



Rhuddlan Town Council – Minutes of the meeting on the 14th March 2019

Present:

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

1. Apologies

Cllr Ann Davies
Cllr Heather Ellis
Cllr Jackie Burnham
Cllr Andy Smith

One member of public was present

2. Declaration of Interest.

- Cllr Arwel Roberts, Item 15a – Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- Cllr Mike Kermode, Item 15a – Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- Cllr Gareth Smith, Item 5e – Rhuddlan Community Group
- Cllr Arwel Roberts, Item 14 – Urgent Community Matters, Access Lane bordering the Admirals Playing field
- Cllr Gareth Rowlands, Item 14 - Urgent Community Matters, Access Lane bordering the Admirals Playing field
- Cllr Reg Davies, Item 14 - Urgent Community Matters, Access Lane bordering the Admirals Playing field

3. Police matters

No update was received

4. Minutes

Accepted.

Matters Arising

a. Woodland Bench

Lord Langford has agreed to the new location and the type of seating bench in Twtil.

b. CCTV

It was agreed to invite Dave Lennon, Manager of the Denbighshire CCTV Partnership Project to a future meeting.

The following Councillors would like to attend the CCTV base in Chester – Cllr Syd Gaskin, Cllr Reg Davies, Cllr Gareth Smith, and Cllr Gareth Rowlands

c. Neighbourhood Watch Stickers

County Council Staff to go ahead and put the stickers in place of the existing posts. This should have happened last week, but bad weather delayed this.

d. St David's Day Window Display

Menter Iaith Sir Ddinbych worked in partnership with the Town Council to arrange an excellent competition. The competition was judged by the Mayor, Mayoress and Meira Jones (Rhuddlan Library). Prizes were awarded as follows:

- First Prize – Wish
- Second Prize - Blooming Gorgeous Floristry
- Third prize – Williams Estate.

The main prize, a bunch of flowers was kindly donated by Blooming Gorgeous Floristry.

e. iBeacon project

The walking routes have gone live on the iBeacon site app.

f. Castle Lights

Following vandalism, the Castle lights are now repaired. This matter was reported to the police. Members expressed concern that there is an anti-social issue in Rhuddlan of which the police are aware of.

Correspondence from:

5a. The Mayor.

This report was accepted

5b. The Deputy Mayor.

This report was accepted

5c. The Town Clerk.

This report was accepted.

The defibrillators have been checked by Cllr Syd Gaskin and are in good working order.

5d. Helen Furneaux

Correspondence received from Helen Furneaux voicing concerns about the position of the new path in Vicarage Lane and asked the question if the contractor had followed instructions. The Mayor had met with the contractor, on-site, to issue specific instructions. Some factors needed taking into consideration when looking at the position of the path such as grass cutting and also the proposed new play area which needed an extra 3 metres space. All members felt that the work on the new path has been done to their satisfaction and there is ample room to plant the hedge.

The letter also instructed the Town Council that a member of the Council should be present when a contractor starts a project. It was reported that a member of the Town Council is always present to meet a contractor on-site before a job starts and to issue specific instructions. In the instance of the tree cutting, where branches had to be lopped off for safety issues as children were climbing onto the tree, there was an on-site meeting with the Mayor, Town Clerk and officers from Denbighshire County Council to discuss this before having a site meeting with the contractor.

It was resolved that the Town Clerk write to Helen Furneaux stating that all members agree that the work on the new path has been done to their satisfaction and that on-site meetings are always held with the contractor to issue instructions before work commences.

5e. Rhuddlan Community Group

Correspondence received from the Community Group thanking the Town Council for the new disabled space. **It was resolved** to thank the Community Group for the letter.

5f. Brenda Taylor

Correspondence received from Brenda Taylor who has kindly offered Lavender plants for the corner of the library. Mrs Taylor voices concern that this area is very dry and could benefit from having extra sleepers installed which could accommodate top-soil. Mrs Taylor is asking the Council if they could provide the sleepers and top soil. It was resolved that the Town Clerk and Mayor meet on-site with staff from Denbighshire County Council to seek their views on this.

5g. Dave Rayner

Correspondence received from Dave Rayner from Charity Scope asking for a suitable location in Rhuddlan for installing a textile recycling bank. There is one already in the car park near the library which is not in good condition. If Scope want to locate a recycling bank then they will need to ask Denbighshire County Council. Other possible location would be co-op site.

5h. Keith Smith

Correspondence received from Keith Smith asking if the Council would consider a narrow running track around the perimeter of the field to accommodate local residents who currently jog around the village. Members felt that this was good idea and a possible project for the future. Enquiries need to be made within the community to ascertain if there is a need for such a facility and if there is support for such a project to include in 2020/21 budget.

6. County Council Members Report.

Cllr Ann Davies

a. GP Out of Hours Survey

North Wales Community Health Council works on behalf of patients. They offer independent and free NHS complaints and advocacy service. Have you used your GP Out-of-Hours services recently? If so, you can help to improve the service by completing a short online survey. Your local Community Health Council will use the results to identify where the service is working well and where improvements are needed.

Please click here to access the GP Out- of Hours online survey:

<http://svy.@/hxann>

If you would like to contact your Community Health Council please call 01248679284 for more information.

c. Rhuddlan Surgery

I have received many concerns about the lack of GP appointments at Rhuddlan surgery. I have requested a meeting with representatives of the health board to discuss.

d Royal Alexander Hospital

The Welsh Government have given the go ahead for the proposed development of the Royal Alexandra hospital in Rhyl. The new Community hospital will provide a range of services including a 28 bedded ward. This will relieve the pressure on the emergency department and wards at Ysbyty Glan Clwyd.

e. Library

Tourist information Boards will soon be displayed in the foyer of Rhuddlan Library, these will highlight the main local attractions. Local businesses who come into contact with visitors can order tourist information leaflets from the Denbighshire Tourist Distribution Service, delivery is free. Closing date for orders is 9th April.

f. Council House Visit

A council house at Tan yr Eglwys recently became empty and before the new tenants moved in, I was invited to view this fully refurbished property. The work has been carried out to a very high standard by local contractors. Well done to Geoff Davies and the Community Housing Team.

County Councillors Report – Cllr Arwel Roberts

- a. Firstly, I'm frustrated that Cyfoeth Naturiol Cymru haven't kept their promise with regard to work on the Bund near Station Road. Denbighshire County Council have given assurances that that the work will be carried out this week.*
- b. Secondly, the fact that Marsh Road hasn't been resurfaced though a promise was given it would have been done this financial year. An officer has given me a date of the 3rd of June 2019.*
- c. Please could you broadcast the fact that the Dementia group have arranged a second series of Singing Sessions in the library? Our clerk will surely inform us in the meeting.*
- d. I attended a meeting arranged by the County in Denbigh with regard to the development of the County's Towns. A Statement was made by an individual at the Workshop that St Asaph and Rhuddlan will be merged together. On following up with Denbighshire County Council Officer who stated that there is no foundation for this comment. **It was resolved** that Rhuddlan Town Council write to Denbighshire County Council to state that there is concern that this statement has been made and that there is no basis for it and the Town Council would strongly oppose such a proposal.*
- e. I have been made aware of a safety issue outside the New Inn. When leaving the pub, people can step straight onto the road. There should a barrier put in place to avoid this. The Town Council to send a letter of support of installing a barrier to the New Inn owner so that he can progress matters with Denbighshire County Council.*

7. Xmas Lights 2019

The Town Clerk submitted a report stating that the contract with Festive Lighting Company has come to an end. Members agreed that the same format be adopted i.e. lights on 30 lamp posts but also to include an extra 3 near Harvey's. **It was resolved** that the Town Clerk to invite 3 tenders for consideration.

8. Equality and Diversity Policy

The Town Clerk submitted a draft Equality and Diversity Policy. **It was resolved** to adopt this policy. It was also agreed that from May onwards that the following be kept: Member Attendance Register, Declaration of Interest List and Members Allowance list.

9. Disabled Grant

The Town Clerk submitted a draft grant application form. The application form asked for match funding. Members wanted this removing and to include in the grant application form the question "How much are you contributing towards this project?" **It was resolved** to accept the application form subject to this minor amendment.

Cllr Gareth Smith left the meeting due to another commitment.

10. Asset Register

10a. An updated Asset Register was submitted. More details have been included on the register e.g. dates of acquisition, cost of acquisition, location and sum insured. There are other items that need adding to this register such as flower containers and seating benches. **It was resolved** to accept this report and for the Town Clerk to include the additional items.

10b. RIALTAS Business Solutions who currently provide the Town Council's financial software has recently launched a Rialtas Suite – Asset Inventory. There is a 50% discount available until 31st March. The suite along with the 1st year annual support and maintenance licence will cost £266.50. Online Training of two hours is at £35 per hour. Annual ongoing support is £119 per annum. **It was resolved** to purchase the Rialtas Suite Asset Inventory which will help keep a proper record of the Town Councils assets.

11. Budget/Finance matters

11a. Members approved the list due for March 2019. Two other invoices need adding to the list - £127.32 to Pottles Premier Plants and £34.80 to **Denbighshire County Council** for pitch marking.

11b. The Town Council's Financial Regulations were submitted for consideration. The following amendments need to be made:

“Standing Orders” to be added under the list in 6.1

The sum of £300 to be increased to £500 in 11b

It was resolved to approve the Financial Regulations subject the above minor amendments.

12. Planning Application for comment:

Application 44/2019/0117 – Rose Cottage, Church Street, Rhuddlan.

Cllr Mike Kermode abstained.

Felling of 2no. Macrocarpa trees within Rhuddlan Conservation Area. **No objection**

A letter of support for felling the trees had been received from Mr and Mrs Wilson.

13. Rhuddlan Town Council Risk Assessment

The Town Council's Risk Assessment for 2019 was submitted. **It was resolved** to accept this report.

14. Urgent Community Matters

Access Lane bordering the Admirals Playing field

Correspondence received from Eiry Lane, Rhyl Road complaining about the condition of access lane bordering the Admiral's Playing Field. The lane is littered with big, deep potholes. Eiry lane would like to see a permanent resolution to this problem rather than merely filling in the potholes. Also, can something be done with regards to non-resident parking on this lane?

Cllrs Arwel Roberts, Gareth Rowlands and Reg Davies declared an interest.

Because of the Declarations of Interest there was no quorum to discuss this matter and therefore the matter to be postponed until 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.

15a. Request for financial Assistance – To consider the attached Rhuddlan Food & Crafts Festival Grant Application.

Cllrs Arwel Roberts and Mike Kermode declared an interest. Also, Cllr Gareth Smith left the meeting early which meant that there was no quorum to discuss this matter and therefore the matter to be postponed until the next meeting.

15b. Personnel Matters

Members accepted the minutes of the Personnel Committee of 13^h March and its recommendations. Cllr Syd Gaskin had attended as an observer the meeting on the 13th of March where the process of shortlisting took place. Cllr Gaskin was very complimentary on the thoroughness and professionalism of the process and felt that all the bases had been covered. The Mayor thanked Cllr Mike Kermode for all the hard work in overseeing the recruitment of a Clerical Assistant / Minute Clerk. The interview to take place on the 18th March.

16. Date of next meeting April 11th

A team photo to be taken next month

Signed..... Cllr Gareth Rowlands (Mayor)

Date