



St Asaph City Council Policy Resources & Finance Committee Meeting 6th December 2019 10.00 am at the Meeting Room

Present: Cllrs Scott (Mayor), Roberts (Deputy Mayor), Hardie, Gedd, Rust and Cowie.

1. Apologies

- Apologies were received from Cllrs Hodgkinson, Williams and Morton.

2. Declarations of Interest

- None.

3. Minutes

The minutes of the Policy, Resources and Finance Committee meeting of 21st March 2019 were considered regarding accuracy. (Circulated prior to the meeting).

Resolved that the minutes be accepted as accurate.

4. Matters Arising:

- Item 2 – The website has recently been upgraded – awaiting confirmation from SACC that it passes testing.
- The Mission Statement has not yet been written for inclusion on the website.
- Item 5 – All items for the Meeting Room have been completed, apart from one sign and one light fitting. Waiting for painting of the exterior of the building to be completed before installing the final sign. The Fire evacuation sign has now been installed in the car park. Still waiting for Mick Dodd to install emergency lighting at the Football and Bowling pavilions.
- The car park was discussed. The Committee asked Cllr Cowie to speak to Ken Groves to chase the work on the car park as this is urgently required.

5. Budget 2020-21

The draft budget had been prepared for consideration as far as possible for the Committee's consideration and the following items were discussed:

- a. Clerk's salary and hours. The Committee agreed that proper provision should be made for the actual hours worked. The present Clerk works at the Library for 4 hours per week, in addition to the tasks carried out by previous Clerks.
- b. A breakdown of Accounting & Legal costs was discussed. Agreed the Council should provide for Legal costs.
- c. Grants – discussed funding for Dementia Awareness, the new Community hub at the Parish Church and St Kentigerns'. The Council is to distribute other grants at the March and November meetings so there needs to be an allowance for these allocations. Library grant ensures that the opening hours are not cut and this facility remains available to the Community.

- d. The tree budget was considered. DCC are appointing a new Tree Officer with effect from January 2020. A Tree survey has been requested and there will inevitably be some work to be done.
- e. Provision of £1000 for Floral Displays was added.
- f. Playgrounds were considered as Insurance cover is Public Liability only and does not cover damage to play equipment.
- g. Property costs were considered. Provision of £4000 for the meeting room was made (to include Broadband) and £1000 each for the Football and Bowling Pavillions. The new stand will need to be insured.
- h. Lighting and maintenance of Roe Plas Meadow and the bridge have a budget of £2200.
- i. The Committee considered replacing part of the Christmas Lighting scheme to include the High Street, the trees along the bridge (Roe Plas Meadow) and the lights on the Christmas tree.
- j. Other projects including refurbishment of the Tennis Court, Flagpoles, Dementia Friendly signs. Finger post signs and new banners were discussed.
- k. Contingency budget was considered. The Contingency budget for 2019-20 included provision for the MUGA lights.
- l. Signs to include £1500 for new banners for the High Street.

6. The Committee made the following Recommendations to Full Council:

- I. Amend the Clerk's contracted hours to 24 per week, worked flexibly. The Council does pay the Clerk for hours worked so the only change in costs is an additional 4 hours per week holiday pay (4 hours @ £10-94 = £43-76 x 5.6 weeks = £245-06 per annum). These costs are covered by the existing budget provision.

- II. Provisions as follows:

a) Floral Displays	£1000
b) Other grants (in addition to the Library)	£3000

This includes £1000 for Dementia Awareness to be used to purchase Dementia friendly doormats for shops with the remainder to be donated to the steering group.

c) Contingency	£5000
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- III. In order to contain the rise in precept per household:
 - A. Not to increase provision for Christmas Lighting.
 - B. Not to increase provision for work on trees. Any work would have to be prioritised.
 - C. Not to increase provision for playgrounds.
 - D. Apply for commuted sums funding for projects such as refurbishing the Tennis Courts, Flagpoles, Finger post signs, Dementia friendly signs and new bin. No other provision has been made.
- IV. The Committee recommend the amended Draft Budget, with a Precept of £92758. The Council Tax Base has reduced from 1511 to 1499. This would result in a cost per household of £61-88, a rise of £3.66, or 7p per week, on last year.

The meeting ended at 11.35 am.