ebenezer Chapel and spoke to both DCC officers and local residents about the proposed road changes. It was a very positive meeting and DCC was very open to the comments and ideas of the residents that attended.

17th May - what an amazing day we had at Gwledd Rhuddlan Food Festival! The sun was shining, and it was very well attended this year. Thank you to everyone who played a part in making the day so successful.

19th May - I was invited to the Sit and Be Fit class by Rhuddlan Dementia Group. It was a fantastic session that had everyone moving and singing along to the music.

21st May - I presented the VE Day Window Winner prizes and certificates to Rhuddlan Models and Morrice Evens Opticians.

25th May - I enjoyed an afternoon of Crown Green Bowling with Rhuddlan Bowls Club and Rhuddlan Dementia Group, I think I was quite good at it too!

30th May - I was invited to attend Lunch Club in the Community Centre. Enjoyed a great meal and chatted with many residents who visit regularly.

3rd June - Chaired Biodiversity Committee meeting and attended Events Committee meeting.

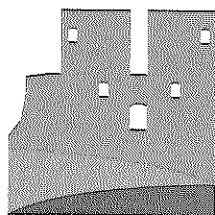
5th June - Attended Community Centre Committee meeting.

10th June - Met with Lottie Dawson, a Rhuddlan Beaver Scout who was recently awarded an Unsung heroes Award by Chief Scout, Dwyane Fields. Presented her with a bouquet of flowers.

11th June - Attended Biodiversity (Part 1) training hosted by One Voice Wales.

The Deputy Mayor Cllr Ivor Beech

17th May 2025 – I enjoyed volunteering at the council's Gwledd festival.



Cyngor Tref
Rhuddlan
Town Council

Clerk's Project Report and Correspondence for June 2025 Meeting

Correspondence

The following has been received:

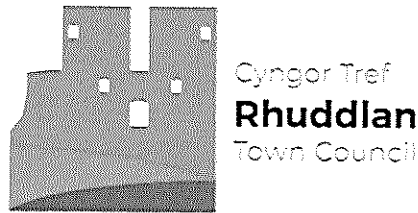
1. Email from a resident having lived in Rhuddlan for nearly 63yrs objecting to her mail being addressed as RHYL, not Rhuddlan.
2. Email from MS Cymru sincerely thanking the council for inviting them to participate at this year's Gwledd.
3. Notice of One Voice Wales Innovative Practice Conference being held on Wednesday 2 July 2025 taking place at the Royal Welsh Showground, Builth Wells the cost is £67. **DECISION REQUIRED.**
4. Email from HSBC telling the council that they are reducing their interest rates.
5. Various communications from Denbighshire County Council, One Voice Wales and other organisations forwarded onto the councillors.

General update

The Clerk and Assistant Clerk would appreciate councillors responding to emails and phone calls. This will ensure the efficient operations of Rhuddlan Town Council.

Dates for the diary

Summer Volunteer Fair and Picnic in the Park 2nd August at Admiral's Field. As many volunteers as possible are required to make this event a success.



County Councillor Ann Davies –Report for June 2025 Meeting

PUBLIC CONVENIENCES.

Further to a call in by the partnership scrutiny committee, the decision was made by the cabinet members to keep all public toilets open . Talks will continue to take place with community, town and city councils.

ACTIVE TRAVEL

Following lengthy talks and site meetings re the active travel scheme, I have made a request that Hylas Bach, Hylas Lane is protected. I believe, this property is the last of 14 thatch cottages remaining in Rhuddlan, it is therefore of historic value to our town,

The property has been damaged of late when large vehicles are striking the thatch roof, considerable work has been carried out by the current owners to strengthen the footings.

I have suggested bollards be placed outside the property.

GRASS CUTTING

Principal Roads grass cutting schedule will begin on the week beginning 9th June. The schedule will take approximately 4 weeks to complete.

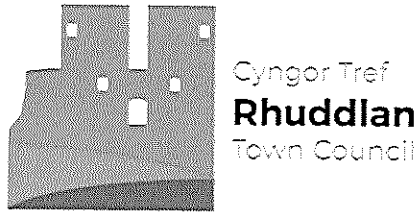
ROAD SAFETY

A site meeting took place in Pentre Lane regarding road safety; officers have since visited the scene and are considering options to improve safety for all.

Cameras have been placed in Abbey Road to help determine if road safety improvements are warranted.

COMMUNITY AND SOCIAL CARE

I accompanied a resident to a meeting with Gareth Davies AM. This was both very informative for the resident and me.



County Councillor Arwel Roberts – Adroddiad/Report for June 2025 Meeting

The toilets saga continues. My efforts will be reported on the night.

My efforts have included being part of the team that helped make the Rhuddlan Gwledd held on the 17th May a big success on the day.

On June 3rd I attended the Biodiversity and Events Committee meetings.

I have contacted Keeping Cymru yn daclus to ask for support for our Town's efforts with biodiversity.

I will be leading litter pick on Saturday the 7th of June.

As Chairman of Sir Ddinbych I have decided to raise funds for St Kentigern Hospice and Cronfa Cyfle i bawb. Organised by Urdd Gobaith Cymru. - Welsh League of Youth Fund for All. Sadly, not every child gets to experience a summer holiday. The Urdd's aim with Fund for All, is to ensure that every child in Cymru gets the opportunity to make lifelong memories on an unforgettable Summer holiday. Did you know that 29% of children live in poverty within Cymru.

My responsibilities as DCC Chair have included:

1. Bing present opening the new Rhyl Golf Club.
2. Welcoming four new citizens to Denbighshire. Three from Syria and one from Sri Lanka.
3. Travelling to the Urdd Eisteddfod - Dur a Mor. Held in Margram Park West Glamorgan. Representing our County in an official occasion to Councillors and different officials on Thursday the 29th of May. During that day Awen and I were invited to the launch of a new weekly drama programme on S4C recorded in Rhyl and Prestatyn. "Hafiach" on our televisions on Wednesday the 4th of June. I had a chance to say a few words thanking the production team for coming to Rhyl.

On the 7th of June I shall visit Cae Ddol Rhuthun to congratulate work done on the area with regard to biodiversity

Date: 16/07/2025

Rhuddlan Town Council

Page 1

Time: 15:52

Current Bank A/c

List of Payments made between 01/06/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/06/2025	Steve Wilson Starling	PABT0679	107.36	Pers Com	May Misc expenses
12/06/2025	Steve Wilson	PABT0680	34.55	Pers Com	Non-Starling expenses
12/06/2025	Steve Wilson	PABT0681	120.60	Pers Com	Travel Expenses
12/06/2025	Zoom Video Communications	PABT0682	15.59	Gen Adm INV304920144	Zoom 11/5 to 10/6
12/06/2025	RHUDDLAN TOWN COMMUNITY	PABT0683	150.00	Inv 245	June Community Market CC Hire
12/06/2025	BT	DD	79.00		Hwb Wifi
12/06/2025	Vodafone	DD	19.69		Clerk's Phone
12/06/2025	HSBC UK	DD	8.00		Bank Charges 21/4 to 20/5
12/06/2025	One Voice Wales	PABT0684	42.00	Inv 9461	Training
12/06/2025	NEST Pension	DD	279.22		Pension up to 30/6
12/06/2025	HMRC	PABT0685	1,120.27		PAYE & NI
12/06/2025	Morgan Ditchburn	SO	601.33		Salary to 30/6
12/06/2025	Steve Wilson	DD	1,705.52		Salary to 30/6
12/06/2025	Steve Wilson	PABT0586	113.74		Salary Adjustment (Increment)
12/06/2025	Mathew Roberts	PABT0687	250.00	Events Committee	Entertainment Gwledd
12/06/2025	Wee Bag Band	PABT0688	680.00	Events Committee	Entertainment Gwledd
12/06/2025	Tesco Mobile	DD	15.99	Account 134247206652	Assist Clerk's mobile
12/06/2025	One Voice Wales	PABT0689	42.00	Invoice 9453	Training
12/06/2025	Gavin Nield	PABT0690	105.00	INV 0225	Safety Cover Gwledd
12/06/2025	Dyffryn Divas	PABT0691	200.00	Events Committee	Entertainment Gwledd
12/06/2025	British Gas	DD	11.68	Inv 11273591	Electricity MUGA
12/06/2025	Soul Station	PABT0692	350.00	Events Committee	Entertainment Gwledd
12/06/2025	British Gas	DD	40.14	Inv 11273595	Electricity Hwb
12/06/2025	Rhuddlan Dementia Group	PABT0693	31.81	Events Com 22/4/25	Funding refreshments dementia
12/06/2025	Scot-Petshop Ltd	PABT0694	364.80	Inv 11891	Dog Waste bags
12/06/2025	Web Studio North Wales	DD	240.00	INV9090	Website and SM Mgmt
12/06/2025	British Gas	DD	40.69	Bill 11302140	Gas Hwb
12/06/2025	Angela Wilkins	PABT0695	96.00		Hwb Cleaning 27/5 to 20/6
12/06/2025	Mari A Williams Translations	PABT0696	63.05	Anfoneb 1561	Translation - May 2025
12/06/2025	Catalyst Systems (North Wales)	PABT0697	91.20	Inv 57890	Annual licences x 2 Anti-virus
12/06/2025	Web Studio North Wales	PABT0698	300.00	inv 9097	Visit Rhuddlan Website
12/06/2025	Ffion White Bespoke Events	PABT0699	1,505.00	Invoice 301720	Gwledd organisation
12/06/2025	NEST Pension	DD	-279.22	correction	Pension
12/06/2025	NEST Pension	DD	255.78	Corrected to stateme	Pension
Total Payments			8,800.79		

