

**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.

**127. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**128. DECLARATIONS OF INTEREST**

Councillor Gavin Harris declared a personal interest in Item 13 – Ruthin Future 2.

**129. MAYOR'S REPORT**

The Mayor reported that he had attended the following events.

- 05.11 Special Council meeting regarding the Old Courthouse.
- 11.11 Remembrance Sunday service and official opening of the Community Garden with Ruthin ATC
- 17.11 Opening of the Inner Wheel Craft Fayre at Canolfan Awelon

**130. MEMBERS' REPORTS**

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| Cllr. Gavin Harris<br>(Deputy Mayor) | October: Meeting in St. Peter's Church regarding Memorial '18, placing the lights on the memorial with Councillor Snape, setting up Memorial '18 exhibition, Denbighshire Tourism Partnership meeting, interviews regarding Memorial '18, Tidy Town Team meeting, Remembrance event in Tabernacl, guest speaker at Ruthin and District Civic Association AGM regarding Ruthin Future, fundraising films for Memorial '18<br>November: Special meeting of the Council, Staffing Sub-committee meeting, meeting with Judith Greenhalgh, Chief Executive Denbighshire County Council regarding Ruthin Future, Remembrance Sunday service, Staffing Sub-committee meeting, Tidy Town Team meeting and various meetings regarding the Old Courthouse. |
| Cllr. Keiran<br>Allsopp-Robson       | North and Mid Wales Association of Local Councils quarterly meeting in Welshpool, Governors visit to Rhos Street School, special meeting of the Council, Remembrance Sunday service followed by official opening of the Community Garden and Rhos Street School Governors meeting.   |
| Cllr. Stephen Beach                  | North and Mid Wales Association of Local Councils quarterly meeting in Welshpool, special meeting of the Council, Staffing Sub-committee meeting, launch of Memorial '18 exhibition in St. Peter's Church and the Craft Centre, Remembrance Sunday service and North Wales Neighbourhood Watch meeting.  |
| Cllr. Jim Bryan                      | Awelon Management Committee meeting, two Ruthin Festival Committee meetings, Ruthin Twinning Committee meeting, Ruthin Show meeting, special meeting of the Council, Remembrance Sunday service followed by official opening of the Community Garden and Staffing Sub-committee meeting.   |
| Cllr. Ken Hawkins                    | Viewing the film 'Journey's End' at the Manorhaus and the film "Oh! What a Lovely War' at St. Peter's Church as part of Memorial '18 events, special meeting of the Council and Remembrance Sunday service.  |
| Cllr. John Hughes                    | Special meeting of the Council and Remembrance Sunday service followed by official opening of the Community Garden.  |
| Cllr. Menna Jones                    | Consultation in Denbigh Town Hall regarding Clocaenog Forest Wind Farm, special meeting of the Council and Remembrance Sunday service  |

Cllr. Robert Owen-Ellis	followed by official opening of the Community Garden.
Cllr. Anne Roberts	Four Food Bank sessions and the special meeting of the Council. Public meeting at Capel Bethania regarding traffic problems in Llanfwrog, Ruthin Forward meeting to discuss arrangements for the fireworks display and Christmas festivities, Old Courthouse working group meeting at the Manorhaus, fireworks display at the Centre, Llanfwrog, special meeting of the Council, Ruthin and District Civic Association meeting, Remembrance Sunday service followed by official opening of the Community Garden, Staffing Sub-committee meeting and Funding Workshop organised by Denbighshire Voluntary Services Council.
Cllr. Dave Snape	Remembrance Sunday service followed by official opening of the Community Garden and Ruthin and District Civic Association AGM.
Cllr. Heather Williams	Old Courthouse working group meeting and special meeting of the Council.
Cllr. Ifan Wyn	Special meeting of the Council, Ruthin Twinning Association meeting and Remembrance Sunday service.
Cllr. Emrys Wynne	Special meeting of the Council and Remembrance Sunday service followed by official opening of the Community Garden.

### **131. MINUTES OF THE PREVIOUS ORDINARY MEETING**

**RESOLVED:** *that the minutes of the meeting held on 22 October 2018 be confirmed as a correct record.*

### **132. MATTERS ARISING**

There were no matters arising.

### **133. MINUTES OF THE SPECIAL COUNCIL MEETING**

**RESOLVED:** *that the minutes of the Special Meeting of the Council held on 5 November 2018 be confirmed as a correct record.*

### **134. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

The Chair of the meeting highlighted items from the minutes of the meeting held on 12 November 2018.

**RESOLVED:** *to receive the minutes of the meeting held on 12 November 2018.*

### **135. MINUTES OF THE AMENITIES COMMITTEE**

Members considered the minutes of the meeting held on 12 November 2018.

**RESOLVED:** *to receive the minutes of the meeting held on 12 November 2018.*

### **136. CO-OPTION OF A TOWN COUNCILLOR**

Three individuals had expressed an interest in the vacant seat, Mohammed Sharia Chowdhury, Sebastian Hubbard and Jabez Andrew Oakes. A request was made and seconded to vote by paper ballot. Ballot papers were distributed by the Clerk and counting of the votes was undertaken by the Clerk and verified by the simultaneous translator. The Mayor announced that Jabez Andrew Oakes was the successful candidate.

**RESOLVED:** *that Jabez Andrew Oakes had been duly co-opted as a member of Ruthin Town Council and he was invited to sign the declaration of acceptance of office, which was witnessed by the Clerk.*

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

Members were requested to consider a request for financial assistance in the sum of £750.00 for the Rotary Club of Ruthin Donkey Derby Fun Day to be held on 15 June 2019. Members

welcomed the fact the event would be held this year, but felt that they required more information regarding health and safety standards and the risk assessments for the event and the anticipated expenditure before making a decision.

**RESOLVED:** *to request further information and to consider the request at the December Council meeting.*

### 138. RESTORATION OF ST. PETER'S CHURCH BELLS

Members were requested to consider a letter from Mrs J. Trigger, Chairman and Project Co-ordinator of the Bells Restoration Project, regarding Ruthin Town Council's contribution towards the project and moving the clock mechanism to the vestry. Members welcomed the proposed moving of the setting controls to the vestry, which would negate the need to climb the steps to change the clock settings.

**RESOLVED:** *to agree that the setting controls be relocated and to contribute £3,299.00 + VAT towards the project as originally resolved.*

### 139. RUTHIN FUTURE 2

Members were requested to consider and adopt the update to the Ruthin Market Town of the Future report, following Ruthin Future Week consultation. Councillor Harris left the room during the debate on the report. Members emphasised that this was a vision document, rather than firm proposals. Following misinterpretation of some of the content of the report on social media sites members proposed that the Town Council should formulate a Communication Strategy and Social Media Policy.

**RESOLVED:** *to adopt the update to Ruthin Market Town of the Future and to include a Communication Strategy and Social Media Policy for Ruthin Town Council as an agenda item at the next Council meeting.*

### 140. RUTHIN TOWN HALL

Members were requested to consider establishing a working group to look at usage of the Town Hall facilities.

**RESOLVED:** *to consider membership of the working group at the next meeting.*

### 141. FINANCIAL STATEMENT

Members were asked to approve the Financial Statement for the period ending 31 October 2018.

**RESOLVED:** *to receive and approve the Financial Statement for the period ending 31 October 2018.*

### 142. ACCOUNTS FOR PAYMENT

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

100063	Denbighshire Citizen's Advice	Financial assistance to Ruthin Citizen's Advice office		£2,000.00
100064	Royal British Legion	Contribution towards the work of the Royal British Legion		£50.00
100065	Denbighshire County Council	Remove flower baskets from Ruthin town centre	*	£405.00
100066	Fineline	250 copies of Mayor's Charity Calendar	*	£663.19
100067	I T Williams Co. Ltd.	Transport planters from Ruthin to Corwen	*	£580.08
100068	Fineline	Ream of 130g white silk paper	*	£29.29
100069	Llanfwrog CIC	Grass cutting – November 2018		£176.13
100070	Cllr. K. Allsopp-Robson	Travelling expenses to NMWALC quarterly meeting in Welshpool		£42.30
100071	Boyns Information Systems Ltd	Diagnosing and fixing issue with PC and Panda Antivirus protection	*	£90.00
100072	HMRC	Income tax and National Insurance		£295.55

100073	Marian Rees	Simultaneous translation at November meetings	*	£270.00
100074	Sandra Williams	Remembrance Sunday refreshments		£19.02
100075	Hodkinson Mallinson Ltd	Commercial Building Survey plus Building Reinstatement Valuation	*	£1,800.00
100076	CoombsJones	Ruthin 2 update report re. Ruthin: Market Town of the Future		£1,200.00
100077	Fineline	500 copies of Mayor's Charity Calendar	*	£1,041.42
100078	Cllr. Ian Lewney	Mayor's allowance – second instalment		£600.00
100079	Connection Magazines Ltd	Memorial '18 leaflet delivery in Ruthin with Clwyd Connection magazine	*	£136.80
100080	Wales Audit Office	External audit fee for Audit of Accounts 2017/18		£272.25
100081	Pendref Chapel	Floodlighting costs for Pendref Chapel, 16.03.17 – 16.11.18		£88.14

### **143. YSGOL PEN BARRAS GOVERNING BODY**

Members were requested to consider Ruthin Town Council's representative on Ysgol Pen Barras' Governing Body as Councillor Robert Owen-Ellis' term of office was coming to an end. Councillor Menna Jones was nominated and seconded and this was agreed unanimously.

**RESOLVED:** *to thank Councillor Robert Owen-Ellis for his contribution representing the Town Council on the Ysgol Pen Barras Governing Body for two terms of office and to inform the school that he would be replaced by Councillor Menna Jones.*

### **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.

### **144. THE OLD COURTHOUSE**

Members received the revised business plan and the structural survey report from Hodkinson Mallinson Ltd Chartered Building Surveyors. The Deputy Mayor explained that the Borrowing Approval from Welsh Government was awaiting Ministerial approval and may take a further two weeks. He proposed that an extension be requested for signing the Offer Notice until this had been received, with the aim of completing the first part by 14 December. The Town Council's insurers had been approached regarding cost of cover for the building, and advised that it would be no more than £500 per annum.

**RESOLVED:** *to request an extension to the time period for signing the Offer Notice whilst awaiting the Borrowing Approval from Welsh Government to enable the Town Council to proceed with the purchase as outlined in the business plan.*

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

Minutes of the Staffing Sub-committee meeting held on 12 November 2018 had been circulated to members. The responsibilities of the proposed role were outlined. Members were keen for a local company to be responsible for payroll and suggested a number of local accountancy firms that could be approached to provide this.

**RESOLVED:** *to receive the minutes and to arrange a further meeting of the Staffing Sub-committee on Monday, 3 December.*

### **146. DATE OF NEXT MEETING**

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