

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL**
held via Zoom video conferencing on Monday, 14 December 2020,
following the Annual General Meeting at 7:00pm.

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

7. WELCOME AND APOLOGIES

Apologies for absence were received from Councillors Stephen Beach and Jabez Oakes.

8. DECLARATIONS OF INTEREST

There were no declarations of interest.

9. MAYOR'S REPORT

The Mayor reported that he had attended the Old Courthouse Working Group meetings and would be delivering Christmas Comforts later in the month, in a socially distanced manner.

10. MEMBERS' REPORTS

Cllr. Heather Williams (Deputy Mayor)	The Old Courthouse Working Group meetings.
Cllr. Stephen Beach	Health and Safety walkabout around Rhos Street School and Governors Building and Finance Committee meeting.
Cllr. Jim Bryan	The Old Courthouse Working Group meetings.
Cllr. Ken Hawkins	Nothing to report.
Cllr. John Wynne Hughes	Meeting regarding the Communication Strategy.
Cllr. Menna Jones	Planting lavender in the new planters, Ysgol Pen Barras Governors meeting and helping at the Food Bank.
Cllr. Ian Lewney	Meeting regarding the Communication Strategy.
Cllr. Jabez Oakes	Meeting regarding the Communication Strategy.
Cllr. Robert Owen-Ellis	Session with the Food Bank.
Cllr. Anne Roberts	Helping with the exhibition at the Old Courthouse and the Old Courthouse Working Group meetings.
Cllr. Dave Snape	Meeting regarding the Communication Strategy.
Cllr. Mike Van Der Eik	Nothing to report.
Cllr. Ifan Wyn	Meeting regarding the Communication Strategy.

11. RUTHIN COUNTY COUNCILLORS REPORT

The County Councillors reports referred to refinements to the one way system introduced in response to Covid-19 social distancing and promotion of active travel following feedback from residents and engagement with residents in the vicinity of the former Ysgol Pen Barras and Rhos Street School site regarding proposals for the site.

12. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: that the minutes of the meeting held on 16 November 2020 be received and confirmed as a correct record.

13. MATTERS ARISING

There were no matters arising.

14. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 7 December 2020.

RESOLVED: *to receive the minutes of the meeting held on 7 December 2020.*

15. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 7 December 2020.

RESOLVED: *to receive the minutes of the meeting held on 7 December 2020.*

16. MINUTES OF THE FINANCIAL SCRUTINY SUB-COMMITTEE

Members were informed that the minutes of the meeting held on 19 November 2020 were in English only. The Welsh version and English version of the minutes would be circulated to Councillors before the end of the week.

RESOLVED: *to await circulation of the minutes bilingually.*

17. MINUTES OF THE WELSH LANGUAGE COMMITTEE

Members were informed that the minutes of the meeting held on 19 November 2020 were in Welsh only. The Welsh version and English version of the minutes would be circulated to Councillors before the end of the week.

RESOLVED: *to consider the minutes when circulated bilingually.*

18. COMMUNICATION STRATEGY

Members were led through the Strategy by Councillor Ifan Wyn, chair of the Working Group that had been working on it. He highlighted that the job title of the Old Courthouse Manager /Deputy Town Clerk should be used consistently and the domain names of all Ruthin Town Council websites should be consistent. He also referred to the need for all communication, including on social media, to be bilingual. It was suggested that an action plan was needed now to implement the content of the strategy and to plan regular postings and updates.

RESOLVED: *to arrange translation of the Strategy and formulate an action plan for operational implementation.*

19. RESIGNATION OF A TOWN COUNCILLOR

Members were notified about a letter from Councillor Dave Snape tendering his resignation with immediate effect. His letter stated that it contained reference to items discussed in Part 2 at Ruthin Town Council. A member stated that he wished to be informed of the content of the letter prior to accepting the resignation. The Clerk stated that she would seek advice and report back to Councillors.

RESOLVED: *to send a letter of thanks to Councillor Snape for his contribution during his period as a member of Ruthin Town Council and to consider the matter at the next Council meeting.*

20. PROPOSED TERMS OF REFERENCE FOR THE OLD COURTHOUSE MANAGEMENT COMMITTEE

Members were informed that the Clerk and Old Courthouse Manager were working on this, and had a further meeting scheduled.

RESOLVED: *to defer this item to the next Council meeting.*

21. RENEWAL OF SLCC MEMBERSHIP

Members were asked to consider renewal of the Town Clerk's membership of the Society for

Local Council Clerks.

RESOLVED: that the Clerk's membership of SLCC be renewed for 2021-22.

22. DRAFT BUDGET FOR 2020-21 FINANCIAL YEAR

The Clerk was awaiting advice from the accountants regarding which reserve funds could be transferred into the budget and would circulate the draft budget as soon as possible.

RESOLVED: to await circulation of the draft budget.

23. FINANCIAL STATEMENT

Members were requested to receive and approve the financial statement for the period ending 30 November 2020.

RESOLVED: to receive and approve the financial statement for the period ending 30 November 2020.

24. 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 – December		£560.03
OB	Hill & Roberts	Accountancy and payroll services and Sage subscription	*	£92.40
DD	Public Works Loan Board	Old Courthouse loan repayment instalment		£3,525.42

From Ruthin Town Council Old Courthouse account:

OB	BT Business	Broadband and Cloud phone service	*	£67.19
OB	Pearsons Glass	Toughened glass for exhibition stands	*	£252.87
OB	Hideaway	Six red loop leather handles		£54.00

25. DATE OF NEXT MEETING

RESOLVED: to confirm the date of the next ordinary meeting will be Monday, 25 January 2021 at 7pm.