Cyngor Dinas Llanelwy
St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Wednesday 9th October 2024 at 7.00 pm at the Council & Community Meeting Room and, also with remote attendance via Zoom.

Present:

In person: Cllrs D Cassidy, M Gedd, J J Grove, L Groves, C A Hardie (Mayor), P G Morton, J O Roberts and P Scott

Via Zoom: Cllrs M J Hogg, L Nelson and R S Williams

2024/156 Apologies for Absence

- Apologies were received from Cllrs Ellison and G W Roberts.

2024/157 Declarations of Interest

- None.

2024/158 Public Participation

- None.

2024/159 North Wales Police

PCSO, Dave Jones sent his apologies. The Clerk read out his written report:

- A good month overall.
- Shoplifting incidents at a retailer.
- Making off at a petrol station.
- Criminal damage to the dipper. The Clerk had received an e-mail advising that the head had been found and that a member of the public had witnessed the vandalism and had photographs. This information is to be forwarded to the PCSO.
- Large window smashed at the Co-op, possibly an attempted break-in.

2024/160 Mayor's Report

The Mayor, Cllr Hardie, gave his report. He attended the following:

- A Citizenship ceremony;
- Two concerts in the Cathedral during the music festival;
- City Plan meeting, also attended by Denbighshire Officers.
- Helped arrange the dementia walk, which raised over £500.
- Litter-picking;
- Planted bulbs;
- The Denbighshire Chairman's civic service;
- Events meeting;
- Meeting with cathedral re: Remembrance and Winter Fair;
- Meeting with Ash Waste, together with the Clerk.

Cllr Hardie gave a brief update following the meeting with Ash Waste (AW). AW believed that missing nine collections over eighteen months represented good service, which we disputed. They did not believe they had a responsibility to close the overhead barrier behind them.

Resolved the Clerk is to add Ash Waste to the agenda for next full Council meeting.

2024/161 County Councillors' Reports

Cllr Hogg

Cllr Hogg gave his report. He attended the following:

- Meet the funder session with Grantscape;
- Citizenship Ceremony;
- Power performance assessment;
- Closer to communities workshop;
- Scrutiny Chairs and Vice-Chairs Group;
- Meeting with Pur re: over 50's planning proposal;
- Agricultural estate task and finish group;
- Democratic services;
- Scrutiny re: education;
- Community food network event;
- Cabinet meeting;
- Elwy MAG where footpaths were discussed;
- Corporate parenting forum.

Cllr Scott

Cllr Scott gave his report. He attended the following:

- Concert at the Cathedral re: Gresford Colliery disaster anniversary;
- Events Committee;
- City Plan meeting;
- Citizenship ceremony;
- Strategic planning meeting;
- Chaired the Waste Group meeting at Denbighshire;
- Coffee morning in aid of MacMillan;
- Civic service at the Cathedral;
- Elwy MAG where footpaths and active travel routes were discussed. The extension to the nature reserve at Green-gates East was approved;
- Met with Pur re: planning application;
- Has been dealing with the footpath to Heol Afon. The litter has been removed.

Resolved the Clerk is to write to Denbighshire Streetscene to request that a litter bin is added to either end of the path. The Clerk is also to request a litter bin review in view of the new housing at HM Stanley.

2024/162 Minutes

The minutes of the previous meeting 11th September 2024 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 11th September 2024 as an accurate record.

2024/163 Matters Arising

- None.

2024/164 Financial management

a) The payment schedule was reviewed:

- £4344.30 Glascoed Timber cheque was paid out in September.
- Phil Morris Pest Control was for removal of a wasps, nest.

In response to questions, the Clerk confirmed that the contract with Octopus Energy was working well. The costs are £40-£50 per building per month. The football Pavilion was no longer charged a higher tariff.

Resolved to approve the Payments Schedule, total value £9,965.05

b) The Finance report was discussed:

- VAT refund claim £2721 submitted;

- Repairs to gates at Lower street wheeled sports reflected in play area costs;
- Vandalism continues with damage to benches, dipper and litter bin;
- Internet banking first payments were made in September and worked well.

Other matters:

- Quotation for fly-tipping sign £183-50 & VAT received from Fineline.
- Councillors, whose Code of Conduct training is still outstanding, have been sent a schedule of training available from Denbighshire.
- Contractors had reported a white transit van dumping waste in the City Council's bins.

Resolved to approve and accept the finance report.
Resolved to approve and accept the quotation of £183-50 & VAT from Fineline for the fly-tipping sign.

2024/165 Planning Applications

Resolved the Clerk is to write to Planning to advise of the Council's response to the following applications as indicated:

No.	Application & Location	Proposal	Response
a.	46/2024/1285/TP 7 Oak Close	Reduction of height and raising of canopy of 2 oak trees numbered T7 & T8 on the plan annexed to the Borough of Rhuddlan Tree preservation Order No 2 1993	No objections.

2024/166 City Plan Working Group

a) Cllr Hardie gave a report following the Group's meeting with Denbighshire Economic development & Tourism officers.
Resolved to receive and approve the minutes of the meeting of the City Plan Working Group on 19th September 2024.

b) The timescales are too short to take advantage of funding for feasibility studies.
Resolved not to proceed with the feasibility study.

2024/167 Internal Control

Cllr Scott gave a report following his internal control checks on 19th September.
Resolved to receive and approve Cllr Scott's Internal Control report.

2024/168 Delegated Decisions

Resolved to approve and ratify the following delegated decisions made by the Clerk, following consultation with the Mayor and Deputy Mayor:

Number	Decision
DD2024/009	To renew the Council's insurance policy, once amendments have been made.
DD2024/014	To instruct Phil Morris Pest Control to remove the wasps' nest.

2024/169 Events Committee

Cllr Hardie gave a report following the meeting of the Committee.

a) **Resolved to receive and approve the minutes of the meeting of the Events Committee on 19th September 2024.**

b) Cllr Hardie has confirmed the arrangements for Remembrance Sunday with the cathedral. There will be no additional cost for the service sheets. Cllr Scott has arranged the refreshments at the New Inn, the bugler and the sound system, Cllr Hardie asked for volunteers to put up the lamppost poppies and curtain,
The arrangements for providing the grotto at the Winter Fair were outlined. Councillors were asked to volunteer to help with buying and wrapping the gifts.

Resolved to approve the purchase of decorations for the grotto. Cllr Groves will advise the Clerk of a list of purchases to be made.

2024/170 Denbighshire Tourism Forum

Following the City Plan meeting the merits of having a representative on the forum. Cllr Hogg volunteered to be the Council's representative.

Resolved to appoint Cllr Martyn Hogg as the Council's representative on the Denbighshire Tourism Forum.

Cllr Scott will advise the Denbighshire Tourism Officer.

2024/171 External Audit 2023-2024

The External Audit for 2023-2024 had now been completed. The Council was pleased to note the unqualified audit result.

Resolved to receive and accept the External Auditor's report for 2023-2024.

There was a discussion regarding the Auditor's comments:

- The re-statement of the previous year's return. This was to itemise the benches and bins and add the lighting and toilet block at the bowling pavilion, which had been omitted. The Council could not reconcile the Auditor's comments as the report detailing the adjustments had been made available to the Audit Team.

Resolved to approve the action plan to address issues raised.

The Clerk is to write to the internal auditor and Audit Wales to ensure the Assets figure is agreed, as this will carry forward for 2025-2026.

2024/172 Council Representatives on Outside Bodies

After 15 years as Governor of Ysgol Esgob Morgan, Cllr J O Roberts has decided to step down.

Resolved to appoint Cllr Cassidy as the Council's representative for Ysgol Esgob Morgan.

The Clerk is to write to Ysgol Esgob Morgan to advise them.

2024/173 Correspondence

No.	Details	Response
a.	E-mail from a member of the public re: Key to the city.	**Received.** **The Clerk is to write to the correspondent to thank them for their interest.**
b.	E-mail from Cllr Grove re: Cathedral car park at the beginning and end of the school day	This is not a matter for the City Council. However, Cllr Scott will ensure it is discussed at the next VP School Governors' meeting.

2024/174 Elwy MAG

Cllr Scott advised the Council of the discussions regarding the 20 mph. The criteria for a higher speed limit were explained. The only road in St Asaph which meets the criteria is the A525 from Rhuddlan to St Asaph.

The meeting concluded at 8.20 pm

Date of Next Meeting

Meeting in person and with remote attendance held 13th November 2024.

Signed .....
Chairman of the Full Council 13th November 2024