Cyngor Dinas Llanelwy St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Wednesday 8th June 2022 at 7.00 pm with remote attendance via Zoom.

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

2022/112 Apologies for Absence

- None.

2022/113 Declarations of Interest

- Cllr Rust declared an interest in item 13 as she is the Treasurer for the Football Club;
- Cllr Groves declared an interest in item 13 as KM Construction is her partner's business.

2022/ 114 Public Participation

- None.

2022/115 North Wales Police

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

- Anti-social behaviour Lower Street;
- Shop-lifting at a retailer;
- Theft of a vehice sign on Bishops Walk;
- Anti-social behaviour at Roe Plas and damage to a tree.

The PCSO is organising activities at the riverside.

2022/116 Mayor's Report

The Mayor, Cllr Hardie, gave his report:

- Had moved on some travellers from the car park by the Trim Trail;
- Opened the flower festival to start the Jubilee Weekend;
- Attended the service in the Cathedral and the beacon lighting;
- Attended the NWIMF concert in the Cathedral and the Jubilee Fair;
- Attended the Bowling Club competition on the Sunday.

2022/117 County Councillors' Reports

Cllr Peter Scott

- Was re-elected to West Ward;
- Is the leader of the Conservative Group on the County Council;
- Attended the induction with five political groups;
- Dealing with the issue of the re-wilding at Roe Parc;
- Dealing with issues with grass at Bro Havard;
- Dealing with Lower Denbigh Road;
- Meeting the head of Highways and will discuss Rosehill and Cwttir Lane;
- Confirmed that he is on the Planning and Licensing Committees;
- Agreed to raise the issues re: traffic and pollution on the High Street as the promised reports are still outstanding;
- Attending to flooding at Ashly Court.

2022/118 Minutes

The previous minutes of the meeting 11th May 2022 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 11th May 2022 as an accurate record.

2022/119 Matters Arising

2022/106 – the Clerk will write to the Bishop re: the St Asaph city flag.

2022/120 Financial management

a) The payment schedule was reviewed:

- The NEST pension payments listed are for May and June;
- The Clerk's hours include 63 hours for the Jubilee, 15 hours for Councillor induction and 21 hours for Annual meeting preparation;
- Clerk's expenses include £130 for the Jubilee Copse sign, Civic costs and £990 excluding VAT re: Jubilee costs (bunting, glasses and propane) and training;
- Vale of Clwyd Carpet Cleaning includes £342.50 for installation of the shed, which is from the Projects budget;
- Denbighshire CC payment is for three new picnic benches and parts for repairs;
- Denbigh Timber Products payment is for the new bench for Jubilee Copse, which has been sponsored by Goodfish;
- Zurich Municipal payment is the annual premium for the Council's insurance;
- Glascoed Timber – the weekly cost of bin collections is £216.85.

Resolved to approve the Payments Schedule, total value £15,391.14.

b) The Finance report was not available due to non-receipt of bank statements. The Clerk will circulate the report as soon as it is written and bring it to Council for approval next month.

The Clerk sought authorisation for payments as follows:

- A number of invoices relating to the Jubilee have been received in the last two days. These will be listed on the payments schedule for July;
- Payment of £2400 to the Football Club for pitch maintenance as provided in the 2022/2023 budget;
- £950 for the display board for the Letters Patent, which has been completed.
- Purchase of the 13th edition of Charles Arnold-Baker textbook

Resolved to approve the above items of expenditure.

c) **Resolved to receive the loan statement from Denbighshire.**

The Clerk is to request a settlement figure for lump sum repayment, should surplus funds be available at the end of the year.

2022/121 Planning Applications

a) Application: 46/2022/0459

Location: Môr Awel Bryn Gobaith, St Asaph

Proposal: Installation of two velux windows to single storey lean-to, dormer window to second floor and insulation to rear of dwelling

Resolved that the Clerk should advise Planning Department that the Council has no objections to this application.

b) Application: 46/2022/0399

Location: St Asaph InfantsUpper Denbigh Road, St Asaph

Proposal: Erection of two free-standing canopies

Resolved that the Clerk should advise Planning Department that the Council has no objections to this application.

c) Letter from Awel y Môr
Proposal: Mona Offshore Wind Project
Received.

2022/122 Casual Vacancies

One application for co-option was received and considered in accordance with the Representation of the People Act 1985, section 21.
Resolved that Martyn Hogg is co-opted as a member of St Asaph City Council

2022/123 Defibrillators

There was a discussion surrounding the provision of defibrillators in St Asaph. There are three defibrillators at present in addition to the one at the Football Club, which is only available during matches. A number of possible locations were discussed.
Resolved that the Clerk should write to the Rotary Club to ask whether they would like to work with the Council to increase provision of defibrillators in St Asaph.

2022/124 Environment & Assets Committee

Cllr Gedd gave a report to the Council following the recent meeting of the Environment & Assets Committee.

a) Resolved to receive and approve the minutes of the meeting of the Environment & Assets Committee on 6th June 2022;

b) Resolved to approve the recommendations of the Committee as follows:

i.	To approve and accept the quotation of £1057.50 from Paul Liversidge for construction of three composting bays. This to be paid from the Projects budget.
ii.	Not to proceed with a Local Places for Nature application for 2022/2023
iii.	To approve the following projects from the Open Spaces 2022 funding: • £2095 Inclusive swing seats • £1865 Wheelchair access path at wildflower garden • £4202.75 Access path Bryn Gobaith
iv.	To renew its insurance policy – premium £2642.26
v.	To approve the use of Council e-mail addresses for all Councillors. The Clerk is to instruct Designweb in this matter.
vi.	To appoint Paul Liversidge as the new caretaker of the Council Meeting Room.
vii.	To approve the letters and heads of terms re: Mill Race Meadow.
viii.	That the Clerk should appoint Jones Peckover as valuers for Mill Race Meadow, once the proposed location of any pitch is known. Cllr Gedd and the Clerk will meet with the valuer.
ix.	To grant permission for the Police to arrange activities at the riverside at Mill Race Meadow, following a notice period of two weeks after issue of the letter to the tenant.
x.	To amend the Football Club's licence to include the annual payment of £2400 for pitch maintenance. That this payment should be subject to 5% per annum index-linking.
xi.	That the annual payment of £600 for Winter green maintenance to the Bowling Club should be subject to 5% per annum index-linking.

xii.	That the Clerk should make arrangements to replace the rotten section of fencing between the War Memorial and the Bowling Club, like for like.
xiii.	Cllr Townsend will inspect the gate at the Bowling Club. Should he not be able to repair it, the Clerk is to instruct a contractor.
xiv.	To approve the quotation from KM Construction of £2110 & VAT for repairs and improvements to the entrance to Roe Plas and the overflow parking area. This to be paid from the 2022/2023 Projects budget.
xv.	To continue to use contractors to manage Himalayan Balsam on Council land, rather than using volunteer groups.
xvi.	Not to proceed with a Pride flag.

c) **Resolved to approve the documentation and arrangements for the issue of invitations to tender for the following contracts:**
   - Grass-cutting;
   - Emptying of the Council's litter bins.

d) **Resolved to approve and adopt the E-mail Policy.**

The fencing surrounding the Plough car park was discussed. The Mayor and the Clerk will discuss this with NRW on the next site visit, which is due shortly.

8.00pm Cllr Hogg joined the meeting

2022/125 Civic Robes

Options for new civic robes for the Mayor were discussed.

Resolved that Cllrs Hardie, Scott, Roberts and Rust will form a working party to consider the matter and bring recommendations back to Council.

2022/126 Jubilee & Tenth Anniversary of City status

Cllr Hardie thanked Cllr Rust for all her work in organising the Flower Show, together with the Mayoress, and the Clerk for her work in organising the weekend's events.

The Mayor will present a trophy to the Brownies for their excellent work in helping at the afternoon tea.

A report giving a de-brief of the weekend had been circulated, together with the costs and budget:

- Publicity worked well as events were well-attended;
- The Events Committee had had excellent support from the Parish Church, the Rotary Club, the WI and the Brownies;
- 135 hours had been worked by the Clerk's hours from November 21 to May 22 re: the Jubilee;
- Using the existing gas beacon had cost £400;
- Recommended a rota for stewards;
- Recommended time for future fairs was 12-4pm;
- The Community picnic was cancelled due to the weather;
- There was competition from the Urdd Eisteddfod for stallholders and attendees.
- Feedback from the public on social media had been positive.

2022/127 Correspondence

a) E-mail from St Kentigern re: Flower Power Campaign – received.
b) E-mail from a resident re: Island to Island – received.
c) Thank you letter from a resident – received.

d) E-mail from Denbighshire re: Standards Committee – no objections to Cllr Gordon Hughes carrying out a further term of office.
e) E-mail from NRW – the Clerk is to arrange a meeting.

Resolved to send a letter of Congratulations to the Cricket Club as two of their players have been selected for the Wales team.

The meeting concluded at 8.25 pm

Date of Next Meeting

Meeting with remote attendance held 13th July 2022.

Signed ……
Chairman of the Full Council Meeting held 13th July 2022