Cyngor Dinas Llanelwy St Asaph City Council

MEETING OF St ASAPH CITY COUNCIL

To: **Members of St Asaph City Council**,
Cllrs: D Cassidy, J Ellison, M Gedd, J J Grove, L Groves, C A Hardie, M J Hogg, K Jones (Deputy Mayor), P G Morton, L Nelson, G W Roberts, J O Roberts, P Scott and R Williams (Mayor).

Dear Councillor,
You are summoned to the **Full Council Meeting** of St Asaph City Council for the transaction of business shown on the agenda below. The meeting will be held at the **Council Meeting Room, Roe Plas, St Asaph** and also with remote attendance, available via Zoom in accordance with the provisions of the Local Government and Elections (Wales) Act 2021. The meeting will be held at **7.00 pm on Wednesday 8th July 2026 (Maximum of two hours).**

Jill Ellison, City Clerk **Email:clerk@stasaphcitycouncil.gov.uk**
2nd July 2026

AGENDA

1. Apologies for Absence

2. Declaration of Interest

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

3. Public Participation

To consider applications from members of the public to address the Council in respect of any item of business included in the agenda.

4. North Wales Police

To receive a report on local issues from PCSO Dave Jones.

5. Mayor's Report

To receive a report from Cllr Williams.

6. County Councillors' Reports

To receive reports from Cllrs Scott and Hogg.

7. Minutes

To approve as a correct record the Minutes of the Council meeting held on 10th June 2026.

8. Matters Arising

To consider any matters arising from the minutes not included in the agenda.

9. Financial Management

a) To approve the schedule of payments.
b) To review the income and expenditure budget.

c) To consider quotations from Fineline for production of council greetings cards.

10. Planning Applications

*Extensions to the deadlines for response have been agreed with Denbighshire, where indicated ****

To consider and comment, as appropriate, on the applications as listed below:

No.	Application Number	Location	Proposal

No applications received

11. Disposal of Council Documents

To consider arrangements for disposal of documents following expiry of the retention period.

12. Artificial Intelligence Policy

To consider and approve a new artificial intelligence policy.

13. Cyber Insurance

To consider a quotation for cyber insurance cover.

14. Wildlife Sculptures

a) To consider a quotation from J G Sculpture for creation of a sculpture, including installation and paint.
b) To consider any preparatory work required before installation, should the quotation be approved.

15. City Plan Working Group

a) To receive and accept the minutes of the meeting of the City Plan Working Group of 25th June 2026.
b) To consider the recommendations of the City Plan Working Group.

16. St Asaph City Plan

To consider the City Plan for approval and arrangements for its publication.

17. Noticeboard at Salisburys

a) To consider a quotation from The Parish Noticeboard Company for a new noticeboard at Salisburys.
b) To consider arrangements for installation and maintenance, should the quotation in a) be approved.

18. Delegated Decisions

To approve and ratify the delegated decisions made by the Clerk in consultation with the Legal Committee.

19. Christmas Lighting Working Group

a) To consider the recommendations of the Christmas Lighting Working Group to expand the Christmas Lighting scheme for the city.
b) To consider the arrangements for progressing the purchase of new lighting.

20. Correspondence

To note and consider any actions arising from correspondence received:

a) E-mail from Henllan Community Council re: Petition;
b) Letter and certificate from Sakura Cherry Tree Project;
c) E-mail from a resident re: Woodcarving;
d) E-mail from Denbighshire County Council re: Draft Statement of Principles under Gambling Act 2005;
e) E-mail from the cathedral re: Winter Fair.

21. Legal Matters

To receive an update from the Mayor and consider advice from the Council's solicitor, and appropriate action.

If you would like to attend the meeting with remote attendance, please contact the clerk by 4pm on the day before the meeting, by e-mail for a link to the meeting. Alternatively, you can attend in person at the Council Meeting Room. If you have any questions you would like addressed, please forward these to the Clerk by 4pm on the day before the meeting.