

**CYNGOR TREF RHUTHUN  
RUTHIN TOWN COUNCIL**



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Minutes of the Ordinary Meeting of **RUTHIN TOWN COUNCIL**  
held in a hybrid format on Monday, 23 May 2022 at 7:00pm.

- PRESENT:** Councillors Menna Jones (Mayor),  
Councillors Stephen Beach, Oliver Bradley-Hughes, Christine Ellis, Gavin Harris, Ethan Jones, Ian Lewney, Jabez Redfern Oakes, Anne Roberts, Rachel Ryland and Heather Williams  
County Councillors Bobby Feeley, Huw Hilditch-Roberts and Emrys Wynne.
- IN ATTENDANCE:** Siân Clark – Ruthin Town Clerk  
Kate Harcus – Ruthin Deputy Town Clerk  
Marian Rees – Translator

**WELCOME**

All attendees were welcomed by the Mayor to the first Town Council meeting of the new municipal year, and a warm welcome was given to Councillors Bradley-Hughes and Ryland, both newly elected members of Ruthin Town Council. The Mayor commented that it was pleasing to be able to hold the meeting in a hybrid format with most attendees present in The Old Courthouse.

**17. APOLOGIES FOR ABSENCE**

None.

**18. DECLARATIONS OF INTEREST**

None.

**19. MAYOR'S REPORT**

The Mayor reported that during her first week in office, she had formally opened Café Eden and garden in Ruthin Market Hall and had attended Denbigh Town Council Annual Meeting held by Zoom.

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

**20. MEMBER'S REPORT**

Councillor Gavin Harris expressed his thanks to the Town Council for his nomination, through One Voice Wales, to attend the Garden Party at Buckingham Palace. It was acknowledged that Councillor Anne Roberts would also be attending a Garden Party later in the month following the postponement of the event in 2020.

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

**21. RUTHIN COUNTY COUNCILLORS REPORT**

The County Councillors reported that, following their re-election, training sessions were taking place for all Councillors. The County Council Annual Meeting would take place the following day. It was stated that following the recent elections, the composition of the County Council

and Cabinet would differ from the previous administration, and assurance given that the three County Councillors would work together for the benefit of Ruthin.

The issue of grass cutting and hedgerow trimming was raised by a Town Councillor following residents' comments on social media and the lack of a satisfactory answer; County Councillor Emrys Wynne stated that he had requested that County Council officers provide a more comprehensive response about the grass cutting work. He also requested, to ensure that complaints were appropriately registered, that residents reported any issues through the official complaints process.

**RESOLVED:** *to note the report of the local County Councillors.*

## **22. MINUTES OF THE PREVIOUS ORDINARY MEETING**

**RESOLVED:** *that the minutes of the meeting held on 25 April 2022 be confirmed as a correct record.*

## **23. MATTERS ARISING**

*Minute 247: The Urdd – promotion material had been produced that would be used during the week of The Urdd and beyond. Town Councillors were advised that tickets for The Urdd had been allocated to the Town Council and would be available from the Town Clerk for those Members interested in attending as Town Council representatives. County Councillor Huw Hilditch-Roberts mentioned that the use of any Council land for with banners/publicity material etc needed to be discussed, in advance, with appropriate officers.*

## **24. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

Members considered the minutes of the meeting held on 3 May 2022.

**RESOLVED:** *to receive the minutes of the Planning and Development Committee held on 3 May 2022.*

## **25. MINUTES OF THE AMENITIES COMMITTEE**

Members considered the minutes of the meeting held on 3 May 2022.

**RESOLVED:** *to receive the minutes of the Amenities Committee held on 3 May 2022.*

## **26. MINUTES OF THE OLD COURTHOUSE MANAGEMENT COMMITTEE**

Members were advised that: work had progressed on the content of the historical interpretation; the large display box had been updated with information panels, with a map and sponsorship panel to be added; the photomathon entries had been exhibited; that an exhibition for the Urdd and digital exhibition for the Platinum Jubilee were planned; and that works to install the digital screen and upgrading of the electrical supply to the AV cupboard would be done following the Urdd and in advance of Ruthin Festival.

**RESOLVED:** *to receive the minutes of the Old Courthouse held on 5 April 2022.*

## **27. MEMBERSHIP OF COMMITTEES 2022/23**

Town Councillors indicated their preference to become members of the Planning and Development Committee and/or the Amenities Committee, and these were agreed. It was determined that the new membership of the sub-committees be deferred until such time as the imminent co-option process had been concluded and that an assessment of the current structure and remit had been undertaken.

**RESOLVED:** *to agree the membership of the Planning and Development Committee and Amenities Committee; to defer new membership of the sub-committees for the time being; and to assess the current structure and remit be undertaken.*

## **28. MEMBERSHIP OF OUTSIDE BODIES**

Members considered it timely, at the start of the new term of office and following the pandemic, to undertake a full review of the outside bodies.

**RESOLVED:** *that a full review of outside bodies to which the Town Council sent representatives, be undertaken.*

## **29. BANK MANDATE - HSBC**

Members were asked to confirm the addition of a new signatory, Deputy Mayor, Councillor Anne Roberts, to the Town Council's HSBC bank accounts as an authorised signatory of the Town Council. This would maintain the protocol that the signatories were the current Mayor, the current Deputy Mayor and the former previous Mayor together with the Town Clerk / Responsible Financial Officer. As a result, the name of the previous former Mayor, Councillor Gavin Harris would be removed as an authorised signatory.

**RESOLVED:** *to confirm adding the Deputy Mayor, Councillor Anne Roberts and removal of Councillor Gavin Harris as an authorised signatory to the HSBC bank accounts.*

## **30. NOTICE OF MOTION**

The following notices of motion were put to the Town Council for debate:

### **Councillor Ethan Jones**

'That the full Town Council meetings are recorded and saved, until such time as the day of the next full Town Council meeting. The recording shall be held by the Clerk and be made available to any member of the public or Councillor upon request'.

The motion was proposed by Councillor Ethan Jones and seconded by Councillor Jabez Redfern Oakes. In discussion, general support was given to the principle of the motion which would reinforce public openness and transparency, though queries of a technical and legal nature were raised. An amendment to the original motion was proposed by Cllr Jabez Redfern Oakes, and seconded by Cllr Oliver Bradley-Hughes stating:

'That, *subject to confirmation that all legal and technical queries are resolved*, the full Town Council meetings are recorded and saved, until such time as the day of the next full Town Council meeting. The recording shall be held by the Clerk and be made available to any member of the public or Councillor upon request'.

The above amendment was unanimously agreed.

**RESOLVED:** *to approve the amendment to the Notice of Motion, as outlined above.*

## **31. LEVELLING UP FUND - UPDATE**

The Town Council was informed that the comprehensive online application portal would be open between 31 May and 6 July 2022.

**RESOLVED:** *to note that the online portal would be open between 31 May and 6 July.*

## **32. PROPOSED RUTHIN VELODROME**

Councillor Gavin Harris provided a verbal update on the latest position. Denbighshire Leisure Ltd (DLL) had been confirmed as the lead body and that the design and development stage would be supported financially by Sports Wales. A project team from Just Solutions would be working with DLL on the design and development of the velodrome. Whilst there was a long way to go, the confirmation of funding support from Sports Wales and the partnership working

by those involved was positive. A written report, outlining the progress and next steps, would be provided at the next meeting.

**RESOLVED:** *the update on progress of the proposed Ruthin velodrome was noted.*

### 33. ACCOUNTS FOR PAYMENT

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

OB	Hill & Roberts	Accountancy and Payroll Services – May 2022	*	£240.00
OB	Hill & Roberts	Completion of VAT return for quarter ending 31 March 2022	*	£180.00
OB	IT Williams	Travel to Corwen and Gobowen re: Planters	*	£195.00
OB	Marian Rees	Simultaneous translation: March and April	*	£270.00
OB	Marian Rees	Translation of minutes: March and April	*	£203.45
OB	Cllr Heather Williams	Reimbursement: Long Service Gift		£14.99
OB	Planhigion Glyndwr	Tasks relating to reworking flower planters		£171.00
OB	Sandra Williams	Simultaneous translation: 25 April 2022	*	£36.00
OB	J & C Brimble	Cleaning and treatment: Tom Pryce memorial		£65.00
OB	Fineline	Certificates for Good Citizen Awards etc	*	£14.39
OB	BT	Phone, broadband, internet provision - May 2022	*	£99.68
OB	Llanfwrog CIC	Grass cutting services April 2022		£638.01
OB	Sian Clark	Reimbursement: House of Tartan – Lace Jabot	*	£90.60
OB	Sian Clark	Reimbursement: Microsoft 365 May 2022	*	£18.96
OB	Kate Harcus	Reimbursement: costs relating to Annual Meeting	*	£70.03
OB	Sian Clark	Reimbursement: costs of Tamorque clamps and ratchet spanner (Mallatite)	*	£315.76
		From The Old Courthouse account		
OB	Denbighshire County Council	Non Domestic Rates (3 <sup>rd</sup> of 10 payments) to 05/06/2022		£524.00
OB	J and C Brimble	Cleaning and treatment: external to The Old Courthouse and external window cleaning		95.00
OB	Kate Harcus	Reimbursement: The Old Courthouse sundries		£3.10

(The items marked with an \* above include recoverable V.A.T.)

### 34. DATE OF NEXT MEETING

**RESOLVED:** *To confirm the date of the next ordinary meeting of the Town Council on 20 June 2022 at 7.00pm*