Cyngor Dinas Llanelwy St Asaph City Council

Summary of Meeting

Date of meeting;	9th September 2026
Meeting:	Full Council Meeting of St Asaph City Council
Members Present:	Cllr Daryl Cassidy Cllr Joanne Ellison Cllr Mike Gedd Cllr James Grove Cllr Leanne Groves Cllr Katie Jones Cllr Linda Nelson Cllr Gareth Roberts Cllr John Roberts Cllr Peter Scott Cllr Rosalind Williams (Mayor)
Also Present	• One member of the public • PCSO David Jones
Apologies for Absence:	• Cllrs C A Hardie, M J Hogg and P G Morton
Declarations of Interest	• Cllr Williams declared a personal and prejudicial interest in item 13

Resolutions (Decisions) Made

Agenda Item	Subject	Resolution:
7.	Minutes	• To approve the minutes as a correct record of the meeting of 20th August 2026.
8.	Matters Arising	• The Clerk is to ask Cambrian Woodland to apply for a licence to complete the work to the tree.
9.	Finance a)	• To approve the payments schedule, total value £20,806-12.
	b)	• To approve the additional payments to Glascoed Timber and Vaughtons. • To approve training costs £75 & VAT. • To approve a donation of £50 & costs to DPJ Foundation. • To approve presentation of one city status coin to a resident. • To approve and accept the finance report.
11.	Delegated Decisions	• To approve and ratify the following decisions: i. To approve courier costs re: the Mayor's chain. ii. To grant permission to Mountaintop Media to film in the river, St Asaph Common. iii. To approve a quotation of £90 & VAT from Hamilton Security to replace the CCTV sign.
12.	City Plan Working Group a)	• To receive and accept the minutes of the meeting of the City Plan Working Group on 27th July 2026.
	c)	• To approve the action plan to be incorporated into the city plan. • The clerk is to publish the plan on the website, and distribute the plan to Denbighshire CC.
14.	Civic Regalia	• To proceed with the work to the Mayor's chain, to be initiated in March 2027. • The clerk is to put the quotation to the budget and precept meeting for the 2027-28 budget.
15.	Christmas 2026	• That Denbighshire should install and take down the decorations. • To approve the three-year hire agreement with Blachere.
	Suspension of Financial Regulations	• To suspend financial regulations for the following item.

Agenda Item	Subject	Resolution:
15.	Payments for Christmas Lighting	• To approve the following payments are made by internet banking, on receipt of the invoices: i. £3388-10 to Blachere for lamppost motifs ii. £8141-20 to Blachere for tree wraps.
	Re-instatement of Financial Regulations	• To re-instate financial regulations.
15.	Christmas 2026	• The clerk is to order Christmas cards for the council, using appropriate local photographs
16. a)	Correspondence	E-mail from Ysgol Esgob Morgan re: invitation to support St Asaph's first St David's Day Community Parade – **the clerk is to write to the school requesting further information**.
b)		E-mail from Mona Offshore Wind Project re: Mona Project Newsletter – **received.**
c)		E-mail from a resident re: Elizabeth Williams Charities – **to appoint Cllr Jones as a trustee for the charity. The clerk is to write to the outgoing trustee to thank them**.
		E-mail from St Asaph Library re: Commuted Sums work – **the clerk is to write to the library manager to thank them for doing this work and congratulating them.**
		E-mail from the circuit re: defibrillator at Ysgol Glan Clwyd – t**he clerk is to write to the school to advise the council is unable to take on this role.**
	Exclusion of Press and Public	To exclude the press and public.
16d)	Local Government Pay Agreement	• To note and agree the pay award. • The clerk should add Clerk's pay to the budget discussions for December.
13.	St Asaph Common	• Not to grant permission for the city council's trees to be removed. • The clerk is to write to Denbighshire asking them to find another option, and advising of the concerns highlighted.
17.	Legal Matters	• The clerk is to issue instructions to John Owens to proceed in accordance with his advice.
	Re-admittance of the public	• To re-admit the public to the meeting.
	Civic Matters	• The clerk is to purchase an appropriate gift from the Mayor's allowance, in consultation with the Mayor.