



*St Asaph City Council*  
*Cyngor Dinas Llanellwy*

Minutes of the Meeting of St Asaph City Council held on 8<sup>th</sup> January 2020 at 7.00 pm in the Community and Council Meeting Rooms, Roe Plas Meadow.

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

**2020/1 Apologies for Absence**

- Cllrs Hodgkinson and Winter.

**2020/2 Declaration of Interest**

None

**2020/3 Public Participation**

Two Members of the Public were present.

Mrs Cameron addressed the Council to give an update re: Parish Church Re-ordering Project.

- The work commenced mid-October and is due for completion mid-April.
- The pews have been removed; the floors levelled; new heating has been installed; new kitchen has been fitted and the vestry has been updated to provide an additional room as needed.
- They have been grateful to receive £27000 from the Community Association and are applying for funds for lighting for the Churchyard path and up-lights alongside the Church.
- They thanked Cllrs Hardie and Roberts for their work as members of the Project Team and also thanked the City Council for their letter of support.
- They hope to build a small Community Team to oversee Community activities and would seek guidance and input from the City Council.
- They will also be seeking funds for a part-time manager for three years to oversee the Community team.

The Mayor invited questions from the room:

- Cllr Hardie asked whether they were applying for grants for the lighting. Mrs Cameron confirmed that they were.
- Cllr Roberts congratulated the team who had done a lot of work in a very short time.
- Cllr Thomas asked if they have a register of Clubs and Societies who may wish to use the facilities.

It was agreed that an article should be placed in the City Times calling on local associations to register their contact details with the City clerk. The Clerk would then collate a list and send a copy to Mrs Cameron.

**2020/4 Urgent Matters**

None.

**2020/5 North Wales Police**

Report provided by PCSO Dave Jones:

- Quiet Christmas and New Year.
- A hotel had a card reader stolen and a substantial sum of money has been taken. This is still under investigation.
- Pedal cycle was stolen and subsequently found in the river.
- A case of harassment at Llys Esgob.
- Road traffic collision on Lower Denbigh Road.
- Altercation at a Public House.
- A farmer has had a number of sheep stolen from Trefnant.
- The van on Lower Street has now been taxed, however it needs a new gear box and cannot be moved.

The Mayor invited questions from the room. There was some discussion about the van on Lower Street. Questions were asked about it causing an obstruction and roadworthiness.

Cllr Cowie advised that, under the Road Traffic Act, the Police can give a time limit for the vehicle to be made roadworthy so it can be moved.

The Council appreciate all the hard work the PCSO and his colleagues put in.

**2020/6 Mayor's Report**

- Attended a presentation for the Bowls Club at the Talardy.
- Attended a 90<sup>th</sup> Birthday Party in Abergele.
- Attended a meeting with Brian Jones, Denbighshire County Council to discuss the road closure on Lower Denbigh Road.
- Attended an Open Spaces meeting.

**2020/7 County Councillor Reports**

**Cllr Thomas:**

- The small wall in Lower Street Car Park will be replaced by a metal fence as there is a water main underneath.
- Still chasing the van on Lower Street.

**Cllr Scott:**

- Attended a Cabinet meeting.
- Attended a meeting yesterday, which is reported under item 2020/15.
- The work at the Public Toilets on Lower Street Car Park has been completed and the wall has been replaced.

- Denbighshire County Council have applied for a grant to straighten out part of the road on Lower Denbigh Road.

**2020/8 Minutes**

The previous minutes of the meeting 11<sup>th</sup> December 2019 were discussed regarding accuracy (previously circulated prior to the meeting).

**Resolved to accept the minutes as accurate.**

**2020/9 Matters Arising**

Item 6 – still waiting for the speed indicator to become available – and this will only be available for a three-month period. It is intended as a measure to educate drivers.

Item 10a) – No response has been received regarding the invoice for the Christmas trees, however the cheque has been presented.

**2020/10 Financial Management**

**a) Resolved to approve the Payments Schedule, total value £3,530.63.**

**b)** The Finance report (circulated prior to the meeting) was discussed. The final payment of the precept has been received. VAT refund £3663.79 is due.

**Resolved to approve the Income and Expenditure budget and Finance report.**

**c)** A direct debit mandate was presented in respect of the new Broadband Service at the Meeting Room. Engineer attending re: installation 9<sup>th</sup> January.

**Resolved to approve the Direct Debit Mandate in favour of BT.**

**2020/11 Planning Applications**

Two Planning Applications were received after the Agenda was posted.

**a) 46/2019/1095**  
Erection of extension and alterations.  
Location: 35 Bishops Walk, St Asaph  
Applicant: Mr T Wynne  
Consultation Closing Date: 24<sup>th</sup> January 2020

**Resolved the Clerk should advise Planning Department that the Council has no objections.**

**b) 46/2019/1004**  
Change of use of land by the siting of 2 no. storage containers for use by St Asaph Cathedral.  
Location: St Asaph Cathedral, High Street, St Asaph  
Applicant: The Very Reverend Nigel Williams  
Consultation Closing Date: 27<sup>th</sup> January 2020

**Resolved the Clerk should advise Planning Department that the Council has no**

**objections.**

**2020/12 Open Spaces Commuted Sums**

There was a discussion regarding the recommendations of the Open Spaces meeting 6<sup>th</sup> January 2020 (minutes circulated prior to meeting). In addition the Mary Short Fountain was discussed with a view to restoring the fountain to working order (operated on a push button) and also restoring the plaque. The Afon Elwy Environment Group are making the application re: floral displays.

**Resolved the Clerk should make applications for Open Spaces Commuted Sums for the following projects:**

- **New Banners on the High Street.**
- **New Finger Signs at Roe Plas Meadow, Elwy Crescent and Lower Street Car Park.**
- **Three new litter bins**
- **New benches for a Gathering Place.**
- **Tennis Court restoration**
- **Mary Short Fountain Restoration**

There was a discussion regarding the new Trade waste contract with Denbighshire. There was a concern that household rubbish could be disposed of in the bin. Glascoed Timber had given their agreement that the additional bin would be in place and the twice weekly collections commenced before the Easter Weekend.

**Resolved the Clerk should cancel the Trade Waste bin contract with Denbighshire County Council.**

**2020/13 Participatory Budgeting**

There was a discussion regarding the arrangements for awarding Grants at the twice Yearly allocations. Consideration was given to requiring an application form and accounts from applicants. It was agreed that this would over-complicate the process.

**Resolved:** a) **Requests to be filtered at Full Council as received.**  
b) **Those passing the first stage to be held for next allocation.**  
c) **Full Council will approve payments in March and November Full Council meetings.**

**2020/14 Events**

There was a discussion regarding the application process for spaces at the Winter Fair. A Draft application and list of considerations were circulated prior to the meeting. Clauses re: Public Liability Insurance, Trading Standards and Environmental Health have been added to conform with other comparable events. In view of the requirement to reduce the number of spaces to allow access and egress, pricing was amended to £15 per space, with an additional £2.50 for electricity supply. All proceeds received to be donated to the Cathedral.

**Resolved: a) The List of Considerations to be adopted as application policy.**

- b) Pricing to be £15 per space plus an additional £2.50 for electricity supply. Stallholders are not allowed to bring generators.**
- c) Stallholders to be individual crafters or producers, not National Chains, Agencies or Re-sellers.**
- d) Right to refuse an application if the products are not deemed suitable for a Christmas Fair or if we have too many sellers of similar products.**
- e) Clerk to post the applications and policy on the website and also post when the spaces are fully booked.**

**2020/15 Gypsy & Traveller Site**

Cllr Scott gave a report to Council following a visit to a Residential Gypsy & Traveller Site in Conwy.

- The Conwy site was in an ideal location and was not visible from the A55. There were no residents in proximity to the site. It was located in a cul de sac near industrial units. There was adequate lighting and footpaths to local amenities. The site was managed. Noise levels were slightly above recommended levels at 0.6 decibels.
- Conversely in St Asaph there are residents in proximity to the proposed site. There are no footpaths or lighting. The proposed site is not in the right location.
- Not a like for like situation.
- A noise survey is being conducted at present and the results are awaited before the application can go to Planning Committee.

**2020/16 Plant! Project**

The Clerk gave a brief update to Council following a site visit with Tir a Choed (contractors) and NRW 20<sup>th</sup> November. Price of £ has been received (from Tir a Choed) for a visit to replace trees which failed and to address other issues raised. NRW have confirmed that there is provision for this visit in the funds to be allocated, however these funds will not be received until the contract between NRW and the City Council has been signed. The contract is still held up in NRW Legal Department. The City Council cannot accept this quotation until the funds have been received.

**2020/17 Correspondence**

a) – e-mail from Ruth Williams, Menter Iaith, re: Request for Support

**Resolved to approve St Asaph's inclusion in the St David's Day Window competition and approve payment of £70 to Menter Iaith as a contribution.**

b) – e-mail from Linda Bara Caws re: funding – received.

c) – e-mail from Denise Edwards, Owl Cymru, re: funding – received.

d) – e-mail from Owain Williams, Welsh Government re: Changes to Planning and Related Application fees.

Cllr Scott is attending a meeting regarding this issue. Cllr Williams asked that he request that the concessions for charitable organisations be retained

e) – e-mail from Tony Thomas, Denbighshire County Council, re VE day 75 – SSAFA.

An Events meeting was arranged - to discuss options for participation in VE Day 75 – for Tuesday 21<sup>st</sup> January 2020 at 10.00 am at the Translators' Tea Room. The Clerk is to e-mail representatives of the Cathedral and the Parish Church to invite them to attend so that a Community Event can be arranged.

There was a further brief discussion regarding Parish Church Re-ordering (2020/3). It was agreed that use of the new Community Hub could be discussed at the Events meeting. There was a recommendation that the Parish Church and Library consult together so that their activities complement each other.

**The meeting concluded at 8.35 pm**

**Date of Next Meeting:**

Wednesday 12<sup>th</sup> February 2020 at 6.45 pm.

**Signed .....**

**Chairman of the Full Council Meeting held 12<sup>th</sup> February 2020**