CYNGOR TREF RHUTHUN
RUTHIN TOWN COUNCIL

(DRAFT) Minutes of the Ordinary Meeting of **RUTHIN TOWN COUNCIL**
held via Zoom video conferencing on Monday, 24 January 2022 at 7:00pm.

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

IN ATTENDANCE: Siân Clark – Ruthin Town Clerk
Kate Harcus – Deputy Town Clerk and Manager of The Old Courthouse
Marian Rees – Translator

170. WELCOME AND APOLOGIES

Apologies were received from Councillor Rachel Lewington and County Councillor Huw Hilditch-Roberts

171. DECLARATIONS OF INTEREST

- Councillor Gavin Harris declared an interest in item 15 *(minute 184)* as a local business owner
- Councillors Anne Roberts, Heather Williams and Menna Jones declared an interest in item 16 (*minute 186*) as Members of the Ruthin and District Civic Association.
- County Councillor Emrys Wynne declared an interest in item 11 on the agenda (*minute 180*) as a Governor at Ysgol Brynhyfryd.

172. 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 December 2021 was noted. Additionally the Mayor advised Town Councillors that the dates for the tree planting were yet to be confirmed but would be circulated once dates determined by Denbighshire County Council.
RESOLVED: *to note the content of the Mayor's Report.*

173. MEMBERS' REPORTS

Members considered the Members' Reports as circulated with the agenda.
RESOLVED: *to note the content of the Member's Reports.*

174. RUTHIN COUNTY COUNCILLORS REPORT

The report of the Ruthin County Councillors as circulated with the agenda was noted.
RESOLVED: *to note the content of the Ruthin County Councillors report.*

175. MINUTES OF THE PREVIOUS ORDINARY MEETING

RESOLVED*: that the minutes of the meeting held on 13 December 2021 be confirmed as a correct record. .*

176. MATTERS ARISING

Minute 164 – Request for Donations: Urdd. Following a request by the Urdd to reschedule the original meeting date, a meeting would be held between the Clerk and the Urdd in early February to clarify the sponsorship arrangements and to ascertain the financial position of the Urdd Eisteddfod 2022 prior to further consideration by the Town Council.

177. MINUTES OF THE AMENITIES COMMITTEE

Members considered the minutes of the meeting held on 10 January 2022.
RESOLVED*: to receive the minutes of the Amenities Committee held on 10 January 2022.*

178. MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

Members considered the minutes of the meeting held on 10 January 2022.

RESOLVED*: to receive the minutes of the Planning and Development Committee held on 10 January 2022.*

179. MINUTES OF THE OLD COURTHOUSE MANAGEMENT COMMITTEE

Members considered the minutes of the meeting held on 11 January 2022.
RESOLVED*: to receive the minutes of The Old Courthouse Management Committee held on 11 January 2022.*

180. UPDATE REGARDING THE PROPOSED RUTHIN VELODROME

Members received a verbal update on the proposed Ruthin Velodrome from Cllr Gavin Harris. Following Matt Cosgrove's appointment as Commonwealth Games Wales' Head of Operations, Anne Adams-King, Chief Executive Officer and Director would be the lead contact within Welsh Cycling for the proposed velodrome. A meeting with the Chief Executive, Lead Member for Finance and the Head of Legal for Denbighshire County Council was held with representatives of the Town Council to provide an update on the project. In principle funding of £1.6m had been agreed by Sports Wales leading to the design and development stage, which would require initial underwriting by the partners. It was emphasised that there would be a process of engagement and consultation at the appropriate stage.
RESOLVED*: the verbal update was noted.*

181. PROPOSED WAITING RESTRICTIONS ON A525 LLANFAIR ROAD AND ERW GOCH.

Members considered proposals from Denbighshire County Council relating to A525 Llanfair Road and Erw Goch namely:

(i) To introduce no waiting at any time on A525 Llanfair Road and on Erw Goch
(ii) To introduce no waiting between the hours of 8.00a.m and 6.00p.m on a smaller section of A525 Llanfair Road, Ruthin.

Following discussion, it was agreed that the waiting restriction proposals be considered by the Planning and Development Committee and any formal representations made to Denbighshire County Council on behalf of the Town Council by that Committee.
RESOLVED*: that the waiting restrictions proposals on the A545 Llanfair Road and Erw Goch be considered by the Planning and Development Committee.*

182. RUTHIN FLOOD PARTNERSHIP GROUP

A verbal update was provided to Members on the initial meeting of the Ruthin Flood Partnership Group which was held on 17 January 2022 and consisted of local residents, statutory bodies and Ruthin Town Council. It was notable that a significant proportion of residents within the three flood warning areas were not singed up to NRW's flood warning

service. Volunteer flood wardens would be sought as part of the development of Community Flood Plans. The Group's next meeting was scheduled for 14 February 2022. Members expressed concerns that not all residents were signed up to the NRW's flood warning service and sought assurance that residents would be appropriately contacted and informed of the system (e.g mail drop to homes, awareness raising via social media, and drop in opportunities at locations such as The Old Courthouse).
RESOLVED*: the verbal update was noted and the concerns of the Ruthin Town Council about the low sign up of resident to NRW's flood warning system would be communicated to the appropriate officers.*

183. EVENTS INFRASTRUCTURE FUND: RUTHIN SQUARE EVENTS ELECTRICAL IMPROVEMENTS

Confirmation was provided of the successful application to the Events Infrastructure Fund. £1,284 would be received to support the upgrading of electrical supply to both the Peers Memorial (Town Clock) and The Old Courthouse to support future events on St Peter's Square.
RESOLVED*: confirmation of the £1,284 was noted and welcomed.*

184. RUTHIN PROMOTION / MARKETING

Members were made aware of current challenges within the local business community as a result of the pandemic. It was noted that local businesses would be meeting the following evening to discuss the situation and to consider the possibility of resurrecting 'Bro Rhuthun' to, in part, encourage more visitors into the town through a considered marketing campaign. In discussion Members appreciated the urgency of the position and suggested researching case studies of vibrant, innovative towns, the possibility of articles/adverts about Ruthin in publications such as the Liverpool Echo as well as ensuring that advice and support was provided by Denbighshire County Council's tourism and marketing team (including the Love, Live, Local initiative). Given the back catalogue of initiatives from 'Bro Rhuthun' it was suggested that there was a potential for the business community to reengage with its ambitions and aims fairly swiftly. The Retail Showcase within The Old Courthouse, which was currently being developed, and the wayfinding signs were tangible actions by which the Town Council supported the visitor economy. The precept setting agenda item would consider a budget allocation for town marketing.
RESOLVED*: to engage with the local business community, to research the above suggestions and consider a budget allocation for town marketing.*

185. ELECTION OF CHAIRMAN

As both the Mayor and Deputy Mayor had declared and interest in the following item and did not take part in discussions, Cllr Gavin Harris was proposed and seconded to Chair the following item only.
RESOLVED*: that Cllr Gavin Harris be elected as Chairman for the following item only.*

186. REQUEST FOR FINANCIAL ASSISTANCE

The Town Council considered a request for financial assistance of £1,000 from the Ruthin and District Civic Association in respect to the Railway Crane. It was noted that grant funding from other sources had also been committed to the restoration of the Railway Crane, which was an important link to the history of Ruthin.
RESOLVED*: to agree £1,000 Financial Assistance Grant to the Ruthin and District Civic Association in respect of the Railway Crane.*

187 RENEWAL OF INSURANCE COVER

Consideration was given by the Town Councillors to the renewal of the Town Council's insurance cover with Zurich for the third year of a five-year agreement at a cost of £4,393.65.
***RESOLVED**: to agree to the renewal of insurance cover with Zurich at a cost of £4,393.65.*

188. INTERNAL AUDIT 2020/21
Members considered the appointment of JDH Business Services Ltd to undertake the 2020/21 internal audit for a fee of £340.20 plus VAT.
***RESOLVED**: To appoint JDH Business Services Ltd to undertake the 2020/21 internal audit for a fee of £340.20 plus VAT.*

189. BUDGET FOR 2022-23 FINANCIAL YEAR
Members were requested to consider the budget for the forthcoming financial year 2022/23. To support discussion, the Clerk had circulated information which outlined budgetary options based on a precept increase of: 0%, 2%, 2.5% and 2.9%. An increase of 2.5% was proposed and seconded and a vote was requested and noted.
***RESOLVED**: to agree the precept amount for Ruthin Town Council for 2022-23 at £160,132, which equates to £63.52 for a Band D property based on the Council Tax Base of 2,521 dwellings.*

190. FINANCIAL STATEMENT
Members received the financial statement for the period ending 31 December 2021.
***RESOLVED:** to accept the financial statement of the period ending 31 December 2021.*

191. ACCOUNTS FOR PAYMENT
***RESOLVED**: that payment of the following items be approved.*

OB	Hill & Roberts	Accountancy and payroll services	*	
		• December 2021		£240.00
		• January 2022		£240.00
OB	HCI Data	Renewal of domain (2 years)	*	
		• ruthintowncouncil.gov.uk		£85.00
		• cyngortrefrhuthun.gov.uk		£85.00
OB	Cambrian Woodland Services	Supply, set up, take down and dispose of 25ft Christmas Tree	*	£630.00
OB	Llanfwrog CIC	Grass cutting services November 2021		£184.92
OB	Canda Copying	Copying costs (30/09/21 to 29/12/21)	*	£29.23
OB	Canda Copying	Rental of copier (1/01/22 to 31/03/22)	*	£41.90
OB	Cllr Heather Williams	Reimbursement of 100th flower bouquet		£20.00
OB	John Pugh FRICS	Professional services re: war memorial	*	£3,850.00
OB	Siân Clark	Reimbursement of Christmas banners	*	£90.10

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

From Ruthin Town Council Old Courthouse account:

OB	Viking	Step Stool	*	£41.39
OB	Denbighshire County Council	Non Domestic Rates (2nd of 4 payments) from period 01.04.19 to 31.03.22		£2,048.00
OB	Kate Harcus	Reimbursement of safety items purchase (airhorns and signage)	*	£80.26
OB	Kate Harcus	Reimbursement for Safety signage	*	£48.23

OB	Kate Harcus	Reimbursement for sundry TOC items inc cleaning and stationery products	*	£116.27
OB	MKM Building Supplies	Ironmongery items for TOC external signage	*	£10.70
OB	Snowdonia Fire and Security	Supply of safety equipment – signs and stands	*	£100.32
OB	Snowdonia Fire and Security	Servicing of Fire Alarm and Fire Fighting Appliances		£592.98

192. DATE OF NEXT MEETING

RESOLVED*: to confirm the date of the next ordinary meeting will be Monday, 21 February 2022 at 7pm.*

193. 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.*

194. RHUTHUN TOWN COUNCIL STAFF SALARIES

Members noted the salary payments, including income tax, National Insurance and pension contributions of Rhuthun Town Council staff (April 2021 to December 2021).

RESOLVED: *Members noted the salary payments as presented.*