St Asaph City Council

Summary of Meeting

Date of meeting;	9th February 2022
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 Leanne Groves Cllr Linda Griffiths Cllr Colin Hardie Cllr Peter Morton Cllr Barbara Rust Cllr D Andrew Thomas Cllr Barry Townsend Cllr Rosalind Williams
Apologies for Absence:	None
Declarations of Interest	Cllrs Roberts and Rust declared an interest in item 17 as they are the Chairman and Treasurer of the Football Club, respectively. Cllr Groves declared a personal interest in item 16 as she has dealings with STAND CIC. Cllr Griffiths declared an interest in item 17a) as the author is known to her.

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
7.	Minutes	To receive and approve as a correct record the Minutes of the Meeting held on 25th January 2022.
9.	Finance	a) To approve the payments schedule, total value £6,565.02 b) To receive and approve the finance report.
10.	Planning	**a) Application 46/2022/0068**

Agenda Item	Subject	Resolution:
		Re: Works to the trees within the Church Yard in St Asaph Conservation Area **Parish Church High Street, St Asaph** That the Clerk is to advise Planning Department the City Council has no objections to this application **b) Application DNS/3247619** **Letter from Welsh Government** **Land at Gwenigron Farm, The Roe, St Asaph** Received **c) Application 46/2022/0057** **Re: Erection of two-storey rear extension including veranda, landscaping and associated works** **45 Bishops Walk, St Asaph** That the Clerk is to advise Planning department the City Council has no objections to this application.
11.	Delegated Decisions	To approve and ratify the following decisions: • To accept and approve the cost of £800 for a display board for the Letters Patent; • To submit a grant application to Denbighshire Open Spaces 2022 for the amended sum of £23,180.25.
12.	Road Safety	That the Clerk should write to Denbighshire to request the following: • Extension of the 30 mph zone around the corner on Upper Denbigh Road, so that it is visible to traffic from Denbigh; • Flashing speed indicators just outside the 30mph zone in both directions on the A525. Cllrs Scott and Thomas will also make the same requests to Denbighshire.
13.	Access to Riverside Path	That the Clerk should write to NRW requesting permission to install a flight of steps from the riverside area to the bund, near the kingfisher woodcarving.

Agenda Item	Subject	Resolution:
14.	Financial & Management Risk Assessment	To approve the following amendments to the Council's Internal Control and Financial Regulations: • That an itinerary of all records and assets handed over on a change of staff is to be signed by the incoming and outgoing officer, with each officer retaining a copy for their records; • That an itinerary of all records held by the Clerk is to be placed with the Clerk's handover plan held by the Mayor and Deputy Mayor; • That the existing practice of the Clerk and the Mayor both attending the Council's solicitors to obtain legal advice should be recorded in the Council's Internal Control Procedures and Standing Orders.
15.	Meet the Councillors Sessions	That the Clerk should re-arrange the postponed Meet your Councillors session, ensuring that it does not fall within purdah (re: elections).
16.	STAND NW CIC	That the Clerk should write a letter of support as per the draft copy put before Council.
17. a) b) c) d) e)	**Correspondence:** E-mail from LNWCS re: funding; Letter from Children's Air Ambulance re: Letter of Thanks; e-mail from the Cathedral re: St Asaph Cathedral Heritage Garden; e-mail from Denbighshire re: Precept Form 2022-2023. E-mail from Audit Wales re: Fee Scheme 2022-2023	 Received Received To grant permission for Cathedral staff to collect willow from the agreed locations of the City Council's land. Received Received

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17.	Correspondence	
f)	e-mail from a resident re: Move a Marathon for Ethan	To grant permission for the event to take place on City Council land. The Clerk is to confirm the exact location;
g)	e-mail from Denbighshire re: Let's Play Out	To grant permission for the play scheme on the City Council's Land.
h)	e-mail from James Davies MP re: Mill race Meadow	That Council should discuss the matter further before the next issue of the City Times is published.