

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL** held in County Hall, Wynnstay Road, Rhuthun on Monday, 17 June 2019, at 7:00pm.

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

39. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors John Wynne Hughes and Robert Owen-Ellis.

40. PRESENTATION FROM RUTHIN POLICE

The Mayor welcomed Sergeant Martin Jones to the meeting. He said that it had been a busy few months for Ruthin Police since his previous presentation to the Town Council. He stated that they were putting a massive emphasis on crime prevention, and encouraging people to look after their belongings and consider their security. They were eager to develop community links and reinvigorate community watch schemes. Members were invited to ask questions or make comments. Reference was made to dog fouling and drug misuse at the park in Cae Ddôl and problems at Park Road car park again. Councillor Emrys Wynne referred to a visit to the police shooting range in Rhewl and asked whether it would be possible to arrange for Ruthin Town Councillors to visit. This request was welcomed, and those interested were asked to inform the Clerk so that the necessary arrangement can be made.

41. DECLARATIONS OF INTEREST

Declarations of interest were received regarding agenda item 12 – Request for financial assistance from Ruthin and District Civic Association (RADCA) from Councillor Heather Williams as Vice-Chair of RADCA and wife of the Honorary Treasurer, Councillor Anne Roberts as Chair of RADCA and Councillor Menna Jones as RADCA Committee member.

42. MAYOR'S REPORT

The Mayor reported that he had attended the following events.

- 13/05 Tidy Town Team
- 15/05 Dementia Friendly filming at Ruthin Castle and meeting with Dafydd Evans, Kartre, regarding the Old Courthouse
- 16/05 Denbighshire Tourism Partnership
- 18/05 Meeting with Ruth Astbury and Fiona Gale regarding the Old Courthouse social media campaign
- 20/05 Meeting with Sian Cole, Mitre Furnishing, regarding the Old Courthouse
- 23/05 MacBryde Homes consultation regarding proposed planning application off Llys Famau at Trem y Foel
- 24/05 Clwyd 2020 Concert at Ruthin Livestock Auction
- 25/05 Clwyd 2020 Country Fair at Ruthin Livestock Auction
- 29/05 Meeting with Reverend Stuart Evans regarding Civic Sunday service
- 30/05 Owl Cymru crime awareness session at St. Peter's Church
- 31/05 Ruthin School prize giving ceremony
- 01/06 Ruthin Hospital League of Friends Summer Fair
- 01/06 Welsh Cycling Time Trials at Ruthin Rugby Club
- 02/06 Welsh Cycling National Road Race at St. Peter's Square
- 07/06 Mock trial with Rhos Street School and North Wales Police at the former magistrate's court in Denbigh
- 08/06 Tidy Town Team and Llandyrnog History Society tour of the Old Courthouse
- 10/06 Financial Scrutiny Sub-committee meeting

43. MEMBERS' REPORTS

- Cllr. Heather Williams (Deputy Mayor) Ruthin School prize giving ceremony, attended and presented medals at Welsh Cycling Road Race Championships in St. Peter's Square, Canolfan Awelon Management Committee meeting, Financial Scrutiny Sub-committee meeting and Town Hall working group meeting.
- Cllr. Keiran Allsopp-Robson Ruthin School prize giving ceremony.
- Cllr. Stephen Beach Launch of DVSC's Dementia Aware Denbighshire campaign, MacBryde Homes consultation regarding proposed planning application off Llys Famau at Trem y Foel, Owl Cymru at St. Peter's Church, Ruthin School prize giving ceremony and Ruthin Hospital Summer fair.
- Cllr. Jim Bryan Two meetings of the Old Courthouse working group, two meetings of Ruthin Show Society, three Ruthin Festival Committee meetings and two Ruthin and District Twinning meetings.
- Cllr. Ken Hawkins Nothing to report.
- Cllr. John Wynne Hughes
Cllr. Menna Jones Ruthin School prize giving ceremony, DVSC Dementia Business Breakfas at Naylor Leyland Centre and Coffee Morning at Llys Marchan.
- Cllr. Ian Lewney
Cllr. Jabez Oakes Financial Scrutiny Sub-committee meeting and the Communication Strategy working group meeting.
- Cllr. Robert Owen-Ellis
Cllr. Anne Roberts Four Food Bank sessions, Governors Denbighshire meeting and Financial Scrutiny Sub-committee meeting.
Old Courthouse working group meetings, Staffing Sub-committee meeting, MacBryde Homes consultation regarding proposed planning application off Llys Famau at Trem y Foel, Ruthin Forward meeting, Owl Cymru crime awareness session at St. Peter's Church, Ruthin School prize giving ceremony, meeting with Cllr. Emrys Wynne and Denbighshire County Council officers at Cae Ddôl and Financial Scrutiny Sub-committee meeting.
- Cllr. Dave Snape Old Courthouse working group meetings, Clwyd 2020 fundraising events, Ruthin School prize giving ceremony, Welsh Cycling Road Race Championship and the Communication Strategy working group meeting.
- Cllr. Ifan Wyn Communication Strategy working group meeting.
- Cllr. Emrys Wynne Parking problems in Haulfryn, meeting to consider reduction of single use plastics, Ruthin Hospital League of Friends AGM and visited Cae Ddôl, Park Road car park and Ruthin Town Cemetery in Llanrhydd due to concerns following the heavy rain.

44. RUTHIN COUNTY COUNCILLOR REPORTS

Members received notes from County Councillor Bobby Feeley which referred to meetings regarding the Clocaenog Wind Farm Community Benefit Fund, complaints about dog fouling and grass cutting in Cae Ddôl, a meeting at Ruthin Town Hall to discuss future use possibilities and a meeting with MacBryde Homes to discuss the proposed 69 new houses behind Trem y Foel.

45. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: that the minutes of the meeting held on 20 May 2019 be confirmed as a correct record.

46. MATTERS ARISING

The Clerk read out a letter of thanks to the Town Council for financial assistance to Gorphwysfa Bowling Club and to the retired Mayor, Councillor Ian Lewney, from Ruthin Mini and Junior Rugby Club for the donation from his charity fund, which would benefit more than 200 members of the club. There were no other matters arising.

47. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 10 June 2019. Councillor Emrys Wynne confirmed that he had received an e-mail from Denbighshire County Council's Legal Department confirming that the crane at the Craft Centre was owned by the local authority.

RESOLVED: *to receive the minutes of the meeting held on 10 June 2019.*

48. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 10 June 2019. Reference was made to a proposed meeting at The Feathers regarding the Rhuthun Community Hospital planning application to explain the proposals regarding the hospital site and the old schools site to neighbouring residents.

RESOLVED: *to receive the minutes of the meeting held on 10 June 2019.*

49. MINUTES OF THE FINANCIAL SCRUTINY SUB-COMMITTEE

Members considered the minutes of the meeting held on 10 June 2019, and the Sub-committee's recommendations:

1. That the Town Council acquires a credit card with a limit of £3,000, with any expenditure to be approved by the Old Courthouse working group, two members of the Financial Scrutiny Sub-committee informed and payment of the credit card balance to be approved in full Council meetings.
2. That the fidelity insurance cover be increased to the next level of £500,000 in accordance with the internal auditor's recommendation, and be reviewed at insurance renewal time.

RESOLVED: *to receive the minutes of the meeting held on 10 June 2019 and approve the recommendations to acquire a credit card for the Town Council and to increase the fidelity insurance to the next level of cover.*

50. REQUEST FOR FINANCIAL ASSISTANCE

Members were requested to consider a request for financial assistance from Ruthin and District Civic Association for £1,500.00 towards the costs of holding the Ruthin Open Doors event in 2019. Members commented that the event is popular with local residents and visitors and proposed that the request be supported.

RESOLVED: *to provide financial assistance of £1,500.00 towards the cost of holding the 2019 Ruthin Open Doors event to Ruthin and District Civic Association.*

51. RENEWAL OF DVSC MEMBERSHIP

Members were requested to consider the renewal of Rhuthun Town Council's membership of Denbighshire Voluntary Services Council at a cost of £30.00.

RESOLVED: *to renew Rhuthun Town Council's membership of DVSC at a cost of £30.00.*

52. SLCC CONFERENCE FOR WALES

Members were asked to consider a request from the Clerk to attend the SLCC Conference for Wales on 20 June 2019 in Llandrindod Wells at a cost of £80.00 plus VAT.

RESOLVED: *to agree to the request from the Clerk to attend the conference in Llandrindod Wells at a cost of £80.00 plus VAT.*

53. MEMBERS OF RHUTHUN TOWN COUNCIL, COMMITTEES AND OUTSIDE BODIES

Members were requested to confirm their details on forms distributed at the meeting.

RESOLVED: to confirm the details.

54. RHUTHUN TOWN FORUM

It was suggested that the Rhuthun Town Forum, which would be a forum for communication and information sharing only, should replace the Town Team. Any money in the Town Team's account should go to Ruthin Forward. Councillor Dave Snape was asked to look into the costs of decommissioning the wi-fi provision on St. Peter's Square and associated matters.

RESOLVED: to form Rhuthun Town Forum as a communication forum.

55. UPDATE FROM RHUTHUN TOWN COUNCIL COMMUNICATIONS WORKING GROUP

Members were requested to consider a draft Communication Strategy and Guidance formulated by the working group. A request was made for the draft document to be available in Welsh also, and for members to have an opportunity to consider the content in their preferred language prior to a meeting. It was suggested that a joint meeting between the Amenities Committee and Planning and Development Committee be held on 8 July to discuss the Communication Strategy and Guidance.

RESOLVED: to receive copies of the Strategy and Guidance in Welsh and English and to consider the content at a meeting on 8 July 2019.

56. UPDATE ON THE OLD COURTHOUSE

Councillor Gavin Harris informed members that tender documents had been sent to four building and construction companies to undertake the refurbishment works, three local firms and one further afield, with the completed documents to be returned by Friday, 19 July 2019.

RESOLVED: to note the update.

57. UPDATE ON THE TOWN HALL

A meeting including Ruthin Town Council and Denbighshire County Council representatives, potential users groups and DVSC representatives was held on 12 June, which concentrated on the future use of the Market Hall that was due to become vacant by mid July. Councillors Gavin Harris, Heather Williams and Menna Jones had agreed to hold a further meeting with DVSC.

RESOLVED: to note the update.

58. NORTH WALES VELODROME

Members were requested to consider convening an initial meeting with Denbighshire County Council and other potential partners to look at whether Ruthin could be proposed as a candidate location for a North Wales Velodrome. Councillor Gavin Harris offered to contact the football club and Ben Wilcox-Jones to progress this.

RESOLVED: to support arranging an initial meeting to consider Ruthin as a candidate site for a North Wales Velodrome.

59. FINANCIAL STATEMENT

Members were requested to receive and approve the financial statement for the period ending 31 May 2019.

RESOLVED: to receive and approve the financial statement for the period ending 31 May 2019.

60. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

100174	Ruthin Festival Committee	Financial assistance towards 2019 Festival events	£1,000.00
100175	Menter Iaith Sir Ddinbych	Financial assistance towards Menter Iaith's activities in Ruthin	£959.00
100176	Denbighshire County Council	Refreshments for Coach Friendly Ruthin presentation	* £84.00

100177	Secom	Disconnecting and removing alarm system from the Old Courthouse	*	£244.80
100178	Elevator Design Limited	SSL certificate and webhosting for visitruthin.wales for 1 year from 12 June 2019	*	£186.00
100179	Scottish Power	Electricity charges for the Old Courthouse, 18.01.19 – 01.05.19		£60.56
100180	Dylan C Jones Ltd	Disconnect, make safe and strip out old wiring at the Old Courthouse	*	£85.20
100181	Snowdonia Fire & Security	Callout to fire alarm fault and reset system	*	£97.92
100182	Llanfwrog CIC	Watering services + plant food		£510.00
100183	Llanfwrog CIC	Grass cutting services – June 2019		£528.39
100184	IT Williams Co. Ltd.	Transport planters for hanging baskets	*	£528.00
100185	HMRC	Income tax & National Insurance		£354.12
100186	Hill & Roberts	Accountancy and payroll services – June 2019	*	£84.00
100187	Marian Rees	Simultaneous translation – June 2019	*	£180.00
100188	Cllr. Gavin Harris	Mayor's allowance – first instalment		£600.00
100190	Llanfwrog CIC	Grass cutting – May 2019		£528.39
100191	Total Gas & Power	Gas supply daily charge		£24.15
100192	David Moseley Painter & Decorator	Repainting Cae Ddôl skatepark		£1,911.56
100193	Cllr. Gavin Harris	Water pump, discharge hose and jubilee clips		£39.89
D.D.	Public Works Loan Board (PWLB)	Loan payment for Old Courthouse loan		£3,516.42

61. YSGOL PEN BARRAS AND RUTHIN SCHOOL ESTYN INSPECTION REPORTS

Members were requested to note Ysgol Pen Barras and Ruthin School's recent Estyn Inspection Reports. Members congratulated both schools on excellent reports, and requested that letters of congratulations be sent to both schools.

RESOLVED: to send letters of congratulations to both schools.

62. PROPOSED REVISED JOB DESCRIPTION

Members were requested to discuss the proposed revisions to the Old Courthouse Manager/Deputy Town Clerk job description and agree a closing date and interview date.

RESOLVED: to re-advertise the post using the revised job description, with applications to be submitted by midday on Monday, 8 July.

63. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting as Monday, 15 July 2019 at 7.00pm.