

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL** held in the Town Hall, Wynnstay Road, Rhuthun on Monday, 25 March 2019, at 7:00pm.

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

MR DAFYDD WILLIAMS

The Mayor requested that the members observe a minute's silence as a mark of respect in memory of former Town Clerk, Mr Dafydd Williams, who died suddenly on 11 March. He informed the Council that his funeral would be held on Thursday, 28 March at 2pm in Bathafarn Chapel, Market Street.

210. APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillor Bobby Feeley.

211. PRESENTATION FROM RUTHIN POLICE

The Mayor welcomed Sergeant Martin Jones to the meeting. He gave a presentation, referring to the large number of shed break-in recently. He said that they were gathering evidence and would be executing warrants shortly. He reported that there was an increase in the use of recreational drugs also. He encouraged members to use the online reporting tool to report any concerns or incidents. This can be used immediately, rather than waiting for a 101 call to be answered. A member asked about police liaison with schools. Sergeant Jones explained that they had Police School Liaison Officers who attended schools regularly to deliver aspects of the curriculum, but the community police no longer routinely go into schools.

212. DECLARATIONS OF INTEREST

There were no declarations of interest.

213. MAYOR'S REPORT

The Mayor reported that he had attended the following events.

- 25.02 Old Courthouse working group meeting
- 28.02 Trip to Taylor's Foundry in Loughborough to see St. Peter's Church bells being repaired
- 11.03 Old Courthouse working group meeting
- 22.03 Mayor of St. Asaph's Charity Ball

The Mayor stated that the visit to the bell foundry in Loughborough had been one of the highlights of his year to date, and he reminded members that an invitation had been extended to all to a special Hallowing of the Bells service to be held in St. Peter's Church on Sunday, 31 March at 10.30am.

214. MEMBERS' REPORTS

Cllr. Gavin Harris (Deputy Mayor) Meeting with Lise Roberts, Helfa Gelf regarding the Old Courthouse, meeting with Mark Allen, Cycling Wales, Tidy Town Team session, visit from Taro'r Post, Radio Cymru to the Old Courthouse, interview by Rob Shelley, ITV Wales, regarding the Old Courthouse, two Old Courthouse working group meetings, Ruthin Pantomime Society's performance of Beauty and the Beast, pancake races at St. Peter's Square and collecting the old clock mechanism for storage at the Old Courthouse Pancake races at St. Peter's Square

Cllr. Keiran Allsopp-Robson
Cllr. Stephen Beach
Cllr. Jim Bryan

Ruthin Show Society AGM and Ruthin Show Society Committee

	meeting, two Ruthin Festival Committee meetings, two Old Courthouse working group meetings, judging Denbigh shops St. David's Day window display competition on behalf of Menter Iaith Sir Ddinbych and Mayor of St. Asaph's Charity Ball
Cllr. Ken Hawkins	Pancake races at St. Peter's Square
Cllr. John Wynne Hughes	
Cllr. Menna Jones	Pancake races at St. Peter's Square, whole morning visit to Ysgol Pen Barras and the Urdd local Eisteddfod at Ysgol Brynhyfryd
Cllr. Jabez Oakes	Planning Enforcement training in Llangollen
Cllr. Robert Owen-Ellis	Four Food Bank sessions
Cllr. Anne Roberts	Two Old Courthouse meetings, Ruthin and District Civic Association – Open Doors meeting, visit to the Old Courthouse with RADCA and Ruthin Forward session to choose the Carnival 'court' at Ruthin Castle
Cllr. Dave Snape	Pancake races at St. Peter's Square
Cllr. Heather Williams	Old Courthouse working group meeting, Canolfan Awelon Management Committee, visit to the Old Courthouse with RADCA and liaising with Denbighshire County Council regarding awarding the Coach Friendly Town status to Ruthin
Cllr. Ifan Wyn	
Cllr. Emrys Wynne	Visit to Cae Ddôl to see the River Clwyd and the old Stone Bridge, visit to Taylor Wimpey's marketing unit, Parc Glasdir and open day for governors at Ysgol Borthyn

Councillor Oakes mentioned that he had attended a Ruthin Pub Watch meeting and a request was made for him to represent Ruthin Town Council on the group. Members were in favour and it was **RESOLVED** that Councillor Oakes be the Ruthin Town Council representative on the Pub Watch group.

215. RUTHIN COUNTY COUNCILLOR REPORTS

Councillor Emrys Wynne explained that he was presenting the report, which covered the activities of all three Ruthin ward members. He explained that there had been problems opening the document that he had sent to the Clerk, and the report would be submitted as a written report from now on. He referred to the preparations for producing the next Denbighshire Local Development Plan, planned roadworks in the Ruthin area, including the B5105 i Bontuchel, particularly the section between Cerrig Road and Telpyn. He stated that correspondence regarding the proposed free range eggs unit in Galltegfa was continuing and was unlikely to go to the Planning Committee until May or June. He stated that roads in Glasdir housing estate will be adopted once the development work is completed. He also referred to the decision of the Licensing Sub-committee to refuse to grant a 24 hour sale of alcohol license to the Park Road filling station. Councillors Bobby Feeley and Huw Hilditch-Roberts attended the meeting in Rhyl where Councillor Hilditch-Roberts spoke on behalf of Park Road residents and other objectors.

216. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: that the minutes of the meeting held on 25 February 2019 be confirmed as a correct record.

217. MATTERS ARISING

The Clerk read out a letters of thanks from Wales Air Ambulance and Llangollen International Musical Eisteddfod 2019 for their donations of £200 each from Ruthin Town Council.

218. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 11 March 2019.

RESOLVED: *to receive the minutes of the meeting held on 11 March 2019.*

219. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 11 March 2019.

RESOLVED: *to receive the minutes of the meeting held on 11 March 2019.*

220. NOMINATIONS FOR MAYOR AND DEPUTY MAYOR

Members were requested to make nominations for the role of Mayor during the 2019-20 civic year. Councillor Anne Roberts proposed the current Deputy Mayor, Councillor Gavin Harris, as Mayor for the forthcoming year, and this was seconded by Councillor Robert Owen-Ellis. There were no further nominations and members were in favour of the nomination. Nominations for Deputy Mayor were requested. Councillor Stephen Beach nominated Councillor Anne Roberts, seconded by Councillor Jim Bryan. A nomination for Councillor Heather Williams was proposed by Councillor Emrys Wynne and seconded by Councillor Ifan Wyn. At this point Councillor Anne Roberts requested that her nomination be withdrawn, and Councillor Wynne thanked her for such a magnanimous gesture. Members voted in favour of Councillor Heather Williams' nomination as Deputy Mayor.

RESOLVED: *that the nominations for Mayor and Deputy Mayor in the 2019-20 civic year will be Councillor Gavin Harris and Councillor Heather Williams respectively.*

221. REQUESTS FOR FINANCIAL ASSISTANCE – CYNNIG AND MENTER IAITH SIR DDINBYCH

Members were asked to consider two requests for financial assistance. The first was from Cynnig, a not for profit company with charitable purposes requesting £1,000 towards the cost of hiring mini buses for weekend walks and day trips with their vulnerable users. The second was a request for £959 from Menter Iaith Sir Ddinbych, representing 35% of the costs of events and activities provided to promote the use of the Welsh language in Ruthin. Members felt that they did not know enough about Cynnig as an organisation and what it offers, and it was suggested that a representative be invited to attend the next meeting to give a short presentation and answer members' questions. It was proposed that both organisations be invited to address the next meeting.

RESOLVED: *to invite a representative from Cynnig and Menter Iaith Sir Ddinbych to give a brief presentation on their activities at the next meeting.*

222. UPDATE ON RUTHIN COACH FRIENDLY STATUS

Councillor Heather Williams, lead member of the Coach Friendly Status working group, confirmed that the Coach Friendly Status had been awarded to Ruthin, the first town in Denbighshire to achieve the award. Members were asked to consider a convenient date for presentation of the certificate and it was suggested it be held in Ruthin Craft Centre on Thursday, 25 April, with refreshments provided by Café R, as part of Ruthin Future week.

RESOLVED: *to contact CPT officers to see whether 25 April was a convenient date for them regarding presentation of the certificate.*

223. UPDATE ON THE OLD COURTHOUSE

Councillor Gavin Harris gave an update on the grant applications submitted to date, and also the intention to undertake an initial strip out of the screen, night safe and former cashpoint enclosure. He referred to the intention to hold a Ruthin Future week between 22 – 28 April, with a photomathon again and open days at the Old Courthouse on 27 and 28 April between 10am and 4pm, the times the facility will be open to the public once the refurbishment works are completed.

RESOLVED: *to note the update.*

224. UPDATE ON RUTHIN FUTURE – ST. PETER’S SQUARE

An update was provided following a meeting between Ben Wilcox-Jones of Denbighshire County Council, Andrew Sumner from Richards Moorhead and Laing, Mr Huw Thelwall Davies and Councillors Gavin Harris and Emrys Wynne. They had looked at having a coach drop-off point in front of the Old Courthouse, and parallel parking bays on the side of the building that includes the back door, with the potential for electric charging point. Ben Wilcox-Jones had offered to undertake swept path analysis of vehicle movements for the various proposals prior to the next working group meeting in a month’s time.

RESOLVED: *to note the update.*

225. UPDATE ON RUTHIN TOWN TEAM

Councillor Gavin Harris gave an update, stating that around 40 people had attended a Town Team meeting at the Old Courthouse. Councillor Anne Roberts expressed concern that this was to come under the auspices of Ruthin Town Council. Members discussed this, and were in favour of establishing a communication forum for the town’s groups and organisations, rather than a team to deliver projects. It was proposed that this be considered further and discussed as an agenda item at the next meeting.

RESOLVED: *to discuss the proposal for a Communication Forum at the next Council meeting.*

226. APPOINTMENT OF DEPUTY CLERK / OLD COURTHOUSE HUB MANAGER

Members were requested to consider when and where to advertise the post. Members suggested it appear in Y Bedol, on Indeed recruitment website and social media. Members of the Staffing Committee would undertake shortlisting and interview candidates.

RESOLVED: *to arrange for the post to be advertised and the job description and application form to be posted on Ruthin Town Council’s website.*

227. INTERNAL AUDIT PLAN FOR 2018-19

The Internal Audit Plan for 2018/19 from JDH Business Services had been circulated to members. The fee for the 2018/19 audit would be £278.80 plus VAT.

RESOLVED: *to receive notification of the Internal Audit Plan and to note the fee for the 2018/19 audit.*

228. PAYROLL AND ACCOUNTANCY SERVICES FOR RUTHIN TOWN COUNCIL

Members were informed that the Clerk had contacted six local accountancy firms to invite them to submit a quotation for providing payroll and accountancy services to Ruthin Town Council. Two had responded and members were requested to consider the prices. It was proposed to accept the price submitted by Hill & Roberts Chartered Accountants. Members voted in favour, with one abstention.

RESOLVED: *to accept the quotation for Payroll and Accountancy services from Hill & Roberts Chartered Accountants in the sum of £840 + VAT, to be paid monthly or quarterly.*

229. FINANCIAL STATEMENT

Members were asked to approve the Financial Statement for the period ending 28 February 2019.

RESOLVED: *to receive and approve the Financial Statement for the period ending 28 February 2019.*

230. ACCOUNTS FOR PAYMENT

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

100119	Conwy County	Donation to Conwy County National	£200.00
	National Eisteddfod	Eisteddfod 2019	
100120	Llangollen	Donation to Llangollen International	£200.00
	International Musical	Musical Eisteddfod	
	Eisteddfod		

100121	Wales Air Ambulance	Donation to Wales Air Ambulance		£200.00
100122	Planning Aid Wales	Planning enforcement training session fee for 13 March 2019 at Llangollen as agreed by Planning and Development Committee		£35.00
100123	Llanfwrog CIC	Grass cutting – March 2019		£176.13
100124	Viking	100 2 nd class stamps	*	£63.51
100125	HMRC	Income tax and national insurance		£295.55
100126	Marian Rees	Simultaneous translation services - March	*	£180.00
100127	Pawle & Co. Ltd	Non-locking defibrillator cabinet	*	£402.00
100128	Walsh Trophies	Engraving Floral Display cups		£8.00
100129	Urdd Gobaith Cymru	2 nd instalment of Ruthin Town Council's sponsorship donation to Denbighshire Urdd National Eisteddfod 2020		£3,500.00
100130	North and Mid Wales Association of Local Councils	2 lunches following quarterly meeting, 26.04.19		£32.00
100131	Dŵr Cymru Welsh Water	Services at the Old Courthouse, 20.02.19 – 20.03.19		£42.37
100333	Cambrian Woodland Services	Pruning the trees on St. Peter's Square	*	£390.00

231. RUTHIN TOWN HALL

Members were requested to consider the invitation to send two representatives to attend a meeting with Denbighshire County Council officers and local members to discuss the future use of the Town Hall. Councillors Menna Jones and Heather Williams were nominated to attend the meeting on Friday, 5 April 2019 at 2pm.

RESOLVED: that Councillors Menna Jones and Heather Williams represent the Town Council at meetings regarding the future of Ruthin Town Hall. As Councillor Williams was unable to attend on 5 April, it was agreed that Councillor Harris would deputise for the first meeting.

PART TWO

It was proposed and seconded that the following item be considered in private. The Clerk left the meeting at this point.

232. TOWN CLERK'S SALARY

Members received details of the Town Clerk's salary and expenses claimed for the period October 2018 to March 2019.

RESOLVED: to receive the details and authorise payment of the £15.70 salary owing and £16.20 travelling expenses.

233. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting as Tuesday, 23 April 2019 at 7.00pm.