



Minutes of the meeting of Rhuddlan Town Council held at Community Centre, Parliament Street, Rhuddlan on Thursday 11th February 2016 at 7.00pm.

Present: Cllr A Roberts (Mayor in the Chair), Cllr W R Davies, Cllr M Kermode, Cllr S King, Cllr A Smith, Cllr J Burnham, Cllr A Davies (joined the meeting at 7.30pm), Town Clerk.

Six members of the public were present.

136 APOLOGIES: Cllr S Gaskin, Cllr G Rowlands, Cllr G Williams and later received from Cllr I Phillips. It was confirmed that there were sufficient Councillors to allow the meeting to ahead under the agreement in Standing Orders.

137 DECLARATION OF INTERESTS: Cllr S King (Rhuddlan Events Committee)

138 UPDATE ON DOG FOULING CONCERNS – Tim Wynne Evans. DCC

The Mayor welcomed Mr Evans to the meeting.

The Town Clerk read out an e mail which she had received from a Rhuddlan resident complaining not only about dog fouling especially on Admirals Fields but also about the amount of litter which they come across on the field, in particular bottles and cans. Mr Evans welcomed the feedback and advised he would make his team aware of the continuing problems.

Main points covered by Mr Evans were as follows:-

- He has a team of staff who are on patrol 6 days a week, including covering Rhuddlan (one of whom is an Administrator.
- They operate on an intelligence basis.
- He confirmed that the issue of dog fouling was one of DCC's challenges and explained that DCC had to prove with reasonable doubt that a crime had been committed. They do have fixed penalty notices in place but they need sufficient evidence before issue.
- Since 1/12/2015, he confirmed that there had been 35 visits by his team to Rhuddlan following complaints, received via telephone or E mail. He confirmed that there were a lot of complaints from Rhuddlan.
- DCC had invested a lot in signage but they were regularly damage. A meeting had been arranged with Gareth Watson, Press Officer for 29 February where one Agenda item is the cost of more durable signage or other aids. Wooden bins were trialled but they had lasted no time so that idea had been shelved.

- He explained that it was about Education and Enforcement
- 4 instances had been found 10 Feb. A yellow/orange circle had been placed around the affected area and an officer would be deployed to clean it up.
- Mr Evans confirmed that he would highlight the issues to the Kingdom officers and work closer with the local Police.
- He however did advise the public to be careful of who they approached on this issue.

Mr Evans was asked about the visibility of his team to the public, and whether they were in uniform or not? Would that potentially help the issue? The worst time for fouling was during the hours of darkness i.e., more of a problem during the winter months. Mr Evans replied that the £150- should be the deterrent.

Mr Evans was also questioned about the number of convictions in Rhuddlan last year. Mr Evans advised that he would find out.

The Mayor thanked Tim Wynne Evans for attending the meeting.

139 POLICE MATTERS: report pre-circulated and PC Catherine Jones and PCSO Tim Parker. Apologies received from PCSO Rebecca Evans.

'List of incidents in Rhuddlan 14/01/16 – 08/02/2016

09/12/15 Anti-Social Behaviour Maes Helyg – Neighbourhood dispute, advice given to both parties.

11/12/15 Harassment Castle Street – Enquiries ongoing

14/12/15 Assault Parliament Street – Incident filed, no complaint from the victim

19/12/15 Burglary other than dwelling (Damage to lock on shed) – Enquiries ongoing

20/12/15 Road related offence Castle Street– Person stop checked with no insurance – Offender summonsed to court and vehicle seized

24/12/15 Assault New Inn Public House – Enquiries ongoing

25/12/15 Driving under the influence Princes Road – Person charged

30/12/15 Theft from person (Incident on Arriva Bus) Highlands Close – Incident filed, no complaint from the victim

02/01/16 Criminal Damage to gate Princes Road – Filed, No suspects identified

- *07/01/15 Theft of mobile phone - Morfa Rhuddlan – Enquiries ongoing'*

The following issues were subsequently discussed:-

- Both Officers highlighted that local knowledge was invaluable to help them to support in the Community. They encouraged any knowledge e.g., reports of Anti-Social behaviour etc., to be passed on to PSCO Evans. They would then be able to build their patrol plan around any known hotspot areas.

(Cllr A Davies joined the meeting at 7.30pm and apologised that she was late due to her attendance at an earlier meeting)

- Cllr A Davies requested that attention around the School would be welcome as it is affected by traffic issues. They confirmed this would be fed back.

**140 COMMUNITY MATTER (brought forward on the Agenda by agreement of the Mayor)
RHUDDLAN TOWN ANNUAL CARNIVAL**

The Town Clerk advised that she had been contacted by Tracey Davies, Chairperson of Ysgol y Castell PTA requesting that the Council discuss the future of Rhuddlan Carnival. Mrs Davies advised that her concerns were three fold: dwindling number of volunteers; cost of staging the event; and whether the Council were aware of any plans to celebrate the Queen's 90th birthday on 12th June as this is the date that the Carnival is usually staged.

The Mayor invited Mrs Davies to elaborate further and Mrs Davies together with Mrs Zoe Gaskill were invited to speak directly to the Council.

They explained that:

- It was a major fund raiser for the school, with Cllr Smith agreed with her as he has been involved with the Carnival in the past.
- The event had however got too big for the School to organise although the parents were still very willing to support. She advised that the committee was only formed of 4 people.
- Funding was also an issue as road closures alone were £400.
- The question was raised as to whether the Carnival should still exist?

Cllr A Davies advised that she would support in any way she could and asked what the current organisers would like to see happen. They responded that there should be a review meeting after each event and that the Parade should be taken on board by the Town Council. Ideas were discussed regarding location of the Parade etc and who could be engaged as support officers. The possibility of combining it with the Gwledd Rhuddlan Fest was declined. Discussions also took place as to whether the organisation of the Carnival should be outsourced.

A suggested way forward was to look at funding costs and how the School might put a proposal together for an element of funding from the Town Council.

The Mayor thanked both ladies for attending and for bringing their concerns to the Town Council.

141 WALES IN BLOOM – Peter Barton-Price Vice Chair

Mr Barton-Price had already sent his apologies to the Clerk as he could not attend but is more than happy to look at attending on a future date.

142 MINUTES – To approve the Minutes of the meeting of 14th January 2016 and 21st January 2016

Minutes of 14th January were passed without amendment.

Minutes of 21st January were also accepted with a few minor adjustments. It was confirmed that a Press release was appropriate in view of the reduction in Precept on last year.

143 CORRESPONDENCE

From the Mayor: (This report had been pre-circulated as per the revised Standing orders.

Enjoyed the visit to Prestatyn Golf Club, Prestatyn air cadets dinner. The company of Cllr Andy Smith and his wife was highly appreciated. This is the second time I have represented the town council in this occasion and it has been a great honour.

Enjoyed our Saturday afternoon with the Mayor and Mayoress of Llandudno in Craig-y-Don.

Visited the bowling club - they are looking for new members.

The Mayor also added that a review of Speeding through Rhuddlan had been promised 2 or 3 years ago and he has raised the question of 'when and where' already with DCC. He further advised that DCC had confirmed that the railings on the bridge would be painted. However, the Mayor intends to keep pressure on DCC to ensure this work is carried out.

Cllr A Davies requested that the Code of Conduct, particularly in view of Declaration of Interest should be revisited as she challenged whether the correct process was being adhered to. The Mayor confirmed that Gary Williams, Head of Legal, HR and Democratic Services would be invited by the Clerk to the next Council meeting.

(ii) From the Town Clerk (This report had been pre-circulated as per the revised Standing orders)

- Accompanied the Mayor to Gwynt y Mor information day
- Accompanied the Mayor to a meeting with Mark Dixon DCC re Town Centre Growth and Diversification plan
- CCTV – update received from Emlyn Jones
- Library – meeting with Cadwyn Clwyd Friday 12th February
- Noticeboard will be ready for dispatch w/c 7 March
- Letter received from Rhuddlan resident re litter and dog fouling
- Medals will be dispatched in time for 10 March meeting
- New sign on approach to Rhuddlan from Dyserth
- Code of conduct training for the Clerk
- Provision of signage on the 'roses' roundabout

Update from the report:-

The Clerk advised that she had received correspondence from CADW regarding the provision of lighting for the Castle. The Clerk was asked to write initially to Lord Langford asking for his support with this initiative. Costings and quotations would then need to be sought if agreement was forthcoming and a format request to CADW for support to be made. Cllr R Davies agreed to provide costings by the next meeting.

It was agreed that the Clerk should ask Cllr Rowlands and Cllr Gaskin if they were interested in representing the Council at the CCTV working group party arranged by DCC.

A letter had been received regarding a parking problem at Princes Road but this had been resolved ahead of Council meeting.

It was suggested that the Clerk should approach Cllr Rowlands regarding the location of the missing sign on Admirals Gate. Can the Councillor recall who removed the sign?

It was agreed that the Council would fund the replacement Town sign on the Dyserth Road.

iii) From the Council's representative of the NAMWAssoc, Cllr Kermode. (precirculated report)

A meeting of the Association was held on 22nd January in Llandudno; attended by Cllr. Kermode. The main points of interest related to **Local Government Reform**. A draft Bill has now been published and a Bill regarding Town and Community Councils is expected in Autumn 2016. The overriding premise of the present Bill is that the Welsh Government views the governance of Local Authorities as being too complicated and that there are too many organisations involved. This leads to the aim of reducing the number of County/Borough Councils and a review of Town and Community Councils. Several points from the Bill are worth noting:

- All existing County/Borough Councils will have elections in May 2017. They will then remain in place until May 2020.
- New authorities will hold elections in May 2019 and shadow the existing authorities until May 2020 when they will take over.
- The next elections will be held in May 2015 and then on a 5 year cycle.
- For Town and Community Councils there will be elections in May 2017 and then in May 2023 and then a 5 year cycle.
- The Bill says that the Chairs of the new County/Borough Councils may be called Mayor if the council so wishes (*the meeting resolved to oppose this element in the Bill on the basis that the position of Mayor should be retained solely at the Town and Community Council level because of its close links and position within the local community*).
- Town and Community Councils can be given a power of general competence on an annual basis; provided that certain criteria are met – the Clerk to be qualified to CILCA level (*Certificate in Local Council Administration*) – two thirds of the councillors must be elected and not co-opted – the accounts for the previous year must be unqualified.
- The Boundary Commission will undertake a review of Town and Community Council boundaries.

- There will be a review of public participation arrangements and all County/Borough Councils will need to broadcast their public meetings.
- If any services are taken over by Town and Community Councils there will be an obligation to take over the staff on their current terms and conditions, including pensions and holidays etc. *(this reflects the provisions of the Transfer of Undertakings (Protection of Employment) Regulations 2006 – T.U.P.E.*
- The meeting was reminded that the Clerk to the Association is retiring from the post in July 2017 and that Clerks from Town and Community Councils in the area have been invited to express an interest if they are interested filling in this position.
- The next meeting will be on 22nd April in Welshpool.
- The Annual Meeting and Conference will be on 15th July in Connah's Quay.

In his absence, Cllr Rowlands asked the Clerk to remind Council that the Boundary Commission had tried to merge Cwm and Waen with Rhuddlan but Rhuddlan had declined.

144 COUNTY COUNCIL MEMBERS REPORT

The Mayor had circulated the following report prior to the meeting:-

'One of the CCTV cameras have been of particular use of late - all four are in working order. This CCTV working group concludes that there is a need for a nominated representative and a reserve from each Town Council to be on the CCTV Partnership Board from 1/4/2016.

As a member of the performance scrutiny committee my recommendation that the children who attend Ysgol Dewi Sant from Rhuddlan should have the right to have transport and that they pay a small donation for the transport cost was supported unanimously by all members. The county education department wanted the pupils to walk to school after the island crossing before the Bryn Cwybr roundabout was built. This, however, needs to be ratified by DCC's Education Dept.

The doctor's surgery situation is still to be resolved I have informed the officers within Betsi Cadwaladr of my worries.

Recently I have made enquiries with regard to having a new sign instead of the present one which you see on the way into the town from Dyserth, brown in colour with no castle print. The officers have informed me that it will not cost more than £500 to get it fabricated and put up on existing posts. These posts are fairly new and will not need renewing. I propose with your support that the town council will pay the bill.'

The Mayor also added the Graffiti on the Gents toilet block has now been removed.

A new bin is in place in Bryn Cwybr.

All staff at the surgery will be kept on. However the question had been raised regarding the length of time it would take to find a locum Dr and concerns raised by all Councillors regarding the possible lack of follow up with patients due to the nature of the role of locum.

Report from County Cllr A Davies (pre-circulated)

'Rhuddlan Surgery - You will recall that the decision was made to advertise the GP post with a closing date 31st January. Sadly no formal expressions of interest have been received for a permanent GP.

Actions are now being taken to put in place a Health Board Managements Practice to ensure that services continue to be available from 1st April.

Existing staff at the practice will transfer to the new contract holders.

It is very disappointing that a permanent GP has not been appointed, however, I shall be pressing the Health Board to re-advertise this post with the hope of recruiting a permanent GP for the residents of Rhuddlan.'

I have met with local residents and DCC officers. The residents are concerned that the noise is increasing from the bypass traffic.

Officers are now assessing the situation, options that will be considered are the possibility of increasing the landscaping on the roadside with trees, raising the bank (tests are being carried out to see if this has subsided) which should then act as a sound barrier.

Another issue discussed was the resurfacing of the carriageway using noise reducing Tarmac, however in the present economic climate this option would be unlikely in the very near future.'

In a further update Cllr Davies advised that as at 31 January had been no expressions of interest regarding a replacement Dr for the Rhuddlan Surgery. Cllr A Davies will ask the Primary Care Manager to re-advertise.

The noise of the by-pass traffic is a particular issue and the Officers will look at options but especially around Tan yr Eglwys.

A further update on the Library is that the meeting room will stay in its original area and not move to the front of the building as on the last set of plans.

It has been agreed to place new signs for Glyn Ave and Clwyd Ave. Cllr King added that the same were required for Abbey Rd and Princes Rd.

145 BUDGET/FINANCE ISSUES

i) Accounts due

The following invoices were agreed to be paid:-

| | | |
|---------------------|-----------------------------------|-----------|
| Cllr M Kermode | Mileage to NWAMW Assoc Mtg | £13.50 |
| Town Clerk | Stationery, Postage and telephone | £106.97 |
| Glascoed Timber | Grounds Maintenance 2015 | £4,064.40 |
| RTCA | Room hire 21/01 | £12.00 |
| DCC | Treefelling at Kerfoot Ave | £564.00 |
| Town Clerk | Mileage 6 x Rhuddlan plus Gronant | £43.65 |
| North Wales Fencing | Repairs to MUGA | £587.40 |
| | | £5391.92 |

The cost of the Internal Audit had been researched by the Clerk. Two quotes were received - JDH Services £150+VAT and Compacc Complete at £120 (no VAT change). The Council agreed to engage the services of Compacc Complete.

The Clerk confirmed, following a conversation with Peter Thomas DCC, that the invoice for the Bus Shelter will be received by the end of this financial year.

ii) Review of Insurance requirements (currently schedule already pre-circulated)

All Councillors were asked to review schedule and advise of any amendments. It was decided that:

- Additions were Clerk's Laptop, Printer and Mobile phone
- Flower boxes
- Picnic Area
- Clerk to contact Tim Wynne Evans to check who is responsible for insuring the Bus shelters
- Clerk also to check with the Community Centre re Honours boards.
- The additional Notice Board to be added too
- Moral Play to be asked to update valuation on Play equipment

The Councillors decided that as an annual saving of £2614.46 had been quoted for the next 5 years, with an option to cancel without any penalties the Councillors instructed the Clerk to finalise and then accept the quote from the current insurers, Zurich.

146 PLANNING

No applications received

147 URGENT MATTERS

The Mayor spoke on behalf of all the Council and expressed his sadness with the current fate of Luke Davies. He asked Councillors to consider what the Town Council could do to support and they were keen to find out the most appropriate way. It will be discussed again at the next month's meeting.

148 COMMUNITY MATTERS

- Potholes on Roads in particular Abergele Straits – Mayor will take forward
- Rhuddlan Events Committee requested use of Admirals Field for their event to celebrate the Queen's 90th birthday. Council agreed. Further request received re funding towards provision of toilets etc. It was suggested that REC put in a written request to Council.

149 DATE OF NEXT MEETING

Thursday 10th March 2016

**Final section of the minutes of Rhuddlan Town Council 11th February 2016
(Noted by Cllr. Kermode)**

The Mayor then referred to the need to discuss aspects of the Town Clerk's Contract of Employment and asked the meeting to consider moving to Part 2 (in accordance with Section 100A (4) of the local Government Act 1972) because of the confidential nature of the business to be conducted. This was duly proposed, seconded and agreed unanimously. The members of the

public were asked to leave the meeting. The Town Clerk also left the meeting. This element of the minutes was recorded by Cllr. Kermode

150 PART 2 – TOWN CLERK’S CONTRACT OF EMPLOYMENT.

The Mayor reported that most of the Town Clerk’s in the Denbighshire that worked from home were receiving a small addition to their basic salary to take account of matters such as heating and lighting and use of space. However no payment was being made in Rhuddlan. Members discussed the matter and it was agreed that in the need of equality of treatment that an additional sum should be paid to the Town Clerk in connection with her working at home.

It was agreed that the Town Clerk’s Contract of Employment should have the following section added it “The Council will pay the sum of £4-00 per week (excluding holiday periods) to take account of the use of space, lighting and electricity due to working from home.”

Members also discussed the Town Clerk’s annual appraisal which will be undertaken by the Mayor and the Deputy Mayor. It was agreed that the appraisal needs to be carried out in a formalised and structured way so as to provide a positive input and discussion between all involved. It was agreed that Cllr. Kermode would provide support to the Mayor and Deputy Mayor in formulating a framework for the appraisal process. It was also agreed that all Councillors would be able to provide confidential feedback to the Mayor and Deputy Mayor regarding the present performance and ongoing continued professional development of the Town Clerk so that this can be taken account of by them during the appraisal.

Meeting closed 9.55 pm

Signed.....
Mayor 10th March 2016