

Yr Hen Lys The Old Courthouse

Minutes

Monday 11th October 2021 6.15pm via Zoom

Attendees: Councillors Heather Williams, Menna Jones, Gavin Harris, Jim Bryan and Christine Ellis. Fiona Gale and Peter Daniels.

1. Apologies Councillor Rachel Lewington and Lisa Thomas

2. Declarations of interest

None

3. Minutes of the last meeting

Resolved: The minutes of the meeting on 7th September 2021 were received and accepted.

4. Outstanding actions

None

5. Opening hours and volunteers.

An update was provided regarding the reduced numbers of visitors to town, with no visitors into Yr Hen Lys on Sunday 3rd October. The aspiration is to open seven days per week, as it was acknowledged if Yr Hen Lys is not open on a Sunday it would be difficult to encourage other businesses/attractions to open. It was agreed that during specific events it is easier to recruit volunteers.

Suggestions included hosting a drop-in session in conjunction with similar organisations (RADCA, NyD, U3A, etc.) to increase the number of volunteers across the groups. Also, an article will be sent to Clwyd Connections and Y Bedol.

A lone working policy is being developed, as this is a risk for staff, volunteers and some hirers. It was suggested that as part of the refit of the internal double doors, locks could be fitted to the toilet doors, and the two other doors in the lobby, along with a door bell, so people can be in the building safely (from physical and fire risks/threats). KH to research further.

6. Events/Exhibitions

An update was provided. Upcoming exhibitions are:

23rd Oct – 7th Nov Ruthin Future

8th Nov – 21st Nov Remembrance/War Memorial

27th Nov – 19th Dec Clwydian Art Society

Discussions were had regarding: young local artists and their inaugural exhibitions, using images already available such as previous photo

marathon admissions, holding two open exhibitions per year, community exhibitions, schools exhibitions and Night Out (Arts Council Wales support). Also a brief update was given regarding working with the Cambrian Credit Union and CCWater to organise an event to bring information to residents of Ruthin about utilities, debt management, support available, etc. KH to contact CAB and DVSC. KH to confirm a diary of events for the first half of 2022.

It was agreed that KH would keep the committee up to date on the bookings.

An update was provided about the ability to provide equipment to enable hybrid-meetings. The Town Clerk and Deputy TC have spoken with two providers and a suitable solution has not been found. A recommendation was made to employ an AV consultant to assist with this to ensure The Old Courthouse is able to host hybrid Town Council meetings, which will also be a useful facility for the town.

Resolved: The Old Courthouse management committee recommend the Full Council approve appointing an Audio Visual Consultant.

7. Income

An update was provided on income generated in the last month. £165 in room hire and £25 in hotdesking.

8. Marriage and Civil Partnership licence update

An update was provided. It was approved at full council to apply for the licence. A fire risk assessment needs to be completed before submission of the application.

9. Purchasing consumables

It was requested that a petty cash float is made available to buy consumables.

The committee agreed that consideration be given to having a petty cash float of £50 as long as in compliance with the RTC financial regulations.

It was also noted that RTC has an account with Viking Direct, so items such as toilet roll and hand wash can be purchased through this.

Resolved: KH to liaise with the Town Clerk to confirm petty cash float.

10. Any other business

None

Date of next meeting Tuesday 9th November 2021