

At the hybrid **MEETING of COUNCIL** held on Wednesday 18th June 2025, commencing at 6.00pm.

PRESENT

Councillor A. Walker (Mayor)

Councillors M. Blackwell, Mrs M. A. Blakeley-Walker, Mrs J. Butterfield JP MBE, Mrs E. M. Chard, Ms J. M. Evans, S. Feeney, A. R. James, K. R. Jones, Mrs D. L. King, W. Price, Ms V. Roberts, A. J. Rutherford, D. Simmons and Miss C. L. Williams

Mrs H. J. Mead – Town Clerk
Mrs T. A. Jones – Deputy Town Clerk

19. OPENING OF MEETING & APOLOGIES

The Mayor's Chaplain, Reverend Helen Gheorghiu Gould, commenced proceedings by leading all those wishing to take part, in prayer.

Apologies for non-attendance were received on behalf of Councillors Mrs S. L. Connolly, Ms J. L. McAlpine, B. Mellor and Ms R. S. Roberts.

The Mayor welcomed all to the meeting.

20. DECLARATIONS OF INTEREST

The Mayor asked if members had any personal and/or prejudicial interests to declare with regard to any of the business to be considered on the agenda?

Councillor W. Price declared a personal interest in agenda item no.16 having recently taken up the role as the new Chair of the Botanical Gardens Association.

21. APPOINTMENT OF MAYOR'S HONOUR CADETS

The Mayor welcomed Marine Cadets, Thomas Hopkins and Ben Harley, from Rhyl Sea Cadets to the meeting, and thanked them for agreeing to take on the roles, expressing that he looked forward to seeing them throughout the year ahead. The Mayor invited the Honour Cadet and Reserve Honour Cadet to come forward to receive their badges.

22. MINUTES

Meeting of Council - 28th May 2025 - Min.Nos. 1- 18

Proposed by Councillor A. Walker and seconded by Councillor Mrs D. L. King and **RESOLVED** as a correct record.

23. **MAYOR'S REPORT**

The Mayor submitted details of the events he and the Deputy Mayor had attended over the past month, advising that he had unfortunately been unwell and unable to attend the Young Up Hearts Performance at Rhyl Little Theatre event. He had however, attended two interviews, one for BBC Wales and one for a BBC Disability podcast, which he said were both positive and interesting experiences.

The Deputy Mayor informed members that the reception for the First Philippine Independence Day and Cultural Diversity Celebration held in North Wales at Glan Clwyd Hospital, had been amazing with so many beautiful outfits and national dress, some even made from pineapples!

24. **TERMS OF REFERENCE FOR COMMITTEES AND SUB-COMMITTEES 2025/2026**

The Town Clerk referred to the annual Terms of Reference report, confirming the remit of each of the Committees and Sub-Committees, advising that the only major change this year was that it was not intended for the Finance & General Purposes Committee to meet this year, but it has been kept within the structure should a meeting be required.

RESOLVED that the report was received, with membership of the Civic & Social Events Sub-Committee, including the Chair and Vice-Chair of the Finance and General Purposes Committee, to be reviewed throughout the year.

25. **PAYMENTS AND RECEIPTS REPORT MAY 2025 (SCHEDULE A)**

The Chair referred to the Town Clerk's report (circulated with agenda) detailing the schedule of payments made and income received.

| Voucher No | Supplier Name | Amount £ | Description of Services Provided |
|------------|--------------------|----------|---|
| N/A | Tesco | 3.00 | Mobile Phone Insurance |
| N/A | Tesco | 12.99 | Mobile Phone |
| 1995 | HSBC | 17.78 | Bank Charges |
| 1999 | Denbighshire CC | 838.00 | NNDR for Civic Offices WRCC - Payment 2 of 10 |
| 1998 | RTC Staff | 8,644.08 | Net Pay for 4 Staff May 2025 |
| 1996 | HMRC | 3,409.19 | PAYE for April 2025 |
| 1997 | Clwyd Pension Fund | 3,269.79 | Pensions Contributions for April 2025 |
| N/A | Tesco | 3.00 | Mobile Phone Insurance |
| N/A | Tesco | 12.99 | Mobile Phone |
| 2006a | BT | 489.82 | Town Hall Office - Broadband and Phone |

| | | | |
|-------|-----------------------|------------------|--|
| 2006b | BT | 378.00 | Town Hall Office - Broadband and Phone |
| 2006c | BT | 378.00 | Town Hall Office - Broadband and Phone |
| 2006d | BT | 36.00 | Town Hall Office - Broadband and Phone |
| | Total Payments | 17,492.64 | |

| Category | Description | Amount £ |
|-----------|--|-----------------|
| Santander | Interest on 31 Day Notice Account | 234.04 |
| HSBC | Interest on 1m Deposit matured 27 May 2025 | 1,023.84 |
| | Total Income | 1,257.88 |

RESOLVED that the report was approved.

26. AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST (SCHEDULE B)

Further to min.no.143 of the meeting of Council held on 15th March 2017 and in accordance with the council's adopted financial regulations, the Chair referred to the Town Clerk's submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

| Voucher Number | Supplier | Details of Supplier | Amount £ |
|----------------|-------------------------------|---|------------------|
| 2012 | Sage & Co | Payroll Services for January, February & March 2025 | £108.00 |
| 2016 | Canda Copying Ltd | Copier Rental | £259.32 |
| 2017 | Canda Copying Ltd | Copier Charges | £136.95 |
| 2018 | Sandra Williams | Translation Services | £163.74 |
| 2019 | Rhyl Steam Preservation Trust | Insurance for Billy & Nameplate | £254.80 |
| 2020 | Mr Shifter Removals | To move equipment from Wellington Rd to Town Hall | £108.00 |
| 2022 | Denbighshire Homestart | Commissioned Services – Rhyl Family Project | £2,000.00 |
| 2023 | BJS Solutions | Equipment and Installation @ New Offices Town Hall | £1,313.05 |
| 2024 | JDH Business Services Ltd | Internal Audit 24/25 Final Fee | £494.40 |
| 2025 | Morrisons | Refreshments for AGM | £105.50 |
| 2026 | Morrisons | Refreshments for AGM | £1.70 |
| 2027 | Sainsburys | Refreshments for AGM | £70.20 |
| 2035 | Sandra Williams | Translation Services | £287.55 |
| | | Total Schedule B | £5,303.21 |

RESOLVED that the schedule was approved for payment and would be signed by two councillors.

27. INTERNAL AUDIT FINAL 2024-25 (FINAL)

The Town Clerk referred to the Internal Auditor's final report (circulated with agenda), which identified three issues raised this year.

The first, that a formal review of the town council's internal controls is conducted, which had been completed in March.

Secondly, that the town council's reserves were higher than recommended and should be linked to projects and schemes rather than remain unallocated. The Town Clerk advised that this be addressed naturally throughout the year, with a number of spends planned.

The third being that the town council had insufficient fidelity cover to protect it against fraud. The previous £750,000 cover had been duly increased to £800,000.

In response to a member's question, the Town Clerk said that using the town council's reserves to match fund any future grant funding, could be explored by the Strategic and Operational Planning (SOP) Committee.

RESOLVED *that:*

- (i) *The report was received and the issues and required actions noted.*
- (ii) *The issues raised to be referred to the Risk Assessment Sub-Committee for further monitoring.*

28. ANNUAL GOVERNANCE STATEMENT 2024-25

The Town Clerk asked members to confirm the statement (circulated with agenda) highlighting in Part 1 that there were 10 statements for the town council to answer either 'yes' or 'no' to, with four new statements added this year.

Of the 10 statements, seven had been answered 'yes' and three 'no'. Explanations for the 'nos' were attached to the report.

RESOLVED *that the statement was approved and signed by the Mayor on the town council's behalf.*

29. ANNUAL RETURN 2024-25

The Town Clerk referred to the Annual Return (circulated with agenda) for members' approval and authorisation for the Mayor, as Chair of the meeting to sign it on the town council's behalf.

RESOLVED *that the Annual Return for 2024-25 was approved and signed by the Mayor, on the town council's behalf, for submission to the Welsh Audit Office.*

30. CONSULTATION: PATHWAYS TO WORK

The Town Clerk referred to the above consultation document (circulated with agenda) from UK Government, for members' consideration.

The Town Clerk suggested that members passed their comments to her by Wednesday 25th June, for her to respond to the online form on the town council's behalf.

RESOLVED *that members to pass their comments to the Town Clerk by Wednesday 25th June.*

31. MEMBER'S ITEM: REQUEST FROM ORGANISERS OF RHYL CARNIVAL

Councillor K. R. Jones, as the town council's liaison with the Carnival organisers, advised that he was assisting the committee by organising a litter-pick prior to carnival day, which was Sunday 6th July, and sought members' support for the town council to provide £20 gift cards for three of the competitions, as requested by the Carnival organisers.

RESOLVED *that the request was approved.*

32. QUESTION TIME

There were no members of the public present.

33. EXCLUSION OF PRESS AND PUBLIC

RESOLVED *that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.*

34. PRESENTATION: DENBIGHSHIRE COUNTY COUNCIL (DCC) – RHYL PUBLIC CONVENIENCES

The Mayor advised that unfortunately Paul Jackson could not be present as planned, and welcomed Mr Tony Ward, Corporate Director for the Environment and Economy and Mrs Hayley Jones, Principal Manager, Catering & Cleaning Services, to the meeting and invited them to confidentially address members on the latest position.

Mr Ward explained that the proposed introduction of contactless payment barriers to all public toilets would ease some of the financial pressure on DCCs, so the request now being put to the town council was a little more palatable.

DCC wanted to see all public toilets kept open, but the reality was that there just wasn't the money for them to continue to do so, and priority had to be given to its numerous statutory responsibilities. Public toilets being a non-statutory function.

Mr Ward advised that the costings for each of the five public toilets in Rhyl (Events Arena, Town Hall, Old Golf Road, Botanical Gardens and the Children's Village) would be shared with the town council by the end of the week, for it to consider what, if any, financial contribution it could make to enable all or any of the toilets to remain open.

The officers answered a number of questions and comments raised by members, and at the conclusion of the presentation, the Mayor thanked them for their attendance.

RESOLVED *that upon receipt of the full costs for each toilet, the Town Clerk to call a Special Meeting of Council, if necessary, for members to give the request full consideration.*

35. CO-OPTION OF COMMUNITY COUNCILLOR – BODFOR WARD

The Town Clerk referred to her confidential report and to the application received (circulated with agenda), following the public notice inviting interest from local individuals to apply for the position.

RESOLVED *that the application was accepted.*

36. TOWN COUNCIL ESTABLISHMENT

On behalf of the town council's Staffing Committee, the Town Clerk and the Chair of the committee, provided a confidential verbal update on the current staffing position, which was progressing well.

37. CLOSURE OF MEETING

There being no further items of business the Mayor declared the meeting closed.

Mayor:

Date: