Cyngor Dinas Llanelwy St Asaph City Council

Summary of Meeting

Date of meeting;	10th December 2025
Meeting:	Full Council Meeting of St Asaph City Council
Members Present:	Cllr Joanne Ellison Cllr Mike Gedd Cllr James Grove Cllr Leanne Groves Cllr Colin Hardie Cllr Martyn Hogg Cllr Peter Morton Cllr Gareth Roberts Cllr John Roberts Cllr Peter Scott (Mayor) Cllr Rosalind Williams (Deputy Mayor)
Also Present	• Two members of the public
Apologies for Absence:	• Cllr Cassidy • Cllr Jones • Cllr Linda Nelson was unable to join the meeting due to technical difficulties.
Declarations of Interest	• Cllr Scott declared a personal interest in item 10 b) due to proximity to his property. • Cllr Hardie declared a personal interest in item 16 c) as his wife is the correspondent.

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
3.	Public Participation	• The Clerk is to order two no. commemorative plaques for the two memorial benches on the Common.
6.	County Councillors' Reports	• Cllrs Scott and Hogg, and the Clerk are to report the deer killed on the roads around Lower Denbigh Road to Denbighshire.
7.	Minutes	• To approve the minutes as a correct record of the meeting of 12th November 2025.
9.	Finance a)	• To approve the payments schedule, total value £27,539.27.
	b)	• To approve and accept the finance report.
	c)	• To approve the purchase of five AED Responder packs at a cost of £15 each.
	d)	• To authorise the Clerk to process January payments on or before 12th January 2026.
	e)	• To authorise travel expenses to attend the Land Registry Tribunal, or the cost of hiring a minibus and driver.
10.	Planning a) 46/2024/0513/TC	**Greystones, Cathedral Walk** **Felling of one silver birch tree** No objections.
	b) 46/2025/0524/HH	**32 Bishops Walk** **Erection of extensions, alterations and associated works** No objections
	c) 46/2025/0528/TC	**Pen y Bont Surgery, The Roe** **Removal of 1 no. false acacia tree** No objections.
11.	Delegated Decisions	To approve and ratify the following delegated decisions:
		i. To approve quotation of £1850 & VAT from DCC Street Lighting for power supply to new Christmas tree on Upper Denbigh Road.
		ii. To approve quotation of £1182 & VAT from Harrison Flagpoles for annual service to 3 no. flagpoles.
12.	Policy Resources & Finance Committee	• To receive and accept the minutes of the Committee dated 10th December 2025. • Not to hire its facilities to any political party or political figures. • To amend its hire agreements, policies and procedures accordingly.

Agenda Item	Subject	Resolution:
		• To impose an additional fee of £10 per half hour for staff time for returning the meeting room to its original layout. This to be charged whether the hirer pays for the hire or not. • To cancel hire arrangements with individuals or groups if they do not leave the building clear of belongings. • To instruct the Clerk to write to hirers advising they will not be permitted to use the room if these terms are breached. • To remove the hourly rate for the meeting room. The minimum hire period will be half a day. • To limit the free use of the room to one full day, or two half days per calendar month. • To continue to offer the use of the room to the Allotments Group for one half day per week. • The above agreements re: use of the room to be subject to the hire terms and conditions being adhered to.
13.	Budget 2026-2027	• To approve the budget for 2026-2027.
14.	Precept 2026-2027	• To approve the precept as indicated in the 2026-2027 budget.
15.	Legal Matters	• To approve the following payments: £6000 & VAT to John Owens Solicitors Clients A/C – Payment 1 £6000 & VAT to John Owens Solicitors Clients A/C – Payment 2 £2000 & VAT to John Owens Solicitors Clients A/C – re: site visit
	Suspension of Financial Regulations	• To suspend Financial Regulations re: limit for online banking.
	Arrangements for Payments	• To instruct the Clerk to make the following payments via online banking: £7200 to John Owens Solicitors Clients A/C £7200 to John Owens Solicitors Clients A/C £2400 to John Owens Solicitors Clients A/C The Clerk is to make the above three payments as soon as possible after the meeting.
	Reinstatement of Financial Regulations	• To reinstate financial regulations.
16. a)	Correspondence	E-mail from One Voice Wales re: Wales Regional Energy Strategy Plans (RESP) – **Received.**
b)		E-mail from One Voice Wales re: AGM – **Resolved:**

Agenda Item	Subject	Resolution:
		i. **To nominate Cllr Morton to represent the City Council at the AGM.** ii. **That Cllr Morton is to vote as follows for the motions:** **1. Yes** **2. Yes** **3. No** **4. No** **5. Yes** **6. No** iii. **The Clerk is to send a note of these responses to Cllr Morton before the AGM in January**.
c)		E-mail from Llanelwy W I re: Trees - **Resolved to grant permission for the WI to plant 15 trees in Jubilee Copse.**
d)		E-mail from a resident re: bench - discussed under public participation.
e)		Letter from Wales Air Ambulance re: Letter of Thanks – **Received.**
f)		E-mail from Denbighshire County Council re: Hedge Laying **– Resolved to grant permission for Denbighshire to run a series of Volunteer hedge laying days at Roe Plas.**
g)		E-mail from Denbighshire County Council re: Permission to cut the grass verge at the corner of Glascoed Road and Cwttir Lane – **Received.** **Resolved the Clerk is to instruct Paul Liversidge to strim the grass verge as required to ensure the floral planter remains visible.**
h)		E-mail from Menter Iaith re: St David's Day Competition – **Resolved the Clerk is to confirm the Council will take part.** **Resolved to approve the cost of the prizes.**