Cyngor Dinas Llanelwy St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Wednesday 9th February 2022 at 7.00 pm with remote attendance via Zoom.

Present: Cllrs J Ellison, M Gedd, L Griffiths, L Groves, C A Hardie, P G Morton, J O Roberts (Deputy Mayor), B Rust, P Scott (Mayor), D A Thomas, B Townsend and R Williams.

2022/031 Apologies for Absence

- None.

2022/032 Declarations of Interest

- Cllr Roberts declared an interest in item 17h) as he is Chairman of the Football Club;
- Cllr Rust declared an interest in item 17h) as she is Treasurer of the Football Club;
- Cllr Groves declared an interest in item 16) as she has some involvement with the group;
- Cllr Griffiths declared an interest in item 17a) as the author is known to her.

2022/033 Public Participation

- One member of the public was present. They addressed the Council regarding its plans for the land behind the Library. Cllr Hardie outlined the scheme for a story circle and the Council's concerns for the safety of children using the facility due to the proximity of parked cars on two sides. The project will take time to come to fruition and there may be parking restrictions.

2022/034 North Wales Police

PCSO Dave Jones was unable to attend the meeting. The Clerk read out his written report:

- Several drive-offs from a filling station. One occasion where two males were verbally abusive to staff;
- Incidents of shoplifting at a retailer;
- Damage to a property on Roe Parc. The damage has been repaired and apology accepted;
- Vehicle theft from Roe Parc;
- Incident of road rage on the High Street;
- Dealing with parking issues, notably Roe Parc, High Street and Mount Road;
- Fatal RTC near the Talardy.
- Currently signing residents up to the community alert system.

2022/035 Mayor's Report

The Mayor, Cllr Scott, gave his report:

- Was interviewed for an article in the free press re: his role as Mayor during the Covid pandemic;
- Attended City Council meetings;

- Presented the certificates and winner's trophy for the Christmas Window competition.

2022/036 County Councillors' Reports

Cllr Peter Scott

- Reported the footpath on Ffordd Siarl. Denbighshire replied that it did not require attention, but they would monitor;
- Raised the issue of traffic calming on Bishops Walk. Denbighshire are awaiting Welsh Government legislation re: 20 mph zones;
- Reported the street lighting to the bowling green;
- Reported parking issues at the cricket club and also parking on the pavement. Denbighshire are awaiting Highway Code amendments.

Cllr Andrew Thomas

- Reported minor drainage issues on Cathedral Walk;
- Reported drainage issues on Upper Denbigh Road;
- Very pleased that the Letters Patent are to be displayed in the Cathedral;
- Denbighshire are reducing the number of meetings, so that County Councillors can canvass for the May elections.

2022/037 Minutes

The previous minutes of the meeting 25th January 2022 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 25th January 2022 as an accurate record.

2022/038 Matters Arising

2022/026 – Matters Arising – Dementia Group – Cllr Hardie reported that the sessions on the Dementia Bus are almost fully booked.

2022/039 Financial Management

a) The payment schedule was reviewed:

- Glascoed Timber £1743.12 – is for three new litter bins. These are part of the projects for the Denbighshire Open Spaces 2020 funding and the final claim for the grant monies has been made.

Resolved to approve the Payments Schedule, total value £6,565-02.

b) The Finance report (circulated prior to the meeting) was discussed.

- VAT claim £3,577 for the fourth quarter of 2021 – funds awaited;
- The grant payment of £500 (minute ref 2022/020 b) has been made to the crowdfunder page. The clerk was unable to ascertain a payee's name for payment to be made by cheque;
- Electricity bill received for the supply to the Christmas lights – this has been queried as the consumption is four times the usual figure. Only amendment was a string of fairy lights for the Christmas tree;
- Details of Nat west bank charges were submitted. The Council has now exceeded the parameters for free banking. National Savings interest rates have fallen to 0.01%. Banking arrangements are to be reviewed, should better interest rates be identified. A prime consideration is stability of financial institutions and security of the Council's deposits.

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

2022/040 Planning Applications

a) **Application: 46/2022/0068**

Location: Parish Church High Street, St Asaph

Proposal: Work to the trees within the Church Yard in St Asaph Conservation Area

Resolved the Clerk should advise Planning at Denbighshire the City Council has no objections to the application

b) Application DNS/3247619

Location: Land at Gwernigron Farm, The Roe, St Asaph

Letter from Planning & Environment Decisions Wales advising that the determination period shall be further suspended – received.

c) Application: 46/2022/0057

Location: 45 Bishops Walk, St Asaph

Proposal: Erection of two-storey rear extension including veranda, landscaping and associated works

Resolved the Clerk should advise Planning at Denbighshire the City Council has no objections to the application.

2022/041 Delegated Decisions

Resolved to approve and ratify the following decisions taken by the Clerk in consultation with the Mayor and Deputy Mayor:

Number	Date	Decision
DD2022/001	31/01/2022	To accept the cost of £800 for a display for the Letters Patent at the Cathedral
DD2022/0002	28/01/2022	To submit a grant application to Denbighshire Open Spaces 2022 for the amended sum of £23,180.25.

The Clerk is to make enquiries with the Clerk at Rhuddlan about their metal wildlife sculptures.

2022/042 Road Safety

Cllr Rust outlined her concerns about road safety at the following locations:

a) Upper Denbigh Road – there are a number of new properties being built in this area of the city. The lack of a footpath is a particular concern. Cllr Rust suggested that the 30 mph limit is extended around the bend, so that it is visible to traffic from Denbigh.

b) A525 – the speed limit is frequently not observed in both directions. Cllr Rust requested that a speed indicator sign is installed for both carriageways.

Cllrs Scott and Thomas will progress these issues with Denbighshire County Council.

Resolved that the Clerk should also write to Denbighshire to request the safety measures detailed above.

2022/043 Access to Riverside Footpath

Cllr Gedd had been approached by a resident requesting steps from the riverside seating area to the bund, near the kingfisher woodcarving. The bank is difficult to navigate and can be treacherous after wet weather.

Resolved that the Clerk should write to NRW to request permission for the City Council to have steps installed at this location.

2022/044 Financial and Management Risk Assessment

The Council reviewed the risk assessment. Additional measures were recommended by the Clerk to improve the Council's internal procedures:

a) That the existing procedures whereby the Mayor and Clerk attend the Council's solicitors together are to be included in the Council's procedures, thus ensuring that all advice received is for the benefit of the Council, and not individuals;

b) That an inventory of financial records held by the Clerk is to be completed and a copy placed with the Clerk Handover plans held by the Mayor and Deputy Mayor. Internal Control procedures are to include the requirement for a copy of the inventory to be signed by outgoing and incoming officers on a change of staff. Both parties should retain a copy for their records.

Resolved that the Council's procedures should be amended to reflect the measures outlined in a) and b) above.

2022/045 Meet the Councillors Sessions

Resolved that the Clerk should re-arrange the postponed Meet the Councillors Session, having due regard to the pre-election period.

2022/046 STAND NW CIC

Cllr Groves gave a brief outline of the aims of this organisation, which has provided Makaton training. They now wish to apply for lottery funding to expand their activities into other communities.

Resolved that the Clerk should write a letter of support on behalf of the Council, in accordance with the draft submitted.

2022/047 Correspondence

a) E-mail from LNCWS re: funding – received.
b) Letter from Children's Wales Air Ambulance re: Letter of Thanks – received.
c) E-mail from the Cathedral re: Cathedral Heritage Garden

Resolved to grant permission for the cathedral staff to gather willow from the riverside. The locations for collection will be identified by the Councillors on a forthcoming site visit.

d) E-mail from Denbighshire re: Council Tax Base – received.
e) E-mail from Audit Wales re: Audit Wales Fee Scheme 2022-2023 – received.
f) E-mail from residents re: Move a Marathon for Ethan

Resolved to grant permission for the event to take place in 2022. The Clerk is to clarify the exact location with the organisers.

g) E-mail from Denbighshire re: Let's Play Out

Resolved to grant permission for Denbighshire to use Lower Street Play Area on the same terms and conditions as for previous hires.

h) E-mail from James Davies MP re: Mill Race Meadow St Asaph

There was a discussion about the public's reaction to the article in the City Times regarding Mill Race Meadow.

Resolved to extend the deadline for voting.

The Clerk is to add the photographs received from the Football Club to the City Council's website.

The City Council conveyed its best wishes to Ex-Councillor Bill Cowie for a full recovery.

The meeting concluded at 8.40 pm

Date of Next Meeting

Meeting with remote attendance held 9th March 2022.

Signed ……
Chairman of the Full Council Meeting held 9th March 2022