



St Asaph City Council Cyngor Dinas Llanellwyr

Minutes of the Meeting of St Asaph City Council held on 13th November 2019 at 7.00 pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

Present:

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

1. Apologies for Absence

- None.

2. Declarations of Interest

- See Item 14b) below.

3. Public Participation

- One member of the Public was present. They addressed the Council with regard to:

[Planning Application 46/2019/0813](#)

The Bridge Lower Street, St Asaph

They currently have office premises on the High Street in St Asaph, but need additional space. The Bridge is not being sold as a going concern. They are looking to take over the premises, renovate and employ extra staff.

The Mayor asked the chamber if they have any questions regarding the application. There were none. The Mayor thanked the Member of the Public.

The Member of the Public Left the Chamber at 7.05 pm

4. Urgent Matters

- Cllr Scott had one urgent matter.

5. North Wales Police Service

Report provided by PCSO Dave Jones

- There were several incidents of making off at Seaways Garage.
- There were several incidents of shoplifting at the Co-Op.
- A resident at a caravan park attacked two Police Officers.
- There was a domestic-related incident on the High Street.
- Attempted theft of a static caravan off Upper Denbigh Road.
- A home security reminder was given to lock all doors, windows, sheds etc.
- There will be a drink drive campaign in December.

The Mayor invited questions from the room.

Cllr Hodgkinson enquired about Bonfire Night – this passed without incident.

Cllr Thomas referred to the white van on Lower Street – there is now a second van left there. Cllr Williams has contacted Denbighshire County Council. With work ongoing at the Parish Church, there is congestion in this area – particularly at peak times.

The Mayor thanked the PCSO and his colleagues for all their support on Remembrance Sunday. The PCSO left the Chamber.

6. Mayor's Report

Report given by Cllr Scott:

- Attended a Fish & Chip supper at Kinmel Bay.
- Attended a prizegiving at the Cricket Club.
- Remembrance Sunday was very successful and well-attended.

The Mayor invited questions from the room.

7. County Councilors' Reports

CC & Cllr D A Thomas

- With regard to the yellow lines on Lower Street, the application has been submitted to Legal Department at Denbighshire County Council.
- NRW are now finishing off the floodworks to include the small wall in Lower Street car park.

- Cllr Winter enquired about groundworks from Pont Dafydd to the Cathedral crossroads. Cllr Thomas will look into it.

- Cllr Roberts asked about a horsechestnut tree which is shedding leaves and conker shells. This is making conditions dangerous underfoot.
- Cllr Gedd enquired about the bridge floodlights by the green bridge. The Clerk has reported this to Denbighshire and has received an acknowledgement.
- Cllr Cowie raised the potholes on Ffordd Siarl. Denbighshire have confirmed the work will be done in February.

End of Cllr Thomas' report.

CC & Cllr P Scott

- Attended several County Council meetings including Scrutiny.
- Raised the likelihood of the Brown Tourism sign. There are discussions with Welsh Government regarding funding for this project.
- Attended meetings re Gypsy & Traveller site.
- Attended SSMG at St Brigids.

Cllr Cowie raised the location of the bin outside the Meeting Room. This belongs to the City Council. Cllr Roberts and the Clerk will follow this up with Glascoed Timber.

End of Cllr Scott's report.

8. Minutes

The previous minutes of the meeting 9th October 2019 were discussed regarding accuracy (previously circulated prior to the meeting).

Resolved to accept the minutes as accurate.

9. Matters Arising

Item 9 – Fencing at April Cottage. The application is going before the Planning Committee due to objections received from individuals. Letter received from residents regarding this application.
Resolved the Clerk should reply confirming the letter was discussed at Full Council, advising Council understand the application is going to Planning Committee and is now a matter for Planning.

Item 11a) – Planning Application 46/2019/0792 Proposed Gypsy & Traveller Site at Cwttir Lane. There are 1700 objections on Denbighshire County Council's website.

Item 15 – Cllr Hardie raised the Meeting Room car park, which has deteriorated over the last few months.

Resolved the Clerk should write to Groves Construction asking them to appoint subcontractors and honour the quotation given, if they are unable to complete the works.

10. Financial Management

a. To approve the schedule of payments .

Payment to JTM Signs £720 for Road Closure Remembrance Sunday - the invoice was higher than usual as Contractor provided two operatives for the parade to divert HGVs as Lower Denbigh Road was still closed.

Resolved the Clerk should write to Highways Department asking for a contribution to this cost as the timing of the work to Lower Denbigh Road had resulted in higher expenditure.

Resolved to approve the payments schedule – total value £19846-29

Cllr Scott raised his urgent matter and requested the Council make a contribution of £600 towards Winter Maintenance at the Bowling Green. Under the terms of the Bowling Club Agreement, the City Council agreed to reimburse the Bowling Club for Winter Dressing.

b. The Finance report

(circulated prior to meeting) was discussed. VAT refund £2203 received.

Cllr Hardie enquired when the next claim would be made. Next VAT claim is due end of December.

Resolved to approve the income and expenditure budget and finance report.

11. Planning Applications

a. 46/2019/0813

Change of use of restaurant/bar/self-contained flat to office accommodation and associated works

Location: The Bridge Lower Street, St Asaph

Applicant: Mr Richard Lloyd-Jones

Consultation Closing Date: 14th November 2019

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

b. 46/2019/0921

Variation of condition 3 of planning permission code 46/2005/0918/PR to vary the list of approved plans to allow amended design

Location: Former Pilkington Playing Fields

Applicant: Mr Gareth Jones

Consultation Closing Date: 3rd December 2019

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

12. Register of Members' Interests

New Register of Members' Interests forms were issued to all Councillors for completion so that the City Council's Register of Interests can be updated.

There were queries regarding question 7.

13. Dementia Friendly Communities

Cllr Hardie gave a report to the Council: As a Council we agreed to progress in making the City dementia friendly. The Parish Church has dementia friendly meetings. We are one of the few communities not recognized as dementia friendly. A steering group has been set up in St Asaph chaired by Sue Last. Everyone is invited to a meeting next week at the Cricket Club. People who have dementia do not only have problems trying to remember, but also are often unable to recognize everyday objects. The steering group need funding to be able to progress this. Council need to consider what they will do to get involved.

Cllr Winter asked whether the Dementia Association have been invited to the meeting.

Cllr Hardie stated the need to get businesses involved so they understand what is needed.

Cllr Rust suggested the Council give finance and put it in the budget.

Resolved in principle to provide £250 on the understanding of what the funds will be used for.

14. Council Property

Letter received from John Owens Solicitors in response to Council's correspondence:

Solicitors recommend that Council apply for a possessory title over the Common. Concerns were expressed about the possibility of other title holders objecting.

Resolved to instruct John Owens to apply for possessory title on the Council's behalf.

Resolved to authorise Cllr Scott to complete the Statutory Declaration.

Resolved the Clerk and Cllr Scott should attend the Solicitors' office to complete the formalities.

Cllr Hardie declared an interest in the following item as Chair of the Allotment Society.

The Allotment Society lease is held at John Owens Solicitors and they have confirmed a term of 21 years from 1st February 2010.

Cllr Hardie pointed out the disparity between the Football Club Licence, the Bowling Club Agreement and the Allotment Lease in terms of level of detail and requirements. He would like to see the three agreements brought into line and the Allotment Lease simplified.

Resolved the Mayor and Clerk should ask John Owens whether the Bowling and Football agreements are adequate and for recommendations re the Allotment Lease.

15. Denbighshire County Council Website

Cllr Cowie reported to Council that he had visited the Denbighshire website and had noticed some errors/omissions:

- It referred to Rhyl as the County's largest City. There was no mention of St Asaph as the only City.
- It referred to a number of attractions or places of interest, but there was no mention of St Asaph Cathedral.

Cllr Scott will address these issues with Denbighshire County Council.

16. Open Spaces

Council discussed correspondence from Denbighshire County Council regarding Open Spaces Commuted Sums.

Cllr Hardie proposed a small group of councillors meet and make recommendations for prioritised use of these funds.

Resolved that Councillors Rust, Hardie, Roberts and Thomas will meet and draw up a list of priorities.

17. Correspondence

- a. public briefing from Denbighshire & Flintshire Joint Archive Project – received.
- b. e-mail from Leighton Jones, Welsh Government re IRPM draft report February 2020 - Received.
- c. e-mail from Steve Shaw re: Council Motion request re: National Community Energy Campaign – received.
- d. e-mail from Tracy Gilmartin-Ward re: Planning Consultations – received.
- e. letter from Angela Loftus acknowledging City Council's response to Denbighshire's Local Development Plan – received.
- f. e-mail from Cllr Winter re: MUGA Lights. Council discussed issues with the new lights shining into houses on Bishop's Walk. Sensors would not be a solution as they would shorten the life of the lights and the lights would turn on and off also causing possible annoyance.

Resolved that Cllr Cowie would meet with Mick Dodd and have the timer changed to switch off at 9 pm.

Resolved that Cllr Cowie would make enquiries with Mick Dodd about cowling on the

lights.

- g. e-mail from Judy Peachey, North east Wales Samaritans re: invitation to AGM – received.
- h. e-mail from Amy Selby, Denbighshire County Council re: Community Fablab.
Resolved the Clerk should reply confirming the City Council’s agreement to have a Mobile Fablab visit St Asaph and be located on City Council land.
- i. e-mail from James Parson, Denbighshire County Council re: Free Parking Days.
Resolved the Clerk should respond and request free parking days for St Asaph on 29th November, 24th 26th 30th and 31st December.
- j. e-mail from Rick Thompson, BT re: BT Consultation – Adoption of BT Kiosk. Cllr Morton has contacted Sarah Stubbs and confirmed the City Council can still adopt a red heritage style telephone box at Elwy Crescent. Sarah Stubbs will reply to Cllr Morton and copy in the Clerk.
- k. e-mail from Sarah Stubbs, Denbighshire County Council re: Planning Application 46/2019/0883 Ysgol Glan Clwyd – received.
- l. e-mail from Adam Turner, Denbighshire County Council re: Consultation: Planning Charter received.
- m. letter from Cllr Morton advising of his appointment as Acting Chair of the North & Mid Wales Association of Local Councils.
Cllr Scott congratulated Cllr Morton on his appointment.

Cllr Winter advised the meeting of the sad death of former Cllr George Williams. There will be a Service of Thanksgiving at 1 pm Monday 18th November.

The meeting concluded at 8.35 pm.

Date of next meeting

Wednesday 11th December 2019 at 7 pm.

Signed

Chairman of the Full Council Meeting held on 11th December 2019