

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL**
held via Zoom video conferencing on Monday, 21 June 2021 at 7:00pm.

PRESENT: Councillors Heather Williams (Mayor), Menna Jones (Deputy Mayor)
Councillors Stephen Beach, Jim Bryan, Christine Ellis, Gavin Harris, Ken
Hawkins, John Wynne Hughes, Ethan Jones, Ian Lewney, Jabez Andrew
Oakes, Robert Owen-Ellis, Anne Roberts, Mike van der Eijk and Ifan Wyn.
County Councillors Bobby Feeley and Emrys Wynne.

36. WELCOME AND APOLOGIES

37. DECLARATIONS OF INTEREST

There were no declarations of interest.

38. MAYOR'S REPORT

The Mayor reported that she had attended the following meetings:

HR Sub-Committees and work connected with appointment of Town Clerk
North Wales County Junior Championships at Ruthin Lawn Tennis Club
Meeting with Stuart Evans, Mayor's Chaplain about Civic Service and preparations.
DVSC Volunteers Week -Celebrating Denbighshire Volunteers meeting - Dementia
Awareness & Volunteers & response to Covid 19
Manning Art Exhibition at TOC
Ruthin Castle Conservation Trust AGM
Destination Denbighshire partnership meeting
St Peter's Open Church and Churchyard
Contact with some Flood Relief applicants
Initial contact with various organisations/individuals regarding Mayor's tree planting
project
The Old Courthouse sub committee

39. MEMBERS' REPORTS

Cllr. Menna Jones (Deputy Mayor)	30 /5 Invited to open the Artisan Market 30/05 afternoon - session at Yr Hen Lys 10/6 Session at the Food Bank
Cllr. Stephen Beach	Rhos Street School - Buildings, Finance and full Governors' meetings
Cllr. Jim Bryan	The Old Court house Ruthin Festival The town clock project. The cenotaph Recruitment shortlist
Cllr. Christine Ellis Cllr. Gavin Harris	18/05/21 Denbighshire Destination Management Meeting 19/05/21 Velodrome Meeting with Matt Cosgrove & Sara Green 30/05/21 TOC volunteer manning 06/06/21 TOC volunteer manning 11/06/21 HR subcommittee

Cllr. Ken Hawkins	13/06/21 TOC volunteer manning
Cllr. John Wynne Hughes	Nothing to report.
Cllr. Ian Lewney Cllr. Jabez Oakes	
Cllr. Robert Owen-Ellis	5 sessions of the Ruthin Food Bank
Cllr. Anne Roberts	10/05 AGM RTC via zoom
	12/05 Flood Relief fund meeting via zoom
	18/05 HR Committee meeting via zoom
	19/05 RF meeing
	20/05 Clock Tower meeting in TOC
	29/05 Art exhibition TOC
	01/06 TOC meeting via Zoom
	02/06 Stori Rhuthun – Ruthin Castle
	04/06 Art Exhibition – TOC
	10/06 RADCA committee meeting via Zoom
	11/06 TOC Art Exhibiton
	11/06 HR sub-cttee – shortlisting
	15/06 TOC meeting via Zoom
	18/06 Interviews for Town Clerk role
Cllr. Mike van der Eijk	
Cllr. Ifan Wyn	Nothing to report.

40. RUTHIN COUNTY COUNCILLORS REPORT

A written report was provided by County Councillor Emrys Wynne:

Meetings since 17 May.

Denbighshire County Council Annual Meeting.

Levelling-Up Fund. DCC hopes to attract extra money towards improving our roads, with particular attention given to potholes.

Scrutiny Committees.

Service Challenge Groups.

Strategic Planning Group.

Cabinet. Bobby and Huw as members of the cabinet and Emrys as a member of the council.

Planning Committee

As Cabinet members, Bobby and Huw will have attended additional meetings relating to their portfolios.

A meeting was held with the residents of Bryn Rhydd to discuss the maintenance of the plot of land to enable residents to continue to use it for recreation. The grass on this parcel of land has now been cut.

Floods January 20, 2021. A letter from the three local members has been distributed to the residents of the lower parts of Clwyd Street, parts of Mwrog Street, Borthyn and Park Road. The letter was an update for residents about the proposed further defence works between Cae Ddol and the Mill Street area.

The process of appointing a new Chief Executive for the County is continuing.

The three local members continued to respond to issues that were referred to us by the residents of the town on a daily basis and week by week. In addition to regular issues such as the condition of footways, littering, dog fouling and potholes, there are three issues of common concern.

- Dogs disturbing wildlife near the lake at Cae Ddol.
- Challenges facing many businesses in the town, particularly parts of Clwyd Street.
- The recent local spike in cases of Covid-19 in the Vale of Clwyd.

There is a continued demand for safe cycling routes linking Ruthin with neighbouring communities. Talks with DCC officers regarding this demand continue.

Cllr Anne Roberts requested an update on progress with addressing issues of dogs off leads, disturbing wildlife and running freely around the play equipment in Cae Ddol park. Cllr Emrys Wynne provided an update about the possibility of zoning the park, to create an area for dogs off leads, between the river and the castle walls. Concerns were raised about 'policing' this. A letter will be sent from RTC regarding the complaints Town Councillors have received regarding this issue.

41. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: *that the minutes of the meeting held on 17 May 2021 be received and confirmed as a correct record.*

42. MATTERS ARISING

None

43. MINUTES OF THE AMENITIES COMMITTEE

Deputy Mayor Cllr Menna Jones thanked Cllr Gavin Harris for being chair on the Amenities Committee for the last two years and welcomed Cllr Stephen Beach.

Members considered the minutes of the meeting held on 7 June 2021.

RESOLVED: *to receive the minutes of the meeting held on 7 June 2021.*

44. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 7 June 2021.

RESOLVED: *to receive the minutes of the meeting held on 7 June 2021.*

45. MINUTES OF THE OLD COURTHOUSE MANAGEMENT COMMITTEE

Members considered the minutes of the meeting held on 1 June 2021.

RESOLVED: *to receive the minutes of the meeting held on 1 June 2021.*

46. VACANT SEAT ON RUTHIN TOWN COUNCIL

Members acknowledged the notice of intent to resign from Cllr. John Wynne Hughes. Cllr Ken Hawkins requested this notice was reconsidered, but the Mayor advised it is not possible to reconsider a resignation. County Councillor Emrys Wynne extended his thanks to Cllr John Wynne Hughes. Cllr Hughes shared that he was proud to have been part of Ruthin Town Council.

RESOLVED: *to notify DCC Electoral Services and display the Notice of Vacancy.*

47. RUTHIN WAR MEMORIAL

Members considered the adoption of the War Memorial on Wynnstay Road, as it is currently not the responsibility of any organisation despite its importance to the local community. Cllr Gavin Harris proposed and Cllr Anne Roberts seconded the motion. All Councillors were in favour.

RESOLVED: *Ruthin Town Council will adopt the War Memorial.*

48. MAYOR'S TREE PLANTING PROJECT

Members received information about the Mayor's tree planting project over the next year.

RESOLVED: It was confirmed that Ruthin Town Council has some finance available for tree planting/maintenance. It was agreed that applications could be made for external funds on behalf of the Council for grants to assist with this project

49. FLOOD RELIEF FUND UPDATE

Members were updated on the Ruthin Flood Relief Fund. £4900 has been raised and distributed to applicants who provided their bank details. The Flood Relief Fund group proposed to change the name and purpose of the account to be the 'Ruthin Emergency Fund' ensuring support to emergency situations throughout the town and governed by a committee of representatives from the community.

RESOLVED: Members *agreed to the change of purpose and name of the fund.*

50. COACH FRIENDLY STATUS

Members are concerned that the 'Coach Friendly Status' was awarded over two years ago and no up date has been received from the awarding body regarding an extension. Plus, there has still not been a space allocated on St Peter's Square as a designated drop-off point for coaches. Cllr Harris reported that DCC are happy to progress the coach drop-off point, but there have been no meetings over the last 18 months and request the County Councillors to these discussions and actions.

County Cllr. Bobby Feeley offered to find out what is happening regarding this request.

RESOLVED: *The Deputy Town Clerk will continue to chase the awarding body and County Cllr Feeley will find out what is happening with the proposed coach drop-off point on St Peter's Square.*

51. CITY OF CULTURE 2025

The request to discuss this item was rescinded.

52. RUTHIN TOWN TEAM – RUTHIN WiFi

The WiFi system in Ruthin town centre is to be decommissioned, and there are some outstanding costs associated. A request had been made from Ruthin Town Team regarding a laptop which had been lent to Ruthin Town Council during the pandemic, to be purchased or returned to the Town Team.

RESOLVED: *to return the laptop to David Snape following the removal of any material on the equipment.*

53. FINANCIAL STATEMENT

Members were requested to receive and approve the financial statement for the period ending 31 May 2021.

RESOLVED: *to receive and approve the financial statement for the period ending 31 May 2021.*

54. ACCOUNTS FOR PAYMENT

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

From Ruthin Town Council's current account:

OB	Planning Aid Wales	Cllrs Heather Williams and Gavin Harris attending 'Regenerating Welsh Towns and Communities post Covid-19' conference.	£100.00
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OB	JB Platform Hire Ltd	Hire of cherry picker with operator for placing flower containers on posts.	£384.00
OB	One Voice Wales	Councillor training – ‘The Councillor Module 2’	£30.00
OB	Hill & Roberts	Accountancy and payroll services and Sage subscription – April	* £240.00
OB	IT Williams Company Ltd	Transport of planters from Glyndwr plants to Ruthin	£528.00
OB	Cambrian Woodland Services	Supply and planting of tree for Art Trail and supply and fix of ‘root rain’ watering system	£434.40
OB	Llanfwrog CIC	Grass cutting services – June 2021	£554.76
OB	Lleol.cymru	Recruitment advertisement	£180.00
CQ	R John Edwards	Written translation services	£74.25
OB	Dave Snape	Reimbursement for Office 365 subscription January and February 2021	£37.92
OB	Marian Rees	Translation services May and June 2021	£180.00
OB	Anne Roberts	Reimbursement for payment for recruitment advert	£54.75
OB	R. John Edwards	Translation services – papers for 21 06 21 RTC meeting	£112.50
OB	Standard Signs & Traffic Systems Ltd	Replacement vinyl stickers for finger posts	£168.00
(The items marked with an * above include recoverable V.A.T. of £43.16)			
From Ruthin Town Council Old Courthouse account:			
	BT Business	Cloud phone and broadband service	* £67.19

PART TWO

It was proposed and seconded that the discussion of the following items be held in private, due to the likely disclosure of sensitive information. This was resolved and webcasting was terminated at this point and the County Councillors, members of the public and press left the meeting.

55. UPDATE REGARDING RECRUITMENT TO TOWN CLERK POST

Two applicants were shortlisted and interviewed. HR Committee recommended, subject to references, the job is offered to Sian Clark.

RESOLVED: *to offer the job of Town Clerk and Responsible Financial Officer to Sian Clark.*

56. AUDIT WALES REQUEST

Members were updated on a request from Audit Wales pertaining to the acquisition of The Old Courthouse. The information had now been collated and sent to the Audit Office

RESOLVED: *The Deputy Town Clerk will keep the Members updated with the communications with Audit Wales.*

57. VAT REGISTRATION

Members received a VAT advice report to consider.

RESOLVED: *The Financial Scrutiny sub-committee, Cllr Harris and the Deputy Town Clerk to meet with Ffion Hampson of Hill & Roberts to confirm RTC’s VAT status/registration.*

58. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting will be Monday, 12 July 2021 at 7pm.