St Asaph City Council
Cyngor Dinas Llanelwy

Minutes of the Meeting of St Asaph City Council held on Wednesday 8th February 2017 at 7.00pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

Present: Cllrs: C Hardie (City Mayor), R. Williams (Deputy Mayor), D Owens, J.O. Roberts, P Scott, D.A. Thomas, G. D. Hodgkinson BEM, P.G. Morton, M Gedd and B J Rust.

Clerk: S Pierce

1. **Apologies for Absence**

Apologies of absence were received from Cllr J Ellison (sickness)
No apologies from Cllr P Mitchell.

2. **Declarations of Interest**

Cllr R Williams, declares Item 12c due to the Diocese being Cllr R Williams employer.

3. **Public Participation**

There were no applications to address the Council.

4. **Urgent Matters**

Cllr P Scott raised a matter – to be raised at the end of the meeting.

5. **North Wales Police**

Report provided by PCSO Dave Jones.

- It was reported just after the last meeting a shed (the Vale of Clwyd mind shed) had been broken into, the padlock had been snapped and discarded and a drill had been taken.
- A caravan had been broken into at Eryl Hall.
- There had been a neighbor disagreement in Lothian Park.
- It was reported that two windows at the Parish Church had been broken, it seemed the windows had been broken from the inside possibly by a football. It was noted they are very expensive to fix and the incident is under investigation.
- On the 5th February, a male was reported doing doughnuts and wheel spins locally, this was investigated and an individual had been arrested.

No further incidents had been reported.

Cllr C Hardie invited the room to raise any further questions or incidents to report.

- Cllr J O Roberts would like it noted there was an individual walking the high street asking people for money. PCSO Dave Jones made a note and would investigate.
- Cllr P Scott reported two motorbikes paying recurring visits to Roe Plas – PCSO Dave Jones is aware of the situation, is aware of who the individuals are and the matter was in hand.
- Cllr P G Morton questioned the Parish Church incident to clarify the view of the incident being children playing football from the inside. PCSO Dave Jones confirmed as the breakage is typical for a smashed window from a football.

6. Mayor's Reports

The Mayor reported he had attended a couple of functions on behalf of the City, one concert and 1 late civic service for the Mayor of Rhuddlan.

Meetings with the Parish Church wardens had also been achieved, keeping the Mayor up to speed regarding their plans.

Two meetings with "Dawnus" had been achieved and they were in the process of removing trees from the river bank. There were c90 trees from various parts of the river network that will be removed. Everything will be replaced.

The Remuneration panel meeting had been attended in Llandudno which debated what payments councilors could claim and whether they do or don't. It was noted the St. Asaph city Councilors' had previously decided that these claims would not be taken.

It was also noted that the Mayor along with Cllr B Cowie, Cllr B J Rust and Cllr P Scott had attended a meeting with Ann Jones AM regarding the "Brown Sign" project. The minister has agreed to the sign but the conservative estimate for implementation cost is £150K. A feasibility study will be progressed as planned and the first stages of planning will be done by the end of this year. The sign is planned to be implemented next year. The cost will be split between all participating parties currently being Denbigh, St. Asaph and Rhuddlan.
A short debate was held around the room regarding the £150K cost. It was noted that the Welsh Government is not giving any contribution towards the cost.

A meeting has been held with "NRW" regarding the replanting of the trees, it is planned they will fill in the gaps along the hedgerows (specifically hedgerows where sheep need to be kept in). It was also suggested the orchard might be a good place, this would be considered regarding planting heritage and fruit trees. It was noted that the area would need to be protected once done and consideration needs to be given regarding striking a deal with Afon Elwy to manage them for a 5-year period. It was also noted that the farmer might disagree as the area is a third of an acre in size and he would be losing grazing space.

Cllr R Williams asked if the Talardy had replaced the tree as they were requested? It was discussed around the room that it had not yet been replaced and it was also noted they had previously cut down a lime tree. Clarification from the Talardy is required regarding the plans to replace both trees.

Cllr C Hardie commented on the Black Poplar that had come down in the river in the recent winds and work was in progress to remove it.

Cllr D Owens wanted to know if it should be considered to remove the ivy from the trees as it eventually suffocates and kills the trees. Cllr B J Rust suggested cutting the bottom of the Ivy to kill it, this way all wildlife could continue to flourish.

Cllr C Hardie requested feedback from around the room as to whether they would prefer paper packs going forward or were happy to continue to receive the Full Meeting details via email. It was noted that Cllr B J Rust would like paper packs going forward delivered to her home address.

Cllr M Gedd opened a question regarding whether dropbox should continue to be used? Discussion around the room led to a decision that is was no longer required.

It was also noted the whole pack should be sent out the week before the meeting, Agenda, Past minutes and necessary correspondence to be discussed. SP Noted.

7. County Councilors Reports

Cllr B Cowie report.
Issues were still being experienced regarding the BT Exchange grounds and getting them to tidy the place up. An email has gone to county to say the anniversary celebrations are in June and this needs resolving in advance of that time. The legal team are discussing our issues and concerns with BT.
Could we please organize a letter, some correspondence to the county supporting this issue? This was discussed around the room and all agreed. SP noted. This letter needs to go to the legal department, section 106.

- Cllr P G Morton raised his concern regarding the website, it is still out of date and requires attention. He asked if there were still a working party in place to discuss this issue. It was noted the working party was established on an Ad-Hoc basis but the intention is now for the Clerk to discuss with Designweb in more detail and understand what can be achieved. SP noted and would provide an update at the next meeting.
    - The City Times group also stated they were happy to get together with the Clerk to discuss aligning the website with the detail in the City times. SP noted.
- Item 11, it was noted the £500 had been passed onto the Music Festival and we have put this cost into the

St. Asaph City Youth Club is now being held at the Parish Church on Monday evenings. No longer being held at the Glan Clwyd School due to the current building work.

It was noted that the public had been commenting on the flood defence work, positive comments had been received. Regarding the lower Denbigh Road, New Inn site, one negative comment had been received relating to the number of trees/hedgerows that had been removed but others had commented on how pleased they were.

St. Winifred's school was discussed. When this area was developed, an agreement was made that a sum of potentially £50K was to be paid back on completion. It was noted that DCC still had not come to a decision whether the money has come in as planned and how the money would be used upon receipt. It was suggested that Cllr B Cowie and the Clerk to get together to write a letter to DCC to sort this issue out. This would benefit the St. Asaph City Council greatly. It was agreed by all a meeting could be established between Mayor & Cllr C Hardie, Cllr B Cowie and SP to discuss and progress.

Cllr C Hardie invited the room to raise any further questions or incidents to report.

Cllr B J Rust – Suggested we review the development at Bryn Gobaith as it's almost complete.

The Yellow Lines initiative at Hoel Esgob had been discussed and decided. This is now being documented and letters sent to residents. On completion of the letters being sent an order will be put out. They have already been implemented outside Deans Walk and the Co-Op.

It was noted the auction rooms had been approved.

Cllr D Owens.
Commented a lid had not been set correctly. Cllr C Hardie suggested this work had been completed well but the painting still needs doing.

Cllr J O Roberts raised the issue of wavy pavements which may cause a hazard between the war memorial and HM Stanley, it seems the refuse wagon drives on the pavement causing indents which then hold water.
Cllr D A Thomas stated there is still outstanding work following the St. Asaph Regeneration project and he would provide a report detailing the list of outstanding tasks to Cllr C Hardie.
Cllr R Williams raise an issue with the skip at the back of a local business was piled high and overflowing on to the floor surely causing potential health hazards. Cllr D Owens said this is a recurring issue and he will speak with them to resolve the problem. Comments: health hazard.

No further questions or comments were raised.

8. Minutes

The previous minutes were discussed regarding accuracy.

- Cllr D Owens raised item 7, he said "emergency" rather than "urgent". SP noted.
- It was noted that Grahams surname was spelt incorrectly and that requires changing. SP noted
- The meeting ending time requires changing. SP noted.
- The £6 documented should be £6k. SP noted.

9. Matters Arising

- Cllr J O Roberts mentioned we have now had the "ibeacon" Initiative invoice in which required payment. SP noted.
- Cllr J O Roberts informed the room that Phil Morris (mole man) had commenced work on Roe Plas but due to the amount of work to be done the bill will be high.
- Cllr P G Morton raised his concern regarding the website, it is still out of date and requires attention. He asked if there were still a working party in place to discuss this issue. It was noted the working party was established on an Ad-Hoc basis but the intention is now for the Clerk to discuss with Designweb in more detail and understand what can be achieved. SP noted and would provide an update at the next meeting.
    - The City Times group also stated they were happy to get together with the Clerk to discuss aligning the website with the detail in the City times. SP noted.
- Item 11, it was noted the £500 had been passed onto the Music Festival and we have put this cost into the

budget for next year also. St. Kentegerns had been given their donation too.

10. Events Committee

- Cllr P Scott said that he would run the "Council Cup" Bowling Competition on 5th June.
- Cllr C Hardie provided an overview of the planned "extraordinary meeting" scheduled for February 21st and who had been invited encompassing local schools, businesses and key stakeholders.
- Cllr J O Roberts would speak to Merched y Wawr.
- Cllr B J Rust stated we would also invite Fairholme School.
- Flower baskets were briefly discussed, Cllr D A Thomas noted the existing brackets were implemented too high resulting in issues with ongoing maintenance and watering. Roughly we had c50 baskets.
- DCC had communicated they could provide the baskets and ongoing maintenance as a service. Cllr B J Rust asked if we had taken advantage of the planters being offered by DCC, Clerk SP said that we had engaged with DCC and were awaiting their costs for providing the "planter" service.
- It was requested the Clerk to reengage with DCC to request costs to provide the baskets and ongoing maintenance, SP noted.

11. Financial Management

Accounts/Budgets.
It was noted that no current financial data has been passed to the new clerk from the old clerk. The old clerk had experienced issues with her computer resulting in corrupt files and no backups. Clerk SP needs to obtain all paperwork for the current financial year and re-key all data from last April 2016 to date.
Cllr D Owens raised a concern regarding a lack of a backup of the accounting data. SP Clerk will discuss this issue with Realtas the software company that provides the application.
Cllr P G Morton asked if the supplier of the application provides support and training, Clerk SP said yes and they do provide a very good service, if managed correctly we should not experience this issue in the future. Cllr P G Morton suggested others could get involved, learn how to use the application to ensure continuity and back up. This could be considered.
Cllr B J Rust suggested there will be additional costs for Clerk SP to spend time carrying out this work to recover the situation. This was agreed by all. Clerk SP will note all additional work carried out.

12. Planning

a) **Application Ref: 46/2017/0021 – Revision plans**

Proposal: Erection of pitched roof extensions to front & rear of dwelling.
Location: 1 Llys Clwyd, St. Asaph
Applicant: Mr & Mrs Williams
Consultation Closing Date: 7th Feb 2017
Response: No Objection was made

b) **Application Ref: 46/2016/1202**

Proposal: Change of use of former Auction Rooms into a Community Use and storage at ground floor level and a single dwelling at first floor level.
Location: The Auction Rooms Gemig Street, St. Asaph
Applicant: Mr Curtis Eaton, Ellesmere Port
Consultation Closing Date: 15th Feb 2017

Response: It was noted that although we had requested additional information relating to "community use" on this application, we had not received it. Cllr B Cowie said that the new owner will need to apply for permission to use it for something specific, he would not be allowed to use the space for "just anything".

c) **Application Ref: 46/2016/1266**

Proposal: Proposed work to trees situated in conservation area including the felling of two elm trees, one contorted willow and one douglas fir; and crown reduction of one douglas fir.
Location: Esgobty upper Denbigh Road, St. Asaph
Applicant: Mrs Rachel Cutler / Diocesan Office
Consultation Closing Date: 1st Feb 2017
Response: No Objection was made

d) **Application Ref: 46/2016/1256**

Proposal: Erection of extension to form new entrance
Location: St. Asaph Library, The Roe, St. Asaph
Applicant: No details listed.
Consultation Closing Date: 13th Feb 2017
Response: No Objection was made

13. Community Hub

The library was discussed in relation to the planned refurbishments scheduled to take place this month, this had now slipped into May, the next stakeholder group meeting is scheduled for February 17th
Cllr D A Thomas stated we had set aside £28k, how long are we going to keep that set aside for? It was previously a "John Hall" suggestion so has been there for c5years now. Cllr B J Rust noted for accuracy the agreed amount set aside was £25k which has now accrued interest, we should consider utilizing the interest to spend on what is needed.
It was requested that a Finance meeting be raised to discuss this item in more detail.
Cllr P G Morton raised some questions and Cllr B J Rust suggested Cllr P G Morton attend the finance meeting to ask those specific questions within that forum.
It was noted that the Community Association meets next week and perhaps a statement should be provided.

14. Correspondence

1) Flood Risk: Cllr C Hardie provided an overview regarding relevant notices provided – agreed by all.
2) Electric Communities Project (Cadwyn Clwyd): Enables the monitoring of electricity used at specific spaces, however a participative fee is required. This was discussed in some detail and agreed it was not something that we needed to progress.
3) Assets Survey (Joanne Coates / Wales.gsi.gov.uk) to find out what assets and services St Asaph City Council provide. It was agreed that Cllr B J Rust and Cllr D A Thomas would help Clerk SP with the detail. Meeting established as Tuesday 14th 10am.
4) Keen metal detector Aled Roberts was seeking approval to metal detect the local area. Agreed by all he could proceed providing he provides updates to the St. Asaph City Councillors, does not dig up the football pitch and informs us when he is out and about with his investigations. It was noted he could obtain his map requirements from the local archives. Clerk SP to inform him.
5) One Voice Wales (Training Opportunities) Clerk SP informed the room that she had a copy of all training courses and if anyone was interested then they could obtain the information from the clerk.
6) Communication from Graham H Boase referring to tree works that required attention and was it our intention to carry out this work. This was discussed by all and Clerk SP informed to replay Yes.

15. Matters raised at the end of the meeting

- Cllr P Scott raised a concern relating to a tree behind the clubhouse at the Bowling Green, it is a large tree that overhangs the clubhouse and the roots were now lifting the walkway in front of the clubhouse. Nothing has been done to date but we would like to take the tree down if possible. The tree is a Yew tree.
    - It was unknown whether the tree was protected by a TPO. A discussion was had around the room, with no objection, if Cllr P Scott wanted to progress this work then he is free to do so.

16. Date of the next meeting:

Wednesday March 8th 2017

The meeting concluded at 08:23pm

Signed .....
Chairman of the Full Council Meeting held on 8th March 2017