Cyngor Dinas Llanelwy
St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Wednesday 11th December 2024 at 7.00 pm at the Council & Community Meeting Room and, also with remote attendance via Zoom.

Present:

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

Via Zoom: Cllrs M J Hogg

Cllr Morton was unable to join the meeting via Zoom due to technical difficulties.

2024/194 Apologies for Absence

- Apologies were received from Cllrs Jones and Williams.

2024/195 Declarations of Interest

- Cllr Scott declared a personal interest in item 10 b) due to proximity to the property of a family member.

2024/196 Public Participation

- None.

2024/197 North Wales Police

PCSO, Dave Jones gave his report:

- Dangerous dogs incident;
- Four shoplifting incidents, which were of a relatively high value;
- No anti-social behaviour;
- Four traffic incidents, not including A55;
- Christmas drink drive campaign continues.

The PCSO left the chamber.

2024/198 Mayor's Report

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

- Bulb-planting with the Afon Elwy Environment Group;
- Charity Concert at Rhuddlan Golf Club;
- Grotto at the Winter Fair. The Mayor expressed his thanks to Cllrs Ellison, Groves and Nelson for running the grotto, Cllr Roberts for the use of the gazebo and Cllr Groves for designing and organising the decorations for the grotto, which received a lot of positive feedback.
- Tenovus concert;
- Chairman of Denbighshire's carol concert;
- Meeting at the Library to discuss the Local Places for Nature project;
- Rhuddlan Mayor's civic service;
- Emergency Services Carol Service at the cathedral.
- He will be attending a further three concerts in the lead up to Christmas.

2024/199 Exclusion of Press and Public

Resolved to exclude the press and public for the next item only due to the confidential nature of the business following.

2024/200 Incident

The Mayor addressed the Council regarding a recent incident, which has been reported to the Police.

2024/201 County Councillors' Reports

Cllr Hogg

Cllr Hogg gave his report. He attended the following:

- Service Challenges meeting whereby eight key areas will be subject to a SWOT analysis;
- Performance Scrutiny Task & Finish Group, which will examine the roll-out of the new recycling system;
- Meeting with Welsh Water re: the storm overflow in Lower Street car park;
- Workshop re: educational changes;
- Agricultural Estate Task & Finish Group;
- Meeting re: supply chain carbon emissions.

Cllr Scott

Cllr Scott gave his report. He is unable to attend scrutiny meetings, due to his position as Chairman. He attended the following:

- Citizenship Ceremony;
- Meeting with STAND and Denbighshire Officer re: toilets;
- Chairman's carol service at St Thomas' where more than £500 was raised;
- Strategic Partnership meeting;
- Meeting re: educational changes.
- Dealing with hedges;
- Following up concerns about the performance of the river levels gauge in recent bad weather.

2024/202 Minutes

The minutes of the previous meeting 13th November 2024 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 13th November 2024 as an accurate record.

2024/203 Matters Arising

- None.

2024/204 Financial management

a) The payment schedule was reviewed:

- £50 Wales Air Ambulance grant has been paid;
- £750 St Asaph Cathedral is the grant approved in 2023/2024 for repairs to the clock. The work has been completed and the Cathedral have requested drawdown of the funds.
- Vale of Clwyd Carpet Cleaning includes installation of the footpath marker posts;
- £936 Core Highways is the cost of the road closure for Remembrance Sunday.

Resolved to approve the Payments Schedule, total value £9,309-35.

b) The Finance report was discussed:

- £300 annual rent received from the Allotments Association;
- £750 annual licence fee received from the Football Club;
- Outdoor costs include Himalayan balsam control and repair of the raised bed;
- Events costs include the fees for sound system and refreshments for Remembrance;
- Bowling Club costs include annual winter green maintenance contribution, as per the agreement.
- Replacement defibrillator pards cost £120 & Vat per set. Just one set has been ordered, which will be replaced once they have been removed from stock.

- The shed at the Bowling Club has been added to the Council's insurance policy.
- Audit Wales have clarified they were satisfied with the explanation and evidence re: re-statement of the Assets value. The explanation for any re-statements is to be included in the comments box of the annual return in future years.

Resolved to approve and accept the finance report.

c) **£**139-64 was raised at the grotto at the winter fair. The costs for the grotto were £550, including £395 for the gifts.

Resolved the funds are to be retained to offset the costs and towards the cost of gifts for the next fair.

d) Invoice £450 & VAT received from Colwyn Bay Industrial Doors for repairs to the stand shutters following Storm Darragh.

Resolved the Clerk is to pay the invoice now via internet banking, and have the approval forms drawn up and signed afterwards.

2024/205 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.	46/2024/1458/PF St Asaph Cathedral	Installation of meal locker in corner of the car park	Not objecting in principle, but would prefer the unit to be sited in a less conspicuous position in view of the site's proximity to the Cathedral, due to the latter's heritage and historical importance.
b.	46/2024/1468/TP 16 Bryn Coed	Felling one lawson cyprus tree, crown reduction of cherry tree and coppicing of ash and hazel trees	No objection to crown reduction of cherry tree and coppicing of ash and hazel trees, however object to felling the lawsons cypress tree. Council would prefer the cypress tree to be trimmed back, rather than felled, as the reason for felling a protected tree is deemed insufficient.
c.	46/2024/1515/HH 1 Hen Waliau	Erection of single storey extension to front of dwelling and associated works	No objections

2024/206 Christmas

a) The grotto at the winter fair was discussed. Suggestions for future years included:

- Purchasing donation buckets;
- Gender neutral gifts. Avoid plastic gifts;
- Have account details on a business card to hand out for families which don't have cash;
- Signs – including directing the public to the grotto, and for the donation buckets. Signs to be bilingual.
- Have lights PAT tested for next year.

The Clerk is to add these comments to the next meeting of the Events Committee.

b) The Mayor outlined recent problems in installing the Christmas tree in its usual position on the High Street outside the former Nat West building. The property is up for sale, so the future availability of this location is uncertain, added to which installation has been delayed the last two years, due to vehicles being parked over the site. The Clerk has

written to the present owners to request permission for the tree to be in situ this year and a fee may be payable. LNS have offered for the Council to use its forecourt in future years.
Resolved the Clerk is to add Christmas Tree location to the agenda for the next meeting of the Environment & Assets Committee.

2024/207 Open Spaces

a) Cllr Hardie reported on the meeting at the Library to discuss the Keep Wales Tidy Local Places for Nature application. The Library Manager would like to use the grassed area for the project and is making the grant application. A report of the meeting was circulated to all Councillors prior to the meeting.
Resolved to grant permission, in principle, for the use of the grassed area behind the library, for the Local Places for Nature project, by Denbighshire County Council.
Resolved the Clerk is to add this to the agenda for the next meeting of the Policy, Resources & Finance Committee, to consider the appropriate agreement and relevant terms and conditions.

b) The funding available for St Asaph Open Spaces Commuted Sums was discussed. Projects discussed included improvements to play areas and improving the surfacing for the parking area behind the library, and the driveway and parking area at Roe Plas.
Resolved the Clerk is to seek quotations for the parking areas and driveway from T&C Kelly, KM Construction and TG Williams.

2024/208 Internal Control

Cllr Scott gave a report following his recent internal control check on 26th November.
Resolved to receive and approve Cllr Scott's Internal Control report.

2024/209 Trees

The recent tree inspection report was discussed. This does not include the additional list of trees identified by the Environment & Assets Committee, or the trees on the Council's land at Ashly Court.
Resolved the Clerk is to request a prioritised list with costs from the tree surgeon so the Environment & Assets Committee can consider remedial action. Once this is received, it can be referred back to the Committee.

2024/210 Policy, Resources & Finance Committee

Cllr Gedd gave a report following the meeting of the Policy, Resources and Finance Committee on 6th December 2024.

a) **Resolved to receive and approve the minutes of the meeting of the Policy, Resources and Finance Committee on 6th December 2024.**

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

No.	Recommendation
i.	To approve the scale of fees and charges for 2025-2026, with the following amendments: A. The licence fee for the Football Club to remain at £750 per annum for 2025-2026, rising to £1000 per annum with effect from 2026/2027; B. Meeting room hire to be free of charge for charities local to St Asaph, this to be with immediate effect.

2024/211 Correspondence

No.	Details	Response
a.	E-mail from Heddwch ar Waith re: Peace Ambassadors	**Received.**
b.	E-mail from Denbighshire Electoral Services re: Review of Polling Districts, Polling Places and Polling Stations	**Received.**

No.	Details	Response
c.	E-mail from a resident re: Portrait of our King	**Received.**

2024/212 Exclusion of the Press and Public

Resolved to exclude the press and public, due to the confidential nature of the following items.

2024/213 Budget 2025-206

Cllr Scott outlined the draft budget and calculations for 2025-2026.

Resolved to approve the budget for 2025-2026, as recommended.

2024/214 Precept 2025-2026

Resolved to approve the precept of £169,940 for 2025-2026 as required in the budget.

The meeting concluded at 8.20 pm

Date of Next Meeting

Meeting in person and with remote attendance held 8th January 2025.

Signed .....
Chairman of the Full Council 8th January 2025