



St Asaph City Council
Cyngor Dinas Llanelwly

Minutes of the Meeting of St Asaph City Council held on Wednesday 11th October 2017 at 7pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

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

Clerk: Clerk S Pierce

1. Apologies for Absence

Cllr B Rust – Apologies
Cllr D. A. Thomas - Apologies
Cllr C OShea: No apologies given

2. Declarations of Interest

- Cllr Scott
 - Declared an interest in agenda item 15, Bowls Club.
- Cllr Williams
 - Declared an interest in agenda item 14, The St. Asaph Gala.

3. Public Participation

There were no applications to address the Council.

4. Urgent Matters

Mayor & Cllr C Hardie and Cllr Gedd each raised an urgent matter that was moved to the end of the meeting.

5. North Wales Police

Report provided by PCSO D Jones.

- A shop lifting incident at the local Co-Op store where staff were also threatened is currently being investigated.
- An incident regarding a missing wallet regarding someone travelling from Rhyl occurred on the 20th September.
- An incident occurred at Stanley Park where a dog got out loose and attacked another dog, this was not classed as a dangerous dog incident.
- An RTC occurred on Chester Street on 9th September where someone was injured.
- Criminal damages incidents were zero, good news.
- Please be more aware now we are approaching the Christmas period regarding opportunists and burglaries, ensure all back doors are locked.

Mayor & Cllr invited the room regarding further questions.

Cllr J O Roberts informed everyone that a lady had stopped him to inform him that youths were on top of the Council meeting room throwing what seemed to be tiles into the Muga play area.

Also, the football dug out is being used by youths to shelter during the evenings. They are leaving lots of rubbish along with other materials that are causing concerns.

A111017 010: Clerk SP to check the tiles on the roof, is there an issue?

Cllr E Winter suggested the Yew tree needs trimming as it is too large.

A111017 011: Clerk SP to ask Glascoed Timber to review the Yew tree with the intention of reducing the size.

Cllr P Scott thanked PCSO D Jones for the money and support regarding the bowls event which was very successful.

Cllr P Scott raised an issue regarding parking at "Walnut Tree cottage" where cars are parking across the entrance. Would it be possible for PCSO D Jones to keep an eye out within that area?

Cllr R Williams raised the issue regarding the usage of the rooms at the Kentigern. DCC have confirmed they are no longer putting people at the address so where are these people coming from and who is managing the situation? PCSO D Jones stated that he is not duty bound to inform us regarding who is staying at the property.

A111017 012: Clerk SP Progress with DCC to see if it is multi-let? PCSO D Jones will wait to see what the reply is as DCC have a responsibility to license these premises so what do they know about this property and what it is being used for? Can they provide any further information?

6. Mayor's Reports

Report provided by Mayor & Cllr C Hardie:

- Last month was reported as a busy month.
- Summer Draw at St. Kentigern Hospice.
- Six Civic Services attended.
- Three concerts for the music festival.
- Attendance at the twilight walk up Moel Fammau.
- A meeting had been attended with two members of staff from NRW along with Cllr D A Thomas, an NRW Project Manager and Communications officer to discuss the siting of the plaque to commemorate the new flood defences. The first minister will come and unveil the new plaque. Possible sites were discussed and an agreement was made to have a new plinth built, underneath the arch where the existing one is, by the information board. The plan is to build a new plinth with a new plaque, it was suggested and agreed that the existing plaque will be moved to join with it.
 - It was noted and agreed by all that the existing one gets very dirty where it is currently situated.
 - The majority agreed it was a good idea.
 - No exact date has been established yet but it will take place in the new year, once all the work is complete.

Mayor & Cllr C Hardie invited the room regarding further questions:

- Cllr M Gedd – do we have an update regarding the flood defence work?
 - Cllr C Hardie said they were progressing the wall around the Llys y Felyn area, the only bit outstanding is the short length of banking by the bridge, this is planned to be complete within weeks.
- Cllr E Winter, when the previous flooding occurred a large tree came down the river and lodged itself at the allotment area. If this is dislodged at some point and hits the bridge, this may cause an issue.
- It was noted that there is a protocol in place that if the public do see issues like this, they can inform Cllr C Hardie and/or Bill Cowie and NRW will remove the issue.
- Cllr R Williams, if we are removing the plaque, should a member of Mrs Hughes family be involved? This was discussed briefly and thought not to be an idea to be progressed.

7. County Councilors Reports

Cllr P Scott

- Cllr P Scott raised a concern raised by Cllr B Rust, Cllr B Rust had asked about the yellow lines and cars parking on the opposite side at Keens Road/Hoel Esgob. Cllr P Scott had raised with DCC, DCC has suggested that parking on the opposite side are within the allowed limits. Cllr P Scott has informed Cllr Rust of the outcome.
- Regarding the issue relating to the cleaning of the bus shelters, Cllr P Scott has been in touch with Martin Griffiths at DCC who noted the bus shelter quotation went out on 6th Oct. This is work in progress.
- Discussions with Dawnus had been progressed regarding the work taking place, they are happy with the work to date and are currently on target. Dawnus would like to thank residents for their co-operation.
- Remembrance Sunday – laying a wreath for DCC
- Regarding all the rubbish in the lane behind Hoel Clwyd, all the rubbish has now been cleared.
- Tan Y Bryn issue continues to be work in progress by means of mediation.
- A meeting has taken place with Duncan Cameron regarding the re ordering of the Parish Church.
- Battle of Brittan wreath.
- Several Civic Services attended.
- Many meetings have taken place already and are planned to take place with DCC, planning etc....

End of Cllr P Scott's report.

Cllr C Hardie invited the room regarding further questions.

Cllr C Hardie asked, the contract regarding the bus shelter's is it a one off or ongoing? Cllr P Scott is in negotiation and will inform us at a later meeting.

Cllr D A Thomas

- Cllr D A Thomas did not attend the meeting.

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 (and previously Circulated)

- Accuracy amendments:
 - No amendments were required
- Actions
 - Cllr P G Morton spoke to Amnesty international and they could have provided the relevant staging but the lady is no longer involved with them so this can no longer be achieved through her.
 - Cllr D A Thomas has been in touch with DCC regarding staging and will provide an update when he receives feedback.
 - Cllr P G Morton stated if Cllr D A Thomas can't get the relevant staging from DCC then the lady acquainted from Amnesty International can access staging from a theatre.
- The minutes were proposed by Cllr G D Hodgkinson and seconded by Cllr J Ellison
- The minutes were signed by Cllr & Mayor C Hardie.

No further matters were raised.

9. Matters Arising

- None raised.

10. Events Committee

- Cllr C Hardie and Cllr R Williams provided an update regarding the latest plans. Father Christmas will be within the entrance behind the glass doors. All agreed.
- **A111017 013: Events Committee: Cllr G D Hodgkinson has prepared leaflets to be delivered, these will be complete shortly, we will then need volunteers to distribute, volunteers to be agreed at the next meeting.**
- Cllr C Hardie has progressed altering the existing banners
- **A111017 014: Clerk SP to do the white board with the date and time on.**
- Cllr C Hardie, we would like as many people as possible available on the evening to help – can this be confirmed with the Clerk.
 - **A111017 015: ALL Confirm Winter Fair attendance to help with the Clerk**
 - Cllr J O Roberts will not be available

No further questions or comments were raised.

11. Financial Management

- a) To approve the schedule of payments detailed in Appendix A
 - a. Resolved: Schedule of payments approved and signed.
- b) To review the Budget, income and expenditure - to be provided at the meeting
 - a. A Financial pack was provided and reviewed.
- c) Audit for the year ended 31st March 2017, Appendix B
 - a. The Audit was previously circulated, reviewed and approved at this full meeting 11/10/17.
- d) Internal Audit done and circulated – Action established, Appendix C
 - a. The Audit action plan was reviewed and approved at this full meeting 11/10/17.
- e) Financial & Risk Management Review. Document circulated on 30/09/17, see Appendix D

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

No further questions or comments were raised.

12. Planning Applications

Application: 46/2017/0944

Proposal: Retention of existing sheds used as a workshop (B1 light industrial use) and for personal use (retrospective application)

Location: Queensland House, The Roe, St. Asaph

Application Name: Mr Peter Hellyer

Consultation End Date: 24/10/17

Observations apply:

Cllr Scott has provided feedback

Cllr C Hardie has provided feedback

All in agreement – We Object to the proposals.

Application: 46/2017/0941

Proposal: Erection of first floor extension and formation of a balcony to rear of dwelling.

Location: Dolgoed, Upper Denbigh Road, St. Asaph

Application Name: Mr & Mrs Wynn & Becky Williams

Consultation End Date: 25/10/17

Resolve: No Objections Made

No objections made – all agreed no objections

A111017 016: Clerk SP to send all objections raised to DCC.

13. Projects

Projects Update Circulated Monday 11th October

The Project update report was discussed briefly with the following noted:

- IBeacons:
 - The Welsh is not great and needs reviewing at some point:
 - **A111017 017: Action forto review the welsh**
- The bollards have been painted
- The Storage container will be removed shortly
- The roundabout:
 - Clerk SP has emailed Jon at DCC to chase
 - Cllr Winter suggested the roundabout is a state and needs maintenance.
 - **A111017 018: Clerk SP write to DCC expressing our concerns regarding the state of the roundabout and progress the sings we require**
- The Christmas tree/Mick Dodd.
 - Mick is currently testing the solution to run with two batteries (which is achievable and OKd by Blachere).
 - Clerk SP will need to procure additional lights for the tree for this year. Blachere have provided the relevant codes to Mick.
 - **A111017 019: Clerk SP to procure the relevant lights for the tree.**

14. St. Asaph City Gala – plans / discussion

- Cllr Williams informed the Councillors that he is the Chair of the St. Asaph Gala. It has been brought back to life. There seems to have been a divide between the council and the gala committee to date but moving forward the intention is to keep improving and developing the structure of the Gala going forward.
- There is a new committee with structure in place regarding everything that is required to run it successfully i.e. finance committee, risk assessment etc.
- Cllr B Williams will be driving this forward and would like to turn it into a full day event. The Gala to run through to 5pm as usual and then incorporate an extra event i.e. music event until 9pm in the evening. Additional funding is in place already this year therefore a security team will be engaged and will provide relevant safeguarding during the evening. All relevant measures will be in place to make this a success. The plan is to allow Alcohol, like Rhuddlan fest and Wood fest which are both run successfully without incident.
 - Cllr P G Morton suggested if Cllr B Williams required to add an evening session for adults, with the additional provision of alcohol, could he consider contacting the Woodfest proprietor who had an alcohol site license available as the site was available in St. Asaph and could perhaps negotiate and pay the

- proprietor to host the alcohol provision and hire and use the space that Wood fest use. Cllr B Williams said he did not agree as he wanted it to take place at Roe Plas as a St. Asaph event.
- Cllr P G Morton also suggested the very successful venue that St. Asaph Rotary group had albeit held nearer to Trefnant and suggested maybe if he wished to add the evening session with or without alcohol. Cllr B Williams said this site was totally outside of St. Asaph.
 - Cllr J O Roberts raised concerns regarding the football Pitch, Rhuddlan Fest and Wood fest is not situated on public ground whereas the football pitch needs safeguarding as much money has been spent to keep it in a condition for football use.
 - Cllr B Williams will be ensuring a security team will be on site and no glass is allowed (if necessary). Cllr B Williams has engaged with Denbighshire County Council regarding the relevant licencing requirements, processes and procedures.
 - Cllr J O Roberts suggested that someone needs to take responsibility, previously there has never been a contingency plan in place in the instance of bad weather and the event is always held a week or two before the football season starts limiting time for the land to recover in readiness for the new season.
 - Cllr E Winter, is there other land that could be utilized? i.e. the sheep grazing field.
 - Cllr J O Roberts, could the staging be taken to the bottom end of Roe Plas? Is this an option?
 - The stall holders will not stay after 5pm, the fairground rides could potentially stay.
 - Cllr C Hardie asked if the councilors agree to this in principal?
 - Cllr J O Roberts, happy to have the staging where it is today but a “plan b” contingency needs to be in place in the event of bad weather, minimizing risk of damage to the football pitch. The location needs to be considered carefully.
 - Cllr E Winter suggested the area over the other side of the bridge. It was noted that access is difficult especially for large vehicles.
 - Cllr P Scott, happy for the event to be extended and the fair ground to stay longer but has reservations regarding alcohol. This event would need to be well policed. Cllr B Williams will ensure all the appropriate security and management measures will be established.
 - Cllr E Winter suggested utilizing the field at the New Inn? Cllr B Williams said the issues will be around the logistics and the levels of the ground. Cllr C Hardie, we would also need to obtain permission from the land owners.
 - Cllr G D Hodgkinson raised issues regarding dog walkers versus the public attending the event, at previous events a public dog walker’s footpath had to be fenced off enabling them to continue using the public footpaths. This may have to be done again. Cllr B Williams said it would be an open event.
 - **A111017 020: Cllr B Williams was requested to document a proposal of the event and arrangements.**
 - Cllr J O Roberts requested written plans, security arrangements for this to be considered.
 - Cllr R Williams suggested we go with an agreement in principle
 - Cllr B Williams stated that he does not understand what difference an extra 4 hours will make
 - In principal if Cllr B Williams can come back the written plans of the event then the Councilors would potentially agree.
 - Cllr J O Roberts would like the area to be considered at the end of Roe Park rather than where the stage is currently set for the extra 4 hours.

15. Bowling Club

- Cllr P Scott, requested maintenance help of £600 and provided documentation of the current maintenance costs and work required.
 - Cllr J O Roberts proposes and seconded is Cllr E Winter
- All agreed

16. Remembrance Day

- Reminder we are getting to that time of the year
- Saturday 11am there will be a wreath laying service as previous years.
- Sunday there will be a service in the Cathedral, starts at 10am and will lay the wreath at 11am.

A111017 021: Clerk SP speak to DCC to organize the road closure – for the procession on the Sunday.

17. Councillor Vacancies

Re: x1 Seat Co-Option Vacancies.

- It was noted there is still one vacancy and potentially another with Cllr C OShea not attending any meetings to date.

- Therefore, potentially two vacancies (both in the east) to be considered for either Co-Option or election process.

18. Correspondence

- a) From Sue License, DCC – Standards committee – Council Representative Vacancy following David Jones retirement.
- b) From Sue License, DCC – Standards committee Appointment to sit on an interview panel for the recruitment of the above vacancy.
- c) From Reverend Eirlys Gruffydd-Evans – Invitation to the “Place Names of Flintshire” Book Launch which covers St. Asaph.
- d) Countryside Alliance - nomination of “Rural Oscars” 2017 (closes Nov 13th)
 - a. **A111017 022: ALL to email clerk SP with why they believe RN Williams would be a good nomination.**
- e) From Stephanie Jones, Commitment Administrator - Review of the Electoral Arrangements for the County of Denbighshire – require an indication if anyone from our community council will be attending the meeting in Ruthin on 17th October at 6pm (Denbigh Council Chamber). **Deputy Mayor & Cllr R Williams will be attending.**
- f) Bill Cowie has written to DCC regarding road cleaning/sweeping the Junction at Lower Denbigh Road.

Urgent Matters Raised:

Cllr M Gedd raised the following urgent matter:

A number of signs within lower St. Asaph and Upper St Asaph have appeared for “Livingston Place”, it was understood that the area was not going to be called “Livingston Place”? It was noted that the City Council had objected but DCC has continued to carry on and call it Livingston place. Cllr J O Roberts noted they had given the Street names Welsh names but still called the area Livingston place. The main road is called HM Stanley. Cllr G D Hodgkinson had spoken to CC & Cllr D A Thomas that morning, CC & Cllr D A Thomas had been to the development and they had stated they can use it as a marketing tool and we can't do anything about it. Cllr R Williams stated that DCC have overruling to name it as they wish, DCC will state what the what the estate is to be called. A developer is entitled to have a marketing name. It was noted this is frustrating but there is no way around it, Councillors have tried. The advertisements name will come down once the development is complete.

Cllr C Hardie.

The council received an email from a Mr C Marriott. He is in the opinion that the city council should argue his position on preventing the new spring gardens bridge being given to Spring Gardens. Mr Marriott believes it should be kept in the public domain and not handed to a private owner. Mr Marriott has provided a “deed” document with relevant detail and believes the City council have some responsibility within these current negotiations.

Mayor 7 Cllr C Hardie has requested information regarding how the new bridge has been legally agreed and it has been stated the agreement is on a “like for like” basis.

This has been raised previously where the City Solicitor reviewed and found that the City Council have inherited no responsibility in the bridge at all.

A111017 023: Clerk SP to engage with the City Solicitors to review and provide feedback to Mr Marriott.

Agreed by all.

19. Date of the next meeting

Wednesday November 8th 2017

The Meeting Closed at 20:55

Signed

Chairman of the Full Council Meeting held on 8th November 2017