

**CYNGOR TREF RHUTHUN
RUTHIN TOWN COUNCIL**



(DRAFT) Minutes of the Ordinary Meeting of **RUTHIN TOWN COUNCIL**
held via Zoom video conferencing on Monday, 25 April 2022 at 7:00pm.

- PRESENT:** Councillors Heather Williams (Mayor),
Councillors Menna Jones, Stephen Beach, Christine Ellis, Ken Hawkins,
Gavin Harris, Ethan Jones, Rachel Lewington, Robert Owen-Ellis, Anne
Roberts, Ifan Wyn and Mike van der Eijk
County Councillors Emrys Wynne.
- IN ATTENDANCE:** Siân Clark – Ruthin Town Clerk
Kate Harcus – Ruthin Deputy Town Clerk
Sandra Williams – Translator

WELCOME

The Mayor welcomed all to the meeting and, as it was the final Town Council meeting of the municipal year and term, all Town Councillors were sincerely thanked for their work. Warm wishes were expressed to those Members who had not sought re-election.

234. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Jim Bryan and Jabez Redfern Oakes. Also County Councillors Bobby Feeley and Huw Hilditch-Roberts.

235. DECLARATIONS OF INTEREST

Cllr Heather Williams declared an interest in item 16(1) 'Requests for Financial Assistance' (*minute 249*) as the Town Council nominee on the Ruthin Show Committee.

236. RUTHIN FESTIVAL – SUSTAINABILITY PROJECT

On behalf of the Ruthin Festival Committee, Robert Price (Secretary) provided an update on Ruthin Festival activities and progress on the implementation of the sustainability project. Key points highlighted included:

- Ruthin Festival would be held between 25 June and 3 July 2022 with the Top of Town event held on Saturday 2 July; a line up including high profile performers together and local schools had been confirmed.
- The cancelling of the 2020 Ruthin Festival had not incurred any financial impact.
- A permanent licence had been issued saving time and funds on the annual application process
- Successful applications had been made to the Infrastructure Fund for electrical work in the Town Clock and The Old Courthouse and to the Clocaenog Fund for the purchase of equipment and marketing improvements for the Festival.
- Festival merchandise would be available from 2022 which would support both income and promotion of the event.
- A varied programme of events was planned for 2022 to include a cycle ride and live streaming into care homes. Ruthin Festival would also be in attendance at the Urdd Eisteddfod with a presence in the Menter Iaith tent.

- Other action included consideration of Ruthin Festival becoming a company limited by guarantee; attracting more volunteers; assessment of the event's impact on the local economy; raising the event's profile on such websites as Visit Wales; and a focus on developing the Festival in 2023 to include comedy and food, as well as becoming more environmentally friendly.

Members welcomed the update provided and expressed pleasure that Ruthin Festival would take place in 2022 and wished the Festival a successful week. The hard work of all the Ruthin Festival Committee members, was acknowledged.

237. MAYOR'S REPORT

The report as circulated with the agenda, which outlined the Mayor's activities and events since the previous Town Council meeting in March 2022, was noted. Additionally, the Mayor stated that she had volunteered at The Old Courthouse the previous Thursday and welcomed a significant number of visitors.

RESOLVED: *to note the content of the Mayor's Report.*

238. MEMBERS' REPORTS

Members considered the Members' Reports as circulated with the agenda.

RESOLVED: *to note the content of the Members' Reports.*

239. RUTHIN COUNTY COUNCILLORS REPORT

Given the pre-election period leading up to the County Council elections on 5 May, no formal report was given.

RESOLVED: *to note that, due to the pre-election period, no formal report was given.*

240. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED: *that the minutes of the meeting held on 21 March 2022 be confirmed as a correct record.*

241. MATTERS ARISING

None.

242. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 11 April 2022.

RESOLVED: *to receive the minutes of the Planning and Development Committee held on 11 April 2022.*

243. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 11 April 2022.

RESOLVED: *to receive the minutes of the Amenities Committee held on 11 April 2022.*

244. FREE PARKING DAYS 2022

Consideration was given by the Town Council to the recommendation of the Amenities Committee that the five free parking days in Denbighshire County Council car parks for 2022 be determined as:

- (i) Saturday 2 July 2022 (Ruthin Festival)
- (ii) Saturday 10 September 2022 (Open Doors)
- (iii) Saturday 3, 10 and 17 December 2022

RESOLVED: *that the five free parking days in Denbighshire County Council car parks for 2022*

be: Saturday 2 July 2022 (Ruthin Festival), Saturday 10 September 2022 (Open Doors) and Saturday 3, 10 and 17 December 2022.

245. MINUTES OF THE OLD COURTHOUSE MANAGEMENT COMMITTEE

RESOLVED: to note that the minutes of the Old Courthouse for 5 April 2022 would be considered at the next meeting.

246. GOOD CITIZEN / YOUNG PERSON / COMMUNITY GROUP OF THE YEAR 2020 AND 2021

Members noted that the ceremonies to recognise the recipients of the 2020 Good Citizen, Young Person and Community Group Awards had been held in The Old Courthouse. The nomination process for the 2021 awards had been extended to Friday, 29 April 2022. Agreement was sought and given by the Town Council that any decision by the Good Citizen Working Group (which was due to meet on 3 May 2022) to the granting, or otherwise, of the awards would be final with a notification provided to Town Councillors for information.

RESOLVED: that the Good Citizen Working Group's granting, or otherwise, of the awards be final with a notification provided to Town Councillors for information.

247. THE QUEEN'S PLATINUM JUBILEE 2022

Town Councillors discussed marking Her Majesty The Queen's Platinum Jubilee in June 2022. It was reported that residents of Cae Seren were planning a street party. A proposal by Councillor Ethan Jones, seconded by Cllr Ifan Wyn, that Ruthin Town Council did not use public funds to support expenditure on events relating to the Platinum Jubilee was put to the vote; the proposal was not carried. A suggestion of the purchase of rose bushes for the town's residential care homes was generally supported and it was agreed that further detailed consideration be given and determined by the Amenities Committee on 3 May 2022 as to how HM The Queen's Platinum Jubilee would be acknowledged.

RESOLVED: that further detailed consideration be given and determined by the Amenities Committee on 3 May 2022 as to how HM The Queen's Platinum Jubilee would be acknowledged.

248. YR URDD – SPONSORSHIP

Following the Town Council's determination in March 2022 to defer a decision for a 50" screen in the Arts and Crafts Pavilion to display a media presentation showcasing Ruthin, for a £500 sponsorship, the Town Clerk stated that contact had been made with the Tourism, Marketing and Events Team in Denbighshire County Council. A show reel of Ruthin, produced by the County Council, was planned to be updated prior to the Urdd Eisteddfod, subject to the availability of the production company, and would include The Old Courthouse and Market Hall as both locations had been opened since the completion of the original production. Permission had been given by Denbighshire County Council for Ruthin Town Council to use the show reel, therefore the Clerk stated that the media presentation content would be delivered at little or no cost to the Town Council. Members agreed to the £500 sponsorship for the 50" screen in the Arts and Crafts Pavilion.

RESOLVED: that a £500 sponsorship arrangement with the Urdd be made to provide a 50" screen in the Arts and Crafts Pavilion to display a media presentation showcasing Ruthin.

249. FINANCIAL ASSISTANCE

Members considered requests for financial assistance from the following organisations, the details of which had been previously circulated:

1. Ruthin Show Society - £500.00

2. Ruthin Festival - £1,000.00
3. Ruthin Cricket Club - £850.00

RESOLVED: that the following requests for financial assistance be agreed:

- (i) Ruthin Show Society - £500.00
- (ii) Ruthin Festival - £1,000.00
- (iii) Ruthin Cricket Club - £850.00

250. PAN-005141-V002 NEWBRIDGE ENERGY LIMITED

Members considered an active consultation relating to Blazers Fuel, Brickfield Lane, Ruthin, with a deadline for responses of 3 May 2022. Concerns of local residents were raised by Members regarding the current situation with fumes, smoke and sawdust emissions continuing to blight local residents' lives. Concerns about the health and wellbeing of pupils and staff at the two local schools in the vicinity were also highlighted. Town Councillors objected to the proposal under consultation and requested that its objection be robustly expressed in its consultation response. County Councillor Emrys Wynne committed to forward a pertinent email to the Clerk on the matter.

RESOLVED: to object to the proposal under consultation and that the objection be robustly expressed in the consultation response.

251. INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT 2022-23

Town Councillors noted the publication of IRPW's Annual Report 2022-23 and requested that the Document Scrutiny Group consider the IRP's determinations in respect to Payments to Members of Community and Town Councils and report back to the next meeting.

RESOLVED: that the Document Scrutiny Group consider the IRP's determinations in respect to Payments to Members of Community and Town Councils and report back to the next meeting.

252. DATA PROTECTION FEE

Consideration was given to the request to renew the Town Council's registration by the Information Commissioner's Office and approve payment of the £40 fee.

RESOLVED: that approval be given to the payment of the £40 registration fee to the Information Commissioner's Office.

253. DRAFT ANNUAL ACCOUNTS 2021-22

Members noted the draft annual accounts for 2021-22 as circulated.

RESOLVED: to note the draft annual accounts for 2021-22.

254. FINANCIAL STATEMENT

Members received the financial statement for the period ending 31 March 2022 as circulated.

RESOLVED: to accept the financial statement of the period ending 31 March 2022.

255. ACCOUNTS FOR PAYMENT

RESOLVED: that payment of the following items be approved.

OB	Hill & Roberts	Accountancy and Payroll Services – April 2022	*	£240.00
OB	Oakwood Property	Hanging of the Old Courthouse sign (part of Covid-19 WG Grant submission)	*	£120.00
OB	BT	Phone, broadband, internet provision - April	*	£98.23

		2022		
OB	Canda Copying Ltd	Rental of Copier 01/04/22 to 30/06/22	*	£41.90
OB	Canda Copying Ltd	Copying costs between 29/12/21 and 31/03/22	*	£59.11
OB	Llanfwrog CIC	Grass cutting services April 2022		£425.34
OB	KMT Electrical	Erection/dismantling of Christmas tree lighting	*	£1,158.00
OB	Viking	Stationery and office supplies	*	£109.56
OB	Fineline	Office Stationery	*	£10.87
OB	The Don Photography	Photographic coverage of the Awards held at The Old Courthouse on 23 April 2022		£100.00
OB	Sandra Williams	Reimbursement: Renewal of both websites: www.visitruthin.wales & www.visitrhuthun.cymru	*	£107.92
OB	Sian Clark	Reimbursement: Microsoft Monthly Subscription Charges April 2022	*	£18.96
	From The Old Courthouse account			
OB	Denbighshire County Council	Non Domestic Rates (1 st and 2 nd of 10 payments) for period to 05/04/22 and to 05/05/22	*	£527.00 £524.00
OB	Viking Kate Harcus	Exhibition and Information supplies Reimbursement: Cordless Vacuum Cleaner	*	£36.31 £34.99

256. DATE OF NEXT MEETING

RESOLVED: To confirm the date of the next meetings of the Town Council - Annual General Meeting on 16 May, and Ordinary Meeting on 23 May 2022, both at 7.00pm

257. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: that the press and public be excluded from the meeting during the discussion on the following item as it is likely that exempt information will be disclosed, as defined in Part 4, Schedule 12A, Local Government Act 1972.

258. RHUTHUN TOWN COUNCIL STAFFING – SALARY AND TRAINING

Members endorsed the recommendations of the HR Committee in respect of the Town Clerk and Old Courthouse Manager's (i) salary increment for 2022/23 (progression by one increment point); (ii) training requests for the Town Clerk to undertake Certificate in Local Council Administration and for the Deputy Clerk to undertake an Introduction to Local Council Administration course; and (iii) noted the payments made in 2021/22 for salaries including income tax, National Insurance and pension contributions.

RESOLVED: (i) that the Town Clerk and Old Courthouse Manager's receive one increment progression in salary increment for 2022/23; (ii) that training requests for the Town Clerk to undertake Certificate in Local Council Administration and for the Deputy Clerk to undertake an Introduction to Local Council Administration course be agreed; and (iii) the payments made in 2021/22 for salaries including income tax, National Insurance and pension contributions be noted.