Cyngor Dinas Llanelwy
St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Tuesday 25th March 2025 at 7.00 pm at the Council & Community Meeting Room and, also with remote attendance via Zoom.

Present:

In person: Cllrs M Gedd, J Grove, C A Hardie (Mayor), P G Morton, J O Roberts and P Scott (Deputy Mayor).

Via Zoom: Cllrs J Ellison and L Nelson

The Mayor explained the reason for calling an additional meeting so the deadline for Open Spaces Funding applications can be met.

2025/052 Apologies for Absence

- Apologies were received from Cllrs Cassidy, Groves and Williams.

2025/053 Declarations of Interest

- Cllr Roberts declared an interest in item 7 as he is Vice-Chairman and Treasurer of the Football Club.

2025/054 Public Participation

- None.

2025/055 Minutes

The minutes of the previous meeting 12th March 2025 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 12th March 2025 as an accurate record.

2025/056 Matters Arising

2025/042 Casual Vacancy – The Mayor and the Clerk are meeting with the new Councillor to have her declaration signed before the next Council meeting.

2025/057 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.	46/2025/0075/PF Post Office and Mace, Penrhewl Shop Heol Esgob, St Asaph	Installation of a new shop front, roller shutters and associated works	No objections, provided the new single door and its approach are accessible to wheelchair users.

2025/058 Denbighshire Open Spaces

Cllr J O Roberts had declared an interest, but remained in the chamber as he was required to give his report and answer supplementary questions.

a) Cllr J O Roberts gave an update to Council re: the Football Club's application to Denbighshire Open Spaces to improve Roe Plas car park. He had met with contractors to

discuss the requirements and had received three quotations. Cllr Roberts confirmed the following:

i. Each contractor has been given the same specification with a plan showing the outline of the area to be surfaced.
ii. All three firms are local to St Asaph and are reputable.
iii. The work was split into three sections:
   - Area 1 - from the speed bump between the stand and pavilion to the entrance to the main parking area;
   - Area 2 – the main parking area;
   - Area 3 – the drive from the parking area to the allotments.
iv. Denbighshire had verified that the Football Club would need to apply for funding to cover the gross cost, including VAT, as it is not registered for VAT.
v. Denbighshire had confirmed the Football Club were not obliged to accept the lowest quote.
vi. The deadline for applications is 7th April 2025.
vii. Letters of support had been received from Merched y Wawr, STAND and the City Council to support the Club's application.

Cllr Hardie confirmed he will attend the Allotments Association meeting on 27th March, where the Football Club's request for a letter of support will be discussed.

The table below shows the breakdown of the quotes received.

Item	Company A	Company B	Company C
Work as per specification	£41,435.65		
Marking bays	£1000.00		
Area 1		£25,173.50	
Area 2		£17,204.00	
Area 3		£6,652.75	
Excavate existing and move to onsite stockpile			£1,264.59
Overlay Hanson Duralyer 10 mm Multi			£23,968.89
Inlay AC10			£4.866.76
Lining			£1,150.00
Net Total	£42,435.65	£49,030.25	£31,250.24
VAT @ 20%	£8,487.13	£9,806.05	£6,250.05
Gross Cost	**£50,922.78**	**£58,836.30**	**£37,500.29**

Resolved to approve the Football Club's application to Denbighshire Open Spaces with Company C as the preferred contractor at a cost of £37,500.29.

b) Denbighshire Open Spaces Commuted Sums has £49723.74 available for St Asaph. After the Football Club's application, the residual amount available will be £12,223.45.
The Council considered a number of projects, which have been previously discussed:

	Item	Comments	Cost £
1.	2 metal wildlife sculptures	Existing wildlife carvings are all on the east side of the river. Council wants to install some on the west side. Sculptures will be galvanised and made of metal and will be more long lasting.	11,000.00

	Item	Comments	Cost £
2.	1 X 6 foot Forest Bench	To be located in new seating area Common west side. Including installation.	357.83
3.	I X Taverner Picnic Table	To be located in new seating area Common west side. Including installation	479.50
4.	4 X Floral planters	For High Street and for the corner of Glascoed road and Cwttir lane	350.00
5.	2 X litter bins	For wildlife garden to be accessible for wheelchair users. For Common East, to manage additional litter near the car park.	1134.00
6.	3 X Bus shelter murals	To make the shelters more attractive and inform about local attractions and wildlife At Elwy Bridge, both sides and on the Roe, outside the surgery	2490.00
	Total Cost of Projects		£15811.33

i. The Council wanted to focus improvements on West ward.
ii. The costs for litter bins and planters are based on invoiced costs for 2024-25.
iii. The planters are not standard size and so are not included on a price list.
iv. Awaiting confirmation from Denbighshire that the bus shelter murals are an eligible project.

Lighting in the car park at Roe Plas was raised as the lighting to the side nearest the football pitch is insufficient.

Resolved the Clerk is to obtain recommendations and quotations from Mick Dodd Electrical re: car park lighting, for consideration in next year's budget.

Resolved to instruct the Clerk to make an application to Denbighshire Open Spaces for £12,223.45 for the projects 1-6 listed above, subject to the bus shelter murals being an eligible project.

The meeting concluded at 7.30 pm

Date of Next Meeting

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

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