Cyngor Dinas Llanelwy St Asaph City Council

Summary of Meeting

Date of meeting;	13th May 2026
Meeting:	Annual Meeting of St Asaph City Council
Members Present:	Cllr Daryl Cassidy Cllr Joanne Ellison Cllr Michael Gedd Cllr James Grove Cllr Leanne Groves Cllr Colin Hardie Cllr Martyn Hogg Cllr Katie Jones (Deputy Mayor) Cllr Linda Nelson Cllr Gareth Roberts Cllr John Roberts Cllr Peter Scott Cllr Rosalind Williams (Mayor)
Apologies for Absence:	Cllr Morton
Declarations of Interest	None

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
1.	Appointment of Mayor 2026-2027	That Cllr Rosalind Williams be appointed as Mayor of the City of St Asaph for 2026-2027. Declaration of office was signed by Cllr Williams.
2.	Appointment of Deputy Mayor 2026-2027	That Cllr Katie Jones be appointed as Deputy Mayor of the City of St Asaph for 2026-2027 Declaration of office was signed by Cllr Jones.
6.	Minutes	To receive and approve as a correct record the Minutes of the Annual Meeting held on 14th May 2025.
7.	Mayor's & Councillors' Allowances	• To approve payment of the Mayor's Allowance of £1500 per annum be made available to Cllr Williams in two instalments.

Agenda Item	Subject	Resolution:
		• To pay any additional expenses to cover Civic events and matters as necessary. • To approve payment of the Deputy Mayor's allowance of £500 per annum to Cllr Jones. • Decision re: Senior Responsibility Allowances deferred until committee chairmanship is known. • It was noted that the Councillors' allowances for 2026-2027 will be administered and paid in accordance with the Councillors' Allowances policy.
8.	Committees a) b)	The Council approved terms of reference for the following Committees: • Environment & Assets • Events • HR • Licensing • Policy Resources and Finance • Christmas Lighting Working Party • City Plan Working Party • Flood & Community Emergency Working Party • Mill Race Meadow Working Group • Website Working Party Membership was approved as per the schedule with the following additions: • Cllr Ellison was appointed to the Christmas Lighting Working Group. • Cllr Hogg was appointed to the City Plan Working Group.
9.	Meetings	The Council approved the schedule of meetings.
10.	Standing Orders, Financial Regulations, Code of Conduct & Delegations	The Council approved and adopted the following policies & procedures: • Standing Orders; • Financial Regulations; • Code of Conduct; • Delegation Scheme.
11.	Policies & Procedures	The Council approved and adopted the following policies & procedures: a) CCTV Policy; b) Inventory of data held by Council; c) Internet, e-mail and Social Media Policy; d) Website Privacy Policy; e) Website and Photographs Policy; f) Cyber Security Policy; g) E-mail Policy; h) Personal Data Complaints Policy;

Agenda Item	Subject	Resolution:
		i) Freedom of Information Publication Scheme; j) Councillors' Allowances Policy; k) Equality & Diversity Policy; l) Personal Safety & Zero Tolerance Policy; m) Community Engagement Policy; n) Public Participation Policy; o) Volunteer Policy.
12.	Outside Bodies	• Schedule approved.
13.	Bank Accounts	The Council approved the signatories to the Bank accounts as per the schedule circulated to all councillors.