St Asaph City Council
Cyngor Dinas Llanelwy

Meeting of Environment & Assets Committee

To All Members of Environment & Assets Committee:

Cllrs: M Gedd, C A Hardie, J Roberts, B Rust, P Scott, A Thomas and B Townsend

Venue: Council Meeting Room, Roe Plas Meadow off High Street
Date: Wednesday 2nd March 2022
Time: 2.00pm

AGENDA

1. Apologies for Absence

To receive any apologies for absence.

2. Declarations of Interest

To declare any personal / personal and prejudicial interest in any item on the agenda.

3. Minutes of the meeting of the Environment & Assets Committee

To review the minutes of the committee meeting 10th January 2022 for accuracy.

4. Matters Arising

To consider any matters arising from the previous minutes not included on the agenda.

5. Contracts

To consider the current provisions for the following contracts and whether the requirements need to be amended:

a) Grass Cutting;
b) Litter Bins & Dog Litter Bins – to include the bins for the riverside.

6. Christmas Lights

a) To consider whether a working party is appropriate to meet with potential contractors and identify recommendations;
b) To identify the companies who may be invited to quote for the provision of new Christmas Lights.

7. Asset Register

To review the Asset Register for 2021-2022, including insurance values;

8. Procurement Policy

To consider the draft Procurement Policy for recommendation to Council;

9. Health & Safety

a) To consider whether a formal Health & Safety Policy should be written for consideration;
b) To consider arrangements for the Bowling Club and Meeting Room risk assessments.

10. Projects Update

To receive updates and consider any actions required for the following projects:

a) Wildflower Garden Opposite the Doctors' Surgeries;
b) Local Places for Nature, by the Trim Trail;
c) Jubilee Copse;
d) Land behind the Library.

11 Storage

To consider whether new storage facilities are required for:

a) The gardening tools and planters, currently in the filing/store room at the Meeting Room;
b) Grass cuttings currently left at Roe Plas Meadow.

12. Correspondence

a) E-mail from Gareth Davies MS re: St Asaph Grant Funding;
b) E-mail from Community Council Climate Action re: Climate Emergency in St Asaph;
c) E-mail from Denbighshire re: Message from Chairman;
d) E-mail from Royal British Legion industries;
e) E-mail from Denbighshire re: flags;
f) E-mail from Denbighshire granting permission re: fingerpost signs.

Jill Ellison, City Clerk Email:clerk@stasaphcitycouncil.gov.uk