St Asaph City Council
Cyngor Dinas Llanelwy

Meeting of Policy, Resources & Finance Committee

To: **All Members of Policy, Resources & Finance Committee**
Cllrs: D Cassidy, M Gedd, J J Grove, C A Hardie, P G Morton, J Roberts, P Scott (Mayor) and R Williams (Deputy Mayor)
Venue: **Community & Council Meeting Room, Roe Plas Meadow and with remote attendance via Zoom**
Date: Monday 3rd November 2025
Time: 10.00 am

AGENDA

1. Election of Chairman for 2025-2026

To elect a chairman of the Committee for 2025-2026.

2. Apologies for Absence

3. Declarations of Interest

To declare any **personal / personal and prejudicial** interest in any item on the agenda.

4. Minutes

To review the minutes of the Policy Resources & Finance Committee meeting 10th March 2025 for accuracy.

5. Matters Arising

To consider any matters arising from the minutes, which are not on the Agenda.

6. Health & Safety

a) To consider and review the health & safety plan for 2025-2026.

b) To consider a paper on Martyn's Law.

7. Council Bank Accounts

To receive the cashflow report to date for 2025-2026, and consider appropriate actions.

8. Document Retention

To consider a review of the Council's retention of documents.

9. Data Protection

To consider a new Complaints Policy for Subject Access Requests.

10. Council Agreements and Renewals

a) To consider the schedule of agreements and renewals and consider appropriate action.

b) To consider hire terms and conditions for the Council Meeting Room.

11. Grant Funding Applications

To consider any grant funding applications received by 1st November 2025.

a) E-mail from Kids Cancer Charity re: Funding;

b) Letter from Cerebral Palsy Cymru;

c) E-mail from Urdd National Eisteddfod re: Funding;

d) E-mail from Theatr Bara Caws re: Funding;

e) Wales Air Ambulance re: Community Council Appeal.

Please contact the Clerk by 4pm on the previous working day for a link to the meeting if you would like to attend remotely. Alternatively, you may attend in person at the Council Meeting Room, Roe Plas, Off High street St Asaph.

Jill Ellison, City Clerk **Email:**clerk@stasaphcitycouncil.gov.uk