Cyngor Dinas Llanelwy St Asaph City Council

Summary of Meeting

Date of meeting;	5th September 2024
Meeting:	Environment & Assets Committee
Members Present:	Cllr Michael Gedd (Chairman) Cllr Daryl Cassidy Cllr Colin Hardie Cllr James Grove Cllr John Roberts Cllr Peter Scott Cllr Rosalind Williams
Apologies for Absence:	• None
Declarations of Interest	• None

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
3.	Minutes	To receive and approve as a correct record the Minutes of the Environment & Assets Committee Meeting held on 21st May 2024.
4.	Matters Arising	The Clerk to issue instructions to Paul Liversidge to restore and re-paint the badger woodcarving.
5.	Assets Inspection	To receive and accept the Assets Inspection report.
6.	Play Areas	• To receive and accept the Play Inspection reports. • To approve and accept the quotation of £69-08 & VAT from Hags UK for a part for the rocker. • The Clerk to issue instructions to Paul Liversidge to fit the part. • The Clerk to write to Glascoed Timber re: strimming near play area gates. • The Clerk to issue instructions to T&C Kelly to repair the bitmac near the skate ramp. • The Clerk to issue instructions to Paul Liversidge to improve drainage on the skate ramp. • To instruct Glascoed Timber to remove the remaining Trim Trail items and dispose of them. • To receive and accept the interim play inspection report.
8.	Litter Bins	• To instruct the Clerk to write a letter of complaint to Ash Waste seeking termination of the contract. • To instruct the Clerk to arrange an alternative contract with Thorncliffe, if the Ash waste contract is terminated. • The Clerk to write to Denbighshire re: enforcement officers.

Agenda Item	Subject	Resolution:

9.	Council Land Hire Agreements	• To approve & accept quotation £540 from White Oak re: repairs, once:
		  Risk assessment received from Bowling Club;
		  Bowling Club to remove fly-tipped grass cuttings from the Common;
		• The Clerk to write to Secretary & Treasurer to advise.
		• The Clerk to obtain quotation for plasterwork once repairs completed.

10.	Health & Safety	• To receive and approve the schedule of risk assessments.
11.	Maintenance	Clerk to proceed as follows: • Instruct Paul Liversidge to remove and dispose of purple bench. • Asset register to be updated to reflect disposals. • Issue instructions for annual flagpole maintenance. • Instruct Paul Liversidge to repair & restore badger woodcarving. • Instruct White Oak to clean gutters and downpipes. • Instruct Paul Liversidge to replace rotten sleepers on raised bed. • Instruct Glascoed Timber to remove fallen branches near dugout. • Arrange tree inspection for December. • Approve & accept quotation from White Oak to remove self-seeded tree and silt bank. • Painted benches to be stripped back to natural wood and oiled. • Contact Chloe Dymond re: painting Salisburys bench. • Contact Salisburys re: sponsorship of bench. • Request prices from Chloe re maintenance of decorative benches. • Instruct Paul Liversidge to complete annual survey of benches and maintenance.
12.	Correspondence	a) To receive the e-mail from NRW re: Tiny Forests. To order “No fly-tipping sign” b) Clerk to reply advising the request is refused.

The committee advises the Council on the management of its assets. A number of recommendations were made to Council, which will be considered at its next meeting on 11th September 2024.