St Asaph City Council Full Council Meeting 9th September 2026

Please note:

1. All Full Council and Committee minutes are published on the City Council website once they have been approved by the Council or relevant committee. A summary of decisions will be published on the website within seven working days of the meeting.
2. For planning applications, please visit the Denbighshire County Council planning portal to view the application and documents. https://developments.denbighshire.gov.uk/planning/index.html?fa=search&language=en
3. Papers will be redacted to ensure that personal or confidential items are not disclosed.

Agenda Items:

9 Finance

a) Payments

Co-Options Ltd	Litter-picking services	£ 50.00	
Co-Options Ltd	Gardening services	£ 40.00	
Octopus Energy	Electricity supply	£ 41.52	Re: Bowling Pavilion
Nat West Card Svs	Clerk's expenses	£ 191.79	Includes two plaques for benches & archiving boxes
Glascoed Timber	Groundwork services	£ 4,427.88	May & June service
Octopus Energy	Electricity supply	£ 14.09	Re: Meeting Room
Brian Jackson	welding services	£ 305.00	Re: Roe Plas OHB
CATalyst Systems Ltd	Data services	£ 13.72	
Audit Wales	Audit services	£ 200.10	2024/2025 Audit fees
Denbighshire CC	Street furniture supply	£ 360.00	Two benches - donations rec'd. One is memorial, so VAT reclaimed for one bench
NatWest Bank Plc	Banking services	£ 12.95	
CATalyst Systems Ltd	Software supply	£ 9.48	Microsoft Office 365
Phil Morris Pest Control	Pest control services	£ 95.00	Wasps' nest
Jones & Graham	Payroll services	£ 75.00	
Designweb DMA Ltd	Website services	£ 90.00	
David Kynaston	Signwriting services	£ 250.00	Honours board update

Gallagher Insurance	Insurance services	£ 309.08	Cyber Insurance
J G Sculpture	Sculpture supply	£ 950.00	Woodpecker sculpture; payment required before work starts; Open Spaces 2025 grant extension to deadline given
NatWest Card Svs	Clerk's expenses	£ 97.95	
Co-Options Ltd	Litter-picking services	£ 40.00	
Co-Options Ltd	Gardening services	£ 50.00	
Vale of Clwyd CC	Groundwork Services	£ 1,374.42	Includes watering trees & floral planters (£718) Play inspection tasks & assets inspection tasks
History Points	Grant	£ 100.00	Min Ref 2026/069 a) dated 08/04/2026
Thorncliffe Bld Supp Ltd	Trade Waste services	£ 102.00	
Octopus Energy	Electricity supply	£ 80.64	Re: Football pavilion
Octopus Energy	Electricity supply	£ 51.29	Re: Bowling Clubhouse
Fineline	Sign services	£ 276.83	Roe Plas sign
NatWest Bank Plc	Banking services	£ 10.20	
Kay Marsh	Gardening services	£ 189.75	Flower beds and planters
Octopus Energy	Electricity supply	£ 64.82	Re: meeting room
Morral Play Servs Ltd	Play inspection services	£ 324.00	Annual play inspections
Fineline	Sign services	£ 89.17	Parking sign Roe Plas
CATalyst Systems Ltd	Software supply	£ 9.48	Microsoft Office 365
CATalyst Systems Ltd	Data services	£ 13.73	
Designweb DMA Ltd	Website services	£ 90.00	
Denbighshire CC	Non-domestic rates	£ 27.00	Re: meeting room
White Oak Property	Groundwork services	£ 460.00	Strimming common riverbanks
Welsh Water	Water supply	£ 186.39	Re: Bowling Clubhouse
Octopus Energy	Electricity supply	£ 39.29	Re: Meeting Room
CATalyst Systems Ltd	IT services	£ 109.20	Re: laptop repairs
Co-Options Ltd	Litter-picking services	£ 40.00	
Co-Options Ltd	Gardening services	£ 40.00	
Welsh Water	Water supply	£ 895.57	Re: football club
Welsh Water	Water supply	£ 317.31	Re: meeting room

Vale of Clwyd CC	Groundwork services	£ 1,316.13	Includes MUGA perimeter, planters, cherry tree, watering, moss killer
Hamilton Security Ltd	CCTV services	£ 108.00	Replacement CCTV sign
W H Darby UK Ltd	Civic regalia services	£ 105.41	Mayor's Consort badge
Octopus Energy	Electricity supply	£ 55.27	Re: Bowling Clubhouse

b) Finance Report to Council Meeting September 2026

Budget Report – July & August Accounts

Receipts

- £200 - meeting room hire.
- £2510 VAT refund quarter 2 received in July.

Payments

- Increased watering costs for trees due to heatwaves over summer.
- Thorncliffe have transferred to a new invoicing system and there is a backlog of invoices to be claimed under direct debit.

Payments List

- £4427-88 Glascoed Timber is for service in May and June.
- £950 J G Sculpture is payment for the woodpecker sculpture. Payment required in advance.
- £1374-42 Vale of Clwyd CC – this includes play inspection and assets inspection tasks and watering the young trees and the floral displays. Frequency of watering has been increased over the summer.

Budget 2026/2027

Explanations given where variance is in excess of 15%

Cost Centre	YTD Budget	YTD Actual	Variance £	Variance %	Comment
Income	£79234	£124861	+£45627	+58%	• Precept received in three tranches. First two payments £123574 received.
Administration	£24313	£23397	-£916	-4%	
Civic & Democratic	£3417	£1885	-£1537	-45%	• Civic service costs Sept/Oct • Councillors allowances paid May, Nov and March.

Cost Centre	YTD Budget	YTD Actual	Variance £	Variance %	Comment
					• Senior roles not yet approved.
Community	£18625	£2317	-£16308	-88%	• £12,000 library paid Jan/Feb. • Toilets SLA not yet signed. • CCTV not approved. • Christmas lighting project in progress • Christmas lighting installation paid Feb/March annually
Outdoor	£18354	£15797	-£2557	-14%	
Property	£6337	£5303	-£1034	-16%	• Energy bills paid over winter months. • Bowling green maintenance due November.
Projects	£8333	£4231	-£4102	-49%	• Bus shelters, noticeboard and wildlife sculptures to be considered by Assets or council.
Reserves	N/A	£7400	N/A	N/A	• To pay legal costs agreed May Council.

Other

- Raised a complaint with Octopus as Smart meter at the meeting room has never connected with their system.
- Vandalism has been an issue over the summer. A picnic bench was taken to the middle of the river. Fortunately, the river bed was dry and Glascoed Timber safely retrieved it, carried out repairs and secured it in place. A no parking sign was stolen, and a CCTV sign was torn down. Instructions issued for replacement of the signs and incidents reported to the PCSO.

16) Correspondence

a)

Dear St Asaph Town Council,

I hope this email finds you well.

I am writing to let you know that we are currently planning what we hope will become the first annual St David's Day Parade for the local community in St Asaph, which is planned to take place on Friday 26th February 2027.

As the Welsh Lead at Ysgol Esgob Morgan, I am passionate about creating opportunities to celebrate our Welsh heritage. Our vision is for this parade to become an annual event involving all schools, local organisations, businesses and members of the wider community. It will provide a wonderful opportunity to celebrate Welsh culture, identity and traditions, while also promoting the use of the Welsh language throughout St Asaph.

We are delighted that The Welsh Whisperer has been pencilled in to perform as part of the celebrations, which we hope will make the event even more memorable and encourage as many people as possible to take part.

We would be honoured if representatives from St Asaph Town Council were able to attend the parade and join us in celebrating this exciting occasion. Your presence would demonstrate the Council's support for promoting Welsh language and culture within our community.

As this is the inaugural event, we are seeking support to help make it a success. If the Town Council were able to make any financial contribution towards the costs of organising the parade and celebrations, it would be greatly appreciated. Any support received would help us create an inclusive and memorable event that we hope will become a lasting tradition for St Asaph.

Thank you for taking the time to consider our request. I would be delighted to discuss the event further or answer any questions you may have. We very much hope that the Town Council will be able to support us and be part of this exciting new community celebration.

I look forward to hearing from you.

Kind Regards,

b)

This is a bilingual message. Please scroll down for the English.

Prynhawn da,

Rydym yn falch o rannu ein cylchlythyr diweddaraf ar gyfer Prosiect Gwynt Alltraeth Mona gyda chi.

Mae'r cylchlythyr yn rhoi diweddariad ar ein gwaith yn
dilyn derbyn cydsyniad datblygu ym mis Gorffennaf 2025, yn cynnwys arolygon, ein hasesiadau ecolegol, geoffisegol a geodechnegol parhaus, a sut rydym yn anelu

at greu cymaint o gyfleoedd â phosib i greu gwir effaith yn lleol trwy ein gwaith cynllunio Buddsoddiad Cymdeithasol.

Rydym wedi anfon copi papur o'r cylchlythyr at gartrefi a busnesau yn eich ardal a bydd yn cyrraedd o ddiwedd yr wythnos hon ymlaen.

Hoffem gael cyfle i gwrdd â Chynghorau Tref, Cymuned a Dinas i drafod yn fanylach y cynnydd a amlygwyd yn y cylchlythyr, y camau nesaf ar gyfer prosiect Mona, a'n rhaglen wrth i ni edrych tuag at ein cerrig milltir pwysig nesaf. Fel y nodir yn y cylchlythyr, rydym hefyd yn dymuno ymgysylltu â chymunedau lleol i drafod ein Cynllun Buddsoddiad Cymdeithasol.

Os hoffech gwrdd ag aelodau o dîm Mona, a fyddech cystal â rhannu dyddiadau posibl yn ystod mis Medi a mis Hydref eleni pan fyddai'n bosib i ni fynychu un o'ch cyfarfodydd pwyllgor.

Yn y cyfamser, gobeithiwn y byddwch yn canfod ein cylchlythyr i fod yn ddiddorol a llawn gwybodaeth. Peidiwch ag oedi rhag cysylltu â ni os oes gennych unrhyw gwestiynau neu sylwadau.

Cofion gorau,

Prosiect Gwynt Alltraeth Mona

Good afternoon,

We are pleased to share with you our latest newsletter for the Mona Offshore Wind Project.

The newsletter provides an update on our work following the granting of development consent in July 2025, including survey activity, our ongoing ecological, geophysical and geotechnical assessments, and how we aim to maximise opportunities for meaningful local impact through our Social Investment planning.

A physical copy of the newsletter has been sent to homes and businesses in your area and will land on doorsteps from the end of this week onwards.

We would like the opportunity to meet with Town, Community and City Councils to discuss in more detail the progress highlighted in the newsletter, the next steps for the Mona project, and our programme as we look towards our next important milestones. As mentioned in the newsletter, we also wish to engage with local communities to discuss our Social Investment Plan.

If you would like to meet with members of the Mona team, please share potential dates during September and October this year when we could attend one of your committee meetings.

In the meantime, we hope that you find our newsletter interesting and informative. Please do not hesitate to contact us if you have any questions or comments.

Kind regards,

Mona Offshore Wind Project

c)

Dear Mrs. Ellison

Re: Elizabeth Williams Charities

The 4 year term of office of xxxx xxxx as a nominated Trustee for the Charity is due to end soon.

Please can the City Council nominate a person from the Community to be a Trustee for a new 4 year term of office. The nominee does not need to be a Member of the City Council.

For your information xxxx xxxx has indicated that she would be willing to carry on as a Trustee if the City Council wished.

Please can you let me know who the nominee is by 15th October 2026 as I need to know before I send out the AGM papers.

Regards