



## Rhuddlan Town Council – Draft Minutes of the meeting on the 13th December 2018

### **Present:**

Cllr Gareth Rowlands (Mayor in the Chair)  
Cllr Arwel Roberts (Deputy Mayor)  
Cllr Ann Davies  
Cllr Gareth Smith  
Cllr Heather Ellis  
Cllr Mike Elgin  
Cllr Mike Kermode  
Cllr Reg Davies  
Cllr Syd Gaskin  
Town Clerk.

### **1. Apologies**

Cllr Jackie Burnham  
Cllr Andy Smith

Three members of public were present

### **2. Declaration of Interest.**

Cllr Ann Davies: Item 12 – Member of Denbighshire County Council Planning Committee.  
Cllr Ann Davies: Items 14a & 14b - Rhuddlan Community Group.  
Cllr Gareth Smith: Items 14a & 14b - Rhuddlan Community Group.

The Mayor asked permission for Part 2 to be discussed at this stage of the meeting. Members unanimously agreed. The minutes are included under Item 17.

Before proceeding to the next item, The Mayor explained that he had received a complaint from a Member about a fellow Member.

*I received a request to meet with regard to a complaint about a fellow Councillor and I quote*

*We would like to raise the following -*

*Code of Conduct for member's inappropriate comments at public meetings. At this point I tried to persuade the complainant to put the complaint in writing they did not want to do this.*

*The Clerk and I had a meeting with the complainant. Having listened to the complaint and have since spoken to the Councillor concerned we concluded that there was nothing untoward here, it was said in the heat of the moment whilst giving a report and being interrupted by a fellow Councillor (more on interrupting and cutting across later).*

*The Clerk and I have decided that no further action will be taken. However, if Councillors are not happy about our decision you are welcome to put your complaint in writing to the Clerk who will forward it to the Monitoring Officer.*

*Furthermore, any future complaint, if any, will need to be sent to the Monitoring Officer at Denbighshire County Council not to the Clerk or The Mayor. The complaint will need to be in writing as per the code of conduct.*

*With regard to the running of the Council Meetings and the Code of Conduct I have endeavored to run a fair and unbiased meeting to try and get a flow to the meeting but it has become apparent that this is not working.*

*Councillors need to revisit the Code of Conduct and read it to remind themselves how we should behave and treat not only your fellow Councillor but everyone in life*

*The incident that I mentioned earlier would never have happened if a Councillor had not cut across while another Councillor was giving a report, so I ask in future that you do not interrupt while someone is speaking but indicate to the Chair of your need to speak, also please don't take matters into your own hands by shouting across the chamber.*

*Please vent your dissatisfaction through the Chair who will take the appropriate action.*

*Having said all this let us move on to the positives as what has happened is a distraction from what we are here for, that is to be planning ahead and working as a team for the benefit of our community.*

*All members need to understand the work that the Town Council is trying to achieve i.e. improving the Town of Rhuddlan for residents and visitors. Therefore, communication needs to be open, honest and respectful. Members need to feel free to express their thoughts, opinions and potential solutions to problems but also need to be heard and listened to by every team member.*

*This does not mean you will win every discussion or argument but we need to do it in a polite and dignified way,*

*We'll have a chance before the precept meeting in January to come up with schemes/ideas a wish list for the next financial year. They don't have to be big schemes, often it's the little changes that make a big difference to residents e.g. tarmac footpath at Vicarage Lane play area, new seating, planting bulbs about the town, etc. However, if these goals are to be achieved, we must, as a Town Council put our personal thoughts to one side and seriously think of why we are here, by singing from the same hymn sheet and working together otherwise Rhuddlan Town Council will take a retrograde step and all our hard work over the last few years will be lost and total waste of time and effort by all.*

### 3. Police matters

No report received.

### 4. Minutes

The minutes of 8<sup>th</sup> November 2018 were accepted subject to 17a. which needs to include “subject to costings being submitted to a future meeting”.

### Matters Arising

#### a. Cold Calling Zones

Ian Millington, Public Protection Business Manager in Denbighshire County Council to attend a Town Council meeting in March.

#### b. Woodland Bench

In the last meeting a request had been received from Mr McKormick to install a woodland bench in Twtil. **It was resolved** that the Town Clerk make enquires with Cadw as they are custodians of the land to ask for their view and consent; the same enquiry to be made to Countryside Section of Denbighshire County Council. The Countryside Officer for Denbighshire County Council has given consent and Cadw are willing to meet on-site to discuss a different location as the current location is the site for the annual re-enactment. **It was resolved** to arrange an on-site meeting

#### c. Memorial Bench

In the last meeting, a request has been received from Mr David Williams to have a memorial seating bench to be located outside the Community Centre in memory of his late brother. **It was resolved** unanimously to agree to this request subject to securing permission. However, Denbighshire County Council have turned down the request to have the bench located outside the Community Access due to limiting public access.

Members felt that a War Bench would not be appropriate in other locations and the Town Clerk is to arrange an on-site meeting with Denbighshire County Council, David Williams and the Mayor.

#### d. Fresh Air Gym

Users of the Fresh Air Gym have been experiencing problems with dog mess on the lower part of the equipment which creates a problem of removing the mess before they even start exercising. Denbighshire County Council can mark the pitch for approximately £40 which should act as a deterrent with regards to dogs accessing the site. **It was resolved** to go ahead with the pitch marking.

A letter was sent to Denbighshire County Council to make sure that they monitor the area and carry out fines when necessary. The response was that since Kingdom withdrew their services Denbighshire County Council are looking to engage a new

contractor to enforce environmental crime, this process could take months. In the meantime any complaints regarding dog muck to be reported to Denbighshire County Council via Customer Services. **It was resolved** to send a letter to police Station to ask the PCSO's to patrol the site.

**e. Blodeuo**

800 daffodil bulbs have been planted in Nant Close. The Mayor thanked the volunteers who helped with this. One member requested if there is a possibility of having daffodils planted in on the green patch by the footbridge. The Mayor said that the next time the Town Council get daffodils, then they will be planted in this area.

**f. Castle Lights**

Members were asked to consider asking Cadw to change the timer so that the lights on the Castle come on earlier in the evening. **It was resolved** that the Mayor to go and see the Custodian to ask if the lights can come on at 4.30 p.m. and alter the time as we get closer to Spring.

With regards to replacing the current floodlight with a higher lux for £2,199 that would light the South corner of the Castle **it was resolved** to give this consideration which is dependent on the outcome of the discussion with the custodian on having the lights on earlier in the evening.

**5. Correspondence from:**

**5a. The Mayor**

This report was accepted.

The Mayor stated that there is no provision for Deputy Mayor to give a report on civic duties attended as support to the Mayor. **It was resolved** that there be an item for the Deputy Mayor on future agendas.

**5b. The Town Clerk.**

This report was accepted.

It was also reported that the two defibrillators supplied by the Town Council are in good working order.

Thanks to Cllr Reg Davies for providing a splendid Christmas Tree.

**5c. Natural Resources Wales**

This report had been pre-circulated for information.

**5d. Mrs Edge**

Correspondence received from Mrs Edge requesting to place a memorial plaque on a tree on the corner of Highlands Road and Rhyl Road. **It was resolved** to inform Mrs

Edge to submit the request to the Highway Operations & Streetscene Manager (North) of Denbighshire County Council as this is County Council land.

#### **5e. Customer Services Assistant Manager**

A Quarterly Report on the library had been pre-circulated for information. Members recognise the good work that is going on in the library.

#### **5f. J Fray & R Smith**

Correspondence received requesting the Town Council to put a wider edge on the new parking bay for people with disabilities to help with safer access. Cllr Gareth Smith to forward to the Town Clerk information on criteria and standards in relation to the design of a disabled parking bay. **It was resolved** to paint another hatched area on the other car parking space to overcome the problem.

### **6. County Council Members Report.**

#### **Cllr Ann Davies**

- *Rhuddlan by Pass*  
*I have now received the Noise survey assessment report on the Rhuddlan by pass. The purpose of the report was to define the noise levels in the area, and to establish the typical noise levels which effects the residencies adjacent to the A 525 during the daytime and night time.*  
*I am now arranging a meeting with a highway officer to discuss further.*
- *Child Care*  
*A Welsh government Child Care Package will be available in Denbighshire as from 7th January 2019. Residents can apply on line.*
- *Affordable Housing*  
*I am campaigning across the ward to get people to register for affordable housing if they want to get on the housing ladder. This is particularly important for first time buyers and those who want to rent / buy. A government scheme is also available to assist with initial deposits.*
- *December 2018 Carers Events*  
*NEWCIS organised a very successful Carers day event in Rhyl, this brings organisations together annually to help Carers know their rights, raise awareness and help Carers to access support and information. This year's theme was "Caring For Your Future".*  
  
*Carers Christmas lunch was held at Ruthin Castle and attended by over 80 Carers/ cared for. HAFAL organised two lovely events for Carers at RHUDDLAN LIBRARY. One event was a coffee morning with holistic therapy and nail painting by a Dyserth beautician.*

December 10<sup>th</sup> A wonderful Christmas afternoon tea was prepared for Carers. Card making was also available.

I was delighted to be present at all the above events and to meet with the Carers.

- Finally, I would like to wish you all a happy, healthy and peaceful Christmas and New Year.

### Country Councillor Report – Cllr Arwel Roberts

- *Heddiw cefais gyfle i fod yn bresennol mewn cynhadledd i holl gynghorwyr y Sir. Today I had an opportunity to be present in a Corporate Parenting Forum in County Hall. Every councillor is a cooperate parent and we were given facts about children in the County's care. An example of good and successful work done by Children's Services in Denbighshire. Fostering was mentioned and respite Services. Some cases are very challenging – children with significant disabilities – indeed complex needs. The County has responsibility for some cases when children are 25 years old. We were informed that a young person was left at Rhyl Railway Station when he was fourteen whilst his mother and stepdad moved back to Rochdale. A young person like him/her costs the County £3,558 to £4,500 a week, over £200k a year.*
- *Last week as Learning Disabilities Champion I had a chance to visit Canol y Dre Centre Rhuthun – a Centre for adults who have complex needs. I have a cousin who has such needs he is now 65 and lives in the county of Conwy.*
- *Information :- Low Vision Service Wales. If you have impaired vision we can help you make the most of your sight - phone 01267 248793 [www.eyecare.wales.nhs.uk](http://www.eyecare.wales.nhs.uk).*
- *I met Mrs Elizabeth Hanmer one morning whilst I was in County Hall, she informed me that she was visiting Rhuddlan. Mrs Hanmer is the High Sheriff of Clwyd. Since this chance meeting I have been informed that she was invited by the Rhuddlan Environment Group.*
- *As a County Councillor and Group Leader I accepted the invitation from the Chair of the County Council to be present in his special concert in St Asaph Parish Church. An hour before my wife and I left we received a message from the Mayor requesting that we could represent the Town Council also in the Concert. We accepted the honour gladly.*
- *Dementia is now on the County's Cooperate Plan. Our town and others such as Denbigh, Prestatyn and Rhyl are leading with the aim of providing support to people living with Dementia. It was an honour to present the group's (Dementia Friendly Group ) activities in St Mary's Church last Sunday morning the 9th of December in a*

*special service organised by the elders of the church. I have sent my notes to the Clerk which were given orally to the congregation.*

- *At last the proposed parking restrictions are to be changed. The new times will be on Vicarage Lane, High Street and Marsh Road soon. The latter will also have new tarmac on it's surface in the new year.*

One member commented on the High Sherriff's visit to Rhuddlan and said that the Environment Group has done a lot of good work with youth groups in the community and **it was resolved** that a letter to be sent to the Chairperson, commending the Group on their good work and the Town Council welcome working with the Environment Group on future projects.

### **9. Welcome signs for Rhuddlan**

The Mayor, Deputy Mayor and the Town Clerk had met with Officers from Denbighshire County Council Highways & Environmental Services with regards to installing new signs on Abergele Road. There are a few options there are being costed by Denbighshire County Council:

- Locating the sign In by Lowlands where there is a wide verge.
- Locating the sign on the south side past the bungalows.
- Use the 40 mph signs as a gateway feature into Rhuddlan.

A member had seen a comment by a resident on Facebook and stated that there is a grammatical error on the current signs saying "Croeso i Rhuddlan" and that it should be "Croeso i Ruddlan". Members agreed that the current signs are correct.

### **10. Tarmac Footpath at Vicarage Lane Car Park**

Three quotes had been received to supply a 55m tarmac path on the playing fields, Three quotes had been received and **it was resolved** to accept the quote from Contractor A for £3,750.

A request received from Cllr Gareth Smith with regards to carefully agreeing to the position of the proposed footpath to accommodate hedge species which could be planted in the space between the footpath and the boundary fence. The Town Council would fund this project. **It was resolved** to submit costings to the next precept meeting for consideration. There is a need to think about future maintenance costs.

### **11. New Policies**

Both the Privacy Statement Policy and Retention & Disposal Policy were accepted and need to be available to the public on the website.

## 12. Planning Applications for comment:

Cllr Mike Kermode abstained

- a. **Application 44/2018/1115** – Erection of single storey pitched roof extension to front of dwelling – Bryntirion, 11 Llys Pen y Bont. **No objection**
- b. **Application 44/2018/1112** – Erection of extension to dwelling – 14 Lon Cwybr. **No objection**
- c. **Application 44/2018/1028**  
Erection of single storey flat roof extension to side of dwelling and front entrance porch. This application had been pre-circulated to member with a deadline of 7<sup>th</sup> December 2018. **No objections received.**

## 13. Budget/Finance matters

### a. Accounts due.

Members approved the list of accounts due for December 2018.

Rhuddlan Town Council as of 30<sup>th</sup> November have £73,309 in the bank. The third and final precept from Denbighshire County Council of £28k, will be paid into the account at the end of December.

In the next meeting money will need to be transferred from Rhuddlan Town Council Account to the newly opened Dementia Steering Group Bank Account, which was agreed in the 2018/19 Precept meeting.

### b. 2019/20 Precept Meeting

Members to consider new ideas for new projects/initiatives and approximate costing for consideration for the next Precept Meeting which will be held on 24<sup>th</sup> January @ 6 p.m. One idea put forward is to set up a Youth Project Fund to provide financial support to projects by groups and organisations in Rhuddlan for the benefit of young people in Rhuddlan that contribute towards - cultural activities - environmental improvements - play schemes - recreational activities - community activities. Each project can bid for a maximum of £500 support from the Town Council.

## 14. Urgent Community matters

### a. Rhuddlan Community Group – Educational Project

Rhuddlan Community Group are planning an educational project to provide an outdoor classroom facility which would benefit local primary school children and play groups. This will also enhance the Rhuddlan Community Groups work in promoting the Welsh language and educating the young members of the community in the ongoing wild life project that they are doing. The project includes a notice

board to display children's work and a purpose built picnic table for 16 primary school age children which will be suitably positioned to enable them to complete their work. The Group asked permission and support to landscape and position the table adjacent to the picnic area. If agreed then the Group can then apply independently for funding in 2019. **It was resolved** to agree to the project in principle.

**b. Rhuddlan Community Group – Wheelchair access in Vicarage Lane**

A request had been received from a lady in a wheelchair who could access to the play area to be with her children because of the kerb and incline. **It was resolved** that the Rhuddlan Community Group go ahead and see a contractor to level it.

**c. Poppies & silhouettes**

The Mayor reported that he had taken down all the poppies from the lamppost but has left silhouettes and the metal poppies on High Street. **It was resolved** that these can be left there all year round

**d. Insurance**

A member made enquiries on whether the Town Council has adequate insurance in place should there be a claim. The Town Clerk to report back to the next meeting.

**15. Part 2. Exclusion of press and public.**

By virtue of The Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following items on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**a. Request for financial Assistance – Home Start**

A request for funding towards the cost of supporting families in the Rhuddlan area. Concern was expressed at the shortfall in their finances and being reliant on reserves. Homestart are in the process of applying for funding. **It was resolved** that Homestart offer an excellent service and that £750 to be awarded on the proviso that they succeed in their other applications.

**b. Welsh Hearts Charity – Light Up a Heart Christmas Appeal 2018.**

**It was resolved** not to support this application

**16. Date of next meeting**

Next meeting to be held on January 10<sup>th</sup> 2019 at 7 p.m.

DRAFT