Cyngor Dinas Llanelwy
St Asaph City Council

Minutes of the Full Council Meeting of St Asaph City Council held on Thursday 20th August 2026 at 6.00 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, C A Hardie, K Jones (Deputy Mayor), L Nelson, G W Roberts, J O Roberts and R Williams (Mayor).

Via Zoom: None.

The Mayor opened the meeting, thanking the councillors for meeting in August to progress the Christmas lighting scheme.

2026/157 Apologies for Absence

- Apologies were received from Cllrs Grove, Groves, Hogg, Morton and Scott.

2026/158 Declarations of Interest

- None.

2026/159 Public Participation

- None.

2026/160 Minutes

The minutes of the previous meeting 8th July 2026 were discussed regarding accuracy (circulated prior to the meeting).

Resolved to approve the minutes of 8th July 2026 as an accurate record.

2026/161 Matters Arising

2026/132 – The Mayor had been contacted by former Cllr Cowie's family to express their sincere gratitude to the councillors for their messages of condolence, to those who attended the funeral, and for flying the flags at half-mast on the day of the funeral, which had given the family a great deal of comfort.

2026/162 Open Spaces 2026

The Council has been awarded a grant of £6550 from Denbighshire Open Spaces fund. This is for the following work:

a. Creation of a disabled access to the seating area on the west side of the Common.
b. Extension and improvement to the disabled access to the wildflower garden.

The clerk has endeavoured to obtain three quotations, as per financial regulations. The following firms were invited to quote:

i. G O Hughes
ii. K M Construction
iii. Play & Leisure
iv. LMS
v. Bounceback Surfaces
vi. Brian Davies Ltd

Only one quotation was received from G O Hughes for £6550 & VAT.

Resolved to approve and accept the quotation of £6550 & VAT from G O Hughes for the disabled accesses, as detailed above. The clerk is to issue instructions to G O Hughes.

2026/163 Christmas Lighting

Cllr Hardie gave his report following the meeting of the Christmas Lighting Working Group which had discussed proposals for expanding the Christmas lighting scheme.
As per financial regulations, Blachère, Festive Lighting, and Lite Ltd had been invited to quote for supply of 17 no. new lamppost motifs for Upper Denbigh Road, and lighting tree wraps for two mature deciduous trees at the front of Ashly Court.
Quotations received were as follows:

	Blachère	Lite Ltd
Purchase new scheme	£6859 & VAT	Five options given £10710 - £14,960 & VAT
Rent new scheme over three years, cost per annum	£2823-42 & VAT	£4335 - £6290 & VAT
Purchase of rented scheme after fourth year (total cost over four years)	£11293-68 & VAT	£17340 - £25160 & VAT
Purchase second-hand scheme	£1162-60 & VAT	£3400 & VAT
Wrap lighting to two trees – supply & installation	£6784-25 & VAT	£6035 & VAT

Note

i. Blachère offered rental of its second-hand scheme at a cost of £1162-60 per annum.
ii. Festive Lighting were invited to quote, but did not submit a quotation.

Quotation £1747-61 & VAT received from Denbighshire for work to prepare additional lighting columns to expand the scheme on Upper Denbigh Road and The Roe. The existing lighting motifs from Upper Denbigh Road will be used to extend the scheme on The Roe. For each of the columns where new lighting is to be installed, sockets and timers may need to be replaced, but this can't be established until the columns are opened. Potentially there may be a further cost of up to £1800 to replace expired items.

Recommendations from the Christmas Lighting Working Group were as follows:
i. To accept the quotations as detailed in the table below.
ii. To offer surplus used lighting motifs to businesses and residents in St Asaph, free of charge..
iii. The New Inn has requested two of these motifs to install on their building, as this is a safer option than the existing Christmas tree.

The costs for 2026-2027 would be as follows

No.	Item	Cost excl VAT
1.	Annual hire of 17 lamppost motifs	£2823-42
2.	Lighting for Ashly Court trees	£6784-25
3.	Denbighshire preparatory work additional columns	£1747-61
4.	Denbighshire – potential additional cost for renewal of fittings	£1800-00
	Total Cost for 2026/2027	**£13155-28**
	To be funded from	

	Underspend Christmas lighting 2025/2026 – held in reserves	£5500
	Budget 2026/2027	£3500
	Projects Budget	£4155-28
	Total	**£13155-28**

Note:

a. Item 4 is the maximum cost for 13 lighting columns.
b. Items 2, 3, and 4 are one-off costs for 2026-2027.
c. Item 1 is an annual cost, for four years (for the 3-year hire and purchase in fourth year).
d. Mick Dodd will be installing two Christmas trees, so his costs could increase.

Resolved to approve and accept the recommendations of the Christmas Lighting Working Group in full, as detailed above. It was noted that different motifs may be selected for Upper Denbigh Road and the quotation for hire may vary to reflect this.
Ways of promoting the availability of surplus used lighting motifs were discussed.

2026/164 Signs

A quotation from Fineline for twenty signs for floral planters was considered. These were required as plants have been stolen from the planters in recent years.
Resolved to approve the quotation of £194-12 & VAT from Fineline.
The clerk advised that Rosehill Nurseries had given a large quantity of marigolds to the council, free of charge. These had been used to refresh the planting.
Resolved the clerk is to write to Rosehill Nurseries to thank them for the marigolds.

2026/165 Tree Report

Following a recent tree inspection by Cambrian Woodland, Cllr Gedd had reviewed the report and recommended that the priority one work is completed. For tree no. 7 option B was recommended to ensure the tree is taken away. A dead tree near the football pitch was highlighted. The remaining recommendations are to be considered by the Assets Committee.
Resolved to approve the quotation of £2317-50 & VAT from Cambrian Woodland Services for the priority one work, with the following amendments:
i. Additional £180 & VAT for option b to tree no. 7
ii. Additional cost for removal of 1 no. dead tree near the football pitch.
The clerk is to issue instructions to Cambrian Woodland.
Disposal of the chippings was discussed. The clerk is to make suitable arrangements.

2026/166 Correspondence

No.	Details	Response
a.	E-mail from a resident re: Family picnic at Roe Plas	**The clerk is to reply stating they are welcome to use Roe Plas but will not have exclusive use. The request for a gazebo is denied as this is prohibited by the deed of gift. The clerk is to make the resident aware of football matches and potential NWIMF events on the day in question.**
During the above item, the Deed of Gift for Roe Plas was referred to.		
b.	E-mail from a resident re: Llys Dyffryn Play Area and surrounding grassed area	**The clerk is to reply to the resident explaining this work is conducted by the council's contractors to ensure the safety of children using the facility.** Cllr Hogg is to be asked to reply regarding Denbighshire's assets.

No.	Details	Response
		Resolved the clerk is to reply to the council's contractors confirming the council wishes this work to continue in future years.

The Mayor reported she had been contacted by a resident regarding dog control. She will meet with the resident to discuss. Public Space Protection Orders, Police, and bye-laws were discussed.

2026/167 Legal Matters

The Mayor, Cllr Williams, advised council the Land Registry documents had been received.

Resolved the Legal Committee is to meet to consider the next steps.

The meeting concluded at 6.50 pm

Date of Next Meeting

Meeting in person and with remote attendance held 9th September 2026.

Signed .....

Cllr Rosalind Williams, Chairman of the Full Council 9th September 2026