St Asaph City Council
Cyngor Dinas Llanelwy

Minutes of the Meeting of St Asaph City Council held on Wednesday 14th June 2017 at 7.15pm in the Community and Council Meeting Rooms, Roe Plas Meadows.

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

Clerk: R Williams on behalf of Clerk S Pierce

~~DRAFT~~

1. **Apologies for Absence**

Cllr P Scott – Holiday
Cllr J Ellison - Holiday
Cllr C Shea – No reason provided
Clerk SP - Sickness
Resignation of Cllr J Wynne-Jones

2. **Declarations of Interest**

No declarations made.

3. **Public Participation**

There were no applications to address the Council.

4. **Urgent Matters**

Move to the end of the meeting

5. **North Wales Police**

Report provided by PCSO D Jones.

- There were a couple of serious incidents reported, the contents of a garage on Bishops Walk, golf clubs and sanders were stolen.
- Upper Denbigh Road there were two vehicles taken.
- Keys were taken from an open back door.
- Local youths tormented a bus driver, this is being dealt with.
- A young lad was challenged by a member of the public for anti-social behavior, the lady took him home and he came back out with a knife!

No further incidents reported.

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

Cllr C Hardie informed everyone he thought the City Celebrations went very well and he had received some great feedback.

Cllr C Hardie informed everyone that "signs" are currently work in progress stipulating "No Camping" "No Fires" "No Litter". X3 signs will be positioned in relevant places on the public walkways leading down to the popular river area.

6. Mayor's Reports

- Two "Mayor Making" ceremonies had been attended recently, one for Denbigh and one for Penmaenmawr.
- Three meetings had been attended regarding the IBeacon project.
- Attended the Scouts AGM
- Invited to Spring Gardens new bridge along with a TV Interview.
- Visited the mobile cancer care unit, Tenovus.
- Regarding Dawnus Flood works update:
    - Tree clearance is 100% complete
    - Access ramps are 35% complete
    - The New Inn – walling masonry work is complete and groundworks
    - Bowling Green complete, starting on masonry work
    - Sheet piling – Co-Op
    - Cattle Market piling
    - New Inn garden is almost complete
    - Footpaths will be replaced and reinstated.
    - Over all they are on target for the completion at the end of August, beginning of September.

Cllr C Hardie invited the room regarding further questions.

- Cllr P G Morton asked are they taking a level up by ~~Pant~~ Begard?
    - Cllr C Hardie commented that will go up.
- Cllr C Hardie said they had started grading the triangle by the BT exchange and he had seen the planting scheme.
- Cllr P G Morton requested could Cllr C Hardie email him the Dawnus update. Cllr C Hardie to email P G Morton as requested.

7. County Councilors Reports

Cllr P Scott, although absent due to annual leave, provided this update

- Cllr P Scott has been elected Vice Chairman of DCC, a position he is honoured and privileged to take on.
- Four duties have already been carried out for DCC including an awards evening in Prestatyn, Garden Fete in Llangollen, 100th birthday bouquet presentation and a 60th wedding bouquet presentation.
- No further action was taken on the access road to the rear of the Roe due to councilors concerns about ownership.
- Cae Winifried has been reported to DCC and the solicitors are trying to get the developer to pay the section 106 money to maintain the play area by the council. (Report from solicitor included.) In the meantime, I have reported that the play area is in a poor state ad likely to cause a problem.
- Work following the Roe resurfacing was required. Cleaning to the bus shelter by Elwy Crescent and an inspection grid cover by the exit of the Crescent. These have both been reported to DCC who are dealing with them.
- The lawned cemetery off Mount Road/Oak Drive has been reported as overgrown. This should have been dealt with by now.
- Parking problems between the Plough and the Swan (letter enclosed).
- I will sit on the following Committees.
    - Planning
    - Licensing
    - Corporate Health Safety & Welfare
    - Appeals & Complaints

End of Cllr P Scott's report.

Nothing further reported or raised.

Cllr D A Thomas

- Cllr D A Thomas congratulated Cllr P Scott on his position of Vice Chair

- Future issues – a brainstorming session will take place in early July.
- Improve roads re: truck and heavy goods into St. Asaph, also:
    - Cycle track
    - Dog fouling
    - Mobile reception
    - Make more of the City
- Parking by the Parish Church
- Bollards (shabby) – no response regarding painting them.
- Slope past the Farm Shop, there is no response as yet.
- Planning – Mount Road by the Bridge, said there had been no response from the City council, had this planning application come to the city clerk?
- Contractors parking around Ysgol Glan Clwyd, additional parking is being provided.

Cllr C Hardie invited the room to raise further questions or issues.

- Cllr C Hardie raised and debated relevant committees.
    - Standards Committee
    - Roads Committee
- Cllr D Hodgkinson asked, Bro Havard works comes to the edge of lower Denbigh road, they have put cones in you can't see until you come around the corner.
    - Cllr D A Thomas suggested to make a complaint.
- Cllr P G Morton raised some concern and suggested relevant options.
- Cllr C Hardie suggested of painting them in bright colours.
- Cllr D Hodgkinson said the comments were positive on Face Book about the bollards regarding the Yarn bombing.
- Cllr B Rust commented we had the same experience previously.

No further questions or comments were raised.

8. Minutes

The previous minutes were discussed regarding accuracy.
- One issue identified to be rectified - noted
- Signed by Cllr & Mayor C Hardie

- It was noted that no copies of last year's signed minutes were available for the audit, Clerk SP could not pass these onto the audit.

No further matters were raised.

9. Matters Arising

- Events – Good feedback and congratulations received.
- Any outstanding ticket money to be given to Clerk SP please.
- Cllr B Rust – Financial Management - in correspondence.
- IBeacon project on the agenda.

10. Events Committee

- Cllr C Hardie asked should we have a debrief session? It was thought not necessary as we do not have another event like this planned.
- An Events Committee Meeting to be established in July as the Winter Fair requires Planning – November 24th
- Remembrance Sunday 12th ~~March~~ Nov.
- Clerk SP to arrange a date

Cllr C Hardie invited the room to raise further questions or issues.
No further questions or comments were raised.

11. Financial Management

a) To approve the schedule of payments detailed in Appendix A

- Scottish Power: is it possible to look at another tariff, it does seem high. Can we also check if it is right, has the meter been read or is it an estimated bill?
- Payment to Silver Birch Nurseries, needs to be reimbursed to Cllr B Rust as she has already paid this bill.
- Noted the previous Clerk had not processed invoices for last November Winter Fair regarding Good Signs.

b) To review the income and expenditure budget
   a. **Deferred** - Clerk SP did not provide the pack

c) Internal Audit Done and feedback report provided
   a. **Deferred** – Clerk SP did not provide in the pack

Cllr C Hardie invited the room to raise further questions or issues.
No further questions or comments were raised.

12. Planning Applications

A) Application: 46/2017/0513
Proposal: Siting of additional portacabin to provide office accommodation and provision of additional skips and containers (partly retrospective) Location: T G Williams (Builder) Station Yard, Chester Street, St. Asaph
Application Name: T G Williams Building Contractors Consultation
End Date: 29/06/17
Informed Councillors: 09/06/17
No Objections made

B) Application: 46/2017/043
Proposal: Variation of condition no. 2 pf planning permission code 46/2015/0114 to substitute plans (xl) and (lvii) to amend the bungalow type design. Location: HM Stanley Hospital Upper Denbigh Road, St. Asaph.
Application Name: Mr Gareth Jones Consultation
End Date: 07/06/17
Informed Councillors: 23/05/17
No Objections Made

13. iBeacon Project - Update

Cllr J O Roberts provided an update, as follows:

- The iBeacon group are currently working with Jo and Bill, the group are doing a lot of importing of data. There will be 10 locations. Each location has a card and information, text and pictures relating to that area. We hope to download Dylan Thomas recording.
- It will finish in a couple of meetings and has been an exciting project.

Cllr C Hardie invited the room to raise further questions or issues.
No further questions or comments were raised.

14. Clerk Contract – 5 months in. PTO

- Clerk SP is keeping accurate records of her work load enabling her to demonstrate what she has been working on and for how long.
  - January – 76 hours
  - February – 70 hours
  - March – 103 hours
  - April – 87 hours
  - May – 118 hours
    - Had been paid an extra 10 hours' o/t this month.

- It was noted this role is only paid for 48 hours per month.
- Cllr C Hardie reported the hours and suggested the city council should consider an increase in hours.
- Cllr B Rust suggested the Clerk should be paid for all hours put in to date, Cllr D A Thomas seconded.
- In future Clerk SP to be paid hours worked and this will be reviewed in December 2017 during the budgeting process.
- Proposed by Cllr R Williams and seconded by Cllr D Hodgkinson – unanimous decision by all.

15. Official Social Media

- City of St. Asaph Face Book Page but managed/admin by one individual.
- Members of St. Asaph also managed by others
- Can we have a City of St. Asaph Face Book Page and Twitter?
- Clerk SP to look into this.
- Website – could the city times go on the Council website?
- Cllr C Hardie proposed task group.
- Cllr P G Morton suggested conflict between the City Times & the City Council Website
- Cllr P G Morton suggested the City Times was a propaganda magazine.
- Cllr D Hodgkinson challenged the comment above and objected strongly.
- Cllr D A Thomas – please let others speak.
- Cllr J O Robert, will speak to Designweb.
- Cllr C Hardie called "Point of Order"

Cllr C Hardie invited the room to raise further questions or issues.
No further questions or comments were raised.

16. Councillor Vacancies:

- We now have 3 vacancies
- Cllr C Hardie suggested we advertise quickly
- The vacancies are as follows:
  - X1 before the election (East) – can be filled Co-Option
  - X2 after the election needs to be advertised and if necessary an election.
  - Ask Clerk SP to check how we fill these if possible avoiding costly election process.
  - Cllr J Roberts suggested it is worth our Clerk contacting Cllr Curtis Shea in relation to what his intentions are going forward?

17. Correspondence:

a) Lower Park Play Area – Wet Pour damage, costs are work in progress.
   a. Costs provided by 1st Supplier are £2145.00 just to fix the immediate issue
   b. Clerk SP to obtain further quotes
   c. Cllr B Rust asked whether we could use section 106 money?

b) DVSC Membership (Denbighshire Voluntary Services Council) Membership.
   a. Received & noted

c) Clerk Training "Finance & Accountability" course July 12th £69.
   a. Agreed

d) Bins & feedback from Glascoed Timber (circulated previously).
   a. Defer to the end of the meeting.

e) North Wales Fire & Rescue – inviting general views.
   a. Received and noted

f) Recent Complaints – Litter Bins over bank holidays
   - It was noted the litter bin had been stolen from Bryn Gobaith, Clerk SP to report theft to NWP.
   - NRW have agreed to providing many new bins for Afon Elwy Group but this is not until September. The problem is imminent.
   - Cllr C Hardie asked should we replace the "sput nicks"? Cllr C Hardie provided a picture of a bin by Pant Begard which is double the size.
   - Cllr D Hodgkinson asked if the bin was metal? Yes, is the answer due to plastic ones being set on fire.

- Cllr M Gedd asked where the new bins would be sited?
- Cllr C Hardie suggested a single bin needs to replace the one missing at Bryn Gobaith.
- Cllr M Gedd – by flood plaque by the bridge.
- Cllr P G Morton, two bins site where?
- Cllr J O Roberts, x2 doubles & x1 Single or x3 doubles & x1 Single? Can we afford it?
- Cllr B Rust suggested to move the sputniks to Bryn Gobaith.
- Cllr C Hardie confirmed x2 doubles bins for Roe Plas
- The plan is to replace the x2 dog bins under the bridge with x1 double and remove the sputnik bin at the end of the drive and replace with x1 double.
- Cllr B Rust suggested a skip sited for the summer
- Cllr D A Thomas commented it would be open for animals.
- Cllr M Gedd suggested fly tipping may happen.
- Consensus – Purchase x2 double metal bins, move sput nik to Bryn Gobaith, see what cost is for additional.
- Cllr R Williams suggested Sticky Signs on Bins "If this bin is full, please take your litter home and help us keep our beautiful City tidy".
- Could we ask Co-Options to litter pick Bryn Gobaith?

- Discussion regarding the care of the flower towers:
  - Watering, dead heading & planters.
  - Rota devised:
    19th June: Cllr D Hodgkinson & Cllr M Gedd
    26th June: Cllr B Rust & XXXXXX
    3rd July: Cllr C Hardie & Cllr R Williams
    10th July: NEED Volunteers
    17th July: NEED Volunteers
    24th July: NEED Volunteers
    Etc.....

17. Date of the next meeting

Wednesday July 12th 2017

Note: Songs of Praise recording will be shown July 9th
Note; Quiz June 29th for the Music Festival, all welcome, Cllr J O Roberts is the Quiz Maser.

The Meeting Closed at 20:57

Signed .....
Chairman of the Full Council Meeting held on 14th June 2017

APPENDIX A

BILLS TO BE APPROVED - FULL MEETING JUNE 14th 2017

Date received:	Payee:	Services:	Invoice No:	Invoice Date:	Net:	Vat:	Gross	Cheque:	Comments:
30/05/17	Alwyn Dowell	Uproar Fireworks for the City Celebrations - remaining 50% of the payment	AD/2017-02	23/04/2017	£0.00	£0.00	£800.00	003721	Had to be paid prior to the event.
10/05/17	CYD Printing	Hog Roast Banners, Festival Leaflets	00064271	10/05/2017	£68.00	£3.60	£71.60	003723	
18/05/17	Good Signs	Winter Fair Boards/banners	103074	04/11/2016	£66.00	£13.20	£79.20		
18/05/17	Good Signs	City Celebrations Banners	103929	03/05/2017	£78.00	£15.60	£93.60	003725	
30/05/17	Scottish Power	Acct: 409767074 - from period 07/02/17 to 09/05/17: Sports Pavilion Roe Plas Meadow	104857169	11/05/2017	£449.80	£22.49	£472.29	003727	Meter reading taken July 3rd
30/05/17	Co Options Litter Picking	Litter picking for may	WP60/2648	31/05/2017	£0.00	£0.00	£50.00	003728	
31/05/17	Gail Pendleton	Management of the Meeting Room	05/17	31/05/2017	£0.00	£0.00	£128.00	003729	
05/06/17	JDH Business Services	Internal Auditor Fees	3032	24/05/2017	£384.00	£76.80	£460.80	003730	
05/06/17	Barbara Rust	Flower tubs x 2	60	15/06/2017	£0.00	£0.00	£189.80	003731	
06/06/17	DCC	Non Domestic Rates on the Council Building	201654844/11	29/05/2017	£0.00	£0.00	£294.41	003732	
07/06/17	Sandra Pierce	Stationary costs for the Month of May (audit)	SP_CC009	07/06/2017	£0.00	£0.00	£28.79	003734	
07/06/17	Sandra Pierce	Clerk Salary	SP_CC008	07/06/2017	£0.00	£0.00	£678.28		
07/06/17	Colin Hardie	1st instalment of Mayors Allowance			£0.00	£0.00	£750.00	003722	
08/06/17	Snowdonia Fire Protection	Serviced Fire Fighting Apparatus - Sports Pavilion	204473	31/05/2017	£20.60	£4.12	£24.72	003736	
08/06/17	Snowdonia Fire Protection	Serviced Fire Fighting Apparatus - Meeting Room	204474	31/05/2017	£25.20	£5.04	£30.24	003735	
08/06/17	North Wales International Music Festival	City Council Support	donation		£0.00	£0.00	£500.00	003741	
08/06/17	Flower Festival	City Council Support	donation		£0.00	£0.00	£500.00	003742	
07/06/17	Londis	Drinks - City Celebrations	no number	03/06/2017	£0.00	£0.00	£100.00	003737	
07/06/17	Colin Hardie	Prizes for the City Celebrations			£0.00	£0.00	£32.24	003738	
11/05/17	St. Asaph Bowling Club	Floodlights to the Bridge	no number	11/05/2017	£0.00	£0.00	£128.19	003740	
10/05/17	Apogee	Photocopier prints	713390	10/05/2017	£15.39	£3.08	£18.47	003739	
14/06/17	Goog signs	winter fair boards and banners			£0.00	£0.00	£43.20	003743	unpaid winter fair bill
		TOTALS:			£1,106.99	£143.93	£5,473.83		