

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL** held in the Old Courthouse, St. Peter's Square, Rhuthun, on Monday, 16 December 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, Anne Roberts, Dave Snape, Ifan Wyn and Emrys
Wynne.
County Councillor Bobby Feeley and four members of the public.

150. WELCOME AND APOLOGIES

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

151. PRESENTATION FROM DARREN MILLAR AM

The Mayor welcomed Darren Millar, Assembly Member for Clwyd West, to the meeting. He thanked the Mayor for the welcome and stated that he was pleased to be in the Old Courthouse following purchase and refurbishment of the building by Ruthin Town Council. He referred to other recent developments in the town, such as the two new schools on the Glasdir site, and the forthcoming investment in Ruthin Hospital and the plans for a velodrome and the future of the county Archives. Members were invited to ask questions.

RESOLVED: *to note the presentation.*

152. DECLARATIONS OF INTEREST

There were no declarations of interest.

153. MAYOR'S REPORT

The Mayor reported that he had attended the following events.

- 18.11 The Old Courthouse Working Group meeting
- 21.11 Ruthin Twinning Committee AGM
- 27.11 The Old Courthouse Working Group meeting
Clwyd Theatr Cymru pantomime press evening
- 28.11 Meeting with Hill & Roberts accountants
- 29.11 The Old Courthouse sneak peek evening for donors
- 02.12 Rotary Young Chef competition at Ysgol Brynhyfryd
The Old Courthouse Working Group meeting
Staffing Sub-committee meeting
- 03.12 Meeting with Paul Morgan, Oakwood Property, at the Old Courthouse
- 04.12 Meeting with Helen Williams, Cadwyn Clwyd, regarding the Velodrome

154. MEMBERS' REPORTS

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|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cllr. Heather Williams
(Deputy Mayor) | The Old Courthouse sneak peek evening for donors, Christmas Market and Lights switch on, Canolfan Awelon meeting, Old Courthouse working group meeting and Ruthin and District Civic Association Old Courthouse test event |
| Cllr. Keiran Allsopp-Robson | Christmas Market and Lights switch on and Convoy of Lights |
| Cllr. Stephen Beach | Christmas Market and Lights switch on, Mental Health networking day, Trefnant, Staffing Sub-committee meeting and Ruthin and District Civic Association Old Courthouse test event |
| Cllr. Jim Bryan | The Old Courthouse sneak peek evening for donors, Christmas Market |

<p>Cllr. Ken Hawkins Cllr. John Wynne Hughes Cllr. Menna Jones</p>	<p>and Lights switch on and Convoy of Lights, Ruthin Festival Committee meetings and AGM and Staffing Sub-committee meeting Christmas Market and Lights switch on</p>
<p>Cllr. Ian Lewney Cllr. Jabez Oakes Cllr. Robert Owen-Ellis Cllr. Anne Roberts</p>	<p>The Old Courthouse sneak peek evening for donors, Christmas Market and Lights switch on, Eisteddfod yr Urdd 2020 Appeal Committee meeting and Ysgol Pen Barras Christmas concerts</p>
<p>Cllr. Dave Snape</p>	<p>Four Food Bank sessions and Staffing Sub-committee meeting</p>
<p>Cllr. Ifan Wyn Cllr. Emrys Wynne</p>	<p>The Old Courthouse working group meeting, The Old Courthouse sneak peek evening for donors, Christmas Market and Lights switch on, Staffing Sub-committee meeting and Ruthin and District Civic Association Old Courthouse test event</p> <p>The Old Courthouse sneak peek evening for donors and Christmas Market and Lights switch on</p> <p>Christmas Market and Lights switch on</p>

155. RUTHIN COUNTY COUNCILLOR REPORTS

Members received a written report from Councillor Emrys Wynne relating to events attended and issues dealt with as a Town and County Councillor. It also noted his intention to resign as a Town Councillor from 31 December 2019. He thanked all the members for their support and friendship, and they thanked him for his contribution as a Town Council member.

156. MINUTES OF THE PREVIOUS ORDINARY MEETING

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

157. MATTERS ARISING

The Clerk stated that a thank you letter had been received from Denbighshire Citizen's Advice for the financial assistance of £2,000.00 towards the Ruthin Citizen's Advice office.

158. MINUTES OF THE STAFFING SUB-COMMITTEE

Members considered the minutes of the meeting held on 2 December 2019, and the recommendations regarding the Clerk's salary and the Old Courthouse Manager's salary.

RESOLVED: *to receive the minutes and confirm that the Town Clerk's salary would remain on point 30 of the pay scale, as it has been increased by several increments the previous year and there had been no further changes to the duties and responsibilities. The Old Courthouse Manager's salary would move to the next increment, point 20, on 1 April 2020, subject to satisfactory review of performance in the role.*

159. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 2 December 2019.

RESOLVED: *to receive the minutes of the meeting held on 2 December 2019.*

160. UPDATE ON THE OLD COURTHOUSE

The Mayor reported that BT had changed the date for installation of the phone and broadband

to 6 January. A number of test events were to be held over the Christmas and New Year period and there was a great deal of interest from the community regarding hiring the venue.

RESOLVED: to note the update.

161. DENBIGHSHIRE DESTINATION PARTNERSHIP

Members were asked to consider a request from Denbighshire Destination Partnership for Ruthin Town Council to have a member on the Partnership to contribute to forming the next Destination Management Plan. The Mayor and Deputy Mayor stated that they were already members of the Partnership, and would be willing to represent the Town Council.

RESOLVED: that Councillor Gavin Harris and Councillor Heather Williams represent Ruthin Town Council on Denbighshire Destination Partnership.

162. RENEWAL OF SOCIETY OF LOCAL COUNCIL CLERKS (SLCC) MEMBERSHIP

Members were requested to consider renewal of the Clerk's membership of the above society for 2020 at a cost of £180.00. This was proposed, seconded and unanimously agreed.

RESOLVED: to renew the Clerk's membership of SLCC for 2020 at a cost of £180.00.

163. INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT – FEBRUARY 2020

Members were requested to consider the determinations in the IRPW's Draft Annual Report relating to Town Councils. Members discussed the draft determinations.

RESOLVED: to accept the draft determinations in the IRPW Draft Annual Report.

164. DRAFT TOWN COUNCIL BUDGET FOR 2020-21

Members were requested to consider the draft budget for the forthcoming financial year. Budget headings and the amounts allocated were discussed.

RESOLVED: to undertake further work on the draft budget and to present to the Council at the January meeting for the final decision.

165. FINANCIAL STATEMENT

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

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

166. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

From Ruthin Town Council current account:

100252	Denbighshire Citizen's Advice	Financial assistance towards the Ruthin office		£2,000.00
100253	Ruthin Cricket Club	Financial assistance towards bowling machine		£500.00
100254	Kate Harcus	Items for the Old Courthouse sneak peek event		£67.96
100255	Snowdonia Fire & Security	Routine maintenance to fire alarm system	*	£66.00
100256	Marian Rees	Simultaneous translation – December 2019	*	£90.00
100257	Hill & Roberts	Accountancy and payroll services Dec 2019	*	£84.00
100258	HMRC	Income tax and National Insurance		£701.63

D.D.	Public Works Loan Board (PWLB)	Loan payment for Old Courthouse loan		£3,515.42
From Ruthin Town Council Old Courthouse account:				
100021	Cllr. Gavin Harris	Repayment for purchase of sanitary fittings, projector screen and items for exhibition boards	*	£2,359.40
100022	Oakwood Property	Stage payment for Old Courthouse refurbishment	*	£10,000.00
100023	Castle Mews Carpets	Carpet tiles for the Old Courthouse	*	£1,755.00

PART TWO

It was proposed and seconded that the following items be considered in private.

167. CHRISTMAS TREE

Members were informed that the damage to the Christmas tree on St. Peter's Square was being investigated by the police. The Mayor referred to the offers of support and donations towards a replacement tree following the incident, and suggested that a press release be issued highlighting this positive aspect. The Clerk informed members that a replacement tree would be installed on Thursday, and the lights placed on the tree that evening. Members requested that all costs involved, including administration time, be recorded and forwarded to the police.

RESOLVED: *to note the information and issue a press release.*

168. VELODROME UPDATE

The Mayor explained that a meeting had been held with Cadwyn Clwyd with the intention of undertaking a detailed feasibility study. Cadwyn Clwyd would require match funding for this, and it was intended to ask Denbighshire County Council and Ruthin Town Council for a contribution. They would look at the best option for the proposed site, which is on Denbighshire County Council owned land, either lease or asset transfer. It was suggested that a co-ordinator was required to take responsibility for this next stage, and Councillors were asked whether the Town Council would be willing to fund this.

RESOLVED: *to note the information and for the Town Council to fund the co-ordinator role.*

169. DATE OF NEXT MEETING

RESOLVED: *to confirm the date of the next ordinary meeting as Monday, 20 January 2020 at 7.00pm at the Council Chamber, County Hall, Wynnstay Road, Ruthin.*