St Asaph City Council

Summary of Meeting

Date of meeting;	12th May 2021
Meeting:	Full Council Meeting of St Asaph City Council
Members Present:	Cllr Peter Scott (Mayor) Cllr John Roberts (Deputy Mayor) Cllr Joanne Ellison Cllr Michael Gedd Cllr Linda Griffiths Cllr Colin Hardie Cllr Peter Morton Cllr Barbara Rust Cllr D Andrew Thomas Cllr Barry Townsend
Apologies for Absence:	Cllr Rosalind Williams (illness) Cllr Leanne Groves (work commitment)
Declarations of Interest	Cllr Griffiths declared a personal interest in item 16c) as a family member is a volunteer with this organisation.

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
7.	Minutes	To receive and approve as a correct record the Minutes of the meeting held on 21st April 2021.
9.	Finance	a) To approve the payments schedule, total value £9239.16. b) To receive and approve the finance report.
10.	Planning	**a) Application 46/2021/0345** **Re: Felling of Ash Tree subject of St Asaph Rural District Council Tree Preservation Order 1965** **14 Bryn Coed, St Asaph**

Agenda Item	Subject	Resolution:
10.	Planning	That the Clerk is to advise Planning Department the City Council has no objections to this application.
11.	Council Laptop	a) To approve the quotation from CATalyst as follows: • provision of a new Council Laptop at a cost of £532 & VAT; • Office 365 standard (2019) at a cost of £9.40 & VAT per month; • Firewall security to be provided and installed on the laptop; • Labour £132 & VAT to transfer the transfer of all files, e-mails and configuring on network and printers. b) To authorise the secure deletion and disposal of all data on the laptop. The laptop and hard drive are to be securely destroyed. To approve the deletion of the existing laptop from the Assets Register. The Clerk is to give instructions to CATalyst to this effect.
12.	Memorial Bench	To approve the request for a bench to be installed on Council land. The Clerk is to write to the resident to arrange for them to meet with Cllrs Gedd, Hardie & Rust to agree the location and arrangements for installation of the bench.
13.	Internal Control Procedures	The Council reviewed and approved its Internal Control Procedures.
14.	Internal Audit Report	To receive and approve the Internal Auditor's Report, together with the action plan to address the issues raised.
15.	Annual Statement of Accounts & Annual Governance Statement	a) To approve the Annual Statement of Accounts for 2020-2021. b) To approve the Annual Governance Statement for 2020-2021. c) To approve the Annual Statement for 2020-2021.

Agenda Item	Subject	Resolution:
16.	Correspondence:	
	a) e-mail from Duncan Cameron, St Asaph Community Hub	Received – letter of thanks
	b) letter from Ty Gobaith	Received – letter of thanks
	c) e-mail from Mencap	To approve a payment of £100 in favour of Mencap.