

Minutes of the meeting of Rhuddlan Town Council held at the Community Centre, Parliament Street, Rhuddlan on September 21st, 2017.

PRESENT: Cllrs:

Andy Smith (Mayor in the Chair), Ann Davies, Jackie Burnham, Reg Davies, Arwel Roberts, Gareth Smith, Town Clerk.

Six members of the public were present.

1. APOLOGIES

Cllrs: Gareth Rowlands, Heather Ellis, Syd Gaskin.

2. DECLARATION OF INTEREST

Cllr Ann Davies – Planning application

Cllr Reg Davies – Rhuddlan Community Centre application for grant

3. POLICE MATTERS

Police Matters - List of Incidents: August and September 2017

- | | |
|----------|--|
| 05/08/17 | Burglary Hendre Close – Medication taken. Rear door possibly left open, no other signs of disturbance. All lines of enquiry completed but no suspect identified |
| 10/08/17 | Anti-Social Behaviour Rhuddlan Castle – Persons issued with Yellow Cards. Area added to Patrol Plan |
| 11/08/17 | Assault Marsh Road – Incident currently under investigation |
| 12/08/17 | Criminal Damage Parliament Street – Victim did not wish to pursue a complaint |
| 14/08/17 | Shoplifting Spar – No details of items taken, no CCTV footage received. Incident filed pending further information |
| 16/08/17 | Criminal Damage Grove Terrace – Eggs and Flour thrown over vehicle but able to be cleaned off. All lines of enquiry completed but no suspect identified |
| 17/08/17 | Anti-Social Behaviour Bryn Cwnin Farm – Reports of persons congregating in derelict building. No damage caused, patrols conducted in the area and landowner informed |
| 05/09/17 | Dangerous Dog Abergele Road – Postal worker injured by dog. Dealt with via L.E.A.D (Local Environmental Awareness on Dogs) First come to notice letter |

PCSO Rebecca Evans gave an update on re-structuring that has recently taken place. PCSO Kevin Casey has left; North Wales Police are in the middle of recruiting new staff who will be supporting Rebecca.

PCSO Rebecca Evans stated that there has been a spate of anti –social behaviour in Rhuddlan which is unusual. Yellow cards have been issued. PCSO Rebecca Evans is looking for funding to keep youngsters occupied in the run up to Halloween.

Residents have experienced problems with people parking behind houses in Admirals Playing Fields. Some individuals are rude to residents. It was requested that the Police have a presence when they have football on the field.

Concern was expressed about dog muck on the fields. One individual walks 4/5 dogs which may suggest that they carry out professional dog walking service. They need to be monitored to make sure that they are clearing up after the dog.

There is lots of litter and empty bottles of alcohol at River Ffyddion. Police need to have a presence in the area as there is an individual drinking alcohol in the area at different times of the day.

A Councillor had experienced problems with a drone flying over their area of work which has been subjected to a break in. PCSO Rebecca Evans was asked to look into legislation regarding drones flying over private property and report back to the Councillor and to the Town Council.

There are lot of youths gathering at the Castle, especially in the summer. The Castle is on the police patrol plan.

Clarification was sought over the 101 non–emergency number and whether individual have to leave their contact details. PCSO Rebecca Evans confirmed that individual can report an incident anonymously.

4. MINUTES

The minutes of Rhuddlan Town Council on the July 13th, 2017 were approved subject to correcting spelling mistakes.

MATTERS ARISING:

No matters arising

5. CORRESPONDENCE FROM:

5a. THE MAYOR

Mayor's Civic Duties over the Summer months

15th of July Opened Castell Beat and presented cheque from Town Council

16th of July Mayor of Rhyl Civic Sunday

22nd of July Attended Party in the Park

23rd of July Penmaenmawr Civic Sunday

30th of July Best Kept Gardens Awards afternoon

7th of August Conwy River Cruise

2nd of September Royal Welsh Fusiliers Freedom of Denbighshire

3rd of September Mayor of St Asaph Civic Sunday

7th of September Community Centre monthly meeting

14th & 15th of September Wales in Bloom

17th of September My own Civic Sunday

Although we have been in recess it has been a busy time A gain our community has shown such a diverse group of events which have all been very well attended, well done to all the volunteers who have made all of these events such a huge success . I was so proud of everyone who supported me on my Civic Sunday, although it creates a huge amount of work for people behind the scenes it was such a special day for myself and Sue thank you all again.

5b. TOWN CLERK

5b (i) Vicarage Lane – No dog signs

It was agreed to go ahead and order a new “No Dogs in the Play Area” sign in Vicarage Lane. Two have already been ordered for Admirals Playing fields. Cllrs Ann Davies and Gareth Rowlands to agree on location for signs.

5b (ii) Xmas Tree

It was agreed that the Town Council purchases its own sleeve for the Xmas Tree. The Town Clerk to write to Prosperity Restaurant to ask permission to locate the Xmas Tree outside the restaurant.

5b (iii) Defibrillators

It was resolved to instruct “Save the Heart of the Valley” Welsh Ambulance Paramedics and First Responders to fit two defibrillators with external cabinets along the High Street. One to be located near to the top of the hill from Rhuddlan Bridge and the other near Co-op.

5b (iv) Rhuddlan History Society bench

The Society have placed an order for a bench and have agreed with the library regarding its location.

5b (v) One Voice Wales

It was agreed that there will be no representation from the Town Council to the A.G.M.

5b (vi) Recycle container near the library

Residents have asked for this to be moved/re-located. The Town Clerk to write to CoOptions in Prestatyn to ascertain how often it is emptied before a decision is made

5b (vii) Lighting of the Castle

Town Councillors are keen to have more light at the Castle. The Town Clerk to arrange an on-site meeting with CADW in October at 6 p.m. Town Councillors to be invited.

5b (viii) Local Delivery Plan

This consultation report has been pre-circulated to all Councillors. All comments should be made by the 20th of October.

5b (ix) Rhuddlan Library

The Town Clerk to arrange a meeting with Liz Grieve with a view to setting up a working party.

Cllrs Ann Davies, Arwel Roberts, Jackie Burnham, Gareth Smith, Mike Kermode to be invited to attend the meeting.

5b(x) The late Archie Coolidge's Memorial Plaque

This has been now been ordered and will be put on the bench outside Prosperity Restaurant.

5b (xi) Roll of Honour Board / Aelwyn Morgan Award Board

The Town Clerk to instruct Goodsigns and Print to update the boards.

5b (xii) Electoral Arrangement Review

An invitation received from Local Democracy and Boundary Commission to attend a presentation given by the Commission. As this was not going to affect Rhuddlan, it was decided not to send a representative.

5c. CARTER JONAS REGARDING BODRHYDDAN ESTATE

Further correspondence received from Carter Jonas supplying a more detailed map showing the Holm Meadow Land. A cautious but positive reply has been received from County Council Countryside Services who are happy to meet on site to discuss the possibility of extending the Nature Reserve. **It was resolved** that while this may be an exciting opportunity, the Town Council does not have the resources to take this on. However, it may

be an opportunity for the County Council Countryside Services to take it on. The Town Clerk to reply to Cater Jonas that The Town Council will not be pursuing this initiative but state that the Denbighshire County Council Countryside Services may have an interest and supply a contact.

5d. COUNTY COUNCIL REGARDING A525 RHUDDLAN BYPASS - NOISE MITIGATION

A reply had been received from the Highways Services with regards to residents' concerns about noise levels. As this is now turning into what could potentially be a large scale project Denbighshire County Council are now in the process of commissioning a specialist company to undertake a full noise level survey along the A525 route of the bypass and the County Council will see what results and recommendations this produces. The results should be available within the next 3 to 4 months.

Councillors stress that the road needs resurfacing and this would help mitigate noise.

It was resolved that the Town Clerk to write to the County Council and stress that the survey needs to be done from the properties and not from the road.

5e. ACCESS TO SHOPS FOR PEOPLE WITH DISABILITIES

A letter received from a resident with disability voicing concerns about the number of shops on Rhuddlan High Street that do not provide access to people with disabilities. The resident likes to shop in Rhuddlan and has requested the Town Council to consider helping to highlight this problem. The Town Clerk had received advice from Disability Wales that under the Equality Act 2010, shops, restaurants and business must provide access to people with disability. However, Disability Wales do not provide grants to be able to help shops improve access. **It was resolved** that the Town Clerk and Cllr Arwel Roberts contact Denbighshire County Council to see if there are grants available and would the County Council be able carry out a survey of the High Street to see how many shops have access for people with disabilities.

5f. REQUEST FOR SEATING BENCHES

A letter received from a resident requesting if four seating benches can be placed on the perimeter of the Admirals Playing Fields as they would be a great asset to the users of the park, be it dog walkers or parents watching over their children. **It was resolved** to get quotes for benches with a view to providing two seating benches as a pilot to see how they are received by the public.

6. COUNTY COUNCIL MEMBERS REPORT

Cllr Ann Davies

6a. Gullies

Following the heavy rain in July many gullies have now been cleaned by DCC. It is the intention to clean all the gullies at least once a year with hot spots being cleaned twice a year.

Surveys of the drains have also been carried out by Welsh Water.

Maintenance has been carried out at Bro Berllan, the moss which was blocking the drainpipes has been removed from the roof. Acco drains will be installed along the front of these bungalows, which will protect these properties in the event of further incidents of heavy rain.

6b. Proposed parking restrictions

It is intended to retain one parking space for people with disabilities in Vicarage Lane and place one in the high street.

Proposals for parking restrictions in Vicarage Lane, High Street and Marsh Road are in progress.

6c. Commuted sums

The funding window for commuted sums is open for a period of 8 weeks. Interested groups can apply for part/all of this £15,000 funding.

6d. Rhuddlan Library

Following some customer services issues at the Library, I had a meeting with the Cabinet member for Libraries and a member of the Library staff. The number of people attending the Library in June dropped considerably when comparing monthly figures in 2016 with 2017. Although the monthly numbers can fluctuate, this is a little disappointing given the additional services now available. We need to promote the Library at every opportunity. Following up meetings will be held to track the issues and ensure they are resolved.

6e. Services available at the Library include:-

Credit Union, 10am-12pm every Monday

CAB, 1.30pm – 3.30pm every Thursday

Talking points (social, health and wellbeing) 9.30am – 12.30pm, Wednesday 27th September, then every 2 weeks,

Cllr Arwel Roberts

6f. Flooding Matters

As chair of the flood wardens I'm disappointed that National Resources Wales haven't kept to their promise of building a bund in Station Road as was informed in the Rhuddlan Community Flood Plan Newsletter. Perhaps it is because that the area where the bund is to be built is being involved with the new traffic lights system with regard to Aldi.

Very grateful that the Town Council have paid for the printing of these newsletters.

Flooding will always be a danger in Rhuddlan, remember the occasion in July. Since then the Water Board - Dŵr Cymru and the County have been busy in affected areas:

1) bottom of Highlands Close - properties were flooded here. New drains in place.

2) Gullies have been cleared around the town e.g. Rhyl Road.

3) Bro Berllan - the properties all connect to soakaways and not directly to the Welsh Water network, it seems only highway gullies connect to their system. They also found a collapsed pipe at the side of the bungalows this problem is now a problem which should be rectified by Denbighshire. This would not have prevented the issue it would have helped alleviate the flooding and potentially reduce the risk of future issues.

4) Kerfoot Avenue - all the sewers have been cleaned and Dŵr Cymru have a full understanding of the pipes both to the public sewer network and to the open drainage ditch. Denbighshire officers and Dŵr Cymru officers are meeting to discuss these findings.

Speeding vehicles are a problem on many of the town's streets we can only try to convince the county's highway department that traffic calming measures are needed.

6g. Vicarage Lane

The new parking layout is still being discussed by us two County Councillors, Highway Officers and the Police.

7. STANDING ORDERS – REVIEW

The following amendments needs to be made:

Item 11:

Delete last sentence of number 11 – “Minutes of the Council shall be numbered in sequence for the Council Year. The minutes of each year shall start at 1 (one)”.

Every page to be initialled by the Chair which is held by the Town Clerk.

Item 22:

Delete first sentence “Five members shall constitute a quorum” and replace with “The Quorum of each Committee shall be agreed by Committees as and when established and will be reviewed and amended by the Town Council as and when necessary”.

Reviewing Standing Orders needs to be carried out annually. Electronic copies to be made available for the website.

8. PROMOTION OF TOURISM

An iBeacon Training session with Project Consultant Jo Danson took place on the 12th of September. This meeting was attended by Cllrs: Gareth Rowlands, Arwel Roberts, and Syd Gaskin, Mike Kermode and the Town Clerk. A list of themes, facilities was drawn up. Jo Danson to draft a framework of 10 titles as a way forward and present the information in a way that will make it easier for the public.

The next meeting to progress with the iBeacon project will be 4th October, 1.30pm at the Library. A number of local people with local knowledge to be invited to the meeting in order to impart valuable information that can be included in the project.

The Town Tourist Trail needs to be included in the iBeacon project

9. BLODEUO 2017.

The Mayor had travelled to Burry Port to an Awards Ceremony where Blodeuo Rhuddlan have, once again, secured a Wales in Bloom Gold Award. The Mayor reported that it was unprecedented for a community to win Gold twice consecutively. The response from locals has been fantastic and the Mayor thanked Cllr Gareth Rowlands and everybody who had been involved with Blodeuo Rhuddlan. A Blodeuo Celebration night has been arranged for the 26th of September to acknowledge this hard work.

The Mayor was asked to leave the room while a discussion took place chaired by Cllr Arwel Roberts. The discussion was centred on giving a contribution towards accommodation costs for the Mayor whilst attending the Awards Ceremony in Burry Port. It was resolved to contribute £50. The Mayors travelling expenses have been included under Budget/Finance Matters: Accounts Due - Item 12a.

The Town Clerk to contact Denbighshire County Council to get a list of Councillors expenses and this to be added to the Standing Orders. This will ensure consistency with regards to Councillors expenses.

10. INFORMATION & WEBSITE MATTERS

Rhuddlan Town Council website to be launched on the 9th October. Councillors are invited to write a biography of no more than 140 words and to supply a photograph. A team photograph will be taken in the November meeting.

11. TRAFFIC & CAR PARK ISSUES

The Town Clerk gave an update on ownership of the car park in Vicarage Lane. Denbighshire County Council and the Betsi Cadwalader University Health Board have confirmed by map what is owned by them. A map highlighting areas of ownership was given to the Councillors. The Health Board confirmed that the ownership at the front of the building is essentially limited to turning/drop off space. The Town Clerks to forward this information to Principal Engineer (Traffic Management).

The Town Clerk to arrange a follow up meeting of Traffic & Car Park Issue in November and invite the Principal Engineer (Traffic Management) and Parking Operation Manager from Denbighshire County Council.

The Items to be included on the agenda are:

Top End of Rhyl Road

Car Parking – Vicarage Lane Car park

Car Parking – Vicarage Lane
Reconfiguration of library car park

The Town Clerk to write a letter to businesses giving them notice that the Parking Operations Services of the County Council are going to increase enforcement and for them to let their customers know. The Town Clerk to inform the parking Operation Manager of this intention.

12. BUDGET/FINANCE MATTERS.

12a. Accounts Due

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

12b. Grants for Fresh Air Gym Update

The Mayor reported that the Town Council does not possess Deeds for Vicarage Lane Playing fields (the proposed location for the Fresh Air Gym) which is putting grants secured at risk. The Mayor recommended that the Fresh Air Gym be re-located to Admirals Playing Fields as the Town Council are in possession of the Deeds. **It was resolved** to relocate the Fresh Air Gym. The Town Clerk to seek permission from the grant funders to see if this is acceptable. The Town Clerk needs to apply for Commuted sums grant for match funding.

The Town Clerk to contact a solicitor to instruct the go ahead for the process of securing the Deeds for Vicarage Lane Playing Fields,

13. PLANNING MATTERS FOR COMMENT

Cllrs Mike Kermode and Arwel Roberts abstained

Planning Application No 44/2017/0416 Coed Park.

This application was **withdrawn** by the applicant prior to the meeting.

Planning Application No 44/2017/0705 Deansfield, Hylas Lane.

No objection: However, there were concerns that the property will be overlooking adjacent properties.

Planning Application No 44/2017/0723 Aldi Signage.

No objection

Planning Application No 44/2017/0455 Land adjoining Morfa Lodge, Abergele Road.

Refused. Concerns highlighted about access onto Abergele Road increasing the danger to the public. This area is also identified as a high-risk flood area.

Planning Application No 44/2017/0869 23 Clos y Berllan

No objection: However, there were concerns that the property will be overlooking adjacent properties.

14. REMEMBRANCE DAY

A list of “to do” items has been received from the Parade Marshall - Roy Price. The Mayor informed that the muster time is 10.15 a.m. at Rhuddlan Community Centre and proceed to march at 11 a.m.

Cllr Mike Kermode gave his apologies as he will not be able to attend.
Roy Price to attend the next meeting

15. URGENT COMMUNITY MATTERS

15a. Rhuddlan Football Club – request for mower

Rhuddlan Football Club have requested a grant to purchase a mower. **It was resolved** that the football club be advised to write to the Town Clerk with their request and supply a costs.

15b. Inscription on Parliament House

The inscription on Parliament House has eroded in parts. **It was resolved** that the Town Clerk to write to CADW to see if they can make good. If CADW are unwilling to do this then the Town Council will produce a plaque with the same words as the inscription for display.

15c. Mayors Civic Sunday

Councillors congratulated the mayor on a very enjoyable Civic Sunday ceremony.

15d. Future Plan for Rhuddlan Town Council

A medium/long term plan needs to be devised for the Town Council and this will be on the agenda early in 2018. Councillors were encouraged to be aspirational in their ideas. One idea put forward for consideration was purchasing a property in Rhuddlan with a view to developing a museum for Rhuddlan.

15e. Rubbish in public bin

A resident from Parliament Street is filling up a public bin with his own rubbish. **It was resolved** that the Town Clerk to contact Street Scene to make sure that residents living on Parliament Street have got their right quota of bins.

15f. Trees by the library

Denbighshire County Council have cut the trees by the library.

15g. Comments from the public:

- There are speeding issues in Rhuddlan, particularly on Abergele Road. Discussion took place on Speed Monitoring Radar which states to drivers what speed they are doing. Cllr Gareth Smith has information on Speed Monitoring Radar which he will forward to the Town Clerk.

With regard to Abergele Road, drivers disregard the 40mph sign and concentrate more on the no limit sign. The 40 mph needs to be reduced to 30 mph and the no limit sign needs to be located further away. Councillors urged the public to write to the County Council with their concerns and suggestions. Cllr Gareth was congratulated on his work with monitoring speeding traffic.

- Can something be done about the blinds in the library? It often looks closed. The blinds need to be opened rather than on a slant.
- Can there be specific areas for dogs on the playing fields which may help alleviate dog litter problems?
- Agree that re-locating the Recycling Bin would be good.
- When reconfiguring the car park in the library, please try and retain as much green space as possible.
- Rhuddlan Community Group are clearing planters on 3rd of October at 10.30 a.m. if anyone would like any plants.
- A meeting of the Rhuddlan Neighbourhood Watch has been arranged for the 24th October, 11.30 a.m. at Rhuddlan Community Centre. Everybody is welcome to attend.

16. 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:

It was agreed to move on to Part 2

16a.CEMETERY MATTERS

A response has been received from Denbighshire County Council stating that they have reviewed recent trends and remaining capacity of Rhuddlan cemetery. Based on the current rate of use Denbighshire County Council believe that there is between 10 – 12 years of capacity within the existing cemetery. Whilst there is no short term issues with capacity, the County Council will require a long term strategy and therefore propose to commence discussion in spring/summer 2018. **It was resolved** to note the response.

16b.WATER BOILER AT COMMUNITY CENTRE

A letter has been received from Rhuddlan Town Community Association requesting a £1000 contribution towards purchasing a new boiler for the Community Centre. **It was resolved** to agree to contribute £1000 towards the costs on the condition that a grant application is submitted along with accounts. This will be consistent with other applications received so far.

16c.RESIGNATION OF COUNCILLOR

It was resolved to accept the resignation of Cllr Sara King. The vacancy needs to be advertised on the notice board and in the paper for 14 days. If ten electors from within Rhuddlan call for an election in this time the Returning officer will then decide on the date of election. If this does not happen then The Town Council can go ahead and proceed with the process of co-opting a person to fill the vacancy.

It was resolved that the Town Council produce a poster for the notice board and send a copy to Cllr Jackie Burnham.

17. DATE OF NEXT MEETING

12th October, 2017

SignedCllr Andy Smith – Mayor

Date

Accounts due: For September 2017 meeting

APPENDIX "A"

Process	Payee	Reason	Amount	VAT	Total
101963	Denbighshire CC	Election costs	£3,299.27		£3,299.27
101964	Wordpress	Welsh version of Website	£85.00	£0.00	£85.00
101965	Conwy Town Council	Charity Donation	£14.00	£0.00	£14.00
101966	Macmillan Cancer Support	Charity Donation	£20.00	£0.00	£20.00
101969	Sage & Company	Payroll Charges for April - June	£42.00	£8.40	£50.40
DD	Staples	Toner & stationery	£99.46	£19.89	£119.35
101970	Rhuddlan TCA	Room Hire	£36.00	£0.00	£36.00
101970	Rhuddlan TCA	Wales in Bloom refreshments	£25.00	£0.00	£25.00
101970	Rhuddlan TCA	Room Hire	£12.00	£0.00	£12.00
101971	Rhuddlan Town F.C.	Section 137 Grant	£150.00	£0.00	£150.00
101972	Rhuddlan History Society	Section 137 Grant	£150.00	£0.00	£150.00
101973	One Voice Wales	Conference July 2017	£50.00	£0.00	£50.00
DD	Vodafone	Monthly bill - July	£20.24	£4.04	£24.28
DD	Vodafone	Monthly bill - August	£19.58	£3.91	£23.49
101974	HMRC	Tax & NI - period ending 5th Sept	£105.62	£0.00	£105.62
101974	HMRC	Tax & NI - period ending 5th Oct	£105.42	£0.00	£105.42
101975	SAWFAB	Repairs -gate at Admiral Field	£113.00	£22.60	£135.60
101976	Goodsigns & Print	Laminated Sign for Admirals Fields	£150.00	£30.00	£180.00
101976	Goodsigns & Print	Community Flood Plan Booklet	£156.00	£0.00	£156.00
101976	Goodsigns & Print	A4 Blodeuo Flyers for businesses	£19.50	£0.00	£19.50
101976	Goodsigns & Print	Civic Sunday Booklets	£53.00	£0.00	£53.00
101976	Goodsigns & Print	Memorial Bench Plaque	£31.00	£6.20	£37.20
101977	Love of Cake	Buffet at Civic Sunday	£775.00	£0.00	£775.00
101978	Festivelighting Company	Year 3 Hire Charges	£5,308.74	£1,061.75	£6,370.49
SO	Town Clerk	Salary - July 2017	£993.04	£0.00	£993.04
SO	Town Clerk	Salary - August 2017	£970.44	£0.00	£970.44
101979	Town Clerk	Expenses	£249.73	£0.00	£249.73
101980	A Smith	Travel Expenses - Burry Port	£149.85	£0.00	£149.85
101981	MAC3	Web-hosting	£135.00	£27.00	£162.00
DD	NEST	Pension - first payment	£78.39	£0.00	£78.39
			£13,416.28	£1,183.79	£14,600.07
Income	Precept No 2	Denbighshire County Council	£23,537.00		
Income	Groundwork	Tesco Grant	£1,000.00		
Income	HMRC	VAT repayment 2016/17	£4,241.07		
		TOTAL Income	£28,778.07		

Note: cheques No 101967 & 101968 cancelled

