Cyngor Dinas Llanelwy
St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Wednesday 8th April 2026 at 6.45 pm at the Council & Community Meeting Room and, also with remote attendance via Zoom.

Present:

In person: Cllrs D Cassidy, J Ellison, M A Gedd, J J Grove, L Groves, C A Hardie, K Jones, G W Roberts, J O Roberts, P Scott (Mayor) and R S Williams (Deputy Mayor).

Via Zoom: Cllr Nelson.

2026/054 Denbighshire Play Ranger Service

Two officers from Denbighshire County Council were present and gave a presentation on the Play Ranger service. The Officers are to send the presentation to the Clerk for onward transmission to Councillors. The Clerk is to add Play Scheme to the next agenda of the City Plan Working Group.

7.00 pm **The Denbighshire Officers left the meeting.**

2026/055 Apologies for Absence

- Apologies were received from Cllrs Hogg and Morton.

2026/056 Declarations of Interest

Councillor	Item Number	Personal or Prejudicial	Reason
P Scott	10 b)	Prejudicial	Proximity to his property

2026/057 Public Participation

- Two Denbighshire Officers were present.

2026/058 North Wales Police

The PCSO was unable to attend, but had sent his written report:

- Two dog incidents, both off leads, tried to attack another dog.
- A number of incidents of anti-social behaviour on Glascoed Road.
- One burglary, the suspect was caught the following day and remanded.
- One Motor vehicle taken, vehicle and suspect found.
- One criminal damage re: graffiti on the walls of the Cathedral on the morning of the King's visit. CID are investigating.

2026/059 Mayor's Report

The Mayor, Cllr Scott gave his report. He had attended the following:

- Civic service at Prestatyn;
- Presentation of thirty years service award to litter-picker from Co-Options;
- Attended a meeting of the City Plan Working Group;
- Attended the Royal Maundy Service at the Cathedral.

The Mayor said it had been a wonderful day and many residents had turned out to see the King and Queen. The Deputy Mayor, Cllr Williams, reported she had also attended the service. It was a proud day for the community.

Disappointment with the media reports was noted as it was felt undue precedence had been given to a small number of protestors, rather than the majority in attendance who were very supportive of His Majesty. The Clerk has received a Freedom of Information request regarding the Council's involvement.

2026/060 County Councillors' Reports

Cllr Scott

Cllr Scott had attended the following:

- Partnership Scrutiny – Chairs and Vice-Chairs;
- Partnership;
- Three funerals, for Cllr Chamberlain-Jones, Ex-Cllr Smith who had also been Chair of Denbighshire, and a Bowling Club member;
- Workshop re: car park tariffs;
- Denbighshire Leisure Ltd meeting.

Cllr Hogg

Cllr Hogg had sent apologies.

2026/061 Minutes

The minutes of the previous meeting 11th March 2026 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 11th March 2026 as an accurate record.

2026/062 Matters Arising

2026/053 Mayor's Update - this related to the Royal Maundy Service. On the instructions of the Lord Chamberlain's Office and the Royal Protection team, the visit was kept confidential for security reasons. The Cathedral had requested support for the road closure for the day, which was provided by Denbighshire.

2026/063 Financial management

a) The payment schedule was reviewed:

- Items 1 to 18 and 20 to 23 were paid in March and reflected in the bank balances to the end of March.
- Transfers to the N S& I Account and the Projects account were included in the schedule. These funds are not paid away.
- £1661-80 Vale of Clwyd CC includes £1285 for construction of the bin enclosure.
- £42 to One Voice Wales is the additional subscription due as the number of eligible dwellings had initially been miscalculated.

Resolved to approve the Payments Schedule, total value £31,553.61.

b) The Finance report was discussed. The costs against budgets for 2025/2026 were discussed with explanations in the report for variances in excess of 15%.

It was noted that £16800 is held in John Owens Clients Account to pay barrister's fees. VAT invoices will be received once the fees have been paid. On receipt of the invoices, £2800 VAT will be re-claimed.

- Instructions sent to Brian Jackson to remove the bat as soon as possible for restoration, for health & safety reasons.
- Cancelled Thorncliffe waste collection on 2nd April, due to road closure.
- The Clerk has written to the volunteer to ask that the yellow and black bench be painted as per minute 2026/040 b) iii. Further response sent to confirm the benches by the pitch are the Council's property and its responsibility as landowner.

  Resolved there is no need to respond further.
- The Clerk has requested quotes from five contractors for Open Spaces projects. One response received for the DDA accesses at the wildflower garden and seating area near the car park. No responses received for the play area surfacing. Cllr Groves is to send the Clerk details of a contractor for wetpour.

  Resolved the Clerk is to apply for Open Spaces for the projects which have been costed. The play area may need to be postponed if the Council is unable to obtain a quote before the deadline for applications.

- Denbighshire removed the floral planters from the High Street before the Royal Maundy Service. They reported the wooden ones are rotten and will not be replaced. The Clerk is to ascertain the number of planters required and include these in the Open Spaces Application.
- £1929-76 VAT claim made for the first quarter of 2026.
- Renewal insurance quotes have been requested.
- Octopus Energy bill £76-87 & VAT received for the meeting room. This will be offset against the credit balance. VAT claim will be adjusted once the credit balance has been exhausted.

Resolved to approve and accept the finance report.

c) The annual schedule of direct debits and regular payments for 2026-2027 was considered.

Resolved to approve the schedule of direct debits for 2026-2027.

2026/064 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.	46/2025/0104/PF Green Gates Cwttir Lane	Erection of a Biodiversity Hub building and associated works (Phase 4)	No objections Extension to deadline for response agreed.
Cllr Scott addressed the Council regarding his concerns about the following application. **Cllr Scott left the meeting, due to his declared interest.** **Cllr Williams chaired the item.**			
b.	46/2022/0694 Land to the rear of the Paddock	Erection of 5 no. dwellings, construction of a new vehicular access and associated works	Maintain the same objections, as per our response dated 10th November 2022, and invite the applicant to show any mitigation from those objections. In particular: i. The access road still does not meet the minimum requirement; ii. There is no mention of mitigations for badgers and amphibians in this location. We would further comment there has been significant development in the City since 2022 and we have concerns about the sufficiency of local infrastructure.

Cllr Scott returned to the chamber and resumed the Chair.

2026/065 Draft Statement of Accounts 2025/2026

The draft annual statement was considered. This is not a legal requirement but is published on the website for transparency once the audit has been completed.

Resolved to receive the report.

2026/066 City Plan Working Group

Cllr Scott gave his report following the meeting of the Working Group on 30th March 2026:

a) Resolved to receive and accept the minutes of the meeting of the City Plan Working Group on 30th March 2026.

b) Resolved to approve the next steps of the Working Group, as follows:

No:	Resolution:
i.	• The Clerk is researching new boundary signs, together with costs for approval.

No:	Resolution:
ii.	• Schools could be involved in the design of the new information boards for the Common and Roe Plas. • Councillors to contact schools to establish interest in the project. • Chloe Dymond to be asked to lead the project.
iii.	• Cllr Hogg to research funding for Carbon Footprint Reports for the three buildings.
iv.	• Links to brochures sent to Christmas Lighting Working Group Members. • The Clerk has contacted Denbighshire Street Lighting to ascertain the number of columns to be lit on The Roe and Upper Denbigh Road.
v.	• Bus shelter murals – as for ii above.
vi.	• Cllr Scott is making enquiries with Denbighshire about improvements to the Public Toilets.
vii.	• The Clerk has contacted RNID re: Meeting Room Acoustics. Recommended contractor to be contacted for advice and costings.
viii.	• Cllr Hogg is drawing up a community engagement online questionnaire.
ix.	• Cllr J O Roberts is progressing a grant application re: Community Miles scheme. Awaiting details of Denbighshire contact.
x.	• The Football Club can apply for grants to improve the MUGA.
xi.	• Images and costs for wildlife sculptures were considered. Cllr Groves has details of a contractor for comparison designs and quotes.
xii.	• Cllr Hogg and the Clerk to research a feasibility report for a new footpath and footbridge to improve sustainable transport.
xiii.	• On completion of the plan, the City Plan Group is to continue as a steering group for projects.
xiv.	• The Clerk is to send the plan to CT&CC Liaison and Economic Development to ask for their views before the plan is finalised, approved and published.
xv.	• It was noted that Denbighshire would make a dynamic decision re: Emergency Rest Centre on the day, in the event of an emergency.
xvi.	• Once the Christmas lighting is replaced, the existing fittings could be offered to local businesses, should they wish to light up their premises.

2026/067 Defibrillators

i. Cllr Ellison has contacted Londis regarding permission for a new defibrillator to be installed on their building. Awaiting permission from the owner.

ii. The Clerk has contacted Mick Dodd Electrical to ask him to take delivery and install the devices.

iii. The Clerk has contacted CT&CC Liaison for permission for a defibrillator to added to the layby where a power supply is being installed for a new Christmas tree.

iv. Quotation £1313-20 & VAT for supply of one new defibrillator and lockable cabinet from Defib Store Ltd was considered.

Resolved to approve and accept the quotation of £1313-20 & VAT from Defib Store Ltd.

Resolved the Clerk is to issue instructions to the Defib Store Ltd, subject to permission being received from the owner of Londis, Heol Esgob.

Resolved the Clerk is to issue instructions to Mick Dodd Electrical to take delivery and install the device, subject to permission from the business owner.

It was noted the second device on Upper Denbigh Road could be progressed once permission is received from Denbighshire, and a power supply is available. The quotation for supply of the second device would need to be confirmed with the supplier.

2026/068 Mayor and Deputy Mayor

a) **Resolved to nominate Cllr Williams as Mayor for 2026/2027.**
b) **Resolved to nominate Cllr Jones as Deputy Mayor for 2026/2027.**

2026/069 Correspondence

No.	Details	Response
a.	E-mail from History Points re: QR Codes in St Asaph	The Clerk is to obtain costs and approve a contribution from Council under delegation.
b.	E-mail from St Asaph Library re: Letter of Thanks for Funding	**Received.**
c.	E-mail from NWIMF re: Letter of Thanks for Grant	**Received.**
		It was noted that verbal thanks had been received from St Asaph Choral Society for the grant.
d.	E-mail from Jones & Graham re: New Payroll Processing fees	**Received.**
e.	E-mail from a resident re: Llanerch Bridge	**Received.**
f.	E-mail from Co-Options re: Letter of Thanks	**Received.**
		It was noted that Cllr Hogg is dealing with a complaint from the Council's contractor re: bins at Bryn Gobaith.

The meeting concluded at 8.15 pm

Date of Next Meeting

Meeting in person and with remote attendance held 20th April 2026.

Signed .....
Cllr Peter Scott Chairman of the Full Council 20th April 2026