St Asaph City Council Full Council Meeting 11th December 2024

Please note:

1. All Full Council and Committee minutes are published on the City Council website once they have been approved by the Council or relevant committee.
2. For planning applications, please visit the Denbighshire County Council planning portal to view the application and documents.
3. Papers will be redacted to ensure that personal or confidential items are not disclosed.

Agenda Items:

9.

a. Payments Schedule:

Peter Scott	Reimbursement events costs	£ 175.00	Reimbursement only against receipts
CATalyst Systems Ltd	Data backup services	£ 13.56	
Morral Play Services Ltd	Play inspection services	£ 324.00	Dec 2023 inspections
CATalyst Systems Ltd	Software supply	£ 9.48	Microsoft Office 365
Natwest Bank Plc	Banking services	£ 11.55	
Fineline	Sign Services	£ 220.20	Fly-tipping signs
JDH Business Servs Ltd	Data Protection Services	£ 552.00	Annual fee
Designweb DMA Ltd	Website services	£ 90.00	
Wales Air Ambulance	Grant	£ 50.00	Minute ref 2024/188
Cambrian Woodland Svs	Tree surgery services	£ 240.00	Tree inspection
St Asaph Cathedral	Grant	£ 750.00	Approved 2023-2024 Min ref 2024/044
Octopus Energy	Electricity Supply	£ 39.58	Bowling Clubhouse
Vale of Clwyd CC	Groundwork Services	£ 1,017.20	Includes footpath marker posts
Defib Store Ltd	Defibrillator supplies	£ 156.00	Replacement defib pads
Octopus Energy	Electricity Supply	£ 47.42	Football Pavilion
Ash Waste Ltd	Trade Waste service	£ 390.43	
Core Highways Ltd	Sign services	£ 936.00	Road closure Remembrance
Jill Ellison	Expenses	£ 360.41	Includes tickets, decorations for grotto, keys and training

b.

Finance Report

Budget Report – November Accounts

Receipts

- Annual rent £300 received from Allotments Association.
- Annual Licence fee £750 received from Football Club.

Payments

- Litter bin and grass-cutting costs to end October included in outdoor costs.
- Himalayan Balsam control and repair of raised bed included in Outdoor costs.
- Events costs re: sound system and refreshments for Remembrance.
- Annual contribution to winter green maintenance included in Bowling Club costs.

Payments List

- £750 St Asaph Cathedral grant for repairs to clock, approved from 2023-2024 budget.

Cashflow

- November figures show the actual sums paid out.

Other

- Replacement pads for defibrillators cost £120 & VAT each. One set ordered for stock.
- Bowling Club shed has been added to the insurance policy.
- Reply received from Audit Wales re: re-statement. They are satisfied they have had an explanation for the re-statement of assets value, however they have requested that in future we include the explanation in the notes section.

12. Open Spaces

Land Behind the Library

Site meeting 4th December 2024

The meeting had been arranged by the xxxxx to discuss the grant application for Keep Wales Tidy Local Places for Nature Development Pack. The selected option is a wildflife pack.

Volunteers

- The school is keen to encourage community involvement for its pupils and to give them a sense of belonging in their community. It also believes that parents will want to be involved.
- The Youth Service and the Youth Club members are keen to get involved.
- xxxxxxx is confident that other library users will be keen to get involved. KWT will provide much of the labour.

Maintenance

- The School is keen to be involved with maintenance. The scheme will be designed to require minimal maintenance.
- The Youth Club members will also be involved in maintenance.
- The Mayor and the Clerk explained the current maintenance arrangements for the site. If the Council gives consent to the scheme, the Clerk requested notification when work will start and any amended requirements for maintenance, so its contractors can be kept informed.

The Site

- NRW had managed the site from completion of the flood defences until 31st March 2024. Trees have been planted on the site, although there is a lot of rubble still evident.
- The hazel circle planted by NRW has largely survived. KWT and WT may wish to transplant the trees.
- The area where giant hogweed (GW) was previously found was identified to all present. NRW had sprayed the GW and was no longer evident.
- The “dogleg” area is neglected, however its importance for wildlife was identified by the WT Officer.
- The problems of antisocial parking on the grassed areas was discussed. There are a number of boulders on site, which could be re-used to deter parking on the grassed and planted areas.
- The Cricket Club bounds the site on one side.
- Should the City Council improve the car park surfacing, this is unlikely to affect drainage.
- KWT and WT were advised of the history of flooding in the locality.

The Scheme

- There will be enough timber to build three raised beds. Some of the taller beds could incorporate seating.
- A wetland/boggy area was preferred, rather than a pond due to health & safety concerns. The wetland will be raised with timber edging, so there will be no impact on the Cricket Club.
- Seating.

- Hedging will be planted around the edge of the car parking area. This will be protected by a fence, or use of boulders to ensure the trees survive. As the hedge grows, this could be layered.
- Five fruit trees are included in the pack.
- Wildflower turf is included, so there will be reduced mowing in some areas.
- Bulbs and plants are included.
- If volunteers provide the labour, KWT and WT may be able to provide slabs, laid as stepping stones, to make the site more accessible.

Other Matters

- KWT will require assurance that the scheme can remain on site for a minimum of five years.
- Setting up a litter-picking hub at the Library. The Mayor explained the work of the Afon Elwy Environment Group.

Future Possibilities

- Community Orchard, although the orchard at Mill Race Meadow was also discussed.
- Polytunnel to facilitate growing food.
- A timber shelter for use as an outdoor classroom was mentioned.
- Development of the dogleg area.
- Expansion of the scheme to cover more of the site.
- Further grant funding applications could be made.

Next Steps

a) Xxxxxxx is to share contact details for the Group.
b) The Clerk is to send the NRW plan for the site to the WT Representative, together with details of former contractors.
c) The Wildflife Trust Representative will prepare the plan before Christmas and this will be shared with the Group.
d) Xxxxxxx will share the plans and discuss the project with the Cricket Club.

Council to Consider:

1. Whether to grant permission for Denbighshire to manage the site.

If this is agreed:

2. Should the PRF Committee consider the appropriate agreement?
    i. The type of agreement – lease or licence.
    ii. The term.
    iii. Any rent or licence fee payable.
    iv. Insurance requirements for the site.
    v. Who will be responsible for safety of users?

vi. The area of land to be covered – the whole site, or just part with the option to add further areas.
vii. Arrangements and responsibility for the car parking area.
viii. Maintenance – who does what.
ix. Who will be responsible for replacing any items which are damaged or deteriorated etc.
x. Any other terms and conditions.
xi. Would need to clarify the name of the hirer/lessee. Denbighshire County Council?

18. Correspondence

a)

Allow me to introduce myself. My name is xxxxxx, and I am the Project xxxxxx of Heddwch ar Waith, a Peacebuilding Network.
We are trying to create the role of Peace Ambassador in local authorities throughout Wales. The role aims to ensure that peace is a key consideration, when creating policy in local communities, in line with the Well-being Goals in the Well-being of Future Generations Act (2015).
A Peace Ambassador may also wish to undertake specific activities, like ensuring that their council commemorates the UN International Day of Peace, joining Mayors for Peace, and participation in the Green Legacy Hiroshima Initiative.
For a full description of the role, please see the attached document – the English follows the Welsh.

This provides a loose framework, with recommendations from Heddwch ar Watih, that local authorities can work with. The role will undoubtedly vary between communities, reflecting the concerns of those respective areas.
We are currently helping to coordinate the creation of this role in Aberystwyth Town Council, Gwynedd County Council, Ceredigion County Council, Anglesey County Council, Criccieth Town Council, Bridgend County Borough, Rhondda Cynon Taf County Borough Council, and several others. The process of this has been to work with a Councillor, who submits a motion to create the role. The Peace Ambassador position is then filled by a democratic election. I am available to deliver short talks to any council that wishes to create this role, in order to provide background and suggestions.
Although we have had positive responses from many councils, there are some that we are struggling to contact. Would it be possible for Once Voice Wales to assist us in reaching out to these? This would be a significant help, and be a meaningful contribution in building a Nation of Peace.

b)

Dear Clerk,

Please see the attached letter and information regarding a review of the County's polling arrangements. Further details can be found on the Council's website here: https://www.denbighshire.gov.uk/en/your-council/consultations/2024/review-of-polling-districts-and-places-2024-11-15.aspx

As noted in the letter, there is no requirement or expectation for your council to make representations but your council and other individuals within your community are welcome to do so. The formal consultation period will close on the 15th December but if your council would like to make formal representations but is unable to do so within this period, please let me know.

Thanks,

c)

City Clerk

Could I make a request of the City council please.

That the Council accepts the offer of the Royal portrait.

You may have already accepted in which case I thank you.