



*St Asaph City Council*  
*Cyngor Dinas Llanelwly*

Minutes of the Meeting of St Asaph City Council held on 12<sup>th</sup> December 2018 at 7.00 pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

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

**1. Apologies for Absence**

There were no apologies for absence.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Public Participation**

There were no members of the public present.

**4. Urgent Matters**

Cllrs Gedd, Scott and Thomas each had one urgent matter to be considered.

**5. North Wales Police Service**

Report provided by PCSO Dave Jones

- Criminal damage at the leisure centre at Ysgol Glan Clwyd.
- Vehicle break-in at Llwyn Onn.
- Criminal damage to a vehicle on the High Street.
- Incident at Bryn Dinas
- Vehicle damage Glascoed Road,
- Break-in business Chester Street.
- Drink drive campaign ongoing.

The Mayor invited the room to raise further questions or incidents. Discussed continued parking problems. Also speeding on the A525.

The Mayor thanked the PCSO and he left the chamber.

## **6. Mayor's Report**

Report provided by Mayor & Cllr C Hardie:

- The Mayor thanked Cllr Cowie who has repaired the lock at the Meeting Room.
- Attended a meeting on the Business Park with Chris Ruane.
- Attended two charity coffee mornings.
- Together with other councilors attended the library drop-in session regarding the proposed development at Green-gates farm, which was very well-attended.
- Attended a meeting with Cllr Roberts at Ysgol Glan Clwyd.
- Christmas window judging, which was won by The Chippery.
- The Winter Fair was a great success.
- Attended the Chair of Denbighshire County Council's carol service at the Parish Church.
- Met with the tenant of Roe Plas Meadow.
- Attended the Lovelight concert.
- Attended a concert for Vision Support.

## **7. County Councilors' Reports**

### **CC & Cllr A Thomas**

- Attended meetings regarding the proposed Gypsy & Traveller sites.
- Dealing with a problem with the wall at the entrance to the toilets at Lower Street car park.
- Dealing with the wall at Lower Street car park. Temporary boundaries have been put in place until the wall has been resolved.

**End of Cllr Thomas' report.**

### **CC & Cllr P Scott**

- Attended nineteen events.
- Attended several meetings in cabinet with the proposed Gypsy & Traveller sites.
- Chair's carol service at the Parish Church, raising over £400 for St Kentigern's hospice.
- Visited the Rhyl delivery service depot to thank staff.
- Dealt with a problem with lights which has been resolved.
- Dealing with a problem with hedges at Cae Winifred, which is ongoing.

**End of Cllr Scott's report**

## **8. Minutes**

The previous minutes were discussed regarding accuracy (previously circulated prior to the meeting). The minutes were agreed to be accurate.

Proposed by Cllr Cowie, seconded by Cllr Williams.

## 9. Matters Arising

- Item 13 – Cllr Winter wished to discuss safety concerns at Roe Plas Meadow. A decision was made on this issue last month and cannot be amended for six months.
- Item 14 – Matters are progressing. There was a meeting 11<sup>th</sup> December and a further meeting is arranged for end of January.
- Item 12 – Land at the Common has been sold prior to auction. Await developments.

## 10. Financial Management

- a) To approve the schedule of payments detailed in Appendix A

Proposed by Cllr Scott, seconded by Cllr Roberts.

- b) To review the budget, income and expenditure.

- c) To review the operation of the bank accounts.

To approve a direct debit mandate in favour of Nest pensions.

Proposed by Cllr Hodgkinson, seconded by Cllr Thomas.

To approve a mandate for the main bank account adding the clerk as signatory so she can deal with queries.

Proposed by Cllr Thomas, seconded by Cllr Cowie.

Discussed amendment to standing order to clarify that clerk is not to authorise payments.

- d) To approve the budgets for 2019-20.

There was a proposal to accept the proposed budget, with £5500 moved from Outdoor Costs to Contingency.

Proposed by Cllr Thomas, seconded by Cllr Winter.

## 11. Planning Applications

- Late application received 46/2018/0891  
Installation of two vehicle charging points at The Talardy Hotel.  
No objections were raised.

## 12. Mill Race Meadow

- Following the Mayor's meeting with the tenant of Mill Race Meadow, there was a discussion regarding the rent to be charged for the financial year 2019-20. There was a proposal that the rent should remain at the present level and the clerk is to write to the tenant.

Proposed by Cllr Scott, seconded by Cllr Roberts.

### 13. Clerk's Correspondence

- A motion was tabled by Cllr Cowie:  
Future e-mails received by the Clerk and the Mayor from members will be classed as "Correspondence" and included in the papers for Full Council meetings. This is to avoid any criticism of reading out lengthy e-mails. They can be discussed but they don't have to be read out fully unless necessary but can be seen to be transparent. This is to ensure that the Council is seen to be acting in Openness and Fairness as a Public Body. This was agreed by majority.  
Proposed by Cllr Cowie, seconded by Cllr Hodgkinson.

### 14.

#### Events De-Brief

- There was a discussion to de-brief the Council following the recent success of Remembrance Sunday and the Winter Fair, which were both well-attended and well-received.

### 15.

#### Correspondence

- There was one late item of correspondence :
  - Letter received from Cefn Meiriadog Council enclosing a cheque for a donation to the Green-gates farm fund.- Clerk to write a letter thanking them.
  - e-mail from Lichfields enclosing invoice for planning consultancy services relating to Green-gates farm – included in payments to be authorised list.

### 16.

#### Urgent Matters

- Cllr Gedd asked for an update to the work behind the library and when the recycling bins are to be moved. Cllr Hardie explained that we are waiting for the contractors to move the barriers and clear the new site for the recycling.
- Cllr Scott updated the meeting regarding the proposed Gypsy and Traveller sites. Denbighshire County Council have issued a press release stating that they have received more than 700 responses to their proposals and a 4085 name petition. They are still processing this information and any decision will be delayed until the Spring. Cllr Hardie thanked Cllr Scott on behalf of the Council for his hard work in opposing these proposals.
- Cllr Thomas wished to clarify the procedures for circulating Part 2 Minutes.

Meeting closed at 9.00pm

Date of next meeting

Wednesday 9<sup>th</sup> January 2019 at 7pm.

Signed .....  
Chairman of the Full Council Meeting held on 12<sup>th</sup> December 2018

