

CYNGOR TREF RHUTHUN
RUTHIN TOWN COUNCIL



**RHUTHUN TOWN COUNCIL MEETING
27 SEPTEMBER 2021**

ITEM 13

Yr Hen Lys The Old Courthouse

Minutes

Tuesday 7 September 2021 6.00pm via Zoom

1. **Apologies** Councillors Heather Williams, Anne Roberts, Christine Ellis.
Lisa Thomas

2. **Declarations of interest**
Councillor Gavin Harris – item 13

3. **Caretaker**
Consideration has been given to recruiting for a caretaker/cleaner role at The Old Courthouse. The approach at this time is to enable smaller hires and events to take place, including community and private hires. However, at this time there are not regular events and the levels of work for the caretaker role would be quite limited. The Old Courthouse manager has approached DVSC to enquire about contracting their caretaker/cleaner role on an ad hoc basis. Concerns raised about recruiting at this stage were: not enough work, a risk to employ another person at this time and it would take more time to line manage than to clean the premises.
Resolved: Not to recruit for this role at this time, but to work with either DVSC or a contract cleaning provider in the short term.

4. **Volunteering**
An update was provided. The Old Courthouse has been open every weekend over the summer, thanks to a dedicated team of volunteers. To date, this has been predominantly town councillors and a four local people. There has however been more interest, with another nine people registering.
One young person supported us over the summer – Elis Farrell, a history student, is an excellent 'Welcome' volunteer and has also assisted with the work on interpretation.

5. Interpretation

An update was provided. The Old Courthouse manager is being supported by Gareth Evans, Arnold Hughes, Fiona Gale, Roger Edwards and Elis Farrell. The initial focus is on: Ruthin Castle, Nantclwyd y Dre, St Peter's Church and Owain Glyndwr's uprising. An initial display will be on show from 25th September 2021 as part of Open Doors.

6. Cadw Open Doors

An update was provided. The Old Courthouse has been registered as part of the Cadw Open Doors events in September and will be opening its doors on 25th and 26th September as part of this Wales-wide event.

7. Exhibitions

An update was provided. Helen Job's art exhibition has been very well received. A private view was held in August. The paintings will be displayed for the final time in late September through to mid-October.

The Joseph Peers Memorial Clock Tower display is now live, everyday until 19th September.

The 2021 Ruthin Future update will be using the space from 23rd October, culminating in COP26 on 6th November.

The Remembrance display will be on show from w/c 8th November.

The Clwydian Art Society are exhibiting in the run up to Christmas.

8. Stori Rhuthun

An update was provided. The manager is awaiting an update from the funder. It has been requested that the underspend is used to create another two community books, over the winter period.

9. Bookings

An update was provided. The Old Courthouse has been booked for the following activities: Community group meetings, film showing, private dinner. There have also been enquiries about marriage ceremonies.

10. Health and Safety

An update was provided. The manager will be working with David Holland to carry out the next round of risk assessments for the building. This will include a detailed look at public meetings, hire of the venue (terms and conditions), fire risk assessment, emergency equipment audit and maintenance scheduling. An ongoing requirement, with this phase being complete by the end of September 2021.

11. Test events

An update was provided. As restrictions ease it would be useful to showcase how the Old Courthouse can be used. It was suggested that funding is sought so test events can be held, to encourage different groups of people to hire the premises.

Resolved: The manager to research funding to hold a variety of events for a variety of audiences.

12. External lighting

The Town Clerk had received a request to light the Old Courthouse up in a specific colour as part of a national campaign. It raised the question of what type of campaigns/commemorations/special days would be right for the Town Council to represent through the lighting-up of the Old Courthouse.

Resolved: The manager is to contact DCC to enquire about their scheduling of lighting-up of public buildings.

Councillor Gavin Harris left the meeting at this point.

13. Civil Ceremony licence research

The Old Courthouse manager has consulted 10 local businesses in the centre of town that support the wedding industry about the proposal that a licence is obtained for marriage and civil partnership ceremonies can be held at the Old Courthouse. All responses were positive.

Resolved: A recommendation to full Council is made to apply for the licence.

Date of next meeting Tuesday 5th October 2021