



St Asaph City Council
Cyngor Dinas Llanellwyr

Minutes of the Meeting of St Asaph City Council held on 12th February 2020 at 6.45 pm in St Asaph Library, The Roe.

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

6.45 pm – Mathew Baker, Library Manager and Bethan Hughes of Library Services, Denbighshire County Council gave a report to Council:

- Report outlined the importance of the Library to the Public.
- The Library has good partnerships with Grwp Llandrillo Menai, VP School and Ysgol Esgob Morgan.
- They have a lot of contact with the health sector especially as regards the Reading Well scheme.
- The Library staff have been undertaking training in Makaton as part of an initiative to class St Asaph as the first Makaton Friendly City.
- They are working to expand the use of the Library.
- The Service Level Agreement is due again in April.

The Mayor invited questions from the room:

- Cllr Roberts congratulated the Library team as regards their links with Coleg Llandrillo and their part in the Makaton initiative.
- Cllr Hodgkinson stated that it was good to have the City Times back to promote events.
- Cllr Hardie asked about Dementia Awareness and said he is more than happy to be involved. All staff are Dementia Friends. Cllr Hardie will put the Secretary of the Dementia Awareness Steering Group in contact with Mathew.

Funding was discussed and Cllr Scott explained that the City Council sets its budget at the end of the year. It was agreed that Mathew and Bethan should address Council again in September or October for 2021/2022.

- Cllr Scott asked Mathew and Bethan about the possibility of a display of memorabilia and photographs in the run up to VE day 75 commemorations. Mathew agreed to work with schools in the week leading up to the Bank Holiday weekend. The Library will be closed on the 8th of May, but open as usual on the morning of 9th May.

2020/18 **Apologies for Absence**

- Cllrs Ellison and Thomas.

2020/19 Declaration of Interest

None

2020/20 Public Participation

None.

2020/21 Urgent Matters

There was one urgent matter which was discussed at the end of the meeting.

2020/22 North Wales Police

Report provided by PCSO Dave Jones:

- There was a dog attack just past the Roe. Two sheep were killed.
- Altercation at a Public House.
- A lady dropped £5 and someone snatched it before she could pick it up.
- A mobile phone was stolen at a Public House.
- Public Order offence at the Cathedral. A person was apprehended as the Police were present.
- A female driver was abused by a male on Glascoed Road.
- Altercation outside a hotel.

The Mayor invited questions from the room.

- Cllr Roberts commented that there was a disturbing trend towards violence.
- Cllr Williams thanked the PCSO for moving the van on Lower Street.
- Cllr Hardie commented that the sheep attacks were concerning. There was some discussion about whether dogs were allowed off leads.

2020/23 Mayor's Report

- Attended a Dementia Friendly event at the Cathedral
- Attended a meeting at VP school.
- Attended Planning meetings.
- Attended four funerals.

2020/24 County Councillor Reports

Cllr Scott:

- Attended a County Council meeting.
- Attended a meeting re: Local Development Plan.
- Attended a Personal Development meeting.

- Cllr Cowie commented that he was very pleased the van on Lower Street has been moved.

2020/25 Minutes

The previous minutes of the meeting 8th January 2020 were discussed regarding accuracy (previously circulated prior to the meeting).

Resolved to accept the minutes as accurate.

2020/26 Matters Arising

2020/15 – The application for a Gypsy and Traveller site at Cwttir Lane is booked to go to Planning Committee in March.

2020/27 Financial Management

a) **Resolved to approve the Payments Schedule, total value £6690.34.**

b) The Finance report (circulated prior to the meeting) was discussed. VAT refund £3663.79 received. This was for the quarter to 31st December 2019. Next claim is due 31st March. NS&I Interest and the second instalment of the rent for Mill Race Meadow have been received. Clerks expenses include tickets for Civic Events, two up to date reference books, kettle for the meeting room and an online training course for creating accessible documents. Two small direct debit payments in favour of BT have been queried as we have not received service. These could not properly be presented for authorisation as no service received. Clerk will update Council when resolved.

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

c) Quotation of £3741 from BT re: additional costs for installation of a telephone line and Broadband service to the Meeting Room was discussed. It was agreed that the benefits of this service would not justify the costs.

Resolved not to accept this quotation and the Clerk is to cancel the order.

2020/28 Planning Applications

a) **46/2020/0066**

Crown reduction by approximately 4-5 metres and removal of two limbs to balance one sycamore subject to a Tree Preservation Order.

Location: April Cottage, Glascoed Road, St Asaph

Applicant: Mr Antony Young

Consultation Closing Date: 24th February 2020

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

objections.

2020/29 Register of Assets 2019-2020

The Council considered the updated Register of Assets (previously circulated prior to the meeting). The only amendments are corrections:

- Removed the Bus-stop at Elwy Crescent (item 7) which is owned by Denbighshire County Council.
- Added the Andrew Pirie Play Area (Item 29) which is owned by the City Council but did not appear on the Register.

There were no monetary adjustments.

Resolved to approve the updated Register of Assets 2019-2020, Total value £760980.00.

2020/30 Financial and Management Risk Assessment

The Council considered the updated Financial and Management Risk Assessment (previously circulated prior to the meeting). This has been updated to reflect the updated procedures as follows:

- Business Continuity Plan has been adopted.
- Reference to the Clerk handover plan, a copy of which is held by the Mayor and Deputy Mayor.
- Reference to the Internal Control checks, which are carried out by a Member twice a year.
- Reference to membership of the SLCC and N & MW ALC, which provide legal advice.
- Reference to Members' allowances, which are received unless refused. These payments are made via payroll, which is managed by accountants.

Resolved to approve the Financial and Management Risk Assessment.

2020/31 Events

The minutes of the Events meeting 21st January and draft timetable of events were discussed and further clarification given for the following to take place:

- Mayor's Toast on Friday 8th May – City Council.
- 1945 shop window competition – City Council. Some businesses may wish to have their own additional events.
- Outdoor Cinema – this will be discussed at next Full Council meeting when Cinemas2u give a presentation.
- Service at the Cathedral Sunday morning (with morning Eucharist) followed by parade and short service at the Cenotaph. City Council/Cathedral.

Resolved the Clerk should write to the Cathedral to book the Sunday morning service on 10th May and invite the Dean to the next Events meeting.

2020/32 Charter Between Denbighshire County Council and City Town & Community Councils

Denbighshire County Council are consulting City Town & Community Councils regarding a new charter.

Resolved to mark the correspondence as received.

2020/33 Memorial

The Council discussed a request from a resident to instal a commemorative bench.

Resolved the Clerk should write to the resident to ask for a plan with the exact proposed position of the bench. The Clerk should also specify that any bench should be one supplied by Meifod.

2020/34 Correspondence

- a. e-mail from Adam Turner, Denbighshire County Council re: Planning Enforcement – received.
- b. e-mail from Dr Amy Jones, Childrens Wales Air Ambulance re: funding – received.
- c. e-mail Katie Jones, St Asaph Brownies re: request to plant trees at Roe Plas Meadow.

Resolved the Brownies can plant trees at Roe Plas Meadow with the support of Afon Elwy Environment Group once the ground has recovered following the recent floods.

Resolved the Clerk should reply to Katie Jones confirming its decision.

- d. letter from Eifiona Williams, Welsh Government re: Sustainable Drainage Systems – received.
- e. e-mail from Tracy Gilmartin-Ward, One Voice Wales re: Response to Consultation on the Local Government and Elections – received.
- f. e-mail from Judith Greenhalgh, Denbighshire County Council re: Public Services Board – received.
- g. e-mail from Cllr Ellison re: Flood Gate key – received. Confirmed that only NRW have keys to the floodgates.
- h. Wales Audit Office Press Release re: Qualified Accounts at a third of Town and Community Councils – received.
- i. Wales Audit Office – Consultation on Future Audit Arrangements for Community Councils in Wales – received.

Urgent Matters

Flooding/Storms

There was a discussion about the storms/floods over the weekend 8th & 9th February:

- The flood defences worked well on the whole.
- The culvert by the New Inn is still an issue. The water filled the catchment area and had nowhere to go but down the road.
- Need to establish whether this is the responsibility of DCC or NRW.
- Suggest that we demand a meeting with DCC and NRW.

Cllr Roberts was very pleased about the response the Football Club has received:

- 360 degree Groundcare have offered to repair the pitch free of charge.
- Denbighshire County Council are giving the use of the 3G pitch free of charge.
- The Cricket Club have offered the use of their changing rooms free of charge.
- A firm in Hampshire have donated a new kit.
- The Welsh Alliance League have given money for new equipment.
- Prestatyn Football Club have loaned a kit and are making a collection for St Asaph Football Club.

Resolved the Clerk should arrange a meeting with DCC NRW and the Flood Wardens to discuss what worked well, what needs to be improved and what can be done to help our residents.

The meeting concluded at 8.15 pm

Date of Next Meeting:

Wednesday 11th March 2020 at 6.45 pm.

Signed

Chairman of the Full Council Meeting held 11th March 2020