

**Minutes of the meeting of Rhuddlan Town Council held at the Community Centre,
Parliament Street, Rhuddlan on 12th of April 2017 at 7 p.m.**

Present: Cllrs Sara King (Mayor in the Chair), Jackie Burnham, Mike Kermode, Arwel Roberts, Gareth Rowlands, Gareth Smith, Syd Gaskin, Town Clerk.

One member of the public was present.

174. APOLOGIES

Cllrs Ann Davies, Andy Smith.

175. DECLARATIONS OF INTEREST

Cllrs Sara King, Arwel Roberts.

176. POLICE MATTERS

PCSO Kevin Casey attended the meeting

List of incidents 9th March – 8th April 2017

13/03/17	Common Assault on-board a school bus which had stopped in Rhuddlan area. Enquiries ongoing.
15/03/17	Making off without payment from Table Table Restaurant. Enquiries ongoing.
18/03/17	Theft from Spar. Suspects identified and enquiries ongoing to resolve matter.
22/03/17	Theft of purse from medical centre. Enquiries currently being completed.
04/04/17	Shoplifting Coop – No suspect has been identified at this time.

There is some rogue trading going on by three men in a T Registered white transit van. They are making out that they are carrying out repair work on a “neighbour’s” roof and do residents want their roof doing as well. There are also reports of rogue fishmongers (selling old fish) having been seen in Abergele during the week. People need to be vigilant and report anything suspicious.

Concern was expressed about cars speeding on Highlands Road. PCSO Kevin Casey stated that PCSO Rebecca Evans had been doing patrolling work in Rhuddlan but not sure if Hyland Road was included. PCSO Kevin Casey to check and report back to the Town Clerk.

News and upcoming events

Youth groups (Scouts, Brownies and Young volunteers) along with members of Rhuddlan Environment Group attended Rhuddlan Station and have kindly planted a variety of shrubs in two planters which have enhanced the exterior appearance of the station.

Bike Marking at Halfords Saturday 15th April 11am – 2pm.

Linking in with Youth Service regarding possible funding opportunities over the summer period.

Attending alongside Community Navigator as part of 'Talking Point' sessions at Rhuddlan Library 26th April 0930hrs - 1230hrs.

'Cuppa with a Copper' and Crime Prevention Stand at Sainsbury's every other month, hoping to host in Rhuddlan Town in the near future.

Prestatyn and Rhuddlan Shopwatch established with PCSO Evans as the point of contact.

Neighbourhood News Magazine Published. Will be obtaining electronic copy for councillors for next edition.

For further information, you can also visit our social media pages –

Facebook - <https://www.facebook.com/NWPDenbighshireCoastal>

Twitter - @NWPPrestatynSNT

Town Councillors congratulated the police for their excellent work in the community.

177. MINUTES

The Minutes of 9th of March 2017 were approved subject to the following change:

Correct spelling mistake under Item 173.

178. MATTERS ARISING

a. Youth Services

Denbighshire County Council Youth Services are working in partnership with Rhuddlan Events Committee to deliver a wide range of activities for youngsters in the "Picnic in the Park" which will be held on Admirals Fields on July 22nd.

b. Tree Planting

This matter is in hand. Two trees have been ordered but will not be planted until Autumn 2017.

c. CCTV

The CCTV Partnership were supportive of the idea of having CCTV signage in shops. However, they were not sure about the funding aspect. The next meeting will be the 27th April where they will discuss artwork.

d. Knights Sculpture

The Town Clerk is waiting to hear from Bodfari Environment with regards to options to conceal the wall behind the Knights.

e. Sainsbury's Speed Limit

There have been police presence in the area. However, the speed limit signs are still confusing to the driver.

f. ibeacon project Introductory Session

Cllrs Arwel Roberts and Gareth Rowlands to attend this course. A date will be organised after the election.

g. Tiered Planters

It was agreed to withdraw from having the Planter from Denbighshire County Council. The reason for this is that they are plastic and are not deemed to be environmentally friendly by Wales in Bloom judges. The Town Clerk to inform the County Council.

h. Rhuddlan Castle Lights

The work to remedy the Castle lights are good to go once there is a settled period of good weather.

The Mayor, Cllr Sara King on a recent visit to the Welsh Assembly had met with an Officer from CADW and had complained about the castle lights situation and that there was no Welsh flag on display. Within days a Welsh Flag was on display.

i. Surgery and Pharmacist

Communication between the Surgery and the Pharmacist is improving

j. Dog Stencils

Disappointment was expressed about the lack of progress with regards to the provision of dog stencils. They have been used in Rhyl. Cllrs stated that Rhuddlan had been chosen as a pilot project for the dog stencils but there seemed to be no commitment to progressing this project. The Town Clerk to contact the County Council to follow this up.

Dismay was expressed at people taking all the dog waste bags out of the dispenser.

k. Princes Road

The Mayor thanked Cllr Arwel Roberts for resolving the litter problem on Princes Road.

l. Litter outside the community centre

The replacement bin outside the Rhuddlan Community Centre is smaller than the previous bin and does not resolve the problem of litter. Cllrs were informed that another bin is on order from the County Council.

179. CORRESPONDENCE

From the Mayor

Rhyl Awards Evening

Mayor of Prestatyn 007 Charity Dinner Evening

Cockney Pie and Mash Knees Up

Visit to Welsh Assembly, Cardiff with Ann Jones AM

Holywell Charity Fundraising Ball.

Town Clerks Report

a. The Late Cllr Gwilym Evans

A request had been received to present a medal to the family of the late Cllr Gwilym Williams as an acknowledgement of his long service in the community. It was unanimously resolved to go ahead and arrange.

b. Tiered Planters

This matter has already been covered under Item 178 g.

c. Defibrillator

British Heart Foundation may have funding available in May to help with the cost of purchasing a Defibrillator. It was agreed that if there was £400 towards the purchase of a defibrillator (approximate cost £1000), then the Town Council should purchase two for the high street. The Ambulance Trust can deliver sessions as to how to use the Defibrillator.

d. Sport Equipment and Storage

The sport equipment in the storage container by the library has not been used for well over 12 months. It was agreed to contact the Youth Services to see if they can put the sport equipment to good use in the community. If the Youth Services decline the offer, then Ysgol y Castell need to be contacted. Whoever takes responsibility for the sport equipment and container will be key holders.

e. Aelwyn Morgan Award

It was agreed to start promoting the Aelwyn Morgan Award in the community. Applications will be considered in the June meeting.

f. Rhuddlan Castle Lights

This matter has already been covered under Item 178 h.

g. Houses of Parliament

This trip is no longer going ahead. Voel Coaches will be organising a trip in September. Date to be confirmed.

h. Ordering Stationery

It was resolved that the Town Clerk can go ahead and set up a Direct Debit with Staples.

i. Trees overhanging the garden in 12 Parc y Lleng

It was resolved that Town Clerk can go ahead and seek an assessment and quote from Glascoed Timber.

j. Town Council notice board

The cost of replacing the damaged glass is £97. It was resolved that the Town Clerk go ahead and order.

180. RHUDDLAN HISTORY SOCIETY

A letter from the Rhuddlan History Society received and circulated. The History Society are requesting a key for the community notice board so that they can place notices whenever they wanted. It was resolved to decline this request as it is Council policy not to give keys for the notice board to any organisation. The Town Clerk to inform Rhuddlan History Society of Rejuva opening hours and times when the Town Clerk is available in the library so to speed up the process of getting information on the notice board.

181. RHUDDLAN DRAGONS FOOTBALL CLUB

An e-mail from Rhuddlan Dragons Football Club received and circulated. The Club is requesting a lock- up store for their equipment at Admiral Fields. The Club is also seeking permission to have a portable toilet on site. It was resolved to make locker No3 available to the football club to store equipment. It was resolved to agree to portable toilets on the understanding that they are delivered and taken away on the same day. Under no circumstances the portable toilets are to remain on site after the match.

The e-mail referred to the Club getting permanent markings for the pitch and they were awaiting the Council to get back to them. It was resolved that the Town Council pay for marking of the pitch. This will be a one off financial contribution in acknowledgement of the hard work that the football club do in engaging youngsters in sport.

182. ACTIVE TRAVEL

An e-mail from Denbighshire County Council received and circulated. The County Council are seeking the views of City, Town and Community Councils on the County Council webpage. There was no map showing Active Travel routes in Rhuddlan although it was felt that Rhuddlan was well catered for. However, the cycle lanes are in need of attention. Paint delineating the cycle track has eroded and needs replacing.

183. REPLACE HEDGE AND TREE

An email from Brenda Taylor, Rhuddlan Environmental Group, received and circulated. The Group are asking for permission to change the specie of the tree which is to be planted on Rhyl Road from Cotoneaster Water Eye to Pyracantha Red Berry. This would enable the Group to proceed with Phase 3 of planting on Rhyl Road.

The Council resolved that this was a matter for the County Council not Rhuddlan Town Council. There were no objections to the project.

184. RHUDDLAN EVENTS COMMITTEE

This Item was moved to Part 2.

185. COUNTY COUNCIL MEMBERS REPORT

Cllr Arwel Roberts recently attended a Flood Wardens meeting. Natural Resources Wales are working on a new Rhuddlan and Bodelwyddan Community Flood Plan which is managed by the Volunteer Flood Warden Group on behalf of the community.

The Flood Warden Group's main purpose is to ensure that the community is made aware of the risk of flooding, to encourage residents to register to receive our free Flood Warning Service, and to increase the community's resilience to flooding

186. BUDGET / FINANCE MATTERS

a. To approve accounts due.

The invoices due were presented and approved. Appendix "A"

b. 2016/17 Budget and Net Amount

The 2016/17 Budget and Net Amount was presented with explanation given for overspent elements. The net amount stands at £-9,097.99. A sum of £4,818.04 will be taken out of the Civic Duties budget as this is the net sum raised for Charities. This money will be distributed in the next Town Council meeting.

c. VAT Reclaims

£6,909 has been reclaimed for 2014/15 and 2015/16 VAT. The Town Clerk will soon submit 2016/17 VAT Claim

d. HMRC

There were outstanding payments to HMRC for PAYE (Pay as You Earn) of the Town Clerk for the period February 2016 to October 2016 which amounted to £335.10. It was resolved to pay the amount.

e. NEW MANDATES

Three new mandates need approval: (i) to set up Town Clerks Pension (ii) to amend Town Clerks salary to reflect additional hours (iii) to set up Direct Debit account with Staples (Stationery). It was resolved to approve the mandates.

f. RHUDDLAN COMMUNITY GROUP

This item was moved to Part 2.

g. RISK ASSESSMENT

A Risk Assessment for 2017/18 was submitted for consideration. It was resolved to approve the document but to add that council minutes are available to the public via the website and available in the library.

187. PLANNING MATTERS

Clr Sara King, Mike Kermode and Arwel Roberts abstained

a. Application number: 44/2016/0912

Former DCWW Depot Abergele Road, Rhuddlan – amended plans. No objection

b. Application number 44/2017/0261

Erection of extension/alterations to dwelling – 6 Howell Avenue, Rhuddlan. No objection.

188. URGENT MATTERS

a. Memorial for the Queens Diamond Jubilee

A Memorial for the Queens Diamond Jubilee was never placed on the gates to Admiral Playing Field. It was resolved that the Town Clerk look into the matter.

b. Rhuddlan Bridge

There is historical stone work missing on Rhuddlan Bridge which had the date of when the Bridge was built. It is possible that this was removed when maintenance work was carried out. The Town Clerk to contact the County Council to make enquiries.

c. Cenotaph

Someone has stuck a small wooden cross to the Cenotaph with glue. The Town Clerk to contact a Stonemason to remove.

d. Mayors visit to Buckingham Palace

The Mayor will be visiting Buckingham Palace on 1st of June. As this is an event to give recognition to past Mayors for their work in the community, the Mayor will no longer be in possession of the Mayoral Chain. The Town Clerk to contact organisers to see if wearing a Mayoral chain is required. Town Clerk to purchase a medal with “Rhuddlan Town Council - Past mayor” inscribed on it.

e. Discarding Council Documents

Questions are asked about discarding agendas, minutes, enclosures etc. after meetings. Documents can be shredded or put in recycling as they are public knowledge.

f. Chimney of the model shop

The chimney of the Model Shop looks unsafe. The Town Clerk to contact County Council for a professional assessment.

g. Council Agenda

Concern was expressed by members of the public that the agenda on the notice board had not informed the public of the change of date in sufficient time. It was agreed that the agenda showing the new date was displayed on the notice board in line with the Town Council’s Standing Orders.

189. Part 2

It is recommended in accordance with Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items of business because it is likely that exempt information as defined in paragraph 1 of Part 4 of Schedule 12A of the Act would be disclosed:

(a) Minutes of Personnel Committee held on 9th March 2017 were approved

Matters arising: none

Cllr Kermode was thanked for his work in setting up pension for the Town Clerk.

(b) Minutes of Website Committee held on 6th April 2017 were approved.

Matters arising:

With regards to the new Town Council logo competition, The Website Committee shortlisted two logos which were presented to the Town Council. A logo was chosen which Councillors felt depicted a modern Council going forward.

(c) Rhuddlan Events Committee

A grant application from Rhuddlan Events Committee received and circulated. The application is a request for financial assistance to enable a range of activities to be put on during the Picnic in the Park Event on 22nd July on the Admirals Playing Field. It was resolved to contribute a grant of £1000 towards the event. The grant will be given on the understanding that the Events Committee advertise Rhuddlan Town Council.

(d) Rhuddlan Community Group

A grant application from Rhuddlan Community Group received and circulated. The application is a request for financial assistance to buy plants, compost/fertiliser and an exhibition folding display board. It was resolved to contribute a grant of £800 towards these costs.

190. Date of next meeting – May 11th which will include the Annual General Meeting.

SignedCllr Sara King – Mayor.

Date

Accounts due: April 2017**APPENDIX "A"****Process**

101918	EDF Energy	Unmetered Supply for Xmas Lights	147.42
101919	Coleg Cambria	Buffet at Masquerade Charity Ball	1637.25
101920	Compacc Accountancy UK Ltd	Training Support	100
101921	LAWSONS	Fill pot holes and tarmac	2663.08
101922	Connah's Quay Town Council	Civic Event	40
101923	S.King	Catering at Pie and Mash Charity Event	192
101924	S.King	Catering at Pie and Mash Charity Event	73.84
101925	Gwledd Festival	Financial Contribution towards 2017 Event	800
101926	Rhuddlan Town Comm Assoc	Hire of Community Centre 5 Feb,10 March, 6 April	54
101927	Sage and Company	Payroll Administration	50.4
101928	HMRC	Income Tax & National Insurance	159.41
101929	S. King	Catering at Pie and Mash Charity Event	55.54
101930	Town Clerk	Travel Expenses March 2017 6 x Rhuddlan 1 x Rhyl	99.9
101930	Town Clerk	Adjustment and pack-pay	433.07
SO	Town Clerk	Salary	800
101931	Town Clerk	Reimbursement - postage / stationery/toner	98.36
101932	HMRC	Outstanding payments from Feb to October 2016	335.1
101933	Saltney Town Council	Mayors Civic Event	70
DD	Vodafone	Monthly Bill	30.81
DD	Scottish Power	Monthly electric bill	30
		TOTAL	7870.18