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, P Scott, B Rust, J Roberts, B Townsend and R Williams

Venue: Council Meeting Room, Roe Plas Meadow off High Street
Date: Monday 6th June 2022
Time: 2.00pm

AGENDA

1.Election of Chairman for 2022/2023

To elect the Chairman of the Environment & Assets Committee for 2022/2023.

2. Apologies for Absence

To receive any apologies for absence.

3. Declarations of Interest

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

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

To review the minutes of the committee meeting 2nd March 2022 for accuracy.

5. Matters Arising

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

6. Composting

a) To consider a quotation for the erection of three composting bays at Roe Plas;
b) To consider the appropriate restrictions for composted waste.

7. Keep Wales Tidy Packages 2022/2023

a) To consider whether Council should apply for a Keep Wales Tidy Package;
b) To identify a suitable location for the project, if agreed.

8. Plant!

a) To receive an update from NRW re: land behind the Library and the City Council's trees;
b) To consider an offer from NRW to fund a wildlife sculpture as part of the Plant! funding.

9. Open Spaces Funding 2022

To consider which projects are to be funded from the grant funding awarded for 2022.

10. Insurance

To consider the Council's arrangements for insurance for 2022/2023.

11. Council E-mail Addresses

a) To consider whether Council should approve @stasaphcitycouncil.gov.uk e-mail addresses for all councillors.
b) If approved, to consider the Council E-mail Policy

12. Council Meeting Room

To consider appropriate actions following the retirement of the existing caretaker:

a) Caretaking arrangements;
b) Keyholding arrangements.

13. Mill Race Meadow

a) To consider the appropriate action as regards the Council's decision to agree in principle to enter into negotiations with the Football Club for a lease over part of Mill Race Meadow.
b) To consider the future management of Mill Race Meadow.

14. Council land Agreements

a) To review the amended licence for the Football Pavilion and pitch, to include the pitch maintenance payment;
b) To review the Bowling Club agreement and consider appropriate action re:
    I. The winter green maintenance payment;

II. Repairs to fencing and gate.

15. Project Updates

a) To consider whether to progress new raised beds in the wildflower garden;
b) To consider a quotation for work to the driveway and parking area at Roe Plas;
c) To review the maintenance report.

16. Correspondence

a) E-mail from a resident re: Interpretation Boards;
b) E-mail from a resident re: riverside paths on the Common;
c) E-mail from a resident re: EIPG Permission;
d) E-mail from a resident re: The Common St Asaph;
e) E-mail from a resident re: Wildlife no Mowing Area;
f) E-mail from Cllr Griffiths re: Pride.

17. Grass Cutting Contract

a) To approve the specifications for the grass cutting contract;
b) To approve the arrangements for procurement for this contract.

18. Contract for Emptying Litter Bins and Dog Litter Bins

a) To approve the specifications for the contract for Emptying Litter Bins and Dog Litter Bins;
b) To approve the arrangements for procurement for this contract.

19. Annual Assets Inspection

To arrange a date for the annual Assets inspection.

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