



*St Asaph City Council*  
*Cyngor Dinas Llanelwly*

**Minutes of the Meeting of St Asaph City Council held on 13<sup>th</sup> February 2019 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, R Williams and E Winter.

**1. Apologies for Absence**

- Cllr D A Thomas

**2. Declarations of Interest**

- There were no declarations of interest.

**3. Public Participation**

- None.

**4. Urgent Matters**

Cllrs Winter and Roberts each raised one urgent matter. The Mayor, Cllr Hardie also had an urgent matter as follows:

Cllr Hardie wished to give Cllr Morton the opportunity to apologise for his insulting and disruptive behavior during the January Full Council meeting.

Cllr Morton stated "No Comment".

Cllr Hardie then proposed the following motion which is in two parts:

- That Cllr Morton contravened the Section 19.2 of the Council's Standing Orders at the Full Council meeting held on 9<sup>th</sup> January 2019 by making insulting and disrespectful comments about individual fellow councillors and the Council as a body. Therefore, having refused to apologise, I propose, that in accordance with Section 19.3, he be excluded from this meeting and future meetings until a full written and unreserved apology is received by the clerk together with assurances that similar disruptions will not take place in the future.
- I further propose that as a councillor, he will continue to receive minutes and will be able to send written comments to the clerk but will not receive invitations to attend future meetings until the necessary

apology has been received. Any matters which he wishes to be included in future agendas should be sent to the clerk for consideration.

Proposed by Cllr Hardie, Seconded by Cllr Roberts. This was agreed by majority.

**Resolved that this motion should be carried.**

**7.20pm - Cllr Morton left the Chamber.**

## 5. North Wales Police Service

Report provided by PCSO Dave Jones

- Harrassment case and antisocial behaviour
- Dangerous dog at Maes Derwen.
- Criminal damage t a property on Mill Street
- Making off at Seaways
- Criminal damage at the leisure centre
- Spate of vehicle crime overnight

The Mayor invited the room to raise further questions or incidents.

The Mayor thanked the PCSO and he left the chamber.

## 6. Mayor's Report

Report provided by Mayor & Cllr C Hardie:

- Visited solicitors regarding a letter in correspondence.
- Together with Cllrs Thomas and Scott attended a meeting in Trefnant. No other parties turned up.
- Attended a rotary dinner and charity concert in Rhuddlan.
- With Cllr Roberts attended a diocesan meeting re funding.

Cllr Cowie raised the issue of lighting at Roe Plas. Timer to be checked after the meeting.

## 7. County Councilors' Reports

### CC & Cllr P Scott

- Attended the cabinet meeting 22<sup>nd</sup> January. Requested a letter giving an update re Gypsy & Traveller site.
- County Council council tax has gone up by 6.35%. Rate for band D property will be £1663-59.
- Together with Cllr Thomas attended Denbighshire County Council Drop-in session re the 5 year Local Development Plan.
- Dealing with parking problem on Roe Parc.
- Dealt with a noxious smell.
- Dealt with Rogue Traders and burning rubbish.

Cllr Winter raised the area by the Talardy roundabout which needs clearing Cllr Scott will follow this up.

Cllr Williams pointed out that residents can choose to pay their Council Tax over 12 months, rather than the standard 10 months.

Cllr Rust pointed out that St Asaph City Council does have land to manage from the precept.

**End of Cllr Scott's report.**

## 8. Minutes

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

**Resolved to accept the minutes as accurate, apart from one minor amendment.**

## 9. Matters Arising

- Item 8 – Cllr Hardie confirmed that the clerk has attended training and has taken legal advice which both confirm that the minutes written by her contain more detail than the legal minimum.
- Item 12 Cllr Cowie asked for an update regarding the Flood Plan. The clerk has contacted NRW the plan will be updated once they have appointed a new Senior Flood warden.

## 10. Financial Management

### a) To approve the schedule of payments

- Re 360 Groundcare, Cllr Roberts requested that the Council contribute £500 towards the cost in lieu of the £500 towards the showers previously agreed.

**Resolved that the Council will contribute £500 towards the 360 Groundcare costs.**

**Resolved to approve the payments schedule total value £12,606.82.**

### b) To approve the income and expenditure budget.

**Resolved to contribute £500 to the Cathedral to include the Winter Fair stall monies.**

**Resolved to approve the income and expenditure budget.**

### c) To consider the proposed press release re precept 2019-20.

**Resolved to issue the press statement to the local press and also include mention that the Council maintains approximately 50 acres of land.**

## 11. Planning Applications

### a) 46/2019/0017

Removal of car port and erection of extension to rear of dwelling.

Location: 51 Roe Parc, St Asaph

Applicant: Mr Dominic Haynes & Ms Sarah Wynne  
Consultation Closing Date: 18<sup>th</sup> February 2019

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

b) 46/2019/0014

Proposal: Erection of extension to dwelling  
Location: 1 Heol Esgob, St Asaph  
Applicant: Martin Goodall & Richard Broughton  
Consultation Closing Date: 4<sup>th</sup> March 2019

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

## 12. Grass Cutting & Dog Bins

The existing Grass Cutting and Dog and Litter Bin contracts are due for renewal.

**Resolved to arrange an Assets and Environment meeting to discuss the tender and approve the tender procedures**

## 13. Financial and Management Risk

The Clerk has reviewed the Financial and Management Risk Assessment.  
One item which is outstanding is for a Business Continuity Plan to be drawn up.

**Resolved to arrange a Policy, Resources and Finance Meeting to arrange for a Business Continuity Plan to be drawn up.**

## 14. Flagpoles

The Council discussed the quotation for supply and fixing of two flagpoles.

**Resolved to put this project on hold in view of budget constraints.**

## 15. Proposed Co-Option

The Council discussed an application from a proposed new member.

Co-option was proposed by Cllr Cowie, Seconded by Cllr Hodgkinson. There was a unanimous vote in favour.

**Resolved to Co-opt Diane Platt as a Councillor for West Ward. Clerk to write to Cllr Platt to confirm co-option.**

## 16. St Asaph Community Engagement Group

The Council discussed the report from the St Asaph Community Engagement Group.

Resolved to discuss the report again in more detail at a future meeting and to consider its findings.

## 17. Audit 2017-18

The Council discussed audit recommendations from 2017-18 audits.

- a) Resolved to approve two payments from 2017-18 Value £5130.00
- b) Resolved to minute and confirm approval of payments for the year to date as follows:

Full Council	Value of Payments Approved
11 <sup>th</sup> April 2018	£18440.86
9 <sup>th</sup> May 2018	£13555.16
13 <sup>th</sup> June 2018	£7962.33
11 <sup>th</sup> July 2018	£6015.65
12 <sup>th</sup> September 2018	£24168.45
10 <sup>th</sup> October 2018	£9774.62
14 <sup>th</sup> November 2018	£6731.48
12 <sup>th</sup> December 2018	£21753.00
9 <sup>th</sup> January 2019	£3442.30

- c) Councillors were asked to confirm whether they had any affiliation to a political party and also to establish whether they are an elected or co-opted member.

**Clerk to add details to the website along with new Councillor details after next Full Council meeting.**

## 18. Correspondence

- e-mail from Good Grub Club re Meet the Producers event – received.
- letter from Equality & Human Rights Commission re proposed Gypsy, Roma and Traveller Sites – Mayor to respond and have letter approved by solicitors.
- e-mail from Carer’s Trust re donation – received.
- e-mail from TENOVUS re donation – received.
- e-mail from Cllr Winter re MUGA lights – clarified that site is to be inspected by Playground Inspector – action to be taken will depend on his report and Insurance company will be guided accordingly.
- e-mail from Cllr Ellison re sign on bridge.  
**Resolved that clerk is to order a bi-lingual sign “Welcome to St Asaph”.**
- e-mail from Cllr Morton re minutes and members’ correspondence- issue of minutes dealt with under Matters Arising. Clerk confirmed that she has taken legal advice, which confirmed that correspondence between the members and the clerk regarding Council business and other members is not confidential regardless of being labelled as such.
- e-mail from Cllr Winter re allotment sheds – this is to be discussed at the next Assets and Environment committee.
- e-mail from Cllr Winter re felled tree carving – in view of budget constraints Cllr Winter withdrew his suggestion.
- letter from Llangollen International Musical Eisteddfod re fundraising – received.

## 19.Urgent Matters

- Cllr Cowie wished to clarify the procedures for dealing with Urgent Matters. Any urgent matters raised by councilors should be written and given to the Chair for approval.

**Resolved that Councillors should follow the procedures in future.**

**The meeting closed at 8.25 pm**

### Date of next meeting

Wednesday 13<sup>th</sup> March 2019 at 7pm.

Signed .....

**Chairman of the Full Council Meeting held on 13<sup>th</sup> March 2019**