

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL**
held via Zoom video conferencing on Monday, 16 November 2020, 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, Jabez Oakes, Robert Owen-Ellis, Anne Roberts,
Dave Snape, Mike Van Der Eijk and Ifan Wyn.
County Councillors Bobby Feeley, Huw Hilditch-Roberts and Emrys Wynne.

337. WELCOME AND APOLOGIES

There were no apologies for absence.

338. DECLARATIONS OF INTEREST

There were no declarations of interest.

339. DROSI BIKES PRESENTATION

The Mayor welcomed Beth Ward from Drosi Bikes Community Interest Company to provide a brief presentation on the bike project to the Council. The aim is to refurbish and recycle bikes, including converting conventional bikes into electric bikes, and encouraging people to learn how to maintain their bikes via community workshop sessions. She said they were looking for premises in order to expand the venture. Members were invited to ask questions, and asked whether there had been consultation with local businesses and whether they would work with local primary schools and suggested contacts in Denbighshire County Council's Economic Development department with regards to a potential unit for the project.

RESOLVED: to note the presentation.

340. MAYOR'S REPORT

The Mayor reported that he had attended or been involved with the following events:

The Old Courthouse Working Group meetings

08.11 Remembrance Sunday service at the War Memorial

10.11 Financial Scrutiny Sub-committee meetings and Documents Scrutiny Group meeting

11.11 Two minutes silence at the War Memorial and Good Citizen Group meeting

12.11 Staffing Sub-committee meeting

341. MEMBERS' REPORTS

Cllr. Heather Williams (Deputy Mayor) Old Courthouse working group meetings, Remembrance Sunday service at the War Memorial, Destination Denbighshire Partnership meeting, Financial Scrutiny Sub-committee meeting and the Good Citizens Group meeting.

Cllr. Stephen Beach Health and Safety meeting at Rhos Street School with the county Health and Safety officer.

Cllr. Jim Bryan The Old Courthouse working group meetings, Ruthin Festival Committee AGM, helping with the exhibition at the Old Courthouse and Staffing Sub-committee meeting.

Cllr. Ken Hawkins Nothing to report.

Cllr. John Wynne Hughes Nothing to report.

Cllr. Menna Jones Meeting to discuss Remembrance Sunday arrangements, helping with the exhibition at the Old Courthouse and Good Citizens Group meeting.

Staffing

Cllr. Ian Lewney	Nothing to report.
Cllr. Jabez Oakes	Nothing to report.
Cllr. Robert Owen-Ellis	Four Food Bank sessions, Financial Scrutiny Sub-committee meeting, Documents Scrutiny Group and the Staffing Sub-committee meeting.
Cllr. Anne Roberts	Meeting to discuss Remembrance Sunday, helping with the Old Courthouse exhibition, Old Courthouse working group meetings, Financial Scrutiny Sub-committee meeting, Good Citizens Group and the Staffing Sub-committee meeting.
Cllr. Dave Snape	The Old Courthouse working group meetings, Theatr John Ambrose steering group meetings and the Financial Scrutiny Sub-committee meeting.
Cllr. Mike Van Der Eik	Meetings regarding the Incredible Edible project and the proposed Share and Repair Shed.
Cllr. Ifan Wyn	Theatr John Ambrose steering group meetings.

342. RUTHIN COUNTY COUNCILLORS REPORT

The County Councillors report referred to the feedback regarding the one way system introduced in response to Covid-19 social distancing and promotion of active travel, Denbighshire County Council's draft Climate Change Strategy and the proposed temporary Covid-19 testing centre to be located in Crispin Yard car park.

343. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: *that the minutes of the meeting held on 19 October 2020 be received and confirmed as a correct record.*

344. MATTERS ARISING

The Clerk referred to the letter of thanks to Ruthin Town Council from Denbighshire Citizen's Advice for the financial contribution of £2,000.00 towards its work in Ruthin.

345. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 2 November 2020.

RESOLVED: *that the minutes of the meeting held on 2 November 2020 be confirmed as a correct record.*

346. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 2 November 2020.

RESOLVED: *that the minutes of the meeting held on 2 November 2020 be confirmed as a correct record.*

347. MINUTES OF THE GOOD CITIZEN GROUP

Members considered the minutes of the meeting held on 11 November 2020.

RESOLVED: *that the minutes of the meeting held on 11 November 2020 be confirmed as a correct record.*

348. MINUTES OF THE STAFFING SUB-COMMITTEE

Members considered the minutes of the meeting held on 12 November 2020 and were in favour of the sub-committee's recommendation that the reviewed policies be updated, posted on the website and reviewed annually.

RESOLVED: *that the minutes of the meeting held on 12 November 2020 be confirmed as a*

correct record and the recommendation be approved and implemented.

349. FEEDBACK FROM THE DOCUMENTS SCRUTINY GROUP

Members were asked to consider the feedback from the Documents Scrutiny Group regarding the Independent Remuneration Panel for Wales' Draft Annual Report. Group members accepted the determinations and recommended that the Town Council introduces a payment of £300 to the Deputy Mayor in accordance with the discretionary payments listed in the report.

RESOLVED: *to accept the feedback and the recommendation to introduce a payment to the Deputy Mayor in the forthcoming civic year.*

350. CO-OPTION OF A TOWN COUNCILLOR

Members were informed that six candidates had applied for the vacant post. A secret ballot was requested and the Mayor explained that members would receive a Wufoo link that would enable them to vote, with this choice of candidates emailed anonymously to the Clerk. The first vote resulted in a tie between two candidates. A second vote was held to choose between the two candidates and the majority vote was for Ruth Astbury.

RESOLVED: *that Ruth Astbury be co-opted as a member of the Town Council.*

351. YOUTH REPRESENTATIVE ON TOWN COUNCIL

Councillor John Wynne Hughes had requested this item be included on the agenda. He suggested further information should be gathered with regards to how other communities ensure youth representation on their councils. He offered to lead a task and finish group looking into this.

RESOLVED: *that a task and finish group be established, led by Councillor John Wynne Hughes.*

352. GLASDIR PLANNING APPLICATION

Members were asked to consider the planning application for affordable homes on land at Glasdir. Members referred to the potential traffic and congestions issues and the impact on the Welsh language and whether the local infrastructure could cope. They also recognised that there was a need for affordable housing in the town and welcomed the fact that the proposed dwellings would be affordable properties.

RESOLVED: *that there was no objection to the planning application. Eight members were in favour, two against and four abstained.*

353. SHARE AND REPAIR SHED PROPOSAL

It was proposed and seconded that this item be discussed in Part 2 as there was embargoed information to be shared with members.

RESOLVED: *to discuss the item in Part 2.*

354. FREE PARKING DAYS

Members were informed that Denbigshire County Council was offering five free parking days in the current financial year.

RESOLVED: *to designate the four Saturdays from 28 November leading up to Christmas as free parking days and to allocate a further day in the New Year.*

355. COMMUNICATION STRATEGY

Councillor Dave Snape informed the members that the working group had met and reviewed the policy, taking into account WLGA guidance regarding councillors' use of social media.

They wished to meet once more to finalise the document, and he asked members to send any comments on the draft document to him or the Clerk.

RESOLVED: *to receive a final version of the document at the December Council meeting.*

356. UPDATE ON THE OLD COURTHOUSE

It was proposed and seconded that this item be moved to Part 2 as there was sensitive information to be discussed.

RESOLVED: *to discuss the item in Part 2.*

357. ANNUAL ACCOUNTS 2019-20

Members were requested to consider and approve the Annual Accounts for 2019-20. Submission of the accounts have been delayed due to circumstances arising from the Covid-19 pandemic. The Clerk thanked Hill & Roberts for their work in preparing the accounts.

RESOLVED: *to approve the Annual Accounts, to be signed by the Mayor and Responsible Financial Officers, subject to amending the Town Council's address.*

358. ACCOUNTING STATEMENTS

Members had received a copy of the Accounting and Governance Statements for 2019-20 with the meeting papers. The Clerk read out the statements individually and members replied in the affirmative to each one.

RESOLVED: *to reply yes to all the Accounting and Governance statements and publish the Annual Return on the website.*

359. INTERNAL AUDIT REPORT

Members were requested to consider the Internal Audit report for 2019-20 from JDH Business Services and the responses from Hill & Roberts.

RESOLVED: *to accept the Internal Audit report and note the actions required in response to the recommendations.*

360. FINANCIAL STATEMENT

Members were requested to receive and approve the financial statement for the period ending 31 October 2020.

RESOLVED: *to receive and approve the financial statement for the period ending 31 October 2020.*

361. ACCOUNTS FOR PAYMENT

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

From Ruthin Town Council's current account:

OB	HMRC	Income tax and National Insurance – October	£560.03
OB	Denbighshire Citizen's Advice	Financial assistance towards Ruthin CAB office and working from home service	£2,000.00
OB	HMRC	Income tax and National Insurance – November	£560.03
OB	Royal British Legion	Donations towards Remembrance Sunday poppy wreath	£50.00
OB	IT Williams Ltd	Transport planters and dispose of green waste	* £722.28
OB	JB Platform Hire Ltd	Llogi peiriant codi gyda gweithredydd i dynnu'r blodau o fasgedi crog Rhuthun	* £280.00

OB	Llanfwrog CIC	Grass cutting service – November 2020		£184.92
OB	Cambrian Woodland Services	Report regarding dead Art Trail cherry tree on Market Street	*	£72.00
OB	Hill & Roberts	Accountancy and payroll servie plus Sage subscription	*	£92.40
OB	JDH Business Services Ltd	Internal Audit 2019/20	*	£372.00
From Ruthin Town Council Old Courthouse account:				
OB	BT Business	Broadband and Cloud phone service	*	£67.19
OB	RIG Joinery	TOC exhibition stands	*	£2,174.40

362. LIGHT UP DENBIGHSHIRE

Members were requested to consider a proposal from Denbighshire County Council with regards to additional Christmas illuminations in the eight towns in Denbighshire over the festive period. In Ruthin this would involve lighting St. Peter's Church spire and Square.

RESOLVED: *to support and welcome the additional festive illuminations proposed by Denbighshire County Council.*

PART TWO

It was resolved to discuss the following two items in private.

363. SHARE AND REPAIR SHED

Members were given the latest news regarding the Share and Repair tri-town venture, Bws Benthg.

RESOLVED: *to act as a partner in the project in order to influence decisions and ensure consultation with and involvement of businesses.*

364. UPDATE OF THE OLD COURTHOUSE

The Mayor shared the latest position with regards to the Old Courthouse activities.

RESOLVED: *to note the update.*

365. DATE OF NEXT MEETING

RESOLVED: *to confirm the date of the next ordinary meeting will be Monday, 14 December 2020 at 7pm.*