

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL** held in County Hall, Wynnstay Road, Rhuthun, on Monday, 21 October 2019, at 7:00pm.

PRESENT: Councillors Gavin Harris (Mayor), Heather Williams (Deputy Mayor)
Councillors Stephen Beach, Jim Bryan, Ken Hawkins, John Wynne Hughes,
Menna Jones, Ian Lewney, Robert Owen-Ellis, Anne Roberts, Dave Snape,
Ifan Wyn and Emrys Wynne.
County Councillor Bobby Feeley and two members of the public.

106. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Keiran Allsopp-Robson.

107. PRESENTATION FROM DENBIGHSHIRE COUNTY COUNCIL – PROPOSAL TO MOVE DENBIGHSHIRE ARCHIVES FROM THE OLD GAOL TO MOLD

The Mayor welcomed three Denbighshire County Council representatives, Councillor Tony Thomas, Lead Member for Housing, Regulation and the Environment, Alan Smith, Head of Business Improvement and Modernisation and Helen Vaughan-Evans, Project Manager, regarding the proposal to relocate Denbighshire Archives from the Old Gaol to a new premises in Mold in conjunction with Flintshire Archives. The Lead Member stated that the local authority was committed to the Gaol until 2025, and should have consulted with the Town Council sooner regarding the proposal. Helen Vaughan-Evans explained that there was an opportunity to bid for a once in a decade Heritage Lottery Fund grant award of £5 million for a creative, ground-breaking project. The proposal to merge the archives with Flintshire at a new building in Mold would then focus on involving targeted intervention groups such as young people, LGBT+, ex-offenders etc. The funding decision would be announced in December 2020 and, if successful, Denbighshire County Council's contribution would be £2m and Flintshire County Council would contribute £3m. Mr Alan Smith said that the new facility would ensure reduced running costs, and there would be archive access points in all Denbighshire libraries. Members were invited to ask questions or make comments on the proposal. Members asked whether consideration had been given to developing the Old Gaol site. It was explained that the proposal would provide an opportunity to do more with the gaol site as a visitor attraction and they had been in discussions with the National Trust to market the property with its attractions, but development of the site for archive would not be transformational enough for the Heritage Lottery Fund. A member asked whether they had looked into converting the Corporate Stores building for archives. It was proposed that a task and finish group be set up, to include a representative from Ruthin Town Council.

RESOLVED: *to note the presentation and to send a letter of objection to Denbighshire County Council with a copy to Heritage Lottery Fund.*

108. PRESENTATION FROM GRŴP CYNEFIN – PROPOSED LLYS AWELON PHASE TWO

The Mayor welcomed Grŵp Cynefin representatives, Dylan Roberts, Regeneration Director, and Noela Jones, Head of Housing, to give a presentation regarding the proposed phase two development of Llys Awelon. They explained that a full planning application would be submitted in the next few weeks, with the intention of being considered by Denbighshire County Council's Planning Committee in January or February 2020. Llys Awelon phase 2 would be a three storey building with 17 one bedroom apartments and 18 two bedroom apartments.

RESOLVED: *to note the presentation.*

109. DECLARATIONS OF INTEREST

There were no declarations of interest.

110. MAYOR'S REPORT

The Mayor apologised that he had not provided a report and stated that he would provide details for next month's meeting.

111. MEMBERS' REPORTS

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| Cllr. Heather Williams (Deputy Mayor) | Old Courthouse working group meetings, Denbighshire Archives task and finish group meetings, Canolfan Awelon Management Committee meeting, Financial Scrutiny Sub-committee meeting, Chair, Leader and Chief Executive of Denbighshire County Council's meeting with City, Town and Community Councils and meeting with Denbighshire County Council's Biodiversity Officer. |
| Cllr. Keiran Allsopp-Robson | Nothing to report. |
| Cllr. Stephen Beach | Volunteering during Open Doors weekend, presentation of Quayle Award to Ruthin School, Civic Association AGM and Macmillan coffee morning. |
| Cllr. Jim Bryan | Old Courthouse working group meetings and Ruthin Festival Committee meetings. |
| Cllr. Ken Hawkins | Civic Association AGM and Macmillan coffee morning. |
| Cllr. John Wynne Hughes | |
| Cllr. Menna Jones | |
| Cllr. Ian Lewney | |
| Cllr. Jabez Oakes | |
| Cllr. Robert Owen-Ellis | 4 Ruthin Food Bank sessions, exhibition regarding proposed Llys Awelon development by Grŵp Cynefin, Macmillan coffee morning, Denbighshire Governors Association meeting in County Hall, Civic Association AGM and Financial Scrutiny Sub-committee meeting. |
| Cllr. Anne Roberts | Old Courthouse working group meetings, Ruthin Forward meetings, Denbighshire Archives task and finish group meetings, Financial Scrutiny Sub-committee meeting, meeting with Kate Harcus and Civic Association AGM. |
| Cllr. Dave Snape | Financial Scrutiny Sub-committee meeting. |
| Cllr. Ifan Wyn | Nothing to report. |
| Cllr. Emrys Wynne | Denbighshire Archives task and finish group meetings. |

112. RUTHIN COUNTY COUNCILLOR REPORTS

Members received a written report from the three County Councillors representing Ruthin on Denbighshire County Council.

113. MINUTES OF THE PREVIOUS ORDINARY MEETING

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

114. MATTERS ARISING

There were no matters arising.

115. DATES OF MEETINGS 2020

Members were requested to confirm the dates of the meetings and events in 2020. It was

highlighted that the Mayor's Charity Dinner date should state 2021 rather than 2020. It was proposed by Councillor Emrys Wynne that the Charity Dinner be held at the end of the Mayor's mayoral year from now on.

RESOLVED: *that the dates be confirmed, subject to changing the Mayor's Charity Dinner date to 16 April 2021, and to adopt the pattern of holding the Mayor's Charity Dinner at the end of civic year in the future.*

116. MINUTES OF THE AMENITIES COMMITTEE

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

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

117. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

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

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

118. MINUTES OF THE FINANCIAL SCRUTINY SUB-COMMITTEE

Members considered the minutes of the meeting held on 7 October 2019. The Chair of the Sub-committee stated that the majority of the meeting had focussed on going through the Model Financial Regulations in detail. A member noted that the amount stated in the minutes for the Marina Midolo invoice was incorrect and should be amended.

RESOLVED: *to receive the minutes of the meeting held on 7 October 2019, subject to amending the point of accuracy above.*

119. REQUEST FOR FINANCIAL ASSISTANCE

Members were requested to consider a request for financial assistance of £1,500 towards the 2019 fireworks display at The Centre, Llanfwrog, from Llanfwrog Community Association. Members acknowledged that the event is a joint effort but one organisation has to request the financial assistance, and asked for a breakdown of the costs of the event with future applications. It was also emphasised that promotional materials and signs should be bilingual.

RESOLVED: *to provide financial assistance of £1,500.00 towards the 2019 Ruthin fireworks display and request details about the cost of the event with future applications.*

120. REQUEST FROM DARREN MILLAR AM TO ADDRESS RHUTHUN TOWN COUNCIL

Member were requested to consider a request from Darren Millar, Assembly Member for Clwyd West, to address a meeting of Ruthin Town Council. Members agreed to this request and asked the Clerk to send dates to the AM's office so that he could choose a convenient date.

RESOLVED: *to agree to the request and send dates of meetings to Darren Millar AM's' office.*

121. INVITATION FROM RUTHIN HOSPITAL LEAGUE OF FRIENDS

Members were asked to consider a letter from Nerys Roberts, Secretary of Ruthin Hospital League of Friends, inviting the Town Council to send two representatives to the next meeting of the Executive Committee meeting on Wednesday, 13 November 2019 at 7.30pm. Councillor Anne Roberts said that she would be attending the meeting and offered to represent the Town Council.

RESOLVED: *to accept Councillor Roberts' offer and to inform Ruthin Hospital League of Friends accordingly.*

122. RHUTHUN TOWN COUNCIL DONATION TO ROYAL BRITISH LEGION

Members were requested to consider giving a donation of £50.00 to the Royal British Legion towards poppy wreaths at the Remembrance Sunday service.

RESOLVED: to give a donation of £50.00 to the Royal British Legion towards poppy wreaths at the Remembrance Sunday service.

123. MEMORIAL PLAYING FIELDS PLAY AREA

The Clerk provided members with an update regarding the play area. The Memorial Playing Fields Association, who own the land, wished to either have another organisation or community group take responsibility for managing the play area or to remove the fencing and play equipment and potentially use the site as additional car parking space.

RESOLVED: to note the update and hold further discussion with the Memorial Playing Fields Association and Denbighshire County Council's Community Development team.

124. UPDATE ON THE OLD COURTHOUSE

The Mayor reported that the refurbishment work was nearly complete, subject to an electrician returning to complete some work. The gas main should be reconnected on 27 October, then the heating system will be commissioned. He stated that the next meeting of the Committees and the Town Council would be held at the Old Courthouse.

RESOLVED: to thank the Mayor for his commitment to the project and note the progress.

125. EXTERNAL AUDIT REPORT

A copy of the Auditor General for Wales' Audit Certificate and Issues Arising Report had been circulated to members. The Clerk stated that adopting Financial Regulations was the next item on the agenda and she would contact SLCC to get model terms of reference. She assured members that the accountancy firm would be requested to check the accuracy of accounting statements before being presented to Council from now on, and presentation of the accounts and accounting statements would be separate items and minuted accordingly.

RESOLVED: to receive the Audit Certificate and Issues Arising Report and note the actions to deal with the issues.

126. FINANCIAL REGULATIONS FOR RHUTHUN TOWN COUNCIL

Members were requested to consider and adopt Financial Regulations for Rhuthun Town Council. Councillor Dave Snape explained that the Financial Scrutiny Sub-committee had looked at each clause in the document, and recommended dates and financial limits for the appropriate sections.

RESOLVED: to accept the recommendations of the Financial Scrutiny Sub-committee and adopt the document as Rhuthun Town Council's Financial Regulations.

127. FINANCIAL STATEMENT

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

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

128. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

From Ruthin Town Council current account:

100226	Sandra Williams	Travelling expenses and salary owing	£86.10
D.D.	BT Business	Phone and broadband services	* £220.06
100227	Walsh Trophies	Engraving floral display cups 2019	£10.00
100228	Scottish Power	Electricity charges Old Courthouse	£53.51
		14.06.19 – 13.09.19	

100229	Dŵr Cymru Welsh Water	Services at the Old Courthouse 21.03.19 – 19.09.19		£258.47
100230	Canda Copying Ltd	Photocopier rental and minimum copies	*	£41.90
100231	Canda Copying Ltd	Additional black and white copies	*	£18.82
100233	Canda Copying Ltd	Photocopier rental and minimum copies	*	£41.90
100234	Canda Copying Ltd	Additional black and white copies	*	£8.83
100235	Canda Copying Ltd	Additional colour copies	*	£19.73
100236	Hill & Roberts Ltd	Accountancy and payroll services – Oct 2019	*	£84.00
100237	Llanfwrog CIC	Watering services – September 2019		£1,160.00
100238	Llanfwrog CIC	Grass cutting services – October 2019		£352.26
100239	IT Williams Co. Ltd	Transport planters and tip green waste	*	£669.12
100240	Marian Rees	Simultaneous translation – October 2019	*	£90.00
100241	HMRC	Income tax and National Insurance		£714.62
100242	Rick Parr t/a Rickx Disco	PA system at Remembrance Sunday service		£80.00
100243	NMWALC	Two lunches following quarterly meeting on 25.10.19		£32.00
From Ruthin Town Council Old Courthouse account:				
100007	Oakwood Property	1 st stage payment	*	£10,551.30
100008	Cllr. Gavin Harris	LED light strip holders, kitchen appliances, ceiling speakers, CCTV system and interior woodstain	*	£2,335.26
100009	Cllr. Gavin Harris	12 filing cabinets, chandelier parts and kitchen hob	*	£632.47
100010	Oakwood Property	2 nd stage payment	*	£10,551.30
100011	Construction Project Safety	CDM services	*	£540.00
100012	Oakwood Property	3 rd stage payment	*	£10,551.30
100013	Oakwood Property	4 th stage payment	*	£10,551.30
100015	Cllr. Gavin Harris	Audio cables, exterior woodstain, sockets and Berwyn Slate delivery	*	£1,288.85
100016	Oakwood Property	5 th stage payment	*	£10,551.30
100017	Oakwood Property	Replacement cheque for cheque no. 100016	*	£10,551.30

129. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting as Monday, 25 November 2019 at 7.00pm at the Old Courthouse, St. Peter's Square.