

**CYNGOR TREF RHUTHUN  
RUTHIN TOWN COUNCIL**



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**RHUTHUN TOWN COUNCIL MEETING  
27 SEPTEMBER 2021**

**ITEM 8**

Minutes of the Ordinary Meeting of **RHUTHUN TOWN COUNCIL**  
held via Zoom video conferencing on Monday, 12 July 2021 at 7:00pm.

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

**59. DENBIGHSHIRE COUNTY COUNCIL EVENTS INFRASTRUCTURE FUND**

Members received information regarding the Denbighshire-wide Community Events Infrastructure Fund of £128,000 across the county. Support will be allocated to a limited number of selected applicants to develop and deliver project ideas that can demonstrate the following key outcomes:

- ☐ Events will be easier and more efficient to host and organise
- ☐ Events will be more sustainable
- ☐ Events will be able to provide an enhanced experience for all

DCC would prefer that the Town Council coordinate a Ruthin-wide approach, but community groups can apply directly if their project is supported by a County Councillor.

It was explained that DCC are purchasing an inventory of events equipment and will be available to hire for a nominal fee from March 2022.

**RESOLVED:** *the fund will be promoted via the Yr Hen Lys Facebook page, and Town Councillors will promote the fund to the community groups they work with and the potential projects will be reviewed at the emergency powers meeting in August, so a cohesive approach can be taken and ensure the application deadline of 30<sup>th</sup> September is met.*

**60. WELCOME AND APOLOGIES**

Apologies: Cllr Ethan Jones and Cllr Jabez Oakes

**61. DECLARATIONS OF INTEREST**

Councillor Robert Owen-Ellis – Item 21

**62. MAYOR'S REPORT**

The Mayor reported that she had attended the following meetings:

- 22 June Preparation of Press Release about Ruthin Flood Relief Fund and photo-shoot with Chair, Rev Stuart Evans
- 23 June Network Event Regenerating Welsh Towns & communities post Covid 19

hosted by Planning Aid Wales and One Voice Wales  
 25 June Meeting with new Clerk, Sian Clark  
 26 June Visit Ruthin Festival exhibition in TOC  
 1 July Financial Scrutiny Committee meeting with Hill and Roberts  
 2 July Meeting with Fineline re Civic Service.  
 2 July Meeting with Manager Llanfwrog Community Centre  
 2 July Meeting with Manager Ruthin Castle Hotel  
 4 July Attend Denbigh Town Council Civic Service  
 5 July Meeting with Tom Booty, DCC  
 5 July HR, Amenities & Planning and Subcommittees  
 6 July DVSC AGM  
 6 July TOC Management Committee  
 8 July Welcome Hafod Mental Health Group to TOC  
 11 July Ruthin Town Council Civic Service  
 Liaising with various people regarding Civic Service arrangements  
 Liaising with various organisations about Mayor's Tremendous Trees project.

### **63. MEMBERS' REPORTS**

Cllr. Menna Jones (Deputy Mayor)	- A meeting with the Mayor, Deputy Town Clerk and Sian Clark the new appointed clerk. - A session at the Old Courthouse while the Exhibition was on.
Cllr. Stephen Beach	Volunteering at Yr Hen Lys Volunteering with Gwyl Rhuthun Health and Safety walk about at Ysgol Stryd Rhos HR sub-committee
Cllr. Jim Bryan	Volunteering Yr Hen Lys (manning, cleaning and painting) Ruthin Festival HR sub-committee Yr Hen Lys Management committee
Cllr. Christine Ellis Cllr. Gavin Harris	Planning Aid Wales conference Meeting with Sara Green of Just Solutions Various committee meetings Urban Rooms Network Volunteering at Yr Hen Lys Meeting with Tom Booty
Cllr. Ken Hawkins	I have requested Aerial Electrics to replace a failed bulb in the south unit of the floodlighting system for St Peter's Church
Cllr. John Wynne Hughes	
Cllr. Ian Lewney	Volunteered at Yr Hen Lys Financial Scrutiny Meeting
Cllr. Jabez Oakes	
Cllr. Robert Owen-Ellis	3 sessions of the Ruthin Food Bank
Cllr. Anne Roberts	18/06 TOC Exhibition 23/06 Stori Rhuthun via Zoom 01/07 Financial Scrutiny cttee - VAT
Cllr. Mike van der Eijk Cllr. Ifan Wyn	

Cllr Ifan Wyn congratulated Cllr Mike van der Eijk on his award from Theatr Clwyd.

**64. RUTHIN COUNTY COUNCILLORS REPORT**

County Councillor Bobby Feeley provided a verbal update: she thanked the Mayor for the Civic Service.

**65. MINUTES OF THE PREVIOUS ORDINARY MEETING**

Cllr Ifan Wyn raised his concerns that the papers had not been issued bilingually for the meeting, as required by RTC's Language policy. This was noted. The new Town Clerk and Responsible Financial Officer starts with RTC on Monday 26<sup>th</sup> July, which will ensure all future papers are bilingual.

**RESOLVED:** *that the minutes of the meeting held on 21 June 2021 be received and confirmed as a correct record. A Welsh translation will be issued as soon as possible.*

**66. MATTERS ARISING**

None

**67. MINUTES OF THE AMENITIES COMMITTEE**

Cllr Menna Jones (Chair) apologised as the papers were only in English. She asked if it was k a y to proceed and accept the minutes in English. Members considered the minutes of the meeting held on 5 July 2021.

**RESOLVED:** *to receive the minutes of the meeting held on 5 July 2021. A Welsh translation will be issued as soon as possible.*

**68. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

Members considered the minutes of the meeting held on 5 July 2021.

**RESOLVED:** *to receive the minutes of the meeting held on 5 July 2021. A Welsh translation will be issued as soon as possible.*

**69. MINUTES OF THE OLD COURTHOUSE MANAGEMENT COMMITTEE**

Members considered the minutes of the meeting held on 6 July 2021. A short update about how the Retail Showcase area will provide a space for local businesses to promote their wares led to a discussion about how Ruthin 'high street' is suffering.

County Councillor Huw Hilditch-Roberts reported that he has spoken with the Economic dept at DCC and one of the main areas of concern is the availability of food is at an all-time low. A suggestion was made that RTC and local DCC members to work together to support the 'high street'.

**RESOLVED:** *to receive the minutes of the meeting held on 6 July 2021. The Deputy Town Clerk will coordinate the joint working group.*

**70. YR HEN LYS PROJECT UPDATE**

An update of the Yr hen Lys project was provided.

**RESOLVED:**

**71. UPDATE ON THE TOWN COUNCILLOR CASUAL VACANCY**

The Deputy Town Clerk explained that the vacancy will be advertised until 16 July 2021. DCC Returning Officer will then notify her if there is to be a by-election.

**RESOLVED:**

## **72. RUTHIN FUTURE AND URBAN ROOMS NETWORK**

**RESOLVED:** *The Deputy Town Clerk will coordinate a working group to take the Ruthin Future initiative forward.*

## **73. LEVELLING UP FUND**

The Deputy Town Clerk provided an update on the Levelling Up Fund that is available by Constituency.

**RESOLVED:**

## **74. ARRANGEMENTS FOR EMERGENCY POWERS MEETING DURING RECESS**

**RESOLVED:**

## **75. FINANCIAL STATEMENT**

Members were requested to receive and approve the financial statement for the period ending 30 June 2021.

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

## **76. ACCOUNTS FOR PAYMENT**

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

From Ruthin Town Council's current account:

OB	St Peter's Church	Use of St Peter's Church for Civic Sunday		260.00
	Parochial Church	2021		
OB	Ede & Ravenscroft	Purchase of new Mayoral Jabot (Lace) with	*	90.50
		bib and velcro		
OB	Fineline	Mayor's Civic Service booklets printing		84.23
OB	Marian Rees	Simultaneous translation services July	*	90.00
		2021		
OB	J&C Brimble	Watering of the RTC Hanging Baskets		921.15
OB	Anne Roberts	Reimbursement of payment for recruitment		89.25
		advertising		
OB	Hill & Roberts	Accountancy and Payroll services for July	*	240.00
		2021		
OB	Llanfwrog CIC	Grass cutting services - July 2021		369.84
OB	Ruthin Décor	Dust sheet and paint brushes		4.93

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

From Ruthin Town Council Old Courthouse account:

OB	Scottish Power	Electricity charges 19/03/21 – 17/06/21		371.13
OB	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.

## **77. TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER - CONFIRMATION OF APPOINTMENT & COMMENCEMENT OF JOB**

Sian Clark is starting on Monday 26 July 2021 and has been appointed at a level point on the scale in line with experience and qualifications.

**RESOLVED:** *The new Town Clerk and Responsible Financial Officer will start on 26 July 2021 and will be paid in line with her experience and qualifications.*

**78. ACTING TOWN CLERK**

Members received an update on the work undertaken by the Deputy Town Clerk during the interim period and it has been agreed that she will be paid in line with Town Clerk band for the period of acting-up.

**RESOLVED:** *The Deputy Town Clerk will be paid at a rate in line with the role of Town Clerk for the period of acting up.*

**79. VELODROME UPDATE**

An update was provided to Town Councillors about the Velodrome project. Concerns were raised that members of the public were asking why this item is in Part 2. It was on advice from the consultant.

A request was made for financial assistance of £5,000 to support with the next steps, available in the Community Facilities budget. Proposed by Cllr Harris and seconded by Cllr Roberts. Votes – For – 9, Against – 0, Abstain – 1.

**RESOLVED:** *Ruthin Town Council will commit £5000 to the Velodrome project.*

**80. VAT REGISTRATION**

Members received an update on RTC's position regarding VAT registration. It has been concluded that the best approach would be to be VAT registered. Vote – all members voted in favour.

**RESOLVED:** *Ruthin Town Council will become VAT registered.*

**81. DATE OF NEXT MEETING**

**RESOLVED:** *to confirm the date of the next ordinary meeting will be Monday, 27 September 2021 at 7pm.*