Cyngor Dinas Llanelwy St Asaph City Council

Summary of Meeting

Date of meeting;	13th March 2024
Meeting:	Full Council Meeting of St Asaph City Council
Members Present:	Cllr Colin Hardie (Mayor) Cllr Joanne Ellison Cllr Michael Gedd Cllr Leanne Groves Cllr Martyn Hogg Cllr Graham Jones Cllr Peter Morton Cllr John Roberts Cllr Peter Scott (Deputy Mayor) Cllr Rosalind Williams
Also Present	• David Jones PCSO • Four members of the Public
Apologies for Absence:	• Cllr Nelson
Declarations of Interest	• Cllr Hardie declared a personal interest in item 17 as he is a member of the Afon Elwy Environment Group. • Cllr Scott declared a personal and prejudicial interest in item 14 as it concerns the Deputy mayor's allowance. • Cllr Williams declared a personal interest in item 11 b) as one correspondent is a family member.

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
7.	Minutes	• To approve the minutes as a correct record of the meeting of 14th February 2024.
9.	Finance a)	• To approve the payment schedule, total value £10,774.23
	b)	• To approve the following payments: i. £216 Flintshire Fabrications; ii. £703 One Voice Wales; iii. £1110 KM Construction. • To approve and accept the finance report.
	c)	• To approve the schedule of insurance values, with the exception of the toilet block at the Bowling Club, which is to be insured for £35,000. • The Clerk is to write to Zurich Insurance to confirm these items should be added to the Council's insurance.
	d)	• To write off unrepresented cheque 4760 £24. • The Clerk is to stop payment of the cheque.
11.	Policy Resources & Finance Committee	a) To receive and accept the minutes of the meeting of the Policy Resources & Finance Committee on 5th March 2024.
		i. To approve the quotation of £247-62 & VAT from Fineline for the parking signs.
		ii. To approve and adopt the Defibrillator Policy.
		iii. To appoint Cllrs Ellison, Groves, Hardie, Hogg, Roberts and Williams as defibrillator guardians.
		iv. To instruct the Clerk to update the schedule of Council representatives re: defibrillator guardians.
		v. To approve the design of the signs to be fixed to the defibrillators, and to instruct the Clerk to order the signs.

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11.	Policy Resources & Finance Committee	vi. To instruct the Clerk to write to the City Times to request an article on defibrillators, and to encourage sponsorship of new devices.
		vii. To instruct the Clerk to add defibrillators to budget considerations for 2025-2026.
		viii. To prioritise provision of a defibrillator at Roe Plas.
		ix. To receive the following e-mails: • Urdd Eisteddfod • British Heart Foundation • Marie Curie Cymru
		x. Not to fund a term-time playscheme and to instruct the Clerk to reply to Denbighshire accordingly.
		xi. To instruct the Clerk to reply to the resident advising of the Council's previous support. Should Menter Iaith contact the Council next year, it will support the shop window competition.
12.	Grant Funding	To award the following grants: • £750 to NWIMF. • £750 to St Asaph Cathedral, to be paid once the work has been completed. This grant to be available for draw down until 31/03/2026.
13.	Internal Audit	To appoint JDH Business Services Ltd as the Council's internal auditors for 2023-2024.
14.	Members' Remuneration	• To pay the Senior Roles payments and Deputy Mayor's Allowance in May each year.
		• To approve the amendments to the Councillors' Allowances Policy to reflect the requirements re: exemption from PAYE and the timing to payments specified above.
		• To receive the report of the Independent Remuneration Panel for Wales dated February 2024.

Agenda Item	Subject	Resolution:
15.	Dementia Friendly Status	That Cllr Hardie is to arrange for a speaker to address the Council to explain the process for becoming a dementia friendly council.
16.	City Plan Working Group	To receive and accept the minutes of the meeting of the City Plan Working Group of 8th March 2024.
17. a)	Correspondence	Re: Bowling Club – **received.**
b)		Re: Fencing & Shed • To grant retrospective permission to the Bowling Club for erection of the fencing and shed. • The Clerk is to reply confirming that retrospective permission has been granted, but informing the Club that it must seek Council permission, as landowners, for any further work or structures.
c)		Re: Letter of thanks – **received.**
d)		Re: Insurance • To offer a grant to the Afon Elwy Environment Group towards its insurance premium. • The Clerk is to reply confirming that the Council would like to support the Group. The Group is to arrange its insurance and the Council is offering a grant towards the cost of the insurance premium. • To amend the agreement with the Group accordingly.