

**Minutes of the meeting of Rhuddlan Town Council held at the Community Centre,
Parliament Street, Rhuddlan on June 8th at 7 p.m.**

PRESENT: Cllrs: Andy Smith (Mayor in the Chair), Jackie Burnham, Ann Davies, Heather Ellis, Reg Davies, Mike Kermode, Gareth Rowlands, Gareth Smith, Town Clerk.

Four members of the public were present.

1. APOLOGIES

Cllrs: Sara King, Syd Gaskin, Arwel Roberts.

2. DECLARATION OF INTEREST

Cllrs: Ann Davies, Andy Smith, Mike Kermode.

3. PRESENTATION OF FLOWERS

The Mayor presented flowers and a medal to Nerys Rowlands, the Deputy Mayoress for 2017 - 18.

4. RHUDDLAN TOWN COUNCIL NEW LOGO

The Mayor presented a cheque of £50 to Colin Jones, winner of the logo competition. Colin Jones has confirmed that the copyright belongs to Rhuddlan Town Council and the council are free to use the logo as they wish. It was resolved that the Town Clerk to organise press release.

5. POLICE MATTERS

An apology had been received from PCSO Rebecca Evans who was unable to attend the meeting as she was involved with police duties at the polling station. It was resolved that the Town Clerk circulate the incident report once received.

6. MINUTES

The minutes of the AGM of the 11th of May 2017 were approved subject the following change: Cllr Gareth Rowlands name be added as a member to the Personnel Committee.

The minutes of the Town Council meeting of the 11th of May 2017 were approved subject the following changes:

- Item 5e The Queens Diamond Jubilee. Change the word “memorial” to “plaque”
- Item 6b The Battles Over – Tribute to WW1. “Twtill” should be “Twt Hill”
- Item 8 Planning Matters – Cllr Mike Kermode abstained.
- Item 11 Correct misspelling of Heather Ellis’s name.

MATTERS ARISING

a. Castle Lights

There is still no progress with regards to resolving the lighting problem at the Castle. It was resolved to contact and complain to the newspapers if the lighting problem is not sorted by June 18th.

b. Cenotaph

The Town Clerk has contacted two local companies with regards to removing the small wooden cross which has been glued on to the cenotaph. One company does not wish to do the job and the other has not replied. Cllr Gareth Rowlands to supply Town Clerk with names of other local companies.

c. Gwledd Festival

This was a very successful event. There were over 1,000 adults and approximately the same number of children/young people in attendance during the day. Gratitude was expressed to representatives of Ebenezer Chapel, St Mary's Church and the Community Centre which were very busy. It was great to see local Councillors supporting the event and thanks given to the Town Council for their financial contribution towards the event.

d. Top End of Rhyl Road

Concern was expressed about difficulty in crossing the road. The County Council have refused to put a zebra crossing here but the situation needs to be looked at again as it is a cause for concern. It was resolved that the Town Clerk organise a separate meeting to look at car parking/ traffic issues. The proposed date is the 22nd June.

7. CORRESPONDENCE

7a. FROM THE MAYOR

The Mayor's Civic Duties May/June 2017

17/5 Vale of Clwyd Scouts AGM at Rhuddlan golf club.

18/5 An evening with Menter Iaith speaker Llion Jones at Rhuddlan Golf Club.

24/5 Photo-call with Pengwern College to mark the hanging basket initiative with local businesses in Rhuddlan.

27/5 Gwledd Food Festival

27/5 Rhudd Fest drawing a grand raffle supporting Breast Cancer Cymru

1/6 Hog-roast to mark 5th anniversary of St Asaph's City Status

2/6 Rhyl and District Musical Society Civic Theatre night

3/6 St Asaph Cathedral Concert to mark 5th anniversary of the City status

For myself and the Mayoress it has been such an enjoyable first month of office. We have witnessed a wealth of local talent, seen local organisations and how much they contribute to the local community, and tried to cement our links with the city of St Asaph.

A huge thank you has to go to the local community seeing how they supported the Gwledd strengthening my view of how special the community of Rhuddlan is.

If an event is staged in our town our local community are amazing and will make the event a huge success however large or small.

The Mayor reported that there have been some concerns with regards to Councillors using social media and that they may be putting themselves (without realising) in a compromising situation. It was resolved that the Website Committee need to look at a guideline framework for Councillors.

The Code of Conduct was discussed and this will be an item at the next meeting. It is important that Cllrs and Town Clerk understand the Code of Conduct. The Town Clerk to re-send the Code of Conduct Training session to Cllrs. It is advisory (but not compulsory) for Cllrs to attend the course.

7b. THE TOWN CLERK

7b (i) Blodeuo Update

A meeting was held on 25th of May which was very well attended. The route was discussed and a draft pamphlet produced by Goodsigns was distributed. Also, a draft sticker for local business/shop keepers was distributed. It was resolved to go ahead and produce these.

At the meeting, residents voiced concern that the play area in Vicarage Lane is grubby and needs power-washing. It was resolved to hire Bright Bins to power-wash the play area at a cost of £380 plus VAT.

Volunteers who will be taking part in the Judging Day will be wearing a daffodil pin badge. Marie Curie will supply 50 daffodils at a cost of £50 which will go towards fundraising. It was resolved that the Town Clerk go ahead and purchase.

Students from Cambian Pengwern College have provided hanging baskets on the High Street in Rhuddlan. If businesses are interested in purchasing hanging baskets to contact the Town Clerk who will inform Cambian Pengwern College.

A thank you card was received from the Rhuddlan Community Group for the grant received towards the upkeep of the flower boxes. Rhuddlan Community Group wished everyone good luck for the Wales in Bloom 2017.

7b (ii) Website Update

A meeting is to be held on the 22nd of June, 6.30 p.m. – 7.30 p.m. to give Councillors an update on the website. The website will eventually be bi-lingual but the emphasis is on getting the English version up and running.

7b (iii) Grants Update on Fresh Air Gym

It was reported in the last meeting that Rhuddlan Town Council had been awarded £5k from National Lottery Awards for All. The Town Clerk has received correspondence from the National Lottery stating that they will not release the money until the Town Council forward the Deeds that state that the Town Council own the land where the Fresh Air Gym is to be located. It was resolved that the Town Clerk and the Deputy Mayor to progress with this matter with Land Registry.

Denbighshire County Council have informed the Town Clerk that there are Commuted funds put aside for leisure but that it would be September when this grant is advertised. Cllr Ann Davies has contacted the County Council to see if it is possible to get the applications out sooner.

7b (iv) Defibrillator

The Town Clerk has submitted a grant application to the British Heart Foundation for financial assistance to purchasing a Defibrillator. Applications will be processed in due course.

7b (iv) Sport Equipment Storage Container

The Town Clerk was to meet with Gareth Davies from Youth Services on the 8th of June to show the container and contents. However, Gareth has asked to re-arrange to meet. The Town Clerk has made an inventory and produced an agreement whereby Rhuddlan Town Council transfer ownership of the container and contents to Denbighshire County Council Youth Services.

7b (vi) Town Council Notice Board

The damaged glass on the notice board has been replaced.

7b (vii) Deputy Mayoral Chain/Ribbon

The Town Clerk has received photos of samples of ribbons and chains for the Deputy Mayor. The Town Clerk to progress with this and report back to the next meeting.

7b (viii) Admirals Field – Diamond Jubilee Plaque

Goodsigns are in the progress of producing a plaque. The plaque to be fitted to the gates of the Admiral playing fields.

7b (ix) New Cllrs Induction

Cllr Heather Ellis and Cllr Gareth Smith are to attend a course organised by One Voice Wales on the 29th of June in Rhyl. The Town Clerk is to attend a course specifically for Town Clerks on the 20th June in Ruthin.

7b (x) Rhuddlan Bridge

The Town Clerk has spoken to James Hall in County Council who informed the Town Clerk that there is a plaque on the side of the Bridge. Cllr Gareth Rowlands to take photo of the plaque. This matter to be discussed in the next meeting.

7b (xi) Herbs in the Garage

In future, if complaints are received with regards to the concerns about the herbs in the garage (dogs urinating on them and pollutant from cars), the matter needs to be referred to the garage staff.

7b (xii) Model Shop Chimney

Concerns had been expressed about the state of the chimney in the Model Shop. This was referred to Denbighshire County Council Customer Services who have visited the site and concluded that the chimney is not considered to be dangerous. Therefore, the record has been closed off by the County Council.

7c. EISTEDDFOD YR URDD

A public meeting is to be held with regard to discussing the staging of the Urdd National Eisteddfod in the year 2020. The meeting is to be held in the Town Hall, Denbigh 14th June at 7 p.m. Cllr Arwel Roberts is attending. It was resolved that the Town Clerk invite the Eisteddfod Director to the Town Council meeting.

7d. RHUDDLAN HISTORY SOCIETY

Declaration of Interest by Cllr Reg Davies

Correspondence received by the Rhuddlan History Society stating that they would like to present a bench to Rhuddlan (in the library area) with an inscription from the History Society. It was resolved to accept the proposal and that the Town Council pay for fitting the bench. The Town Clerk to write to the library service to ask permission if the bench can be located in the library area and that Rhuddlan Town Council support the request.

Correspondence received with an inscription for the plaque to be located in the Archway in Church Street. It was resolved to approve the inscription on the plaque.

7e. COUNTY COUNCIL – CODE OF CONDUCT TRAINING

This Item has already been covered under number 7b (9)

8. COUNTY COUNCIL MEMBERS REPORT

8a. Congestion on Parliament Street

Discussions took place on proposed measures on alleviating the congestion on Parliament Street. There is a "Keep Clear" sign on one side of the street. However, this is not enough as the problem of congestion persists. It was felt that a proper yellow grid is required to help resolve the situation. Cllr Ann Davies to ask the question to the County Council why the "Keep Clear" signs were the preferred option.

8b. The noise from the by-pass.

The County Council want to raise the bank at Maes Bedwen in the hope that this will reduce the noise from the by-pass. The situation will then be monitored.

8c. Talking Point

The Talking Point is held alternative Wednesday at the library to advise residents on health and wellbeing and which services are available to them. There are organisations who frequent the library e.g. the Stroke Club held at the community centre every Wednesday. Attendance is low in these sessions and it is imperative that this service is promoted in the community. The Town Clerk to arrange information to go on the notice board.

8d. Chairperson of Denbighshire County Council

Cllr Ann Davies has now relinquished her role as Chairperson. The 12 months in office in the Chairpersons role have been very busy but very rewarding, having visited places such as 10 Downing street and Buckingham Palace. Cllr Ann Davies's events saw £11k raised for St Kentigern hospice and Ty Gobaith.

9. VICARAGE LANE CAR PARKING ISSUES

The Town Council need to know what is causing the problem in Vicarage Lane Car Park. It was resolved to refer this matter to the meeting to be held on the 22nd June. The Town Clerk to invite a representative from Highways Department.

10. BUDGET/FINANCE MATTERS

10a. To approve accounts due

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

The Town clerk stated that when claiming expenses, all receipts are kept. Since May 2017, the Town Clerk meets with the Mayor to go through monthly expenses which are authorised by the Mayor.

10b. N.E.S.T. PENSION

Following a recent meeting with Sage Accountants, who currently manage the payroll of the Town Clerk, Sage Accountants can offer a service that can oversee the management of the pension uploads to NEST on a monthly basis, within the necessary guidelines, plus the completion of the Declaration of Compliance. Sage Accountants currently charge Rhuddlan Town Council per quarter £50.40 for managing the payroll which includes income tax and national insurance. If the Accountant take over the management of the pension, this would increase to £65.00 per quarter. It was resolved to take up the offer of this service.

11. PLANNING MATTERS FOR COMMENT

Cllr Mike Kermode abstained.

a. Planning Application No 44/2017/0450

Erection of extension and dormer to rear of dwelling - Girvan Eton Park, Rhuddlan.
Resolved: No objection

b. Planning Application No 44/2017/0407

Development of 0.04 hectares of land by the erection of one dwelling (outline application with all matters reserved). Land at (part garden of) 12 Bryn Hafod, Rhuddlan.
Resolved: No objection

12. URGENT COMMUNITY MATTERS

12a. Trees in Vicarage Lane

There are trees that need topping on Vicarage Lane. Cllr Ann Davies to follow up with the County Council.

12b. Dog fouling

There is a problem with dog fouling in Clos y Berllan. Cllr Gareth Rowlands to follow up through the County Council Customer Services.

12c. Litter Bin outside the Community Centre.

The old bin has been replaced with a single size bin. Cllr Kermode has contacted the County Council to request a bigger bin to accommodate the amount of litter that is binned.

12d. Memorial Plaque

It was resolved to place a plaque on the bench outside the chemist in memory of Mr Archie Coolidge.

12e. Parking on the High Street

Business owners have complained that the 30 minutes restriction on the High Street is too restrictive and needs extending. The times are set by the County Council and are reluctant to change the 30-minute restriction. Cllr Arwel Roberts to follow up with the County Council.

12f. Parking on Vicarage Lane

People are parking on Vicarage Lane on yellow lines but do not possess a blue badge. It was resolved to refer this item to the Car Parking / Traffic Issues meeting to be held on the 22nd of July.

12g. Rhuddlan Town Football Club

The local community are in the process of fundraising to resurrect the Rhuddlan Town Football Club and have made enquiries whether Rhuddlan Town Council would like to make a donation. An official request needs to be made through the Town Clerk for consideration.

12h. Town Council Minutes

A member of public stated that they found it difficult to have access to the minutes as they are not able to get to the library during opening times. The minutes will be available on the website which will be launched soon.

12i. Cenotaph

The Town Council have been asked verbally to purchase a memorial box for people to place crosses in it on Remembrance Day. Rhuddlan Community Centre need to put this request in writing to the Town Council.

12j. The public attending Town Council Meetings

Cllrs expressed their appreciation to those members of the public that attended the meeting. The Town Clerk to promote in the Rhuddlan Newsletter that members of the public are welcome to Town Council meetings.

13. 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:

13a. GRANT APPLICATION – MENTER IAITH

A grant application received for £600 towards supporting Welsh social activities in Rhuddlan e.g. literacy evening, bi-lingual quiz, celebrate St David's Day etc. It was resolved to award £500 on the condition that the activities are based in Rhuddlan.

13b. GRANT APPLICATION - YSGOL Y CASTELL PTA

Cllr Andrew Smith Abstained

A grant application received for £750 towards staging costs of Castell Beat, a family friendly music festival held at the school. It was resolved to award £750 towards the event.

13c. GRANT APPLICATION – 2193 PRESTATYN SQUADRON RAF AIR CADETS.

A grant application for £375 received to purchase a sash for the Band’s Drum major to wear when leading the band at various parades, including Remembrance Sunday. It was resolved to award the RAF Air Cadets £375

13d. GRANT APPLICATION – RHUDDLAN HISTORY SOCIETY

This application to be submitted at the next meeting.

13e. AELWYN MORGAN AWARD 2017

Four nominations were received for the above award. It was resolved to give a joint award to Tracey Kerfoot and Janet Boyton. The Town Clerk to invite to the next meeting and arrange for flowers and a framed certificate to be presented. The Town Clerk to send a letter of thanks to the other volunteers nominated for the valuable and excellent work that they do in the community.

13f. CCTV

Cllr Gareth Rowlands gave a verbal report on future development of CCTV. This report was noted and accepted and Cllrs agreed that Rhuddlan Town Council support the need to progress with the agreement with Chester and Cheshire West proposal as it is cost neutral to the Town Council at the moment. Cllr Gareth Rowlands to update the Town Council in due course.

14. DATE OF NEXT MEETING

13th July

SignedCllr Andy Smith – Mayor.

Date

APPENDIX "A"

Payee	Reason	Amount	VAT	Total
		£	£	£
St Asaph Town Council	Mayoral Civic Duties	34	0	34
Cylch Meithrin Rhuddlan	Grant	324.12	0	324.12
Shaw's Glass	Replace glass on notice board	93.62	0	93.62
A. Smith	Mayors Allowance - 1st Payment	1000	0	1000
Cambian Pengwern College	Provision of 26 Hanging Baskets for High St	91	0	91
S M Jones	Town Clerk Expenses	204.74	0	204.74
Denbighshire County Council	Clean up yellow paint in car park Vicarage Lane	25	5	30
Colin Jones	Logo Winner Prize	50	0	50
HMRC	Income Tax & National Insurance	105.42	0	105.42
G Rowlands	Payment for WordPress (Website)	85	0	85
S M Jones	Town Clerk Salary	993.04	0	993.04
Vodafone	Monthly phone bill	18.91	3.78	22.69
Scottish Power	Monthly DD - Invoiced quarterly	32.3	0	32.3
	TOTAL	3057.15	8.78	3065.93