



Rhuddlan Town Council Ordinary Meeting

8th October 2026

MINUTES

Present:

Cllr Jackie Burnham (Mayor)

Cllr Sophie Baker

Cllr Ivor Beech

Cllr Ann Davies

Cllr Reg Davies

Cllr Mike Elgin (Deputy Mayor)

Cllr Gloria Lambert – (remotely)

Cllr Mike Kermode

Cllr Arwel Roberts

Cllr Val Simmons

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

Heidi Barton-Price – Deputy Town Clerk

2. Declarations of Interest

Cllr Arwel Roberts – Item 8: Planning.

Cllrs Mike Kermode and Arwel Roberts – Item 11: Rhuddlan Nature Reserve.

Cllr Jackie Burnham, Cllrs: Mike Elgin, Mike Kermode, Arwel Roberts, Reg Davies, Val Simmons - Item 20: Aelwyn Morgan Award 2026.

In relation to the Aelwyn Morgan award voting, it was suggested that the Town Clerk contacts the Monitoring Officer to clarify the situation regarding voting in relation to declarations of interest. It was agreed to postpone the voting process until the November meeting and nominators informed. Cllr Ann Davies proposed that a separate meeting with the Monitoring Officer be called

in relation to declarations of interest and the code of conduct and this was seconded by Cllr Sophie Baker. **Resolved.**

The Mayor reminded attendees to follow the Code of Conduct.

3. Urgent Matters as Agreed by the Chairperson

Due to an accidental delay in the publication of Agenda on the council's website, the Town Clerk confirmed that the council will need to ratify items 10,11,12,13,14,15,16 & 17 at the November meeting.

4. Police

No Police Officers were present at the meeting.

The Clerk had provided the latest Crime data – 32 crimes reported in July. Details of PCSO presence in Rhuddlan had been shared with Councillors via e-mail.

5. Minutes:

- a. To approve minutes of the Town Council meeting held on 10th September 2026.

The Mayor, Cllr Jackie Burnham ran Councillors through the draft minutes of the Town Council held on 10th September 2026.

The minutes were proposed as a true record by Cllr Mike Elgin and seconded by Cllr Ivor Beech. **Resolved.**

The Mayor duly signed the minutes.

6. Progress report from minutes

- The council's planning objections were re-submitted re: Wymore Villa
- Rialtas have offered the dual web accounting free until end March 2027 then revert to full cost. Councillors decided to remain as-is.
- Wales in Bloom 2027 – Public Meeting has been scheduled for 27th October
- A letter of support has been sent to St Mary's Church.
- 3-Year Commitment and SLA for Rhuddlan Youth Club signed.
- The roundabout could be lit up for Christmas next year – trunking would need to be installed (Town Clerk will seek quotes). Cllr Mike Kermode proposed and seconded by Cllr Arwel Roberts. **Resolved.**
- Moving the current Christmas Tree to the Kings Head cannot be done due to DCC having insufficient access to light the tree, a self-assembly artificial tree could be a solution for next year. The tree is to remain outside Fei Von. Cllr Mike Kermode proposed and

seconded by Cllr Arwel Roberts. **Resolved.** Cllr Ann Davies asked the Clerk to ensure that the provision of the tree was tendered locally.

- Refurbished toilets are now open (signage to say free to use to be collected and installed).
- Request to the Castle sent for the grounds grass to be cut.
- Litter Pick sessions have been scheduled.

Cllr Arwel Roberts raised the replacement of MUGA floor surface item. The Town Clerk to seek grants and then match funding proposals. Cllr Arwel Roberts proposed this course of action be continued to be investigated and this was seconded by Cllr Mike Kermode. **Resolved.** Cllr Mike Kermode commented that the council could legitimately borrow money to carry out this type of capital works.

The staging at the Chapel – meeting to be arranged.

7. Reports from:

a. The Mayor and Deputy Mayor

Overhanging tree at Bodelwyddan Avenue work has now been completed.

Thanks to Cllr Mike Elgin for attending the bilingual event at the Castle Inn.

Both reports were accepted.

b. The Town Clerk – correspondence and project report

The Town Clerk had submitted a written report and verbally updated:

Monday 12th October – The Youth Club will be planting trees with Keep Wales Tidy at Admiral's Field.

Date for diary: Remembrance Sunday Parade on 8th November 2026.

Meet at the Community Centre by 10.15am.

The closure of roads costs was discussed, and this will be included in the November payments as usual.

The Mayor highlighted the Wales in Bloom Public Meeting – scheduled for 27th October and encouraged attendance.

c. County Councillors reports

Report by Cllr Ann Davies

Cllr Ann Davies presented her written report to councillors.

Report by Councillor Arwel Roberts

Cllr Arwel Roberts presented his written report to councillors and provided updates.

Cllr Ivor Beech informed councillors of his experience at the Planning Committee and the understanding of the conditions that were debated at the Committee in relation to the Wymore Villa application.

Both reports were accepted.

8. **Planning** – Cllr Arwel Roberts declared an interest and left the meeting at this point.

Added agenda item:

- a. Planning Application 44/2026/0424/HH - Single storey extension to rear of dwelling, conversion of and erection of single storey extension to garage and associated works at 28 Vicarage Lane, Rhuddlan, Rhyl, Denbighshire, LL18 2UF was received after publication of the agenda. Due to the consultation deadline of 23rd October 2026, the Mayor/Deputy Mayor agreed that the matter should be considered at this meeting.

Cllr Mike Kermode proposed no objections or comments, seconded by Cllr Ann Davies. **Resolved.**

Cllr Arwel Roberts returned to the meeting.

9. Budget & Finance Matters

a. **Grant requests**

None received this month.

b. **Approve the October payments listing due**

The Town Clerk ran councillors through the October payments list.

Cllr Ann Davies proposed that the Town Clerk look at further public toilet signage in the vicinity of Clos David Owen and Rhyl Road and this was seconded by Cllr Sophie Baker. **Resolved.**

The Mayor highlighted the successful investment in the path, Trim Trail and signage.

The October payments were proposed as approved to be paid by Cllr Val Simmons and seconded by Cllr Arwel Roberts. **Resolved.**

10. **After school Play Ranger play sessions** — discuss and decide on continuation

After school Play Ranger sessions were outlined by the Town Clerk, and discussed by councillors and it was proposed by Cllr Ann Davies and

seconded by Cllr Mike Elgin that these sessions should be supported to continue within the budget (£5,150 being the annual cost). **Resolved.**

- 11. Rhuddlan Nature Reserve Partnership** – allocation of £1,000 towards urgent works

Cllrs Mike Kermode and Arwel Roberts declared an interest left the meeting at this point.

The Town Clerk reiterated the partnership with Rhuddlan Nature Reserve. Invasive plants in the dragonfly pond area had resulted in a request for Rhuddlan Town Council's support of £1,000 towards urgent works to resolve the issue.

Cllr Val Simmons proposed that the allocation be approved and this was seconded by Cllr Ann Davies. **Resolved.**

Cllrs Mike Kermode and Arwel Roberts returned to the meeting.

- 12. PSA Testing** – to discuss proposal and agree
Cllr Mike Elgin asked if a PSA (Prostate Cancer) testing event could be held in Rhuddlan. The cost being approx. £27 per participant (depending on the number of participants). This was discussed by councillors, and Cllr Mike Kermode proposed it should be supported upon the completion of a grant form, seconded by Cllr Reg Davies. The Mayor proposed an amendment that the event be fully funded without the need for a formal grant application and this was seconded by Cllr Arwel Roberts. **Resolved.**

- 13. Election Brochure** – to discuss update for the next elections in May
The Town Clerk informed councillors of the previous booklet produced and whether the council's Information and Website Working Group should look at updating in advance of the elections in May 2027.
Cllr Arwel Roberts proposed that this should be progressed through the Information & Website Group, seconded by Cllr Val Simmons. **Resolved.**

- 14. How climate change is affecting our world film** – to discuss and decide whether to have a showing in Rhuddlan

To host a showing of the film in Rhuddlan at the Community Centre was proposed by Cllr Arwel Roberts and seconded by Cllr Mike Elgin.
Resolved.

- 15. Latest model standing orders** – to review and decide to adopt
The latest version of the model standing orders (with the only changes of significance relating to the section on Financial Controls and Procurement) were discussed. The Town Clerk has revised in accordance. Cllr Mike Kermode proposed that they be formally adopted, this was seconded by

Cllr Arwel Roberts. **Resolved.**

16. Defibrillator Provision Pentre Lane area — to discuss proposal and decide

The Town Clerk outlined the proposal, cost, installation and defibrillator. The budget is insufficient and reserve to be utilised. It was proposed to proceed once the DCC permissions have been received by Cllr Arwel Roberts and seconded by Cllr Sophie Baker for the provision. **Resolved.**

17. Free parking day – to discuss and decide to have on 12/12 (Christmas Community Market)

The Town Clerk told councillors it has one remaining unallocated free parking day which could be utilised at the Christmas Community Market. Cllr Arwel Roberts proposed and seconded by Cllr Mike Kermode that the free parking be granted for 12th December. **Resolved.**

18. Community Matters

Cllr Sophie Baker – Road Closure on Hylas Lane – confirmed that there will be resident access and School access.

Cllr Ivor Beech – River Clwyd issue with loss of cattle. Is under investigation with NRW/WG. Meadowbrook Farm have opened for pumpkin picking and carving session.

Cllr Reg Davies – Complaint of hedge at Castle gates up to Twt Hill entrance. The Town Clerk to log with DCC as an issue. The Mayor advised all to encourage residents to report any issues direct to DCC with photographic evidence.

Cllr Val Simmons – relayed resident thanks to Cllr Arwel Roberts re: road works carried out at Barrfield Road. Friends of Library holding a Halloween Bingo Session 29th October and seeking any raffle prize donations. Keep Wales Tidy launch at the Library will be scheduled early next year. AGM to be held 12th January 2027. Relayed thanks for the Picnic in the Park event. 12th November – author Laura Wilkinson talks about First World War “What the Ocean Keeps”.

Cllr Arwel Roberts – welcomed Cllr Val Simmons attendance and highlighted her resilience, wishing her and her husband well.

Yellow lines on Gwindy Street – an email has been sent today requesting for the repainting. Highlighted the 31st October event in the Community Centre – Treasure Chest.

Cllr Mike Kermode – resident concern regarding overgrown hedge behind Aldi. Toilets – big thanks to Town Clerk regarding Hwb disabled toilets. The Dementia Group 1940’s Dance to be held 7th November at the Community Centre 2pm – 4.30pm.

Cllr Ann Davies – the Covid stones on the wall – still to be arranged with the Youth Club. The Town Clerk will contact the Youth Club regarding their removal and redisplay.

Part 2 Exclusion of the Press & Public

PART 2 BUSINESS – It was proposed by Cllr Ann Davies, seconded by Cllr Val Simmons 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 1 member of the public left the meeting.

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

19. Review reasons for apologies

Heidi Barton-Price (Deputy Town Clerk) – Not fit for work following surgery

20. Aelwyn Morgan Award 2026 – to decide on a winner – Item postponed.

21. Date of next meetings:

- Ordinary Town Council meeting Thursday 12th November 2026

Signed:

Date: