

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

14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Jim Bryan and Ian Lewney.

15. DECLARATIONS OF INTEREST

Councillor Gavin Harris declared a personal and prejudicial interest in item 13.3, Cycling Wales request for financial assistance, as the organisation had booked accommodation at his premises. Councillor Emrys Wynne declared a personal interest in item 13.4, request for financial assistance from Menter Iaith Sir Ddinbych, as a member of the Menter Iaith Sir Ddinbych Executive Committee and item 22 as a member of Denbighshire County Council's Planning Committee.

16. MAYOR'S REPORT

The Mayor reported that he had attended the following events.

- 23.04 The Old Courthouse working group meeting
- 07.05 The Old Courthouse working group meeting
- 13.05 Ruthin Town Council's Annual General Meeting

17. MEMBERS' REPORTS

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| Cllr. Gavin Harris (Deputy Mayor) | The Old Courthouse working group meetings, Town Forum meeting at the Old Courthouse, presentation of Coach Friendly Town certificate at the Craft Centre, the Old Courthouse open weekend and photomathon, meeting with Dafydd Evans regarding the Old Courthouse, filming with S4C news team regarding the Old Courthouse, Ruthin Town Council AGM and filming for a Ruthin 'Book of You' video. |
| Cllr. Keiran Allsopp-Robson | North and Mid Wales Association of Local Councils quarterly meeting, The Old Courthouse open day, Rhos Street School Governors meeting and Ruthin Town Council AGM. |
| Cllr. Stephen Beach | Consultation event at Naylor Leyland Centre regarding a new Clinic GP surgery at Ruthin Hospital, fundraising dinner for the Old Courthouse at Manorhaus, John's Boys concert at Theatr John Ambrose to raise money for the Mayor's Charity Fund, Ruthin Urdd Appeal Committee and Ruthin Festival, Staffing Committee meeting, Ruthin Town Council AGM, exhibition of Aldi's proposed plans at Llanfwrog Community Centre and a meeting with Peter Lea, Denbighshire County Council Highways Officer, regarding parking problems in Haulfryn. |
| Cllr. Jim Bryan Cllr. Ken Hawkins | Presentation of Coach Friendly Town certificate at the Craft Centre. Presentation of Coach Friendly Town certificate at the Craft Centre, remembrance event for Murray Bragg at Nantclwyd y Dre, John's Boys concert at Theatr John Ambrose to raise money for the Mayor's Charity Fund, Ruthin Urdd Appeal Committee and Ruthin Festival and Ruthin Town Council AGM. |
| Cllr. John Wynne Hughes | Discussions with local MP and AM regarding use the former Rhos Street School/Ysgol Pen Barras site for police training, Ruthin Town Council AGM, exhibition of Aldi's proposed plans at Llanfwrog Community Centre and a meeting with Peter Lea, Denbighshire County Council |

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| Cllr. Menna Jones | Highways Officer, regarding parking problems in Haulfryn. Ysgol Pen Barras Governors meeting, Ruthin Town Council AGM and exhibition of Aldi's proposed plans at Llanfwrog Community Centre. |
| Cllr. Jabez Oakes | Ruthin Town Council AGM. |
| Cllr. Robert Owen-Ellis | Four food bank sessions, Staffing Committee meeting, Ruthin Town Council AGM and exhibition of Aldi's proposed plans at Llanfwrog Community Centre. |
| Cllr. Anne Roberts | Ruthin and District Civic Association Committee meetings, the Old Courthouse working group meetings, visit to Ruthin School with RADCA, Ruthin Forward meetings, presentation of Coach Friendly Town certificate at the Craft Centre, fundraising dinner for the Old Courthouse at Manorhaus, John's Boys concert at Theatr John Ambrose to raise money for the Mayor's Charity Fund, Ruthin Urdd Appeal Committee and Ruthin Festival, The Old Courthouse open weekend, Open Doors meeting, Ruthin Town Council AGM, Rhuthun, exhibition of Aldi's proposed plans at Llanfwrog Community Centre and a meeting with Peter Lea, Denbighshire County Council Highways Officer, regarding parking problems in Haulfryn. |
| Cllr. Dave Snape | John's Boys concert at Theatr John Ambrose to raise money for the Mayor's Charity Fund, Ruthin Urdd Appeal Committee and Ruthin Festival and Ruthin Town Council AGM. |
| Cllr. Heather Williams | Town Forum meeting at the Old Courthouse, presentation of Coach Friendly Town certificate at the Craft Centre, the Old Courthouse open weekend, Gorphwysfa Bowls Club open day at Llanfwrog, the Old Courthouse working group meeting, Ruthin Town Council AGM and exhibition of Aldi's proposed plans at Llanfwrog Community Centre. |
| Cllr. Ifan Wyn | Ruthin Town Council AGM. |
| Cllr. Emrys Wynne | Presentation of Coach Friendly Town certificate at the Craft Centre, John's Boys concert at Theatr John Ambrose to raise money for the Mayor's Charity Fund, Ruthin Urdd Appeal Committee and Ruthin Festival and Ruthin Town Council AGM. |

18. RUTHIN COUNTY COUNCILLOR REPORTS

Councillor Emrys Wynne referred to MacBryde Homes planning application for 69 dwellings off Llys Famau, and that a consultation event would be held at Trem y Foel. He confirmed that nearby residents had been informed about the use of the former Rhos Street School/Ysgol Pen Barras site for police siege training and that there had been no response from the hospital. A member raised that a Denbighshire County Council officer had promised during a presentation to Ruthin Town Council that grounds maintenance of the site would continue, but the grass had not been cut.

19. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: that the minutes of the meeting held on 23 April 2019 be confirmed as a correct record.

20. MATTERS ARISING

There were no matters arising.

21. MINUTES OF THE ANNUAL MEETING

RESOLVED: that the minutes of the Annual General Meeting held on 13 May 2019 be confirmed as a correct record.

22. MINUTES OF THE STAFFING SUB-COMMITTEE

Members considered the minutes of the meeting held on 13 May 2019.

RESOLVED: *to receive the minutes of the meeting held on 13 May 2019 and to revise the requirements and re-advertise the post.*

23. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 7 May 2019.

RESOLVED: *to receive the minutes of the meeting held on 7 May 2019.*

24. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 7 May 2019.

RESOLVED: *to receive the minutes of the meeting held on 7 May 2019.*

25. PLASTIC FREE RUTHIN

Members considered a motion to support the journey to Plastic Free Community status, by

- committing to plastic free alternatives and plastic free initiatives
- support the plastic free coastline campaign
- undertake to ensure that single use plastic items are not used at its premises and functions
- supporting the campaign to discourage and reduce the dispensing of single use plastic from retail premises in the town in order to assist in reducing street litter.

The motion was proposed and seconded.

RESOLVED: *to pass the motion to support the journey to Plastic Free Community status for Ruthin.*

26. REQUESTS FOR FINANCIAL ASSISTANCE

Members were asked to consider five requests for financial assistance:

Ruthin Festival - £1,000 towards this year's event, Ruthin Events Volunteers - £600 towards New Year's Eve entertainment on St. Peter's Square; Welsh Cycling - £500 towards the Welsh Championship Time Trial and Road Race events in Ruthin on 1-2 June, Menter Iaith Sir Ddinbych - £959 towards events to promote the use of Welsh in Ruthin and Cynnal - £1,000 towards hire of mini bus for day trips for vulnerable adults.

Members expressed concerns regarding the health and safety arrangements and insurance cover for the proposed New Year's Eve entertainment on St. Peter's Square. With regards to the Cynnal request, a member suggested that an event specific to Ruthin would be more likely to be supported.

RESOLVED: *that financial assistance of £1,000 be given to Ruthin Festival and £959 to Menter Iaith Sir Ddinbych and the other three requests be declined.*

27. MEMBERS OF RHUTHUN TOWN COUNCIL

Members were requested to confirm their details on the pink sheet distributed at the meeting. Updated information was provided to the Clerk.

RESOLVED: *to confirm the details and to circulate the updated details at the next meeting.*

28. MEMBERSHIP OF COMMITTEES 2019/20

Members were requested to consider membership of the various committees. Members were happy for the membership of the Amenities Committee and the Planning and Development Committee to remain the same, as well as the Financial Assistance Sub-committee, Welsh Language Committee, Financial Scrutiny Sub-committee and the Staffing and Appeal Sub-committees. Councillor Jabez Oakes offered to join the Documents Scrutiny Group and this was confirmed.

RESOLVED: *to note the membership of committees and to circulate the updated details at the next meeting.*

29. TOWN COUNCIL REPRESENTATION ON OUTSIDE BODIES 2019/20

Members were requested to review and update the list of Town Council representation on outside bodies. Councillor Jabez Oakes offered to be a representative on Ruthin Food Bank instead of Councillor Gavin Harris, and on Ruthin Chamber of Trade instead of former councillor Rosie Hughes. Councillor Menna Jones requested that her name appear as representative on Ysgol Pen Barras Governing Body since November 2018, following the end of Councillor Robert Owen-Ellis' term of office and to contact Llys Marchan Advisory Committee to ascertain whether it continued to meet. It was resolved to remove Ruthin Town Team from the list, and to have Rhuthun Town Forum as an agenda item at the next Council meeting.

RESOLVED: to note the representation on outside bodies and to circulate the updated details at the next meeting.

30. UPDATE ON THE OLD COURTHOUSE

Councillor Gavin Harris provided a budget summary and requested approval to proceed to tender for the refurbishment works. He informed members that the Crowdfunding target of £8,000 had been exceeded and was now aiming for the stretch target, with the campaign due to end on 21 May 2019.

RESOLVED: to note the update and approve proceeding to invite tenders for the refurbishment works.

31. BANK MANDATE - HSBC

Members were requested to confirm adding a new signatory, the Deputy Mayor, on the bank mandate instead of the retired Mayor, Councillor Ian Lewney.

RESOLVED: to add Councillor Heather Williams, Deputy Mayor, as a new signatory on the bank mandate.

32. INTERNAL AUDIT REPORT FOR THE YEAR ENDING 31 MARCH 2019

Members were requested to receive the Internal Audit report from JDH Business Solutions for the year ending 31 March 2019 and to consider the recommendations:

1. That the Council should be aware that the external auditors may request that the annual return is amended so that the deposit with the Public Sector Deposit Fund, currently included within the 'Total cash and investments' box, be removed and included with fixed assets.
2. That the Council should review the adequacy of its fidelity cover, as the fidelity cover of £250,000 does not cover the maximum projected cash balance of approximately £277,000 (calculated as the year end balance plus the first precept instalment).

RESOLVED: to receive the Internal Audit report for the year ending 31 March 2019, to note recommendation 1 and to ask the Financial Scrutiny Sub-committee to consider recommendation 2 regarding the fidelity cover at its next meeting on 10 June 2019.

33. FINANCIAL STATEMENT

Members were requested to receive and approve the financial statement for the period ending 30 April 2019.

RESOLVED: to receive and approve the financial statement for the period ending 30 April 2019.

34. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

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| 100148 | ICO | Information Commissioner's Office data protection renewal fee | £40.00 |
| 100149 | Ruthin Show Society | Financial assistance towards the 2019 event | £500.00 |
| 100150 | Gorphwysfa Bowls Club | Financial assistance towards purchase and erection of Bowls Pavilion | £500.00 |

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| 100151 | Ruthin and District Twinning Association | Financial assistance towards security for valuable gift from Bricc to be on display | | £500.00 |
| 100152 | Formabuild | Strip out works at The Old Courthouse | * | £367.20 |
| 100153 | Ruthin Scouts | Donation from Mayor's Charity Fund | | £200.00 |
| 100154 | Ruthin Cubs | Donation from Mayor's Charity Fund | | £200.00 |
| 100155 | Ruthin Junior Football Club | Donation from Mayor's Charity Fund | | £200.00 |
| 100156 | Ruthin Junior Rugby Club | Donation from Mayor's Charity Fund | | £200.00 |
| 100158 | Ruthin Junior Cricket Club | Donation from Mayor's Charity Fund | | £200.00 |
| 100160 | Theatr John Ambrose | Citizen of the Year 2019 - chosen cause | | £100.00 |
| 100161 | Ruthin Community Nurses | Community Group of the Year 2019 - chosen cause | | £50.00 |
| 100162 | 1918 ATC Ruthin Squadron | Community Group of the Year 2019 - chosen cause | | £50.00 |
| 100163 | Ruthin Food Bank | Young Person of the Year 2019 - chosen cause – Erin Gwyn | | £50.00 |
| 100164 | Ruthin Community Hospital | Young Person of the Year 2019 - chosen cause – Ceri Wynne Jones | | £50.00 |
| 100165 | Y Bedol | Advert for Deputy Town Clerk / Town Hub Manager | | £35.00 |
| 100166 | Fineline | A4 Clipboards | * | £7.66 |
| 100167 | Cllr. Keiran Allsopp-Robson | Travelling expenses to NMWALC quarterly meeting in Llandrillo College, Rhos on Sea, 26.04.19 | | £24.30 |
| 100168 | Hill & Roberts | Accountancy and payroll services – May 2019 | * | £84.00 |
| 100169 | Ruthin Rugby Club | Cost of advertising banner for 2018/19 season | | £350.00 |
| 100170 | The Don Photography | Photography service at the Annual General Meeting, 13.05.19 | | £100.00 |
| 100171 | HMRC | Income tax and National Insurance | | £354.12 |
| 100172 | Marian Rees | Simultaneous translation May 2019 – | * | £270.00 |
| 100173 | JDH Business Service Ltd | Internal Audit fee 2018/19 | * | £334.56 |

35. PRE-PLANNING APPLICATION PUBLICITY AND CONSULTATION - ALDI

Members were requested to consider Aldi Stores Ltd intention to submit a hybrid planning application to erect a food retail store, employment units with associated car parking, landscaping, services and access on land of the A525, Lôn Gwernydd, Ruthin. Members praised the very useful consultation event, which has addressed concerns raised. A request was made for an access ramp to the site near the livestock auction and a bus stop either within the site or on either side of the A525.

RESOLVED: to await the full planning application and provide comments in due course.

36. TOWN HALL

Members were informed that the organisers of the current market in the Market Hall would be retiring on 30 June. The next meeting of the Town Hall group to be arranged soon.

RESOLVED: to note the update.

37. CASTLE WALLS NEAR MILL STREET

Members' attention was drawn to a safety issue where the castle walls have collapsed by Mill Street and Cae Ddôl. Councillors stated that the wall was the responsibility of Ruthin Castle and suggested a joint site visit between Ruthin Town Councillors, Denbighshire County Councillors representing the Ruthin ward and Denbighshire County Council officers.

RESOLVED: to pursue this course of action.

38. DATE OF NEXT MEETING

RESOLVED: *to confirm the date of the next ordinary meeting as Monday, 17 June 2019 at 7.00pm.*