



St Asaph City Council Assets and Environment Committee
Thursday 5th September 2019, 10.30 am at the Meeting Room

Present: Cllrs Gedd (Chair), Cowie, Hodgkinson, Scott, Morton, Rust and Roberts

1. Apologies:

- Cllr Hardie.

2. Declarations of Interest:

- Cllr Rust declared an interest in item 9.

3. Minutes of the meeting 23rd May 2019

The minutes of the last meeting were discussed regarding accuracy and it was resolved that the Chair should sign them as accurate.

4. Matters Arising.

The minutes of the Assets meeting on 23rd May 2019 were reviewed and the only action points still outstanding are as follows :-

- Cllr Scott advised the meeting that he has met with a resident again regarding the tree which had been cut down and left on the Common. Most of the tree has been removed but some branches are still left. The resident confirmed that he will remove the remaining pieces. The resident raised the issue of trees along the footpath which have overhanging branches and has requested that these are cut back, Cllr Scott has advised the Clerk.
- Cllr Scott has chased Denbighshire County Council regarding the new bin at Roe Plas Meadow. No response received so far. The rubbish situation has improved of late following the start of the twice weekly bin collections.
- The Fairy Lights on the tree have been removed.
- The floodlights on the roadbridge (west bank) are still awaiting reconnection. Mick Dodd has been sent a job list which includes some work at the football club, meeting room and bowling club.
- Still awaiting a date for the work on the car park at the meeting room. Groves have been chased again this week.
- The sign at the entrance of Roe Plas Meadow has been replaced and now reads "St Asaph City Council". The second sign is still to be resolved – there are issues with the logo.

- The Grass cutting contract is now complete and a signed copy received by the Clerk.
- The Contract for Emptying the litter and dog waste bins is now complete and a signed copy received by the Clerk.
- MUGA Lights are still outstanding – included on list for Mick Dodd.
- The insurance policy has been renewed to reflect the new valuations provided by Jones Peckover.
- The fallen tree has been cut up and most of it has been removed. Some of it is still remaining.
- The drainage work on the Common has been completed and the grass on the football area has been cut.
- The Clerk has contacted DCC regarding the tree survey. They are currently appointing a new tree officer and we can then arrange for a survey.

5. Christmas Lighting

The Clerk has given instructions to Blachere to purchase the existing scheme. Awaiting the paperwork.

Prices have been obtained re Lower Denbigh Road. We can have wrap around lights installed on 11 lamp posts between the roundabout by the Co-op and the second roundabout. The cost would be £3520 & VAT & carriage to purchase, or £1650 & VAT per annum to hire.

These lights have been approved by DCC, however there is no room to fit a time clock in the lighting columns. The lights would have to be on permanently, which may cause complaints.

The lights on the Christmas Tree are on around the clock and the lights are LED.

In view of the waste of electricity and possibility of complaints, the Committee recommended that the Council does not proceed with the decorations on Lower Denbigh Road.

Agreed the Clerk should ask about any other lighting possibilities for this area.

6. Playground Inspection Reports

The Committee considered the quotations to repair the wetpour surface at the three areas. The total cost would be £12883.50 & VAT. Most of the repairs are for shrinkage at the edges of the surfaces.

Requested that the Clerk obtains a quote for repair of the damaged areas under play equipment on the Common Play Area.

Requested that the Clerk should verify the guarantee and life expectancy of any repairs (Re shrinkage) so the Council can budget for this.

Requested that the Clerk should obtain a further two quotes for repairs to be carried out in Spring next year.

Other work outstanding:

- installation of safety matting at the Trim Trail.
- Repair to access pathways at Andrew Pirie play area.
- Replace and secure drainage cover at the approach to the MUGA at Roe Plas Meadow.
- Replace or repair sign at the Trim Trail.

7. Tennis Court

The Committee considered a resident complaint regarding the state of repair of the tennis court. The Clerk has obtained quotations for a new net (£195) and to have the tarmac repainted with specialist coating (£2500). The court had recently been deep cleaned.

Requested that the Clerk obtain two further quotes for the work to be done in the Spring.

8. Allotments

The Allotment Society have received a donation of three sheds of pitched roof construction. The sheds are within the size specified in the lease. The Committee examined the copy lease provided. The clause re sheds is silent on the type of roof. Recommend that the Council gives approval to the Allotment Society to instal the sheds. The Committee discussed the leases and licence to the Allotment Society, Bowling Club and Football Club.

Requested that the Clerk should draft new agreements as follows:

Association	Agreement Type	Term	Annual Rent
Football Club	Licence	10 Years (reviewed annually) *	£300
Allotment Society	Lease	10 years	£300
Bowling Club	Lease	10 years	£100

* Licence reviewed annually in view of the restrictions in Deed of Gift Roe Plas Meadow

The Clerk is to circulate the draft agreements to all councillors so they may be ratified by Full Council.

9. Floral Displays

Cllr Rust advised the Committee the results of “It’s Your Neighbourhood” competition will be announced mid September. Cllr Scott congratulated the volunteers on the floral displays in St Asaph over the Summer.

Recommended a budget of £200 for the Winter Floral Display.

10. Assets Inspection

The Committee reviewed the assets inspection report dated 24th June 2019. Job List has been issued to Glascoed Timber to include all the minor groundwork tasks. Some actions

have already been identified and are ongoing. The footpath to the Common has been queried with DCC and is not a right of way. Correspondence to FCM 11th September refers.

Discussed the signs to be replaced. Price has been obtained for the dog-walking signs of £27 plus VAT per sign.

Request the Council agree the number of signs required and the location.

Discussed the possibility of “finger signs” to signpost clubs and facilities.

11. Council’s Assets - Property

Cllr Cowie requested that the Clerk circulate the Fire Policy report to all councillors and he will answer any questions at the Full Council meeting 11th September 2019. This was agreed.

The Clerk is currently ascertaining the existence and whereabouts of the title documents relating to the Council’s holdings of land. The deeds of Roe Plas Meadow and two of the bus-stops are in the Clerk’s possession. Nat West bank have confirmed they hold a sealed envelope marked “Docs relating to Bus Shelter”.

The Clerk has requested approval to remove this envelope from the bank to establish the exact contents. Once all title documents are located, Council will be asked to decide where they should be stored.

Recommend that Council give authority for the Clerk, accompanied by a second signatory, to withdraw the Sealed Envelope from Safe Custody.

Cllr Rust advised the Committee that a Redwood and a Sequoia have been planted at the Talardy to replace the felled trees.

Meeting Closed at 11.30 am.