

At the hybrid **MEETING of COUNCIL** held on Wednesday 17th June 2026, commencing at 6.00pm.

PRESENT

Councillor Mrs J. Butterfield JP MBE (Mayor)

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

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

19. OPENING OF MEETING & APOLOGIES

Apologies for non-attendance were received from Mrs S. L. Connolly, 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?

No declarations were made.

21. APPOINTMENT OF MAYOR'S HONOUR CADETS

The Mayor welcomed her cadets, Flight Sergeant Evie Mitchell and Deputy Cadet, Corporal Keira Harper, from Rhyl Air Cadets to the meeting, and thanked them for agreeing to take on the roles.

The town clerk said a few words about why Evie and Keira had been selected by the group, before the mayor invited them to come forward to receive their badges and for a photograph to be taken.

22. MINUTES

Annual Meeting of Council - 20th May 2025 - Min.Nos. 1- 18

Proposed by Councillor A.R. James and seconded by Councillor W. Price and **RESOLVED** as a correct record.

23. MAYOR'S REPORT

The mayor referred to the report (circulated with agenda) detailing the events she had attended over the past month, and in particular, said that attending the

Philippine Independence Day celebration had been a wonderful occasion and showed members a sash that had been gifted to the council.

24. TERMS OF REFERENCE FOR COMMITTEES AND SUB-COMMITTEES 2026/2027

The Mayor referred to the annual Terms of Reference report (circulated with agenda), confirming the remit of each of the committees and sub-committees.

RESOLVED that the report was received.

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.

April

Voucher No	Supplier Name	Amount £	Description of Services Provided
2199	BT	378.00	BT town hall broadband & phone
N/A	Tesco	3.00	Mobile phone Insurance
N/A	Tesco	9.00	Mobile phone
2200	O2	52.20	Mobile phones
2204	Denbighshire CC	831.00	Council Tax WRCC 1 of 10
2203	RTC Staff	9,190.42	Net pay April 2026 for 4 staff
2201	HMRC	3,455.74	PAYE March 2026 deductions
2202	Flintshire CC	3,280.52	Clwyd Pension Fund March 2026 contributions
N/A	Tesco	3.00	Mobile phone insurance
	Total Payments	17,202.88	

Category	Description	Amount £
Santander	Interest on 31 Day Notice Account	207.64
HMRC	VAT refund for Q4 25/26	11,900.62
HSBC	Interest on 1m deposit	690.85
Denbighshire CC	Precept 26/27 – Tranche 1 of 3	193,333.33
	Total Income	206,132.44

May

Voucher Number	Supplier Name	Amount £	Description of Services Provided
2212	BT	92.46	BT town hall equipment
2213	BT	378.00	BT town hall broadband & phone
N/A	Tesco	3.00	Mobile phone insurance
2214	O2	58.08	Mobile phones
N/A	Tesco	9.54	Mobile phone
2204	Denbighshire CC	828.00	Council Tax WRCC 2 of 10
2220	RTC Staff	9,220.37	Net pay May 2026 for 4 staff
2218	HMRC	3,576.59	PAYE April 2026 deductions
2219	Flintshire CC	2,776.35	Clwyd Pension Fund April 2026 contributions
N/A	Tesco	3.00	Mobile phone
2229	Denbighshire CC	32,038.00	SC2 Loan - Payment 1 of 3 for 26/27
	Total Payments	48,983.39	

Category	Description	Amount £
Santander	Interest on 31 Day Notice Account	256.44
HSBC	Interest on 1m deposit	660.82
	Total Income	917.26

[Councillor Ms J. McAlpine joined the meeting.]

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 Supply	Amount £
2216	MDM Garden Service	Lawn Treatment at Remembrance Gardens	£42.00
2217	James Hallam Insurance	Additional Premium for contents and new location	£62.75
2218a	Mr Shifter Removals	Moving furniture & contents from Wellington Rd CC to Rhyl Town Hall	£882.00

2215	BK Plus Limited (formerly Sage & Co)	Payroll Fees Q4 (January to March 2026)	£113.40
2221	Sandra Williams	Translation Services	£279.37
2222	Denbighshire CC	Service Charges for Civic Offices, Wellington Road CC, Quarter 4 26/27 (Final)	£2,297.75
2223	Link Tree	Subscription for Website application	£78.00
2224	Canda Copying Ltd	Rental for Copier (Old)	£259.32
2225	Canda Copying Ltd	Copier Charges	£148.94
2226	Siemens Financial Services Ltd	Rental and Facility Fee for new Copier at Town Hall	£476.35
2227	Tesco	Stamps	£28.88
2228	Tesco	Gifts for AGM	£52.45
2234	Denbighshire Leisure Ltd	Service Charges for Town Hall Office 2026/27	£7,586.30
2235	Denbighshire Leisure Ltd	Rent & Room Hire for Town Hall Office 2026/27	£8,200.00
2236	JDH Business Services Ltd	Final Internal Audit Fee 26/27	£505.20
2237	St John Ambulance	First Aid Kit for Office	£41.34
2238	Amazon	Coffee & Milk Sachets for Civic Sunday	£29.00
2239	Amazon	Cups for Civic Sunday	£11.14
2240	Home-Start Cymru for Families	Contribution to Home-Start scheme for Rhyl 2026/27	£2,000.00
2241	Amazon	Decaf Coffee for Civic Sunday	£14.94
2247	Denbighshire CC	6 x LED Lanterns for Remembrance Gardens	£5,756.18
2248	Keith Freeburn	Photography for AGM	£195.00
2249	Butteez Ltd	Catering for AGM 20/05/26	£168.00
2250	Butteez Ltd	Catering for Civic Sunday	£600.00
2251	Tesco	Refreshments for Civic Sunday	£3.80
2252	Amazon	A4 Plastic Wallets	£25.37
2253a	Cllr J Butterfield	Mayoral Allowance 26/27 – Payment 1 of 3 (less Bank Charges of £17.00)	£416.33
2253b	Cllr J Butterfield	Senior Role Allowance 26/27 – Payment 1 of 3	£166.67
2254a	Cllr W Price	Deputy Mayor Allowance 26/27 – Payment 1 of 3	£133.33
2254b	Cllr W Price	Senior Role Allowance 26/27 – Payment 1 of 3	£166.67
2255	Sandra Williams	Translation Services	£530.96

2256	B&W Builders & Decorators Ltd	Repairs to Lorne Pub (Damage caused by Illuminations displays)	£4,237.68
	Total Schedule B		£35,509.12

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

27. DEMOCRACY AND BOUNDARY COMMISSION CYMRU – MEMBERS ALLOWANCES 2026/27.

The town clerk referred to her report (circulated with agenda) relating to the town council's policy for the payment of allowances in accordance with the Commission's Annual Remuneration Report determinations.

The town clerk advised that the only change to this year's report was the increase in the optional financial lost payment and reminded members to click the link provided in the report to either accept or refuse the allowances they are entitled to.

RESOLVED that the report and the remuneration of members policy for 2026/27 were approved.

28. INTERNAL AUDIT FINAL 2025-26

The town clerk referred to the internal auditor's final report (circulated with agenda), which identified two issues raised.

The first, that an invoice should have been obtained for an amazon purchase not just an order summary.

Secondly, that three quotes had not been requested from our ICT consultant for the purchase of five new laptops that exceeded the £5,000 threshold.

The town clerk added that both issues were accepted and had been addressed by the risk assessment sub-committee.

RESOLVED that:

- (i) the internal auditor's report was received, with the issues raised and the actions taken, noted.
- (ii) both issues be referred to the risk assessment sub-committee for future monitoring.

29. ANNUAL GOVERNANCE STATEMENT 2025-26

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.

Of the 10, eight had been answered 'yes' and two 'no', and briefly referred to the reasons for the two 'nos'.

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

30. ANNUAL RETURN 2025-26

The town clerk referred to the Annual Return (circulated with agenda) for members' approval and authorisation for the mayor to sign it on the town council's behalf.

The town clerk asked members to declare any conflict of interest they might have with regards to the external auditor, the Wales Audit Office, who are appointed by Welsh Government.

No declarations were made.

RESOLVED *that the Annual Return for 2025-26 was approved and signed by the mayor on the town council's behalf, for submission to the Welsh Audit Office.*

31. REQUEST FROM ORGANISERS OF RHYL CARNIVAL

The town clerk reported that the organisers had asked the town council to consider providing three gift cards as competition prizes at this year's carnival, as it had last year.

RESOLVED *that three £20 gift cards were approved.*

32. REPAIR TO EXTERNAL WALL OF THE LORNE PUB

The town clerk reported that as a result of high winds during the last Christmas period, one of the 'cross-street' features attached to The Lorne pub had come down, causing damage to the pub wall.

Having received a quote to repair the damage from Denbighshire County Council's Street Lighting, under the SLA between both authorities in late April, for £3,531.40 + VAT (including all necessary permits, scaffolding and the repair work), she had obtained the approval of the chair of the Finance & General Purposes committee to accept the quote and arrange for the work to be done.

This approach had been taken in order to quickly make good the pub wall and to avoid possible price increases, should approval have waited until tonight's meeting.

The town clerk advised that the work had been completed and asked members to approve the action taken.

RESOLVED *that the action taken was approved.*

33. REQUEST FROM WORKING DENBIGHSHIRE

The town clerk reported that new engagement officer, Tyra Beattie had asked to attend a future meeting to introduce herself and explain what services Working Denbighshire provided, for members' consideration.

RESOLVED *that the request was approved.*

34. QUESTION TIME

There were no members of the public present.

35. 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.*

36. LOCAL REGENERATION FUND (LRF) PUBLIC REALM & CENTRAL PROMENADE PROJECTS

The town clerk referred to her confidential report (circulated with agenda), for members' consideration.

RESOLVED *that members approve the proposals relating to the remodelled clock tower and the pocket park, and for the town clerk to have discussions with the appropriate project officers for both.*

37. CONFIDENTIAL MINUTES

The following minutes were submitted (circulated with agenda) for members' information and approval of the recommendations contained therein:

Strategic & Operational Planning (SOP) Committee	-	9 th March 2026	-	Min.Nos. 7 – 13
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Strategic & Operational Planning (SOP) Committee	-	23 rd March 2026	-	Min.Nos. 14 – 18
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Strategic & Operational Planning (SOP) Committee	-	13 th April 2026	-	Min.Nos. 19 – 27
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RESOLVED *that the minutes were approved.*

38. CLOSURE OF MEETING

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

Mayor:

Date: