



## **Rhuddlan Town Council – Minutes of the meeting on the 11<sup>th</sup> April 2019**

### **Present:**

CLlr Gareth Rowlands (Mayor in the Chair)  
CLlr Arwel Roberts  
CLlr Mike Elgin  
CLlr Mike Kermode  
CLlr Reg Davies  
CLlr Syd Gaskin  
CLlr Ann Davies  
CLlr Andrew Smith  
CLlr Gareth Smith (late arrival)  
Town Clerk  
Clerical Assistant/Minute Clerk

### **1. Apologies**

CLlr Heather Ellis  
CLlr Jackie Burnham (Resigned)

Five members of public were present

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

- CLlr Arwel Roberts, Item 5g – Eiry Lane – Access lane bordering Admirals Field: Item 14a - Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- CLlr Mike Kermode, Item 14a Request for Financial Assistance – Rhuddlan Food & Crafts Festival
- CLlr Gareth Rowlands, Item 5g – Eiry Lane - Access lane bordering the Admirals Playing field
- CLlr Reg Davies, Item 5g – Eiry Lane - Access lane bordering the Admirals Playing field
- CLlr Andy Smith, Item 14a – Request for Financial Assistance – Rhuddlan Food & Crafts Festival

### **3. Police matters**

PCSO Phil Roberts apologised for the update not being available last month as he had sent to the wrong person.

### Police Report:

- 14/2/19 Criminal Damage - High St - Suspect Charged.
  - 14/2/19 Common Assault - High St - Suspect Charged
  - 15/2/19 Public Order – No further Action
  - 16/2/19 Burglary other than dwelling – Rhuddlan - No Suspect Identified
  - 17/2/19 Theft Fishing Rods - Pond
  - 24/2/19 Public Order - High St -No Complaint
  - 27/2/19 Criminal Damage - No Suspects Identified
  - 28/2/19 Theft Caravan Window - No Suspect
  - 28/2/19 Making Off Coop - Suspect Identified and paid
  - 2/3/19 Criminal Damage - Vehicle - No Suspect Identified
  - 10/3/19 Burglary - Enquiries Still on Going
  - 12/3/19 Shoplifting Co Op - No Suspect Identified
  - 15/3/19 Criminal Damage – Vehicle - No Suspect Identified
  - 29/3/19 Burglary - No Suspects
  - 2/4/19 Theft Cemetery - No Suspects
  - 6/4/19 Burglary (Repeat Victim Suffers Mental Health)
- 
- There had been a spike in burglaries from vehicles and work vans particularly – one in Rhuddlan last weekend. The NWP have been issuing information leaflets onto work vans windscreens to raise awareness of the problem to the vehicle owners, advising them to be vigilant.
  - The future music RhuddFest organisers had met on site with NWP and other agencies to discuss security of the event and traffic management.
  - There was a successful litter pick last weekend and several bags of litter had been collected. Cllr Arwel Roberts wished to give thanks to those who turned up to participate and DCC public realm who had assisted.
  - Cllr Arwel Roberts reminded the police officer of the Food & Craft festival on May 18<sup>th</sup> and invited PCSO Phil Roberts to be present.
  - Road closures for the Food & Craft Festival in May are in place.
  - Concern was expressed to a Town Councillor that a member of the public had informed him of a vehicle in the car park which appears suspicious.
  - Concern expressed about bikes riding on the pavements in the High St during school leaving times.
  - Incidents of fly tipping on Abbey Road was brought to the attention of the PCSO but he replied that nothing had been reported to NWP directly. The Mayor stated that

this was a matter for DCC enforcement and such incidents should be reported directly to them.

- A member noted the issue of a vulnerable individual behind one of the burglaries, but enquired about the second burglary and if anyone had been apprehended. The PCSO said that the 2 burglaries in Rhuddlan had been linked to the same property.
- There is a problem with vehicles parked within 10m of a road junction. How can NWP address this dangerous activity? The PCSO said that although it was potentially dangerous it is an advisory offence, not criminal. If blocking a driveway then they can act.
- Concern have been expressed by a resident that flowers left on graves in the cemetery on Mothering Sunday had disappeared. It was reported and an incident number is available. Could the PCSO contact the Central CCTV Partnership to review the footage to acquire any evidence of wrong doing please? With Easter Sunday approaching the CCTV Partnership should be extra vigilant within the grounds of the cemetery as it is another time when people pay their floral respects to loved ones.

#### **4. Minutes**

Accepted.

#### **Matters Arising**

**a. Woodland Bench**

Town Clerk had instructed contractor to go ahead

**b. CCTV**

Cllr Gareth Rowlands had met with Dave Lennon, Manager of Chester and Cheshire West CCTV who confirmed that a visit to the CCTV base in Chester would be in order and the he was more than happy to attend a future Rhuddlan Town Council meeting

**c. St David's Day Window Display**

Cllr Gareth Rowlands thanked all those who assisted with the competition and all those who participated

**d. Castle Lights**

Now working and invoice received for payment

**e. Resurfacing of Marsh Road**

Cllr Arwel Roberts had spoken to Tim Towers from Denbighshire Highways who informed him of the following: -

Extract from Highways response *“As you are aware, the road was originally meant to be improved by the developer who was involved in the construction of Aldi but they went into Administration and so it wasn’t done. Regrettably this caused inevitable delay while the legal process of calling in the Bond was pursued, and last summer we were able to secure this. We were unable to do much while this discussion went on because there was a chance that the work might have been done by a third party. Since then an assessment of what is required has been made and, apart from the obvious failure of the carriageway, there is also a need to carry out improvements to the drainage so this has had to be designed – not least because the area is almost totally flat and outfall options are limited.*

*Finally, this is a challenging location to work because of the need to offer significant 24-hour access to all of the local businesses in what is in fact a Cul de Sac with no other means of getting to them. Liaison and public awareness will be key and we are now undertaking this element of the process so as to deliver as little disruption as possible. It is our intention to publicise our intentions more widely shortly. We are aiming to undertake the work during the first week of June”.*

**Correspondence from:**

**5a. The Mayor.**

This report was accepted

The Mayor asked the Town Clerk to write to the Cemeteries Department asking for a “you are on CCTV” sign to be erected.

He also reminded all members of the forthcoming Fish & Chip Supper and Quiz to be held on 26<sup>th</sup> April, admission by ticket only, price £10

**5b. The Deputy Mayor.**

This report was accepted

**5c. The Town Clerk.**

This report was accepted.

One defibrillator is not opening. Cllr Syd Gaskin said it had been reported to Tomos Hughes, Achub Calon Conwy and it was to be fixed on Friday 12<sup>th</sup> April. Cllr Ann Davies wished for it to be minuted that Cllr Syd Gaskin be thanked for his help in checking the defibrillators on a monthly basis.

**5d. Silent Soldiers & Poppies**

Following on from the decision at town council meeting on December 13<sup>th</sup> 2018 to leave the silent soldiers and metal poppies in situ, the Mayor reported that he had received two items of correspondence from residents. In both cases it was commented that leaving these structures in place all year would render them meaningless and open to vandalism asking that they should be removed after Remembrance Day. Members agreed that a decision has

been made to have the silent soldier and poppies on permanent display and that this decision stands for six months as per Standing Orders.

**Resolved** that the Silent Soldiers & Poppies to be reviewed in July and that the Town Clerk write to the residents concerns to give the reasoning behind the decision.

#### **5e. Condition of Princes Road**

Ingrid Unsworth had complained to the town council about the unclean state of the road on 19/3/19. The town clerk forwarded the complaint to DCC Customer Services who had since actioned a clean-up. Ingrid Unsworth asked that the road be placed on a regular clean so it does not happen again.

Cars are often parked on Princes Road making cleaning a difficult prospect for the road sweeper.

**Resolved** to write to DCC to ask if they could notify road sweeping and drain cleaning times and dates in the local paper so that residents can remove their cars for that period of time when cleaning takes place.

#### **5f Abbey Road temporary Road Closure**

The Mayor informed the Council that this was for information only. The Notice states there is no alternative route but pedestrian access will be maintained. Enquiries should be directed to Richard Taylor DCC (01824 706966)

#### **5g Access Lane Bordering Admiral Playing Field**

The Mayor, Cllrs Arwel Roberts, and Reg Davies declared an interest and left the chamber. Cllr Andrew Smith was invited to temporarily Chair the meeting in the Mayors absence for this item. Cllr Andy Smith asked if he could still comment. The Mayor confirmed he could and vote if he wished to do so.

The Mayor has legal advice that in examining the lane's ownership there is no liability on the lane owner to contribute to the maintenance of the lane. He added it would be interesting to see if Rhuddlan Town Council has anything in their Deeds referring to this lane. The Town Clerk had looked and informed the meeting she believed the Council did have some liability to the maintenance of this lane but would like to get legal opinion.

Members felt that clarification is needed on the Town Council's rights with regards to this road. Do residents and allotment holders have right of access across land that belongs to the Town Council? If they do, do they need to contribute financially towards upkeep and maintenance of the road? Also, in the event of an accident on this road, is the Town Council liable?

**Resolved to** gain legal advice on Rhuddlan Town Council responsibilities and users access permission over this access lane.

Cllr Andrew Smith evacuates the Chair and the Mayor, Cllr Arwel Roberts, and Cllr Reg Davies are re-admitted to the chamber.

## **6. County Council Members Report. - Cllr Ann Davies**

### ***Rhuddlan Surgery***

*I have been in contact with the health board regarding residents' concerns about the lack of GP appointments at Rhuddlan surgery.*

*A summary of the current situation with the surgery is as follows: -*

- a. one GPs is currently on maternity leave and locum GPs allocated where available but there is limited availability.*
- b. discussions being held with regard to possible new clinicians within Healthy Prestatyn / Healthy Rhuddlan which could help.*
- c. the Same Day Service (SDS) is provided between the hours of [8.30am to 4pm](#) in Ty Nant. This will mean travelling for patients from Rhuddlan, however it does provide a service for patients on the day should the problem be more urgent than waiting for routine review more locally.*
- d. the team at the practices are constantly working to make sure the patient experience is a positive one and are always developing new approaches to ensure this.*
- e. introduction of a Trainee Nurse Practitioner (NP) programme. 3 practitioners have finished their training with another 3 in progress.*

*The aim in the long term is that these experienced clinicians will be able to work autonomously at the various sites across Prestatyn and Rhuddlan, providing a lot more availability for patients to be seen without the need to travel.*

Concern was raised by members that there was no longer a surgery in Rhuddlan but more a branch surgery of Prestatyn. It was proposed that a letter should be sent to BCUHB asking for clarification on the matter. Any response to be returned to the Council at a future meeting. Cllr Ann Davies has a link to the person to write to.

**Resolved to send a letter to BCUHB** for clarification on the surgery status in Rhuddlan and what is being done to deal with it.

## 2. Clwyd Avenue

*Following patching of pot holes in Clwyd Avenue residents remain unhappy on the condition of the road. Following site meetings Denbighshire County Council officers informed me that due to funding it will not be resurfaced for approximately two years.*

### County Councillors Report – Cllr Arwel Roberts

- a. *18th of March.  
Invited by one of the County Senior Officers to a meeting regarding homeless persons.*
- b. *19th of March  
Attended the County's Welsh Language Steering Committee.*
- c. *21st of March.  
Present in the Performance Scrutiny Meeting in Rhuthun.*
- d. *22nd of March  
Attended a conference organised by Cymru yn ei Blodau (Wales in Bloom) in Gerddi Bodnant. Invited to represent the Management Committee of Rhuddlan Nature Reserve.*
- e. *27th of March.  
Present in a conference organised by Denbighshire Tourist Officers in the Oriol Hotel Llanelwy.*
- f. *During last week had a discussion with the new owner of the piece of land by Morris Motors. Very impressive.*
- g. *Very impressed with the town during these spring months, tulips and wild flowers everywhere. Residents have complemented the work of one group especially.*
- h. *Have been warned that the county intends to carry out work on the ancient bridge. Road closure 1::00 a.m. to 7 a.m., 30th of September this year, best use of low tide height. Also, there will be a cyclic maintenance of the Rhuddlan bypass which will coincide with the proposed A525 cyclic maintenance programme.*
- i. **Rhuddlan Nature Reserve.** It is hoped that Rhuddlan Nature Reserve will become an important site on its own merits following a meeting of Cymru yn ei Blodau (Wales in Bloom) which Cllr Arwel Roberts had attended.

Cllr Gareth Smith asked Cllr Arwel Roberts to elaborate on items 6f land by Morris Motors & 6h works on the ancient bridge. Cllr Arwel Roberts did so inform the meeting that the bridge works are of a cyclical maintenance nature rather than any particular concerns for its structure.

## 7. Rhuddlan Library & One Stop Shop

a. The Town Clerk distributed a copy of the Service Level Agreement (SLA) with DCC Library Service for the Town Council's contribution towards the library costs ready for signing. There was also a copy of the SLA attached to the agenda papers for detailed information.

### **Resolved to sign the Service Level Agreement**

f. A copy of the Quarterly report was also attached to the agenda papers for information. The Town Clerk informed the meeting that Meira Jones had been promoted to Library Manager of both Ruthin & Denbigh Libraries.

**Resolved to send a letter of thanks to Meira Jones** for looking after Rhuddlan Library.

## 8. Wales Audit Office Reports

The Town Clerk provided copies of the report with the agenda papers and summarised findings of the Wales Audit Office on Town /Parish Council in Wales which highlighted that many councils have too much money in reserves without being earmarked for future projects. Rhuddlan Town Council budget setting procedures are robust and the reserves are at a healthy level.

Enquiries were made about the status of the Town Events budget and the Youth Project budget which were not being utilised. The Town Clerk will promote these budgets on the website.

Two businesses are interested in applying for financial support from the DDA grant.

**The report was received**

## 9. Budget & Finance Matters

a. The Town Clerk submitted an update on the accounts and informed the meeting that the 1<sup>st</sup> Precept is to be paid on 30/4/19

### **Resolved that the accounts update be received**

b. The Town Clerk had provided a copy of the End of Year Return for 2018/19 for acceptance and signature

### **Resolved to accept and sign the End of Year Return**

The Mayor stated that the public had the right to view the accounts and the Town Clerk would place a notice on the noticeboard to contact the Town Clerk to view them by appointment in the library. She would also make a pack of accounts available in the library and on the website.

## 10. Planning Application for Comment

Cllr Mike Kermode abstained.

**a. Application 44/2019/0258**

No objection.

**b. Application 44/2019/0297 – 38 Highlands Road, Rhuddlan.**

No objection.

**44/2019/0295 – 12 Bryn Hafod, Rhuddlan.**

**c. No objection.**

## 11. Urgent Community Matters

**11a.** There is a problem with flyposting. Two adverts for private contractors have been placed on telegraph poles on Rhyl Road. This issue was raised with DCC. However, it was pointed out that flyposting on a telegraph pole it is not DCC responsibility but BT's. BT have contacted the culprits and given them time to remove them after which legal action will be taken to remove them.

**11b.** There is an increase in dog fouling on the pavements of Rhuddlan and had received enquiries about the supply of triangular notices.

**It was resolved** that the Town Clerk should ask DCC environment enforcement department first for triangular signs and failing that, to get quotes for a supply.

**11c.** There are Marie Curie flyers on bus shelters, and some on telephone kiosks and street bollards. A letter to be sent to DCC for their removal and a letter to Marie Curie Charity stating the Council's disappointment at this action of flyposting. It was suggested placing "No Fly Posting stickers" on the bus shelters.

**It was resolved** to inform DCC street scene of the flyposting asking for their removal and writing a formal letter to Marie Curie pointing out the Council's disappointment of the flyposting they had done.

**11d.** The Mayor pointed out that OS maps of the area do not include some of the town's places, buildings, public facilities.

**11e.** The Town Clerk asked if the Council would support the Fresh Air Gym weekly sessions this year.

**Resolved** to support Fresh Air Gym 2019.

**11f.** A member commented on the short stay parking on the high street which reads "30 minutes for free" on the signage. Can this be changed to 1 hour?

There then followed a discussion by members on the Agenda position of Urgent Community Matters. Item 3 on the Agenda should be referring to urgent matters reported to the Mayor 24 hours before a Council meeting. Other urgent community matters outside of the 24 hours should be reported under a later agenda item.

**Resolved** the above order of Agenda item for Urgent Matters be adopted.

#### **12. Election of Mayor Elect for 2019/20**

Cllr Mike Kermode proposed the Deputy Mayor Cllr Arwel Roberts who was seconded by Cllr Reg Davies. The Mayor asked if there were any other nominations. In the absence of any other nominations, and Cllr Arwel Roberts willing to accept the nomination **it was resolved** to unanimously elect Cllr Arwel Roberts as Mayor 2019/20.

#### **13. Election of Deputy Mayor for 2019/20**

Cllr Reg Davies proposed Cllr Gareth Smith who was seconded by Cllr Arwel Roberts. The Mayor asked if there were any other nominations. In the absence of any other nominations, and Cllr Gareth Smith willing to accept the nomination **it was resolved** to unanimously elect Cllr Gareth Smith as Deputy Mayor 2019/20.

A member expressed how positive it was to have so young a Councillor as Deputy Mayor and stated that all Council members would support and help him during his term of office.

#### **14. 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.

#### **14a. Request for financial Assistance** – To consider the attached Rhuddlan Food & Crafts Festival Grant Application.

Cllrs Arwel Roberts, Andrew Smith, and Mike Kermode declared an interest and left the meeting.

The Mayor informed the meeting that the cost of organising had risen since last year and as a consequence the application amount had risen.

**Resolved** to grant £1000 towards this event.

Cllrs Arwel Roberts, Andrew Smith, and Mike Kermode were readmitted to the chamber and were informed of the application success. They thanked the Council for its support.

**14b. Resignation**

A letter of resignation had been received from Cllr Jackie Burnham. The Mayor had replied thanking the member for their hard work over several years and had received a reply of the member being proud to have served and had great pleasure in seeing great progress.

In the resulting discussion on next Steps **the Council resolved** to advertise the vacancy, and if 10 residents on the electoral role ask for an election the returning officer will so organise. If not, a co-option process begins whereby a candidate can be interviewed by all Councillors.

The Mayor asked the Town Clerk to write to the member from Rhuddlan Town Council thanking them for their service. **Resolved** to send letter. The Town Clerk to also make enquiries about the key to the notice board.

A discussion ensued about whether the town council could consider a plaque or certificate for the service given. This raised the question of how the council could do this and what parameters of length of service should be considered. **Resolved** to send a certificate of service.

**15.Date of next meeting - May 9<sup>th</sup>**

A team photo to be taken next month at 6:30pm before the meeting commences as several members could not be present today.

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

Date .....