



*St Asaph City Council*  
*Cyngor Dinas Llanellwly*

Minutes of the Meeting of St Asaph City Council held on Wednesday 10<sup>th</sup> May 2017 at 7.15pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

**Present:** Cllrs: C Hardie (City Mayor), R. Williams (Deputy Mayor), J Ellison, G. D. Hodgkinson BEM, P.G. Morton, J.O. Roberts, B J Rust, P Scott, D.A. Thomas, M Gedd, C Shea

**Clerk:** S Pierce

**1. Apologies for Absence**

Cllr P Mitchell – Provided notice of Resignation  
Cllr J Wynne-Jones (details to follow)

**2. Declarations of Interest**

No declarations made.

**3. Public Participation**

There were no applications to address the Council.

**4. Urgent Matters**

Move to the end of the meeting

**5. North Wales Police**

Report provided by PCSO D Jones.

- Theft between 13<sup>th</sup> & 18<sup>th</sup> April, Spring Gardens, a pressure washer was taken, this is being dealt with.
- 10<sup>th</sup> March, a theft from the Co-Op which is being dealt with.
- 7<sup>th</sup> May, youths have been seen damaging a fence and running.
- Road Police have initiated several breath tests recently which have all been positive.

No further incidents reported.

Cllr C Hardie invited the room to raise further questions or incidents.

Cllr P Scott, the entrance to the Bishops Walk estate has started to become a car park for people impacted by the work being carried out at the Glan Clwyd School. Is there anything we can do about this as it is causing concern.

Cllr D A Thomas raised the issue of the contractors having nowhere to park and finding it difficult, shortly there will be some space for them to park.

Cllr J O Roberts, they are parking on the pavement outside the school also.

PCSO D Jones said he would be able to manage the situation and will review it.

It was noted that If cars are causing an obstruction they can be moved on, PCSO D Jones highlighted that if you can get a mobility scooter through the space then it is deemed acceptable.

Cllr C Hardie requested now that the weather is getting better, can we keep an eye on people camping down the river in respect of offering advice and guidance (i.e. fires / rubbish) PCSO D Jones said he occasionally walks the area and has met and spoken to a number of people and will continue to do so.

As the old signs, had been damaged it is advisable to install some new signs at relevant places – SP add to the list of actions.

Cllr B Rust – should we detail on the sign where the proper footpath is so people know.

J Ellison thanked PCSO D Jones for keeping an eye on her property whilst she has been away.  
No further items discussed

## **6. Mayor's Reports**

- Cllr C Hardie had already provided an update previously within the AGM so this will not be reiterated.

## **7. County Councilors Reports**

### Cllr P Scott

- Started CC work last Tuesday, Cllr P Scott had now been provided with the relevant technology and attending relevant training courses.
- Cllr P Scott can report that some work will be taking place on the road behind the Surgery and he is in discussions with Tim Towers. There was some further debate regarding the ownership of the road.
- Cllr P Scott has actioned the work and will provide an update at the next meeting.

End of Cllr P Scott's report.

Cllr C Hardie invited the room to raise further questions or issues.  
Nothing further reported or raised.

### Cllr D A Thomas

- Cllr D A Thomas had nothing to report at this time.

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

## **8. Minutes**

The previous minutes were discussed regarding accuracy.

- No issues/changes reported.
- Signed by Cllr & Mayor C Hardie

## **9. Matters Arising**

- No further matters were raised.
- Cllr R Williams – would it be possible for Cllr P Scott take up the St. Winefred's issue, Cllr P Scott will review this.
- Can the Clerk write to each of the previous CC's to say thanks for their previous work over the years?

## **10. Events Committee**

- The Minutes from the last "5<sup>th</sup> Anniversary Celebrations" meeting of April 5<sup>th</sup> was attached to the Agenda of this meeting.
- Cllr C Hardie passed around a design of the celebrations advertisement banner for approval/comments, which were provided and collated. A general overview of the plans is as follows:
  - It is progressing well
  - It needs extensive advertising
  - Banners are ready to be installed – we need help to do this
  - Leaflets need to be distributed
  - We can now buy tickets
    - Cathedral frames
    - Oriel have taken tickets for the Hog Roast
    - Clerk SP
    - R Williams suggested taking a handful of tickets each to sell
  - Parish Church happy to have a banner up, Cllr B Rust will take one for the Wynstay, agreed. We need two additional places. Cllr R Williams will take the Paris Church Banner. Cllr C Hardie will put one by the Doctors Surgery. Cllr J Roberts will take a Welsh one and put it up at the Glan Clwyd School.
  - Leaflets, are to be left in places for people to pick up, these need to be distributed.

- Cllr Hardie will take the posters and leaflets to relevant places and will ask for help if required.
- Order of performance in the concert is still to be decided, this is work in progress.
- Hog Roast is established.
- Sanlam are going to provide a free drink on arrival, they will do a short display of what they are about, along with St. Kentigerns.
- There is a final meeting in the diary organized for May 22<sup>nd</sup> to firm up arrangements – this is an open meeting so please attend if you can. 7pm start. Set up a debrief meeting during this meeting.

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

## 11. Financial Management

- a) To review the income and expenditure budget
  - a. Clerk SP provided an overview of the current financial situation. There was some debate around the cost of emptying general rubbish bins and “dog waste” bins as it is a significant cost over the year.
  - b. Cllr B Rust – NRW will be providing new bins – Cllr Rust will let us know when this may happen, it is thought it will be around September.
  - c. Cllr R Williams – is there any way we could obtain a “bin collection” breakdown to understand where the bins are, which are being emptied the most/least, as we are endeavoring to do progress some analysis.
  - d. Cllr D A Thomas this is really an Assets and Environments issue – could that group pick this issue up at the next meeting? We need the assets and environments members to meet and discuss this issue as soon as possible. Could the assets and environments team discuss the grass cutting also.
- b) To approve the schedule of payments detailed in appendix A
  - a. Clerk SP provided the schedule of payments – all agreed

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

## 12. Planning Applications

- a) **Application Ref: 46/2017/0242**  
**Proposal: Erection of a single-story extension to rear of dwelling**  
**Location:** 7 Llys Dyffryn, St.Asaph  
**Applicant:** Mr David Hughes  
**Consultation Closing Date:** 04/05/17  
 Informed Councillors: 18/04/17
- b) **Application Ref: 46/2017/0328**  
**Proposal: Certificate of lawfulness for the existing land as waste transfer station**  
**Location:** Unit 12 Green Industrial Estate, The Roe, St. Asaph  
**Applicant:** Mr Rhodri Roberts  
**Consultation Closing Date:** 15/05/17  
 Informed Councillors: 26/04/17
- c) **Application Ref: 46/2017/0390**  
**Proposal:** Internal & external alterations to filling station  
**Location:** Seaways filling station, The Roe, St. Asaph,  
**Application Name:** Applegreen plc  
**Consultation End Date:** 23/05/17  
 Informed Councillors: 03/05/17

Cllr J O Roberts raised his concerns regarding B  
Cllr J O Roberts proposed that Cllr C Hardie’s comments are the official comments from the council, this was seconded by Cllr. D A Thomas.

## 13. Community Hub

Cllr C Hardie provided an update, as follows:

- The Library
  - Angharad has provided an update via email prior to this meeting, detail is as follows:

#### **Actions form last meeting:**

- Road signage: to improve signage for the Library/One Stop Shop located on the main road and to explore possibility of working with the Cricket Club to create a combined new sign
- Progress Update: currently liaising with the Tourism Manger to explore joint working with the Cricket Club
- Communications: arranged with Communications Team for banners and copies of the official plans to be on display at the Library before it closes for building works, >to include City Times in any distribution of information, press releases etc.
- Progress update: a communications plan is currently being drafted.

#### **Project progress update as follows:**

- The tender for the building contract closes 12<sup>th</sup> June, after which 2 weeks' evaluation period will take place before the successful application is awarded.
- The lamp-post has now been moved to its new location in readiness for the new foyer.
- Work to find a suitable location for the temporary service continues
- The IT requirements have been specified, and orders for new equipment will be placed soon.

The monthly stakeholder meetings will resume in Jun - meeting invitations will follow.

End of update:

- Cllr J O Roberts provided an update regarding the "Vibe", moving to premises elsewhere in St. Asaph, leaving the Deans Library free. This could possibly be utilized for the Library
- Clerk SP to invite Angharad to the next meeting at 6:45 to provide an update
- Cllr C Hardie and Clerk SP met with a National Westminster Bank representative to review the council room facility with the intention of using it as a community base going forward. Clerk SP met again on 12<sup>th</sup> April.

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

#### **Playground damage.**

Glascoed Timber had been in contact and informed us that an area of "wet pour" has been damaged at the children's play area, lower park. We have also received one letter of "concern" from a parent.

Clerk SP informed the Councillors that she had engaged with "Play & Leisure" who had been recommended by Glascoed Timber and had responded to the concerned parent. A further update will be provided at the next meeting.

#### **Renting of the grazing land (22 acres)**

The farmer had challenged the current rental cost of £2K per annum, would we consider reducing this?

This was debated for a period and it was concluded it was a fair price for the size of grazing land. Cllr P Scott and Cllr D A Thomas proposed to keep the rent cost at £2k pa which was seconded by Cllr D Hodgkinson.

#### **14. IBEACON project.**

- The project team members met with the suppliers recently and walked St. Asaph to understand where the most appropriate positions would be for the I beacon's to be placed.
  - The walkers were Cllr J O Roberts, Clerk S Pierce, Cllr C Hardie
- A handout was passed around the room detailing the "possible" route from 1 to 10.
- The suppliers had now been provided with a lot of information incorporating pictures and text which they have taken away to start to create the knowledge database for the relevant application to utilize.
- The Group is reconvening at 10am on Friday 12<sup>th</sup> May to review visuals i.e. photo's to be incorporated.

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

**15. Correspondence**

a) Open spaces.

a. Clerk SP carry forward and plan in future calendar, will require the beacons lighting (Nov 18).

Cllr C Hardie invited the room to raise further questions or issues.  
No further questions or comments were raised.

**16. Matters arising at the end of the meeting:**

- CC requires input into a strategy initiative
- Can everyone please consider what appropriate topics could be taken forward and email Cllr P Scott and Cllr D A Thomas with their ideas in the next week

**17. Date of the next meeting**

Wednesday June 14<sup>th</sup> 2017

The Meeting Closed at 20:15

Signed .....  
Chairman of the Full Council Meeting held on 14<sup>th</sup> June 2017