



St Asaph City Council
Cyngor Dinas Llanellwy

Minutes of the Meeting of St Asaph City Council held on 11th March 2020 at 6.45 pm at the Council & Community Meeting Room, Roe Plas Meadow.

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

2020/35 **6.45 pm** – Martin Roberts, proprietor of Cinemas2u gave a presentation to Council:

- He has introduced the first mobile cinema in North Wales and provides an indoor screen and also an outdoor inflatable cinema. The outdoor screen is 3 metres square.
- He has a film licence permit with Filmbank to cover royalties.

The Mayor invited questions from the room. The issues discussed included sound quality, duration of the films, future plans for silent films (with Bluetooth headphones), costs, film choices and refreshments.

The Mayor thanked Mr Roberts for attending and for giving the presentation.

7.05 pm Mr Roberts and his colleague left the chamber.

There was a discussion surrounding the proposed arrangements for VE Day 75 weekend and the need to secure a provider for Outdoor Cinema.

Resolved the Clerk should book Cinemas2u for the VE Day 75 weekend. Details of timing, film choice and attendance to be confirmed by the Events Committee at its meeting 18th March 2020.

2020/36 Cllr Scott advised Council that he had received Cllr Winter's resignation.

Resolved the Clerk should write giving the Council's thanks for Cllr Winter's contribution to the City Council and offer him the City Council's best wishes.

2020/37 **Apologies for Absence**

None.

2020/38 **Declaration of Interest**

Cllr Scott – item 14b) as Treasurer of the Bowling Club.

Cllr Hardie – item 14b) and 16 as Chair of the Allotment Association.

Cllr Ellison – item 14a) as Flood Warden.

Cllr Rust – Item 14b) as Treasurer of the Football Club

Urgent Matters as grant applicant on behalf of Afon Elwy Environmental Group.
Cllr Williams – Urgent Matters as a member of the electoral roll Elwy Mission area.
Cllr Roberts – item 14b) as Chair of the Football Club.

All the above interests were declared to be non-prejudicial and the above members all took part in the Council business.

2020/39 Public Participation

None.

2020/40 Urgent Matters

There were two urgent matters which were discussed at the end of the meeting.

2020/41 North Wales Police

Report provided by PCSO Dave Jones:

- A lot of domestic related incidents.
- An incident of Making off at a petrol station.
- A motorhome was stolen from Bishops walk, but was subsequently recovered.
- A fight at a hotel.

The Mayor invited questions from the room. There were none.

7.10 pm the PCSO left the chamber.

2020/42 Mayor's Report

- Met with the Chief Constable of North Wales Police.
- Attended Prestatyn Mayor's Valentine event.
- Attended Rhuddlan Mayor's Charity event at Rhuddlan Golf Club.
- Visited Ysgol Esgob Morgan to answer the children's questions about his role.
- Judged the St David's Day Shop Window competition. The winners were Ruby Tuesday.
- Together with the Clerk met with the proprietor of Cinemas2u re: VE Day celebrations.
- Attended a flag-raising ceremony at County Hall Ruthin.

2020/43 County Councillor Reports

Cllr Thomas:

- The white van on Lower Street has been removed.
- The double yellow lines on Lower Street are going ahead.
- Awaiting a date for the metal fence to replace the wall at Lower Street car park.
- Re: the Brown Tourist Information sign. Funding is in place but awaiting a date.

Cllr Scott:

- Attended a site visit re: Cwttir Lane.
- Attended a flood risk meeting with NRW.
- Attended County Council.
- Attended Strategic Planning Group.

Cllr Rust asked a question re: dredging and a discussion ensued.

2020/44 Minutes

The previous minutes of the meeting 12th February 2020 were discussed regarding accuracy (previously circulated prior to the meeting).

Resolved to accept the minutes as accurate with one minor amendment.

2020/45 Matters Arising

Urgent Matters – Flooding/storms

- Cllr Hardie highlighted the kind donations of sand and bags from R N Williams & Triact which meant the community could have sandbags. The Mayor is writing letters of thanks. Also raised the provision of sandbags for the future.
- Huge amount of debris and vegetation has been left behind the football pitch. There was a discussion about NRW's responsibility to restore the condition of the land as the City Council have allowed them to use the parkland as a flood plain. Also discussed the need for flood protection for the Council's buildings at Roe Plas Meadow such as shutters. These matters will be raised with NRW.

Resolved the Clerk should write to NRW:

- 1. highlighting the use of Roe Plas Meadow as a flood plain and the financial burden this places on the City Council when its buildings are flooded as part of the flood defences.**
 - 2. Asking for NRW to restore the parkland post flood and requesting financial support for flood protection for the buildings.**
- With regard to the meeting with other agencies, this is still ongoing. Contact details for the retiring group have now been received.

2020/46 Financial Management

a) Resolved to approve the Payments Schedule, total value £8562.29.

b) The Finance report (circulated prior to the meeting) was discussed. Next VAT claim is due 31st March. Details of a stopped cheque was reported to Council and a replacement cheque had been issued for the same amount – change of payee only. Clerks expenses include tickets for Civic Events, ILCA registration (first stage Clerk's qualifications), Invitation costs re: Mayor's Ball and replacement keys. BT have confirmed they will refund the payments claimed to date.

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

2020/47 Planning Applications

None received.

2020/48 Appointment of Internal Auditor 2019-2020

The Council considered the Internal Audit Plan submitted by JDH Accountancy (previously circulated prior to the meeting) and there was a brief discussion.

Resolved to appoint JDH as the City Council's Internal Auditors for 2019-2020 financial year.

2020/49 Internal Control

The Council considered a report from Cllr Scott following his recent Internal Control check (previously circulated prior to the meeting). Cllr Scott confirmed he had checked a random sample of transactions and followed the audit trail.

Resolved to accept the Internal Control Report to 12th February 2020.

2020/50 Flooding

- a) Cllr Scott gave a report to Council following the Flood wardens' meeting and also replies to questions put to NRW.

Following the Flood Wardens' meeting, a report had been produced and extracts of this were discussed.

- Facebook Group **St Asaph Flood Awareness** is a great resource for advice and information.

The following points need consideration in the short term:

- Provision of sandbags or barriers at Roe Park vulnerable points.
- Consideration of raising the dyke by Spring Gardens.
- Seek solution for the culvert problem.
- Address the drain problem for Heol Esgob.
- Residents of Lower Denbigh Road would be well advised to get sandbags or drive barriers in the meantime, particularly across Penrhewl.

In the longer term:

- Good river, stream and culvert maintenance.
- Re-visit land management options to lessen the risk of flooding.
- Recruit more Flood Wardens – particularly those from higher ground.

NRW are now reluctant to have official flood wardens as they have concerns about possible insurance liability. The Flood Wardens group will therefore be renamed as a Flood Awareness group.

Cllr Scott asked for questions from the room. There was a discussion surrounding the water pouring down the footpath to Roe Park and also the snagging list which it was agreed should be referred back to NRW.

b) **Flood Assistance**

The City Council considered applications from organisations which hold licences or leases over City Council land and have suffered damage following the floods.

- I. **The Allotment Society** – there was approximately £2000 of damage to fencing. The City Council should also consider the emotional toll of flood damage – especially as two plots are rented to MIND Association. Clause 14 of the Lease allows for an abatement of rent when damage renders it unfit for use.

Resolved that the City Council allow a moratorium of rent for 2 years for 2020-2021 and 2021-2022 – total value of £600.

- II. The Bowling Club requested support towards the cost of repairs to the ramp at the Clubhouse. The work would cost £200 and would normally be eligible for a claim under the City Council's insurance. However the policy excess is £250.

Resolved to approve payment of £200 to the Bowling Club to cover the cost of these repairs.

- III. The Football Pavillion has been extensively damaged by floodwater. The clean up work has been completed under the City Council's insurance but the building is still in the process of drying. The new kitchen and flooring will also be covered by the Council's insurance. The contents of the building including the mower are covered by the Football Club's insurance and a claim is underway. The Club had extensive work done to the pitch at the beginning of the season and were hopeful that costs would be less this summer. The pitch is unplayable since the flooding and additional work will have to be done to restore the pitch to the same condition it was in at the beginning of the season. The Club requested some financial support towards the cost of this work. They are in the process of applying for a UEFA disaster fund grant and any donation from the Council would support their claim.

Resolved at approve payment of £200 to the Football Club towards groundwork for the pitch.

Cllr Hardie requested permission from the City Council for a controlled bonfire to dispose of post flood debris.

Resolved to give permission for the Allotment Association to have a controlled bonfire.

Cllr Ellison recommended that the Association inform the Fire Service beforehand.

2020/51 **Gypsy & Traveller Site**

Cllr Scott had attended Planning Committee that morning and the Planning Application by Denbighshire County Council for a site at Cwttir Lane was refused.

Cllr Hardie proposed the City Council thank Cllr Scott.

Resolved to thank Cllr Scott and congratulate him for his hard work dedication and determination in successfully opposing this application.

2020/52 Grants

Council considered requests for funding for the March allocation.

- a. The following requests were received since the February Council meeting:
1. Royal Welsh Agricultural Society request for funding towards a new exhibition hall at the summer show – received.
 2. North Wales International Music Festival – pass forward for consideration.
 3. Llangollen International Musical Eisteddfod request for funding for Eisteddfod 2020 – received.
- b. Council then reviewed the requests which had been evaluated at Full Council and deemed to merit consideration:
- Ty Gobaith request for funding towards equipment for the Hospice – received.
 - NWIMF (see 2. Above) – funding of £750 given for 2019-2020.
Resolved to award £750 to NWIMF in 2020-2021
 - St Asaph Parish Church request for funding to purchase equipment for the new Community Hub.

Cllr Scott gave an outline of the legislation surrounding Grant funding. Local Government Act 2000 provides for Councils to promote or improve Economic Social or Environmental Well-Being. The Community hub within the Parish Church would be for the benefit of the whole community and would provide social well-being. There was a discussion around making an allocation for this item from Reserves.

Resolved to award £2500 to the Parish Church for the purchase of equipment for the new Community Hub, which would be of benefit to the whole community. This sum to be taken from Reserves.

2020/53 Correspondence

- a) – letter from John Bader Independent Remuneration Panel for Wales re: Annual Report 2020/2021 – received.
- b) – letter from Lyn Cadwallader, One Voice Wales re: Membership – received.
- c) – e-mail from Ruth Williams, Menter Iaith re: A Welsh Welcome on the county's High Streets – received.
- d) – e-mail from Sali Edwards, Meithrin Cymru re: request for a City Council Member to join the Committee.
Resolved that Cllr Roberts should accept the request to join the committee of Cylch Meithrin.
- e) – e-mail from Pauline Vella, Keep Wales Tidy re: Landowner Permission to accompany application for Local Places for Nature package.
The Clerk has applied for a package to create a Butterfly Garden near the proposed new benches opposite the Doctors' Surgery. Keep Wales Tidy have requested permission from the landowner.

Resolved the Clerk should write to Keep Wales Tidy confirming the City Council gives permission for the creation of a garden in this area.

f) – letter from Steve Hodder, Denbighshire County Council Re: Lower Street St Asaph Prohibition of Waiting Loading and Unloading Order 202 Road Traffic Regulation Act 1984.

Resolved the Clerk should advise Denbighshire the City Council have no Objections or Observations.

g) – e-mail from Proprietor, the Flowerpot Café re: VE Day Celebrations.

Resolved the Clerk should invite the Resident to join the Events Committee at the next meeting at the Translators’ Tearoom on Wednesday 18th March 2020 at 10 am.

2020/54 Urgent Matters

Cllr Scott advised Denbighshire had forwarded the applications received from organisations in St Asaph for Open Spaces funding. The funds available are oversubscribed by £2131.58. It was noted that the City Council application is for the largest sum.

Resolved the Clerk should advise Denbighshire County Council the City Council wishes to reduce the amount applied for in its own application by £2131.58 so that none of the other organisations are refused or receive reduced sums. Further the City Council has no objections to any of the applications.

The meeting concluded at 8.25 pm

Date of Next Meeting:

~~Wednesday 8th April 2020 at 7 pm.~~ **Cancelled due to Coronavirus** – Meeting with remote attendance held 24th June 2020

Signed

Chairman of the Full Council Meeting held 24th June 2020