

**PRESENT:** Councillors Ian Lewney (Mayor), Gavin Harris (Deputy Mayor)  
Councillors Keiran Allsopp-Robson, Stephen Beach, Ken Hawkins,  
John Wynne Hughes, Menna Jones, Robert Owen-Ellis, Anne Roberts,  
Dave Snape, Heather Williams, Ifan Wyn and Emrys Wynne.

**147. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Jabez Oakes.

**148. PRESENTATION FROM RUTHIN POLICE**

Sergeant Martin Jones was welcomed to the meeting by the Mayor. He had submitted a report to Councillors on the ongoing work in the Ruthin area. He informed members that PC Llinos Ford had now been appointed Schools Liaison Officer and PC Heledd Wynne-Evans was with the rural crimes team, and were working on reinvigorating Farm Watch in the area. Members asked questions about burglaries in Ruthin and drinking in doorways in the town.

**149. DECLARATIONS OF INTEREST**

Councillor Emrys Wynne declared a personal interest in agenda items 8 and 18 as a member of Denbighshire County Council's Planning Committee.

**150. MAYOR'S REPORT**

The Mayor reported that he had attended the following events.

- 22.11 Ysgol Borthyn Careers Morning
- 01.12 Christmas lights switch on for the Christmas tree on St. Peter's Square
- 04.12 Ruthin and District Civic Association Christmas social evening
- 06.12 Old Courthouse working group meeting
- 07.12 Christmas trees festival at St. Peter's church and Light up a Life Service for St. Kentigern's Hospice
- 11.12 Visit to Ruthin School's new dining hall
- 13.12 Ruthin School Carol Service at St. Peter's Church
- 14.12 Delivering Christmas comforts to the residents of Ruthin residential homes
- 15.12 Nine Lessons and Carols Service at St. Peter's Church

**151. MEMBERS' REPORTS**

- Cllr. Gavin Harris (Deputy Mayor) Staffing Sub-committee meeting, meeting with Ruthin Castle Trust regarding paths to link green spaces around the Castle, Old Courthouse working group meeting, Denbighshire County Council Chairman's Carol Service at St. Asaph Cathedral and Tidy Town Team session.
- Cllr. Keiran Allsopp-Robson Christmas Tree Festival at St. Peter's Church and Light up a Life service for St. Kentigern's Hospice, Awelon Christmas Fayre and Ysgol Borthyn Christmas Show.
- Cllr. Stephen Beach Staffing Sub-committee meeting and the Christmas Tree Festival at St. Peter's Church and Light up a Life service for St. Kentigern's Hospice.
- Cllr. Jim Bryan Awelon Management Committee meeting, Staffing Sub-committee meeting, Christmas lights switch on for the Christmas tree on St. Peter's Square and Ruthin Festival Committee meeting.
- Cllr. Ken Hawkins Denbighshire County Council Site Inspection Panel during visit to 48 Bryn Rhydd, Ruthin.
- Cllr. Menna Jones Collecting food with the Food Bank in Tesco, Ysgol Pen Barras Christmas Fair and Christmas lights switch on for the Christmas tree on St. Peter's Square, Llys Marchan Christmas Fair, Christmas Tree Festival at St. Peter's Church, breakfast with Father Christmas at Awelon and preparing

<p>Cllr. Jabez Oakes Cllr. Robert Owen-Ellis</p>	<p>boxes for the Food Bank Christmas hampers. Christmas lights switch on for the Christmas tree on St. Peter's Square. Three Food Bank sessions and collecting food in Tesco, Ruthin – 801.1 kilos of food collected, performance management meeting with GwE regarding Ysgol Pen Barras headteacher, Staffing Sub-committee meeting and preparing Food Bank Christmas hampers – 93 in total.</p>
<p>Cllr. Anne Roberts</p>	<p>Ruthin Forward meeting regarding Christmas festivities, careers morning in Ysgol Borthyn, Christmas market and Christmas lights switch on for the Christmas tree on St. Peter's Square, Staffing Sub-committee meeting, Ruthin and District Civic Association Christmas social evening, Ruthin and District Civic Association meeting and the Christmas Tree Festival at St. Peter's Church.</p>
<p>Cllr. Dave Snape Cllr. Heather Williams</p>	<p>Christmas lights switch on for the Christmas tree on St. Peter's Square. Awelon Management Committee meeting.</p>
<p>Cllr. Ifan Wyn Cllr. Emrys Wynne</p>	<p>Christmas lights switch on for the Christmas tree on St. Peter's Square. Staffing Sub-committee meeting.</p>

**152. MINUTES OF THE PREVIOUS ORDINARY MEETING**

**RESOLVED:** *that the minutes of the meeting held on 26 November 2018 be confirmed as a correct record.*

**153. MATTERS ARISING**

The Clerk referred to a thank you letter for Citizen's Advice Denbighshire for the £2,000.00 financial contribution to the Ruthin CAB office. The Deputy Mayor confirmed that the Ruthin Future 2 report was now included the wording Vision for Ruthin Future.

**154. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

The Chair of the meeting highlighted items from the minutes of the meeting held on 3 December 2018.

**RESOLVED:** *to receive the minutes of the meeting held on 3 December 2018.*

**155. MINUTES OF THE AMENITIES COMMITTEE**

Members considered the minutes of the meeting held on 3 December 2018.

**RESOLVED:** *to receive the minutes of the meeting held on 3 December 2018.*

**156. REQUEST FOR FINANCIAL ASSISTANCE – ROTARY CLUB OF RUTHIN DONKEY DERBY 2019**

Members considered the further information provided by Ruthin Rotary Club, as requested following the previous meeting. It was proposed and seconded to give £300.00 towards this event.

**RESOLVED:** *to give £300.00 of financial assistance to Rotary Club of Ruthin towards the Donkey Derby event.*

**157. REPRESENTATION ON EXTERNAL BODIES**

Members were requested to consider the Town Council's representative on Ruthin Charities Committee, following the resignation of Councillor Rosie Hughes. Councillor John Wynne Hughes had expressed an interest in being a member of this committee.

**RESOLVED:** *that Councillor John Wynne Hughes represents Ruthin Town Council on Ruthin Charities Committee.*

**158. CURRENT WORKING GROUPS**

A list had been circulated stating the membership of the current working groups, namely the Old Courthouse Working Group and the Emergency Planning working group. A request was made

for the Ruthin Future 2 working group to be formalised also.

**RESOLVED:** to note the information.

### 159. RUTHIN TOWN HALL

Members were requested to consider Ruthin Town Council representatives on the Town Hall working group. Members expressed their opinion that this working group should include Denbighshire County Council officers and Denbighshire County Councillors representing the Ruthin ward should be invited to meetings also. The names suggested to represent the Town Council were Councillors Heather Williams, Menna Jones, Ken Hawkins, Jim Bryan and John Wynne Hughes.

**RESOLVED:** to contact Denbighshire County Council officers to arrange a meeting of the Ruthin Town Hall working group.

### 160. RUTHIN TOWN COUNCIL COMMUNICATION STRATEGY

Members were requested to consider establishing a working group to produce a Communication Strategy and Use of Social Media Plan for Ruthin Town Council. It was suggested that research be undertaken to see what other organisations have in their strategies, and that the Town Council should have its own Facebook page to share information only, with no comments allowed. The Mayor offered to be a member of the working group, and Councillors Dave Snape, John Wynne Hughes and Ifan Wyn also volunteered. It was suggested that the Town Clerk should also be a member of the working group.

**RESOLVED:** to establish a Communication Strategy Working Group comprising the Mayor, Councillors Dave Snape, John Wynne Hughes and Ifan Wyn plus the Town Clerk, and to discuss a date for the first meeting following the Council meeting.

### 161. MEMBERSHIP RENEWAL FOR SOCIETY OF LOCAL COUNCIL CLERKS (SLCC)

Members were asked to consider renewing Ruthin Town Council's membership of SLCC for 2019 at the rate of £175.00. This was proposed, seconded and unanimously agreed.

**RESOLVED:** to renew Ruthin Town Council's SLCC membership for 2019 at a cost of £175.00.

### 162. FINANCIAL STATEMENT

Members were asked to approve the Financial Statement for the period ending 30 November 2018.

**RESOLVED:** to receive and approve the Financial Statement for the period ending 30 November 2018.

### 163. ACCOUNTS FOR PAYMENT

**RESOLVED:** that payment of the following items be approved.

100084	Viking	A4 paper, 100 2 <sup>nd</sup> class stamps and sellotape	*	£120.96
100085	Fineline	Laminating and office stationery	*	£14.70
100086	HMRC	Income tax and National Insurance		£295.55
100087	Marian Rees	Simultaneous translation services	*	£180.00
100088	Denbighshire County Council	Deposit amount for Old Courthouse		£12,000.00
100089	Denbighshire County Council	Sum for disbursements and searches in connection with the Old Courthouse		£250.00
100090	Fineline	Mayor's Christmas cards	*	£139.28
100091	Pete Owens	Copyright for Mayor's Christmas card image		£50.00
100092	Sandra Williams	Mayor's Christmas comforts – 10 tubs Quality Street		£40.00

### 164. NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS NEXT MEETING

A request was made for a member to attend the next NMWALC meeting at Llandrillo College,

Rhos on Sea, at 10.30am on Friday, 18 January 2019, as Councillor Keiran Allsopp-Robson is unable to attend. Councillor Jim Bryan offered to attend.

**RESOLVED:** *that Councillor Jim Bryan and Councillor Steve Beach attend the meeting on behalf of Ruthin Town Council.*

## **PART TWO**

It was proposed and seconded to consider the following items after excluding the press and public due to the likely disclosure of exempt information.

### **165. THE OLD COURTHOUSE**

Members received an update regarding the Old Courthouse. The Public Works Loan Board loan should be received on 24 December with the aim of completing the purchase by 18 January. Councillor Gavin Harris explained that he had contacted local people who were willing to provide their expertise towards the refurbishment of the building, including Graham Holland, conservation architect, Dafydd Evans director of Kartre, Fiona Gale, archaeologist, and Peter Astbury, former clerk of works.

**RESOLVED:** *to note the update.*

### **166. MINUTES OF THE STAFFING SUB-COMMITTEE**

Minutes of the Staffing Sub-committee meeting held on 3 December 2018 had been circulated to members. Councillors Anne Roberts and Emrys Wynne would be meeting to consider the job profile and job description for the role.

**RESOLVED:** *to receive the minutes and to arrange a further meeting of the Staffing Sub-committee in the New Year.*

### **167. DATE OF NEXT MEETING**

**RESOLVED:** *to confirm the date of the next ordinary meeting as Monday, 17 December 2018 at 7.00pm.*