

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL** held in the Council Chamber, County Hall, Wynnstay Road, Rhuthun on Monday, 22 January 2018, at 7:00pm.

PRESENT: Councillors Jim Bryan (Mayor) and Ian Lewney (Deputy Mayor)
Councillors Keiran Allsopp-Robson, Stephen Beach, Gavin Harris, Ken Hawkins, Menna Jones, Robert Owen-Ellis, Anne Roberts, Dave Snape, Ifan Wyn and Emrys Wynne.
Also County Councillors Bobby Feeley and Huw Hilditch-Roberts.

171. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Heather Williams.

172. DECLARATIONS OF INTERESTS

There were no declarations of interest.

173. MAYOR'S REPORT

The Mayor reported that he had attended the following events.

- 18.12 Mr Bill Pritchard's 100th birthday celebrations.
- 04.01 Old Courthouse Working Group meeting with the Right Honourable David Jones MP.
- 08.01 Canolfan Awelon Management Committee meeting.
- 12.01 Awelon after Christmas party and Ruthin Business Group meeting.
- 13.01 Theatr John Ambrose Management Committee meeting
- 15.01 Good Citizen's Group meeting, Donations Sub-committee meeting and the Staffing Sub-committee meeting.
Ruthin Festival Committee meeting.
- 18.01 Ruthin Community Emergency Plan Working Group meeting.
Ruthin Twinning Association meeting.

174. MEMBERS' REPORTS

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| Cllr. Ian Lewney | Donations Sub-committee meeting. |
| Cllr. Keiran Allsopp-Robson | Donations Sub-committee meeting and Ruthin Community Emergency Plan Working Group meeting. |
| Cllr. Stephen Beach | Nine Lessons and Carols Service at St. Peter's church, Rhos Street School Christmas concert, Christmas carols at Tesco, Rhos Street School pupils singing carols in Costa Coffee, Staffing Sub-committee meeting and the Community Emergency Plan Working Group meeting. |
| Cllr. Gavin Harris | The Old Courthouse Working Group's viewing of the building and the Community Emergency Plan Working Group meeting. |
| Cllr. John Wynne Hughes | Meeting with David Jones MP to discuss the situation regarding closure of Barclays Bank in Ruthin. |
| Cllr. Rosie Hughes | Good Citizen's Group meeting and Ruthin Charities Committee meeting. |
| Cllr. Robert Owen-Ellis | Staffing Sub-committee meeting. |
| Cllr. Menna Jones | Helped to distribute Food Bank Christmas hampers, visit to Llys Marchan, Good Citizen's Group meeting and Donations Sub-committee meeting. |
| Cllr. Anne Roberts | Ruthin and District Civic Association meeting, the Old Courthouse Working Group's viewing of the building, the Old Courthouse Working Group meeting with the Right Honourable David Jones MP, meeting with Councillor Emrys Wynne to discuss the War Memorial, Good Citizen's Group meeting, Staffing Sub-committee meeting and the Ruthin Community Emergency Plan Working Group meeting. |
| Cllr. Heather Williams | The Old Courthouse Working Group's viewing of the building, the Old |

Cllr. Ifan Wyn Courthouse Working Group meeting with the Right Honourable David Jones MP and Canolfan Awelon Management Committee meeting.
Rhuthun Appeal Committee to raise funds towards the Urdd National Eisteddfod 2020, meeting with Ysgol Brynhyfryd head teacher regarding Theatr John Ambrose, Ruthin Festival Committee meeting and Twinning Association meeting.

Cllr. Emrys Wynne Meeting with Bleddyn Jones at The Centre, Llanfwrog, to discuss future plans and a meeting with Councillor Anne Roberts to discuss the War Memorial.

175. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: *that the minutes of the meeting held on 18 December 2017 be confirmed as a correct record.*

176. MATTERS ARISING

The Mayor read out a thank you letter from Denbighshire CAB for the financial assistance of £2,000.00 from Ruthin Town Council, which would be used towards the costs of delivering their services at the Ruthin office.

177. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

The Chair of the Committee highlighted items from the minutes of the meetings held on 18 December 2017 and 8 January 2018.

RESOLVED: *to receive the minutes of the meetings held on 18 December 2017 and 8 January 2018.*

178. MINUTES OF THE AMENITIES COMMITTEE

The Deputy Mayor, who had chaired the meeting, highlighted items from the minutes of the meeting held on 8 January 2018.

RESOLVED: *to receive the minutes of the meeting held on 8 January 2018.*

179. MINUTES OF THE DONATIONS SUB-COMMITTEE

Members were requested to receive and approve the Sub-committee's recommendations in the minutes of the meeting held on 15 January 2018.

RESOLVED: *to receive the minutes of the meeting held on 15 January 2018 and approve the Sub-committee's recommendations for donations as follows - £200 to Gorphwysfa Bowls Club, £300 to Denbighshire Homestart, £100 to Llangollen International Eisteddfod, £250 to Wales Air Ambulance and £100 to the Cardiff National Eisteddfod.*

180. MINUTES OF THE STAFFING SUB-COMMITTEE

Members were requested to receive the minutes of the meeting held on 15 January 2018 and to approve the Sub-committee's recommendation to move the Town Clerk's salary to the next increment on the scale, SCP32 on LC2, to be implemented from 1 April 2018. The Town Clerk was also requested to prepare a report on additional responsibilities, working hours allocated and the potential of appointing a part time assistant.

RESOLVED: *to receive the minutes of the meeting held on 15 January 2018 and the recommendations of the Staffing Sub-committee.*

181. BARCLAYS BANK RUTHIN BRANCH

Members were requested to discuss the Town Council's response following the announcement that the branch is to close on Friday, 20 April 2018. Members were informed that there were petition forms in local shops, and were also encouraged to write individual letters of complaint. Two members had discussed the issue with the local Member of Parliament, and his letter to Barclays was shared with members. It was proposed that the Town Council write to Barclays to strongly object to the closure. It was also proposed that letters be sent to the Assembly

Members and Member of Parliament representing the Ruthin area for this to be considered at policy level by both governments. It was also proposed that Ruthin Town Council transfers its bank accounts from Barclays to HSBC to support the remaining bank in Ruthin and have access to branch banking facilities.

RESOLVED: *to send letters as proposed and to make arrangements to open bank accounts with HSBC and transfer from Barclays.*

182. UPDATE REGARDING THE OLD COURTHOUSE

Members received details about the Land Registry register of title for the property and the fee the District Valuer would charge to undertake a valuation. It was suggested that these be discussed in detail by the Old Courthouse working group, with a report back to Council.

RESOLVED: *to hold a meeting of the Old Courthouse Working Group within the next two weeks.*

183. REQUEST FOR FINANCIAL ASSISTANCE – DENBIGHSHIRE MUSIC CO-OPERATIVE

Members were asked to consider a request for £2,000.00 towards Denbighshire Youth Brass Band's visit to the European Youth Championships in Holland in May 2018 to represent Wales. Members expressed concerns about the lack of details regarding the trip, and also the amount of profit shown on the organisation's profit and loss accounts and asked for the current balance sheet and amount held in reserves.

RESOLVED: *to request further information from Denbighshire Music Co-operative.*

184. COMMEMORATION OF THE CENTENARY OF THE END OF THE FIRST WORLD WAR

Councillor Keiran Allsopp-Robson had requested that this item be discussed, as he was concerned that the Ruthin branch of the Royal British Legion had no facilities to arrange any special events. It was suggested that Denbighshire County Council be contacted to ascertain their plans, and also to speak to local historian Geraint Owain as he had proposed a four year plan covering 2014-2018.

RESOLVED: *to contact the above and to ensure that maintenance works to the War Memorial be completed before Remembrance Sunday 2018.*

185. OFFICE PHOTOCOPIER CONTRACT

Members were asked to consider two 5 year photocopier rental options from Canda Copying Ltd. Members asked the Clerk whether she used the A3 facility currently, and she confirmed that she had used it once during her period in post. It was proposed that the Town Council accept the contract for a replacement photocopier without A3 facility, which would provide potential savings of £317 per year based on the 2017 rental and copy costs.

RESOLVED: *to enter into a 5 year rental contract for a Ricoh Aficio MPC307SP A4 Duplex photocopier at £34.92 + VAT per quarter.*

186. RENEWAL OF DOMAIN NAMES

Members were asked to consider renewal of the domain names ruthintowncouncil.gov.uk and cyngortrefrhuthun.gov.uk at a cost of £69.00 + VAT each for two years or to register for .gov.wales and .llyw.cymru new domain names, at a cost of £109 + VAT for each domain name. The Clerk confirmed that Councillor Dave Snape had checked and confirmed that this was a genuine request from a registered company, and not a phishing request. Members discussed the options and it was proposed to change to the gov.wales and llyw.cymru domains. Councillor Gavin Harris noted that the Council needed to ensure an orderly migration from the current domains to the new domains.

RESOLVED: *to register for gov.wales and llyw.cymru domain names for Ruthin Town Council.*

187. ZURICH INSURANCE

Members were requested to consider the renewal premium from Zurich Insurance for 2018-19 at £4,566.45 (inclusive of Insurance Premium Tax of £489.26).

RESOLVED: to renew the insurance cover with Zurich for 2018-19.

188. RESERVES POLICY

Members were requested to adopt a formal Reserves Policy for Ruthin Town Council.

RESOLVED: to adopt a formal Reserves Policy to retain reserves at between 25% and 100% of the annual income.

189. FINANCIAL ESTIMATES 2018-19

The Town Clerk led the members through the draft estimates for the financial year ending 31 March 2019, and emphasised that members should propose amendments to any amounts under any headings. Councillor Emrys Wynne proposed decreasing the amount for 'Miscellaneous' from £4,000 to £3,500 and this was seconded and agreed. It was further proposed that £42,500 be allocated under a new heading, Capital Investment, towards future projects. Members considered the impact of this on taxpayers, representing an increase to £56.56 (from £53.90 in 2017-18) for Band D ratepayers. This was proposed, seconded and agreed.

RESOLVED: to accept the Financial Estimates for 2018-19, with the amendments above, and to set a precept of £136,050 for the 2018-19 financial year.

190. FINANCIAL STATEMENT

Members were asked to approve the Financial Statement for the period ending 31 December 2017.

RESOLVED: to receive and approve the Financial Statement for the period ending 30 November 2017.

191. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

5121	SLCC	Renewal of Clerk's SLCC membership		£165.00
5122	Ruthin Cricket Club	Financial assistance towards outdoor nets		£700.00
5123	Wales Audit Office	Audit of Accounts 2016/17		£234.00
5124	Sandra Williams	Christmas stamps		£15.60
5125	Fineline	Mayor's Christmas cards	*	£142.60
D.D.	BT Business	Phone and broadband services	*	£112.69
B.T.	Cllr. Jim Bryan	Mayor's Christmas comforts		£40.00
5126	Matthew Butt	PA hire for New Year's Eve event		£300.00
5127	HMRC	Income tax and National Insurance		£274.90
5128	Marian Rees	Simultaneous translation	*	£180.00
D.D.	Canda Copying Ltd	Photocopier rental and minimum copies	*	£129.14
5129	Canda Copying Ltd	Additional black and white copies	*	£27.88
5130	Canda Copying Ltd	Additional colour copies	*	£26.23
5131	NMWALC	2 lunches at 19.01.18 quarterly meeting		£32.00
5132	Cambrian Woodland Services	Supply, install, remove and dispose of Ruthin town Christmas trees 2017	*	£1,466.40
5133	Cllr. J. Bryan	Travelling expenses NMWALC meeting		£16.20

192. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting as Monday, 26 February 2018 at 7.00pm.