

ANNUAL RETURN
FOR THE YEAR ENDED 31 MARCH 2023
Prestatyn Town Council

SECTION 2 - THE STATEMENT OF ACCOUNTS

In completing the boxes below please explain any significant variances on a separate sheet and send this to the external auditor together with a copy of your bank reconciliation as at 31 March 2023. See page 6 and the Practitioners Guide for guidance

	Last Year £	This Year £	General Notes for Guidance
1 Balances brought forward	302,029	411,724	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2 (+) Income from local taxation/levy	495,960	494,622	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3 (+) Total other receipts	119,766	16,430	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4 (-) Staff costs	203,974	199,572	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg. termination costs.
6 (-) Loan interest/Capital repayments	66,493	66,493	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6 (-) Total other payments	235,665	224,477	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	411,724	432,234	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8 (+) Debtors	76,263	10,941	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9 (+) Total cash and investments	367,026	437,701	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10 (-) Creditors	33,666	16,407	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11 (=) Balances carried forward	411,724	432,234	Total balances should equal line 7 above: Enter the total of (8+9-10).
12 Total fixed assets and long-term assets	1,680,774	1,630,389	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13 Total borrowing	456,930	416,390	The outstanding capital balances as at 31 March of all loans from third parties (including PWLB)

I confirm that the statement of accounts contained in this annual return presents fairly the financial position of the council and its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2023

Signed _____ Responsible Financial Officer Date _____

I confirm that these accounts were approved by the council and recorded as council minute reference:

Date _____

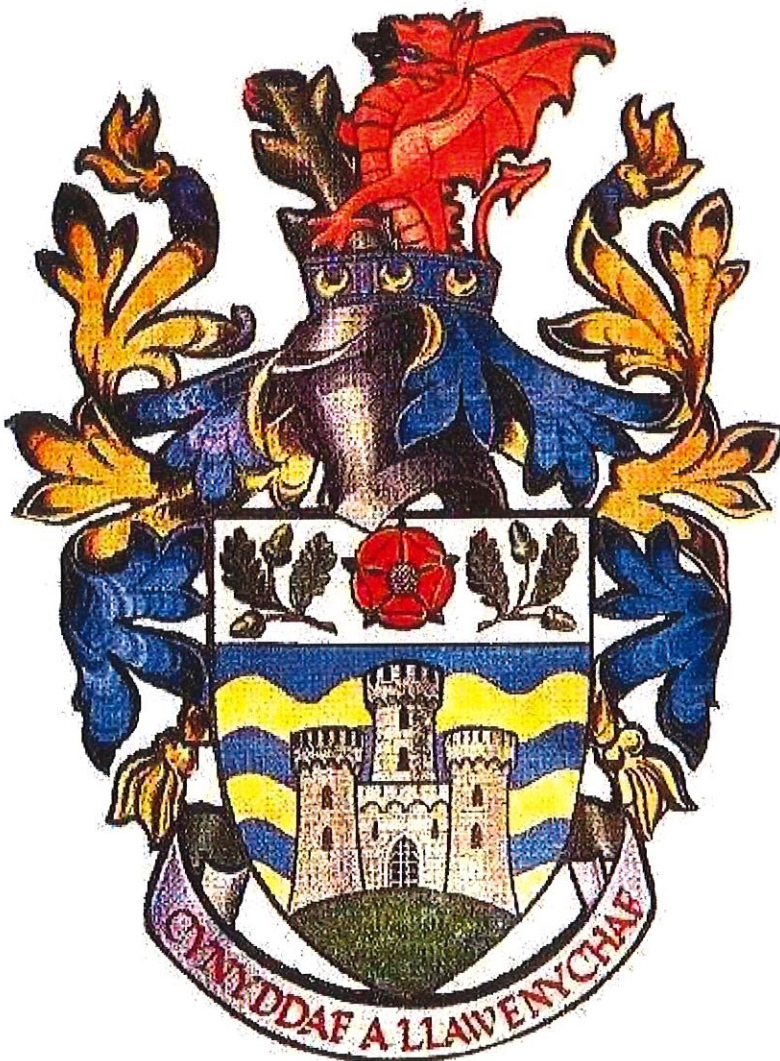
Signed _____
 Chair of meeting approving council's accounts

Date _____



May 2022-
April 2023

Prestatyn Town Council Annual Report





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Foreword by the Mayor, Cllr. Tina Jones MBE



It has been a tremendous honour to represent Prestatyn and Meliden as Mayor over the past year. I have been extremely grateful for the support from my family, fellow councillors, and to the many people I have met along the way; thank you.

Over the year I have attended many memorial events with my consort and partner David. On the odd occasion I have not been able to attend, my good friend and Deputy Mayor Cllr Bob Murray has stood in for me.

We had a wonderful Charity Dinner in February and raised over £1700 for our local Breast Cancer Charity; this was inspired by the many friends that have rung the bell at Ysbyty Glan Clwyd over the past few years.

Looking forward to the new Mayor taking over from me and wish them all the very best.

Best wishes,

Tina



Introduction

The Prestatyn Town Council annual report aims to give the communities of Prestatyn and Meliden clarity and explain the priorities of the Town Council, along with the Council's focus over the previous year.

This plan has been guided by the key objectives and mission statement along with our annual budgeting processes to keep supporting the community. The plan provides the Council with a structure to work within, giving members and staff direction and enabling things to be consistent and conducted in a coordinated way. This is a benchmark for performance monitoring and review, demonstrating that decisions made are consistent and transparent. We also want to give the local community a clearer understanding as to the responsibilities of their Councillors within their wards and the responsibility of other partnering bodies, such as Denbighshire County Council.

Prestatyn Town Council can trace its democratic history back to 1896, following the establishment of Prestatyn Urban District Council. In those early days, the town saw rapid development following the opening of a railway station on the new rail network in 1848 (which itself grew from a single platform to a new 4-platform station that opened in 1897), leading to a boom in tourism and economic growth. Community infrastructure was introduced to the town including new roads, drainage, gas, water, electric, and housing developments. Many of these town services were a combination of public and private enterprise. Philanthropic gestures were made including gifts or sale of land below market value for public good (e.g., Ffrith Beach, Coronation Gardens and Pendre Memorial Gardens) were acquired by the local authority for purposes of fresh air, well-being, and exercise.

Overview of the Town Council

In 1974 local government reorganisation occurred and all local town assets were transferred to Rhuddlan Borough Council, at which time Prestatyn Urban District Council became known as Prestatyn Town Council. Subsequently in 1996 a further transfer took place from Rhuddlan Borough Council to Denbighshire County Council. Prestatyn Town Council is a corporate body and local authority. It is part of the first tier of local government with the important role of shaping and supporting the communities of Prestatyn and Meliden which it represents. Whilst recognising it has a wide and varied role, the Town Council can only do those things that it is permitted by law to do – these are known as the Powers of the Council. It has the power to engage with community groups, represent local views, develop community-based partnership, and undertake most non statutory activities that can be of benefit to towns' residents, businesses, and visitors.

Today Prestatyn Town Council focuses on representation and delivery of non-statutory town services e.g., floral displays, holiday leisure activity program and business development (- not education, highways, or social services as these are delivered by Denbighshire County Council). The Council also is responsible for the provision and maintenance of street furniture (signs, notice boards, benches, bus shelters, streetlights etc.), and contributes on behalf of the residents towards parks and open spaces and the organisation of various events throughout the year.

As a town we support our businesses with a Business Partnership Forum. The Town Council regularly provides financial support through grant applications to local organisations whether it be for an event or for funding to support improvements.



Prestatyn Coat of Arms



The shield combines the history and topography of Prestatyn. Blue and gold waves represent the sea and sands, and the grassy mound represents the local uplands. The castle is a heraldically stylized one, referring to the strongholds that have indicated the strategic position of Prestatyn from pre-Norman days until the late thirteenth century, under the lordship of the Banastres and Crèvecoeurs. For many generations Prestatyn and Meliden were held by the Conwy family (now represented by Lord and Lady Langford). A principal emblem in the Conwy arms is a red rose, and this appears at the head of the shield to commemorate the long association of the Conwy family with the town. The rose is also an obvious allusion to the fame of Prestatyn as the 'Rose Town of North Wales' and, with two sprigs of oak referring to the abundant woodlands, especially Coed-yr-Esgob and Coed Bell, suggests the natural amenities which are so characteristic of Prestatyn.

Above the shield is the closed helm proper to civic arms, with its decorative mantling. Upon the helm is the crest; at the base a blue circlet with three gold crescents alludes to the rapid growth of this seaside town, and from it rises a derivative of the device formerly used in the Council's seal—a tree-trunk supported by the Welsh dragon, shown as he appears in the crest of Clwyd.

Motto: 'CYNYYDDAF A LLAWENYCHAF' – 'I GROW AND I REJOICE' (from Seneca's "Epistulae")

The Arms were designed by H. Ellis Tomlinson, M.A., F.H.S., granted to the Urban District Council on September 2nd, 1964, and transferred to the Town Council on December 10th, 1975, under the provisions of the local Government Act 1972.

Council Vision

Our vision is to be a vibrant, inclusive, and caring coastal community.

Mission Statement

We as a Town Council commit to represent, listen and be accountable to the whole community, to value our Welsh heritage, culture, language, nurture the wellbeing of all, and to promote a thriving and vibrant environment for our current and future generations. Our mission is to serve the communities of Prestatyn and Meliden, continue to improve the quality of life of residents and to enhance the attractiveness of the town as a place to live, work, visit or invest. Both Members and Staff promote closer working relationship with stakeholders to enhance the local environment and engender greater community pride

Our Core Values:

Underpinning our vision and mission are several core values, which will be reflected in what we do and what we say. We aim to be ...

- Ethical
- Empowering
- Honest & Trustworthy
- Respectful
- Inclusive
- Caring & Responsible

Key Objectives

- People are educated and skilled.
- People are safe and feel safe.
- People have good quality and affordable homes.
- People are healthy and active, with good mental well-being for all ages.
- People live in a town which has a prosperous economy.
- People value and look after the environment and support community resilience.
- People live in a town where heritage culture and Welsh language thrive.
- People are informed, included, listened to, and can add to their community, thus supporting Community Empowerment.

People are educated and skilled.

Appointment of Community Governors to each of the primary schools and High School. Supporting local organisations to help people to learn and/or develop new skills. Providing low-cost meeting/training rooms in the Council Chambers. Working in partnership with Denbighshire County Council and working Denbighshire to seek opportunities to increase local employment opportunities.

People are safe and feel safe.

Working closely with the Neighborhood Policing Team on local issues and having Police engagement sessions at Parc Prestatyn. Helping those most in need, in our communities. Our relationships with Local Authorities ensure resident safety. The Town Council would also like to record, in this report, its gratitude to all those in our community who have stepped up to help friends, relatives and neighbours e.g., by collecting shopping and prescriptions, or simply checking-in on those living alone.

People have good quality and affordable homes.

Responding to consultations relating to a review of the Local Development Plan. Having a well-informed and proactive Planning Committee that supports good quality development in suitable and sustainable locations. Supporting other organisations tackling homelessness and poverty.

People are healthy and active, with good mental well-being for all ages.

Supporting local organisations which provide social and recreational activities. Providing funding for youth activities, with funding being allocated by young people using a participatory budgeting approach. Thus, including regular 'Sketch and Draw' sessions for children, 'Let's Play Out' encouraging children to play outdoors as well as a Halloween Treasure Hunt, Easter Egg Hunt, and Festive Market with Father Christmas. Funding renovation of play equipment and supporting our local parks, gardens, waterfront, and woodlands. Supporting projects and activities that promote health and mental wellbeing, e.g., Dementia Friendly Prestatyn and our regular MIND Music Sessions which are held on Thursdays in the Chambers.

People live in a town which has a prosperous economy.

Supporting and working with the local business community, including the funding of the festive lights and the many floral arrangements throughout the town.

People value and look after the environment and support community resilience.

Funding the core activities of the Prestatyn in Bloom Committee, which works hard throughout the year to champion the local environment, making Prestatyn an attractive place to live, visit or do business. Supporting Friends of The Ffrith and Friends of Prestatyn Railway. Providing litter pickers, with equipment for local litter picking events on loan free of charge from the Council offices. Conducting environmental audits (with partner organisations) and supporting local beach / environmental clean-ups. Providing funding for new street furniture and other environmental enhancements. Supporting community-led activities, such as the town centre planting undertaken by volunteers from the Friends of Coronation Gardens, Friends of the Railway, and help make our town a more attractive place for visitors and residents.

People live in a town where heritage culture and Welsh language thrive.

A society that promotes and protects culture, heritage, and the Welsh language, and which encourages people to participate in arts, sports, and recreation.

The Cultural assets includes SCALA Prestatyn, which has a long history as a theatre, performing arts and cinema venue and benefits from a recent redevelopment. Prestatyn library was also recently developed as a modern paper based and digital information resource and point of contact for the public and the public service providers.

The area boast a rich heritage including a Roman Bath site, the masterwork of dark-age engineering which is Offa's dyke and its modern beginning / end statue and a range of Victorian and Edwardian listed buildings including several churches, chapels and other structures and the iconic Hillside Gardens Shelter.

People are informed, included, listened to, and can add to their community, thus supporting Community Empowerment

Members of the Council regularly engage with residents, informally as part of their day-to-day activities, or more formally when the need arises, e.g., for specific projects. Supporting and attending local events. Championing local democracy. Giving residents a voice in local matters which affect them on a day-to-day basis, throughout their lives. Continued working with stakeholders from the business and community sector from Prestatyn and Meliden. Many Councillors also represent Prestatyn Town Council on many external local bodies to offer support.

Services

The Town Council are accountable for the following services in the town.



Bus Shelters

Street furniture (e.g., benches, noticeboards, signs)

Children Holiday Play Schemes

Pendre Memorial Gardens

Boulevard Gardens

Free Car Parking

Community Centres

Environmental Projects

Joint Health Initiatives

Christmas Trees and Festive Lighting

Contact Point for Prestatyn Town Councillors and Mayor

Town Events conduit and assistance for Local Businesses

Liaison with Denbighshire County Council

Tourism Information



Governance and Accountability

The Council aims to be transparent and accountable in all that it does, whilst ensuring sound and rigorous management of its assets and resources. It does this by having Standing Orders, Financial Regulations, Biodiversity, Publication, Committee, Training and Code of Conduct management policies. Prestatyn Town Council is subject to annual internal and external audits and reports the outcomes of these on its website and noticeboard.

Standing Orders represent the core principals of the Council's operation, to which all members and staff are strictly required to adhere to whilst in office. Content of the Standing Orders policy is drafted initially from a template dictated by the NALC model as provided by One Voice Wales*, to whom Prestatyn Town Council subscribe for direction of governance paperwork, and additional clauses added in that are relevant to the specific operations pertinent to the local council. The model was being re-written in 2022/23 and a new version presented to the Council in April 2023. The Standing Orders are reviewed annually and approved by Full Council at the AGM.

The Financial Regulations Policy is key to ensuring tight regulation is adhered to in respect of financial matters; like the Standing Orders Policy, these are based on a model drawn by One Voice Wales* and include additional elements relevant to Prestatyn Town Council. Again, the existing model was being re-written during 2022/23 and a new version was due for acceptance at the start of the financial year 2023/24, and this policy will be reviewed by Full Council at the AGM annually.

The committee structures and procedures are a vital part of Prestatyn Town Council's governance, and a new set of rules and regulations were drawn and approved by Full Council in November 2022 to assist in the restructure of the council. The policy documentation explains the structure and formation of each committee, the principal roles and powers of the committees and their line of reporting. This documentation is split into three separate pieces; the Organisation Chart, The Committee Table, and the Standard Terms of Reference, all of which were built from templates as offered from One Voice Wales*. Members of each committee are elected at the AGM each year, at which time these documents are also to be reviewed.

A new Training and Development Policy was drawn during 2022/23 to assist primarily with addressing the requirements of new members that represented Prestatyn Town Council following the elections that were completed in May 2022. Again, a model was obtained from One Voice Wales*, and re-structured to suit the Council's needs; the Training Policy was approved by Full Council in November 2022 and is to be reviewed annually.

Subject to the Environment (Wales) Act 2016 Part 1 – Section 6 The Biodiversity and Resilience of Ecosystems Duty Act it is a requirement that a Biodiversity report is made and maintained; this report was refreshed and approved by Full Council in November 2022, and is based on a 3-year cycle.

Prestatyn Town Council members and staff recognise that well-being is about being healthy and happy in all areas of our lives, including physical, mental health, good relationships and being part of resilient communities. Supporting the Well-Being of future Generations (Wales) Act 2015. Prestatyn Town Council has been proactive in providing several projects to complement and enhance the delivery of the strategy. This includes striving to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs and taking what action we consider reasonable towards our local Public Service Board's priority areas.

These reflect the priorities of Prestatyn Town Council and incorporate the key objectives of the Prestatyn Town Council and Denbighshire Public Service Board as detailed in the Well Being Plan, which was presented to Full Council and approved in July 2022.

A revised Publication Scheme Policy was drawn in line with the Information Commissioner's Office and approved by Full Council in March 2023, which details how and where to contact in respect of freedom of information, together with any associated costs that may be payable; this document will be updated throughout the following year as other documents listed therein are completed.

The Code of Conduct documentation was updated and approved by Full Council in March 2023 following alterations required from the Welsh Government website in August 2022, and is a legal requirement under the Local Authorities (Model Code of Conduct) (Wales) Order 2008. This is a set document that is not altered by the Council but is reviewed annually at the AGM.

The Council is presently working on a new Community Plan. The plan will be developed in consultation with the residents, businesses, local groups, visitors, etc. It will identify the needs of the town and community. During this exercise an action plan will be created thus provide a framework of tasks to bring improvements and enhancements for the local area.

The Council is creating a new Award Scheme, covering many areas; Health and Social Care, Environmental, Leadership, etc. to recognise the tireless hard work of many volunteers within our community that work hard delivering many enhancements within Prestatyn and Meliden communities.

*One Voice Wales is the principal organisation used by many Welsh community and Town Councils, and recognised by the Welsh Government, to offer invaluable planning and training services, and guidance for policy matters; membership of this organisation is not compulsory, however in 2022 Prestatyn Town Council subscribed to their services to assist in the aspirations of updating policies and procedures within its structure.

Civility and Respect Pledge

At the Full Council meeting on Wednesday 8 February 2023, Prestatyn Town Council signed up to the Civility and Respect Pledge set out by The National Association of Local Councils, the Society of Local Council Clerks and One Voice Wales.

The Pledge.

Prestatyn Town Council has registered and agreed to the following statements:

- By signing this Pledge, Prestatyn Town Council is agreeing that the Council will treat Councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.
- Prestatyn Town Council has put in place a training program for Councillors and staff.
- Prestatyn Town Council has signed the Code of Conduct for Councillors.
- Prestatyn Town Council has good governance arrangements in place including staff contracts and a dignity at work policy.
- Prestatyn Town Council will seek professional help at the early stages should civility and respect issues arise.

- Prestatyn Town Council will commit to calling out bullying and harassment when it happens.
- Prestatyn Town Council will continue to learn from best practices in the sector and aspire to be a role model/champion council through, for example, the 'Local Council Award Scheme.'
- Prestatyn Town Council supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.

Local Councillors

There are 18 Prestatyn Town Councillors that are elected, of whom 9 are also County Councillors (there is one further County Councillor representation who is not a Town Councillor) who are volunteers and elected on a 5-year term to represent 6 Wards; Central, South West, East, North, North West within Prestatyn and separately Meliden. Also, Prestatyn and Meliden have 10 Denbighshire County Councillors who are paid. Contact details for our Councillors can be found on our website, noticeboards, and DCC website. Every year the Councillors at the AGM select a Mayor and Deputy Mayor. Their function is to represent the council at both community and civic events. Prestatyn Town Council meets in line with a published schedule of meetings (refer to the Appendix at the end of this document) which consists of the following committees.

- Monthly; Full Council
- Monthly; Town Planning
- Quarterly, Finance and Management
- Quarterly, Community Development and Regeneration Committee

The Full Council meetings are chaired by the Mayor, and the committees have their Chairs and Vice Chairs; all presiding roles are selected by the Town Councillors on an annual basis at the AGM. Council members also have a role in representing the Council to other local bodies, such as environmental groups, business groups, community centers, schools governing bodies and other local interest groups. This helps the Council to stay connected with things that are happening in the local area. All Councillors must sign a Declaration of Acceptance by law when elected and abide by the Code of Conduct. This is a legal document that helps to ensure promotion of equality and respect of others, accountability and openness, duty to uphold the law, selflessness and stewardship, objectivity and propriety, honesty, and integrity.

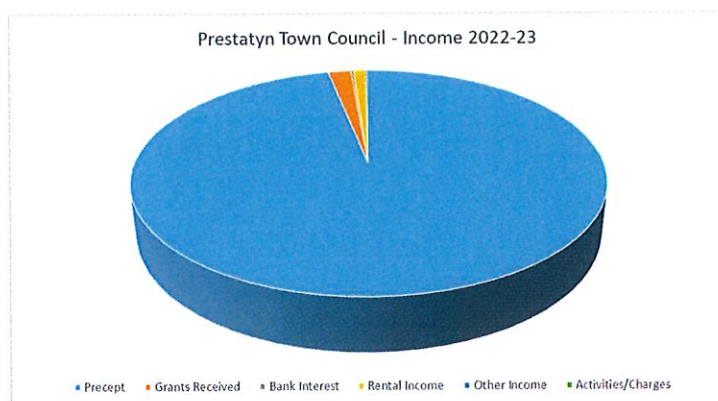
The three standing committees (Community Development and Regeneration Committee, Town Planning Committee, Finance and Management Committee) have defined terms of reference but can also appoint working groups or sub-committees for topics or issues.

The agenda for each Council or Committee meeting is posted on the noticeboard outside our office on Nant Hall Road as well as on the Council's website. Future meeting dates can also be found at all locations. Members of the public are welcome to attend the regular meetings and can feedback on agenda items.

Budget Overview

The core funding for the Town Council is sourced from the residents of Prestatyn and Meliden, through what is known as the 'precept'. This is a local tax set by the Town Council annually and it is collected on our behalf by Denbighshire County Council, as part of the annual Council tax bill. In 2022/23, an average Council tax bill (for a Band D property) included £63.74 for the Town Council

(which has now remained static for a period of three years). This provided a total precept income of £494,622. Other income came from the leasing of three community centres (Ty Caradoc, Meliden and Jubilee) to other organisations, several one-off grants and interest held in bank deposits. The total income received for the year was £511,052. This figure compares favourably with that received in the previous year (£553,778) which was inflated through a surrender fee received from Denbighshire County Council relating to the old Council offices on Nant Hall Road.



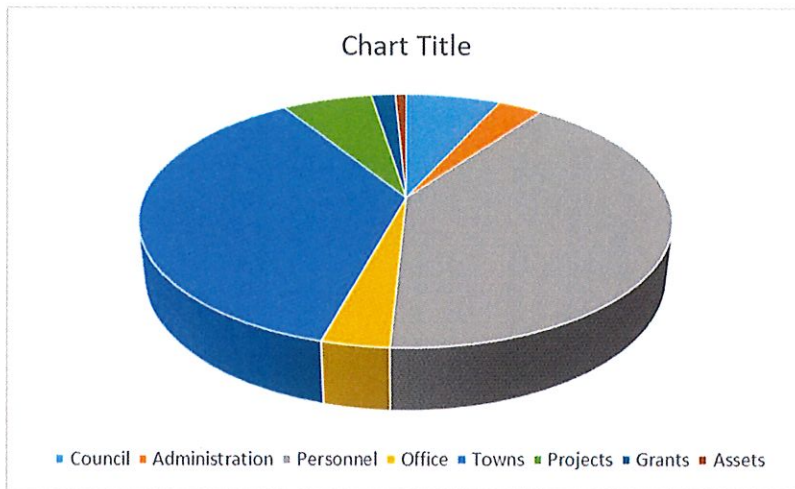
Representation;

Precept	£494,622
Grants Received	£9,481
Bank Interest	£1,166
Rental Income	£4,985
Other Income	£694
Activities / Charges	£104
TOTAL INCOME	£511,052

The Town Council meets to agree its annual expenditure budget in December each year and uses this to determine the amount of precept it needs to collect from its local taxpayers. The Council's expenditure for 2022/23 is summarised below and has been itemised under the following broad headings:

- Council costs, including Mayoral expenditure, civic expenses and members' travel expenses, allowances, training and cost of any election or by-election occurring during the year.
- Administration costs, including audit and legal fees, subscriptions, insurance, printing and stationery, bank fees, insurance, advertising, and website fees.
- Personnel costs, including staff, travel, and training.
- Office costs, including telephones and broadband, rates and utility bills, IT support and software, cleaning, and repairs/maintenance.
- Town costs, including purchase of and upkeep to floral displays, benches, noticeboards, signage, car parks, bus shelters, play areas, community centres, CCTV, Scala Cinema loan payments and local community services.
- Project costs, including events and activities undertaken for the benefit of residents and visitors.
- Grants and Donations, including grants to local organisations (walking programmes, festivals, and carnivals), culture and Benefits Advice Shop
- Assets, including the purchase of and improvements to assets owned and community centre improvements.

The total expenditure for 2022/23 was £490,542, a slight reduction from the previous year. Of note, £9,000 in grants were received during the year to benefit the highly popular and well-attended Warm Hubs initiative projects. The key expenditure headings for 2022/23 can be broken down as follows.



Representation;

Council	£33,537
Administration	£15,699
Personnel	£199,974
Office	£17,057
Town	£180,217
Projects	£31,648
Grants	£8,450
Assets	£3,963
TOTAL EXPENDITURE	£490,542

Summary of Events May 2022- April 2023

This section aims to give you an overview of what the Council has been doing during the year 2022 – 2023.



Play Bus
 Warm Hub Initiative
 Halloween Window Competition
 Halloween Creepy Crawlies
 Scarecrow Competition
 Festive Market
 Festive Lights Switch On
 St Dwywen's Day Coffee Morning
 Mind Music
 Welsh Love Poem Competition
 Valentines Poem Competition
 St David Day Coffee Morning Flower Display
 St David Day Window Competition
 St David Sketch and Draw
 Let us Play out Parc Bodnant/Meliden
 Virtual Dementia Tour Bus
 Ffrith Bowling



Easter Egg Hunt
Easter Egg Sketch and Draw
Routemaster free bus rides

Aspirations for the year ahead

Having undertaken a full review of all activities during 2022/2023, to ensure they continue to contribute towards one or more of our key objectives, the Council was intending to build upon this solid foundation and make further progress towards improving the wellbeing of our local community 2022/2023. We have several actions planned for the year ahead including:

- Community Asset Transfer of Ty Pendre meeting room.
- Floral tributes and enhancements to floral beds.
- Renovation to play areas, benches, bus shelters.
- Continue working with our communities and create a Community Plan to identify the top priorities for residents, businesses, and visitors.
- Continue working with our local businesses.
- Develop further the Wellbeing plan.
- Continuing to review and improve our website to ensure it is accessible and adaptable and that the content is relevant and up to date.
- Continuing to support those most vulnerable in our local community.
- Support our communities' projects and events.
- Continue with support Scala Cinema with the investment.
- Prestatyn and Meliden Awards Scheme for our amazing volunteers.

Staff Team

Prestatyn Town Council has a team of six office staff: a Town Clerk/Responsible Financial Officer, Office Manager, Finance and Administration Officer, Administration and Support Officer and Community Liaison Officer.

The Town Council is usually open daily Monday – Thursday 9.00am to 5.00pm and Friday 9.00am to 4.30pm. We are always interested to hear the views of residents, local businesses, and visitors to the area.

Contact Us:

For more information about the Town Council and updates on local news and events etc., please visit our website at <http://www.atprestatyn.co.uk>

You can also find us on Facebook/twitter/Instagram – search Prestatyn Town Council, alternatively please email us at info@prestatyntc.co.uk call us on 01745 875185, or visit us at Prestatyn Town Council, 7 Nant Hall Road, Prestatyn, LL19 9LR.



Appendix (i)

SCHEDULE OF MEETINGS 2023/24

Wednesday	3 rd May 2023	Annual General Meeting (AGM) Town Planning Committee (T/P)
"	28 th June 2023	Full Council(F/C) Finance & Management Committee (F&M) Town Planning Committee (T/P)
"	26 th July 2023	Full Council (F/C) Community Development & Regeneration Committee, (CDRC)Town Planning Committee (T/P)
AUGUST RECESS		
Wednesday	13 th September 2023	Full Council (F/C) Finance & Management Committee (F&M) Town Planning Committee (T/P)
Wednesday	11 th October 2023	Full Council (F/C) Community Development & Regeneration Committee (CDRC)Town Planning Committee (T/P)
"	22 nd November 2023	Full Council (F/C) Finance & Management Committee (F&M) Town Planning Committee (T/P)
CHRISTMAS RECESS		
Wednesday	17 th January 2024	Full Council (F/C) Finance & Management Committee (F&M) Town Planning Committee (T/P)
"	28 th February 2024	Full Council (F/C) Community Development & Regeneration Committee (CDRC) Town Planning Committee (T/P)
"	13 th March 2024	Full Council (F/C) Town Planning Committee (T/P)
"	24 th April 2024	Full Council (F/C) Finance & Management Committee (F&M) Town Planning Committee (T/P)
"	15 th May 2024	Annual General Meeting (AGM)Town Planning Committee (T/P)

Appendix (ii)

Attendance Record 2022/2023 (for the period 18/05/22 to 05/04/2023)

Possible number of meetings all Town Councillors could attend is 32 to date 05/04/2023.

AGM	FULL COUNCIL	COMMUNITY DEVELOPMENT & REGENERATION	FINANCE AND MANAGEMENT	TOWN PLANNING
1	10	4	6	11

ATTENDANCE RECORD	
Possible thirty-two to date 05/04/2023	
Cllr Kelly Clewett	29
Cllr Carol Evans	32
Cllr Sharon Frobisher	18
Cllr Gill German	26
Cllr Elen Heaton	25
Cllr Carol Holliday	32
Cllr Hugh Irving	27
Cllr Tina Jones MBE	28
Cllr Ian Lifford	Elected 6 th October 2022 - 13
Cllr Julie Matthews	32
Cllr Jason McLellan	24
Cllr Bob Murray	24
Cllr Paul Penlington	Resigned 4 th July 2023 - 0
Cllr Anton Sampson	15
Cllr Gareth Sandilands	29
Cllr Julian Thompson-Hill	12
Cllr Andrea Tomlin	32
Cllr Adrian West	29
Cllr Ben Williams	27



CHRISTMAS WORKING HOURS 2023

AGM 3/05/2023 Item 30 APPENDIX xxxi

OPTION 1

Friday 22 nd Dec	Sat 23 rd Dec	Sun 24 th Dec	Mon 25 th Dec	Tues 26 th Dec	Wed 27 th Dec	Thurs 28 th Dec	Fri 29 th Dec	Sat 30 th Dec	Sun 31 st Dec	Mon 1 st Jan	Tues 2 nd Jan
Special Leave	Weekend	Weekend	BH	BH	Special Leave	Special Leave	Special Leave	Weekend	Weekend	BH	Special Leave

OPTION 2

Friday 22 nd Dec	Sat 23 rd Dec	Sun 24 th Dec	Mon 25 th Dec	Tues 26 th Dec	Wed 27 th Dec	Thurs 28 th Dec	Fri 29 th Dec	Sat 30 th Dec	Sun 31 st Dec	Mon 1 st Jan	Tues 2 nd Jan
Special Leave	Weekend	Weekend	BH	BH	Special Leave	Special Leave	Special Leave	Weekend	Weekend	BH	Normal Hours

OPTION 3

Friday 22 nd Dec	Sat 23 rd Dec	Sun 24 th Dec	Mon 25 th Dec	Tues 26 th Dec	Wed 27 th Dec	Thurs 28 th Dec	Fri 29 th Dec	Sat 30 th Dec	Sun 31 st Dec	Mon 1 st Jan	Tues 2 nd Jan
Normal Hours	Weekend	Weekend	BH	BH	Special Leave	Special Leave	Special Leave	Weekend	Weekend	BH	Normal Hours

OPTION 4

Friday 22 nd Dec	Sat 23 rd Dec	Sun 24 th Dec	Mon 25 th Dec	Tues 26 th Dec	Wed 27 th Dec	Thurs 28 th Dec	Fri 29 th Dec	Sat 30 th Dec	Sun 31 st Dec	Mon 1 st Jan	Tues 2 nd Jan
Normal Hours	Weekend	Weekend	BH	BH	Normal Hours	Normal Hours	Normal Hours	Weekend	Weekend	BH	Normal Hours

85

FULL COUNCIL

Minutes of Full Council Meeting held on Wednesday 5th April 2023 at 18.15pm – 20.52pm.

PRESENT

Councillors: T. Jones MBE (Mayor & Chair), B. Murray (Deputy Mayor & Vice Chair), B. Williams, C. Holliday, A. West, A. Tomlin, I. Lifford, C. Evans, J. Matthews, G. Sandilands, J. McLellan, and G. German.
Remote: H. Irving, S. Frobisher. and K. Clewett.

IN ATTENDANCE

Mrs. L. Fearn – Town Clerk / Responsible Financial Officer, Mrs. S. Hembrough – Office Manager, Miss. S. Clarke – Community Liaison Officer, Miss. GM. Macauley – Community Liaison Officer, Rev D. Ash – Chaplain, Mr. R. King MBE, Millie and Penny, Mr. Hughes (Grandparent), Millie and Penny's Parents, Members of Friends of The Railway and Mr. M. Fearn – Member of the Public.

APOLOGIES

Councillors: A. Sampson, E. Heaton, and J. Thompson-Hill.

304 PRAYERS

Rev D. Ash Easter prayer.
Rev D. Ash left the meeting 18:19pm.

305 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare personal and/or prejudicial interest in tonight's proceedings in accordance with the code of legislation.

Cllr C. Holliday declared a personal interest in item 8 Appendix ii Minute Number 311 Friends of Prestatyn Railway Grant Application.

Cllr G. Sandilands declared a personal interest in item 8 Appendix ii Minute Number 311 Friends of Prestatyn Railway Grant Application.

Cllr I. Lifford declared a personal interest in item 8 Appendix ii Minute Number 311 Friends of Prestatyn Railway Grant Application.

Cllr I. Lifford declared a personal interest in item 8 Appendix iii Minute Number 312 Friends of The Ffrith Grant Application.

Cllr J. McLellan declared a personal interest in item 8 Appendix iii Minute Number 312 Friends of the Ffrith Grant Application.

Cllr G. German declared a personal interest in item 8 Appendix iii Minute Number 312 Friends of the Ffrith Grant Application.

Cllr B. Murray declared a personal interest in item 8 Appendix iii Minute Number 312 Friends of the Ffrith Grant Application.

Cllr G. German declared a personal interest in item 8 Appendix iv Minute Number 313 Jubilee Community Centre Grant Application.

Cllr B. Murray declared a personal interest in item 8 appendix iv Minute number 313 Jubilee Community Centre Grant Application.

Cllr J. Matthews declared a personal interest in item 13 Appendix x Minute Number 319 Quote Street Furniture Painting.

Cllr J. McLellan declared a prejudicial interest in item 9 Appendix vi Minute Number 315. Prestatyn High School request for financial support.

Cllr S. Frobisher declared a prejudicial interest in item 9 Appendix vi Minute Number 315. Prestatyn High School request for financial support.

Cllr K. Clewett declared a prejudicial interest in item 9 Appendix vi Minute Number 315. Prestatyn High School request for financial support.

315. Prestatyn High School request for financial support.

306 PUBLIC PARTICIPATION

Public present, no participation.
NONE RECEIVED.

307 MR ROD KING MBE 20'S PLENTY FOR US

Mr. King MBE addressed the Council regarding the new legislation for 20mph speed limit across Wales. The legislation was passed last July, which will become effective on September 17th, 2023. There are Zoom Meetings on the 17th of every month, until its launch on September 17th, 2023.

Cllr J. McLellan thanked Mr. King MBE for attending and being an advocate for this initiative, welcoming the new legislation, despite 'keyboard warriors' and encouraged the council to not have a heated debate about this.

Cllr J. Matthews emphasised the safety when driving to the speed limits, plus benefits to the community; reducing air pollution and hoping when the new speed limit is in place, it will encourage more people to walk rather than using their cars, thus enhancing health benefits for residents.

Mr. King MBE explained benefits to everyone, children, elderly old walking to the shops, etc. The more debate held will help the communities adapt to the change.

Cllr A. West was in favour for the change and pointed out that traffic around schools is 20mph, but they are still driving at 30mph, and questioned how it would be enforced.

Mr. King MBE explained Wales are lucky to have Go Safe organisation which will help educate and enforce. Jason Williams, from Go Safe, is speaking at a meeting 17th April 2023.

Cllr I. Lifford questioned why the delay and was £35million evaluation of data well spent. Mr. King explained the timescale changed was due to the legislation implementation being postponed until this September not April engagement started in March. The data is transparent. Other countries like Spain have 30kmph, where there are no pavements 20kmph.

Cllr G. German wants to ensure public buy in, to explain to the community the reasons behind this.

Mr. King MBE the community views need to be changed in the way they experience society. Walking to school and being detached from driving emphasising that their journey time is the same.

Cllr B. Williams enquired about the exception to the legislation.

Mr. King MBE informed members there is a criterion for exceptions and will email the Town Clerk the information.

Cllr G. Sandilands asked about how to reply to any negativity received.

Mr. King MBE accept that some people will be against. However, statistics show that 75% of people agree with this change.

Cllr A. Tomlin queried the enforcement of this, as people need to adjust.

Mr. King MBE said there will be a 'soft' approach.

Cllr C. Holliday if travelling at a lower speed limit will be detrimental to being greener.
Mr. King MBE said there is a very minimal difference when travelling at 20mph rather than 30mph. Acceleration has more impact.

Cllr H. Irving discussed the possible theories behind this on why people should be encouraged to slow down.

Cllr T. Jones MBE (Mayor) thanked Mr. King MBE for attending their meeting.

Cllr J. Matthews requested that when promoting this initiative, the areas affected will be made public.

Town Clerk asked members if they would like to support the initiative by buying signs for displaying in the office and community centre.

Mr. King MBE the signs are to make people aware of the change coming.

Mr. King MBE asked the Council to nominate a Councillor to join and investigate this a lot more.

Town Clerk will circulate the newsletter again to members.

RESOLVED.

Mr. R. King MBE left at 18.57pm.

308 MINUTES FOR FULL COUNCIL 8TH MARCH 2023

The minutes from the Full Council meeting held on 8th March 2023 were accepted and signed.
Cllr G. Sandilands was not present at last meeting so enquired about the Coronation Nomination Minute Number 279.

Town Clerk explained the forms were circulated to all members for them to vote, not for the Council to do.

Cllr C. Evans asked what the submission date was.

Town Clerk will confirm deadline and resend the form to all members.

Cllr G. German asking if Ms. J. Wynne-Eyton, Community Focus Manager, at Prestatyn High School will be presenting to members.

Town Clerk has asked for her to attend June's meeting.

PROPOSED: Cllr C. Holliday.

SECONDED: Cllr B. Murray.

ALL (15) AGREED UNANIMOUSLY.

APPROVED.

309 URGENT MATTERS ARISING

Cllr C. Evans announced on behalf of Prestatyn in Bloom she had applied for a grant and was successful. It is to be used for buying sustainable plants. The Coronation Gardens will have trees replanted and The Ffrith will have their planters replaced.

RECEIVED.

310 MAYAROL COMMUNICATIONS AWARDS PRESENTATION

The Mayor presented Millie and Penny with certificates and a gift voucher each for their outstanding community contribution for litter picking across Prestatyn beach.

MEMBERS CONGRATULATED MILLIE AND PENNY.

*Grandparents/Parents of Millie and Penny along with Millie and Penny left at 18.59pm.
Mr. M. Fearn left at 18.59pm.*

311 GRANT APPLICATION FROM FRIENDS OF PRESTATYN RAILWAY £1,200

Cllr I. Lifford, G. Sandilands and C. Holliday left the room at 19.05pm.

Cllr C. Evans stated that the group does a fantastic job and should be commended for it.
Cllr G. German said that the railway is at the heart of our community, and it is one of the first things that people see when they come to Prestatyn and welcomes this.
Town Clerk updated members that the grant request is now only for £1,200 not as the grant application states £1,500, since the group had received a donation of £326 from PBF.
Grant of £1,200 - £500 for the book and £700 for plants.

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr B. Murray.

**ALL (12) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

Cllr I. Lifford, G. Sandilands and C. Holliday returned at 19.09pm.

312 GRANT APPLICATION FROM FRIENDS OF THE FFRITH £500

Cllr I. Lifford, G. German, and B. Murray declared an interest and left the room at 19.10pm.

Members supported the grant application of £500.

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr G. Sandilands.

**ALL (12) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

Cllr I. Lifford, G. German, and B. Murray returned at 19.13pm.

313 GRANT APPLICATION FROM JUBILEE COMMUNITY CENTRE £7,700

Cllr B. Murray and G. German declared an interest and left the room at 19.14pm.

Cllr J. Matthews said she couldn't find a breakdown and would have preferred to have seen more costings before giving the grant to understand where the money would be spent.
Cllr C. Evans did not think that the grant was a necessity.

Cllr S. Frobisher stated that she has seen the costings.

Town Clerk to request for supporting evidence of costs and add to June meeting's agenda.
Town Clerk advised limited spare budget, as funds were going towards renovating Ty

Pendre (CAT). Maybe able use other budget lines.

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr A. Tomlin.

**ALL (13) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

Cllr B. Murray and Cllr G. German returned at 19.23pm.

314 GRANT FUNDING BUDGET

Town Clerk explained the budget available for the above grant requests:

Nominal 4810 £3,000

Nominal 4930 £12,000

RECEIVED

315 PRESTATYN HIGH SCHOOL £930

Cllr K. Clewett and Cllr. S. Frobisher remotely, and Cllr J. McLellan left the room at 19.27pm.

Cllr G. Sandilands asked if this was a grant application.

Town Clerk informed the Council that this is not a grant request, it is to provide financial contribution to a project, similar to the play sessions approved by Council last month.

Ms. J. Wynne-Eyton is running it and will manage the funds. The pupils do not qualify for other financial support.

Cllr J. Matthews said it would have been more useful if she knew more about it.

Town Clerk explained the appendix was submitted and no more information was received as Mrs J. Wynne-Eyton was unable to attend March's meeting due to being in hospital.

Cllr G. German commented that students have not recovered since the pandemic, and it is in fact the current year 11's sitting their exams who have been affected.

Ms. J. Wynne-Eyton is paid by the Welsh Government under DCC.

Cllr I. Lifford asked if anyone had asked the children what they wanted to eat instead of someone choosing on their behalf.

Town Clerk said she was unsure.

Cllr G. Sandilands was in favour of the idea.

Cllr J. Matthews enquired when J. Wynne-Eyton will be addressing the Council.

Town Clerk informed the Council that she will be presenting to members in June.

Cllr A. West was fully supportive of the idea saying it would set the pupils up for the day ahead.

Cllr G. German the attendance is much lower, students are coming up to exam season and they are arriving to school hungry.

Cllr B. Williams makes worrying reading the pupils are hungry.

Cllr I. Lifford is this a one-off payment.

Cllr A. Tomlin it is not clear as a one-off payment, or over a certain period, do they need extra support?

Town Clerk not sure for next year, this is just for the current year 11's.

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr A. Tomlin.

ALL (12) MEMBERS AGREED UNANIMOUSLY.

RESOLVED.

Cllr K. Clewett and Cllr S. Frobisher remotely, and Cllr J. McLellan returned at 19.34pm.

316 TENDERS ENVIRONMENTAL LANDSCAPING AND STREET FURNITURE

Cllr C. Evans read out her concerns over accepting My Tidy Gardens tender. Cllr C. Evans said their work was a disgrace over the past 12 months. Has no confidence in them. Also,

unsure how they can quote less than they charged this year when more flower beds are included. This is not sustainable, and they will go bust.

Cllr G. Sandilarids was shocked that My Tidy Garden is still involved, also has no confidence in the company, and does not want the company to go bust during the summer season.

Cllr B. Murray agreed with Cllr C. Evans saying that this company will go bust due to the price they are charging for maintenance.

Cllr J. Matthews said it is unfortunate to be discussing it now should have been discussed at the last meeting. Not feasible on £19,000 to do the work required and Councillors need to be confident in their ability to deliver the work.

Cllr B. Murray agreed with Cllr J. Matthews and said this have been done far too late and added can't do the work for that money.

Cllr J. Matthews wants to be confident that this is the right tender for the job and agrees with the comments made by Cllr. Evans, maybe start earlier in the future to get tenders quotes.

Town Clerk explained tenders opened with Cllr C. Holliday and Cllr A. Tomlin present. Had emailed tenders to Cllr C. Holliday and Cllr I. Lifford. Only a few tenders received, time made no difference, you can't force companies to submit a tender, lots of companies approached and invited to tender. Disappointed DCC did not submit a tender after attending a meeting and promising they would.

Cllr C. Evans wants this company to be interviewed so he (Alvin) understands the job requirements and job responsibility.

Cllr C. Holliday agreed and reminded members that this is their biggest financial expenditure, and it needs to be right, and said she had not seen the quote for the tender.

Cllr A. Tomlin said it's unfair to say that they can't do this job when we don't know. Maybe they should be given the chance.

Cllr B. Williams asked if the payment is paid upfront or if he can be paid on a completion of work, when does the contract commence? Added maybe we should give them chance as members do not know if the company is going to go bust.

Town Clerk said payments will be made monthly on receipt of invoices, which will have attached monthly work sheets to report work covered. Work to commence immediately. The contract they will be entering is legally binding will be held accountable through regular reporting to Town Clerk.

Cllr I. Lifford informed the Council that this was his previous profession and said he is willing to attend the meeting. He added a lot of work has gone into the tender, and people do come to Prestatyn and say what a lovely town, a discussion is needed regarding the quality and dedication to the work.

Cllr A. Tomlin proposed a meeting to confirm the contents of the tender, value £19,260 (all landscaping including Boulevard and Pendre Gardens) per year with supplier, Cllr I. Lifford, Cllr C. Evans, and the Town Clerk, a date was agreed 18th April 2023 at 11.00am, at Prestatyn Town Council Offices.

Town Clerk proposed Pottles to supply plants at a cost of £5,270 per year.

Town Clerk proposed Plantscape to supply tiered planters, troughs, and hanging baskets at a cost of £10,412 per year.

Town Clerk proposed GSL to maintain benches, alleyways, signs, and notice boards at a cost of £7,105 per year.

Town Clerk had a meeting with the GSL and Nathan agreed to reduce the invoice charges for this year by £1,700 due to work not all carried out as per contract 2022/23.

Town Clerk proposed Denbighshire County Council to maintain bus shelters at a cost of £7,600 per year. Cleaned every month in the summer and then twice a month in the winter. Denbighshire

County Council have confirmed they are cleaning bus shelters this week at no charge and carrying out an audit. Town Clerk will bring the report to a future meeting detailing the recommendations of required renovation work. Possibly look at having children's artwork on the bus shelters promoting careful driving in the town.

PROPOSED: Cllr G. Sandilands.

SECONDED: Cllr G. German.

**ALL (15) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

Cllr K. Clewett left at 20.05pm.

Cllr K. Clewett returned at 20.08pm.

317 SPEED INDICATOR DISPLAY

Cllr G. Sandilands has problems in his ward with speeding and emailed the Town Clerk to ask for funds to be identified to support this long-term initiative. Denbighshire County Council Officers can obtain the SIDs for £4,000. Agreed that it is not worth installing SIDs until data collated and new speed limit is introduced.

Cllr J. Matthews stated that all wards should have one of these and should be ready to be implemented from late September after new speed legislation becomes legal.

Cllr B. Williams said it would be a fabulous addition to the community.

Cllr C. Holliday supported the notice to 'Thank' drivers for driving carefully/slowly.

Cllr G. German agreed they are effective.

Cllr H. Irving suggested about obtaining data for Central Ward.

Cllr K. Clewett told the Council that she has been in talks with Denbighshire County Council about her ward and that it should be something they have as they are environmentally friendly and is operated by solar panels.

Town Clerk will liaise with Denbighshire County Council Officer Ben Wilcox-Jones, request data to be collated for all of Prestatyn so the most needed areas can be identified and then presented to Council in a future meeting for members to agree where they need to be installed.

PROPOSED: Cllr G. Sandilands.

SECONDED: Cllr H. Irving.

**ALL (15) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

Cllr S. Frobisher left at 20.15pm.

318 QUOTE HEALTH & SAFETY

Town Clerk advised that Croner has quoted £153.30 per month for Health and Safety cover only on a 5-year contract. HR is presently charged at £144.83 per month 1 year left on existing contract. Obtained a quote for HR and HS for £264.31 per month for a 5-year contract, equates to only costing an extra £119.48 per month to add on HS cover for the next 5 years both contracts to run parallel for the 5-year duration.

PROPOSED: Cllr C Evans

SECONDED: Cllr J. Matthews

**ALL (15) MEMBERS AGREED UNANIMOUSLY.
RESOLVED**

319 QUOTE STREET FURNITURE PAINTING

Town Clerk provided an overview what painting was needed for street furniture after carrying out a comprehensive audit.

James Sumner quote of £4,390 was discussed as the favourable option. Noted does not include gold leaf painting for lettering.

Cllr A. Tomlin requested that it is the same shade of green.

Town Clerk replied quote is for 'Prestatyn Town Council Green'.

Cllr G. Sandilands asking about planning policy, conservation area Prestatyn green, that what they specify.

Town Clerk to enquire with Denbighshire County Council.

Cllr T. Jones MBE asked regarding gold leaf painting.

Town Clerk explained this excluded gold leaf painting. Quote will be provided for gold leaf painting if it is found to be necessary after posts painted.

Town Clerk reminded members that play areas are being painted for £5,000 as previously approved.

PROPOSED: Cllr I. Lifford

SECONDED: Cllr A. Tomlin

**ALL (15) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

320 QUOTE BENCH REPAIRS GSL £10,780

Town Clerk advised that nearly all benches need attention as removed painting. The cost would be spread across several months.

Agreed to accept GSL quote for £10,780.

PROPOSED: Cllr A. West.

SECONDED: Cllr I. Lifford.

**ALL (15) MEMBERS AGREED UNANIMOUSLY.
RESOLVED.**

321 ACCOUNTS MONTH 12 APRIL 2023

Cllr G. German stated that the outstanding balance for The Scala is still very high. Enquired about usage.

Town Clerk advised 10 years left on loan. Town Clerk has contacted Scala to use facilities, Warm Hubs, Halloween, etc. The Scala have been very accommodating and provided the usage of facilities free of charge.

Town Clerk advised regarding Warm Hubs has cost approximately £7,500 to the Council. Grants received have been £9,000. Project operated for 16 weeks and served nearly 3,500 meals.

Cllr J. Matthews asked why they are discussing finances now and this has not been scheduled for a Finance and Management meeting.

Town Clerk mentioned it was year-end, it was matter of urgency due to preparing for the end of year so it could not wait, as internal auditors are scheduled in May.

Town Clerk advised F&M will be part of Full Council as accounts must be brought to Full Council for approval.

Town Clerk stated the total figure on the reports issued has changed by £100; £10.00 journal entry and £90.00 invoice received from DCC.

MTH 12 Income £511,052
MTH 12 Expenditure £479,714

Budget £513,772
Budget £553,635

MTH 12 Saving : £31,338 Budget (£39,863) Variance £71,201

Noted £8,168.62 credit from SSE for the past few years charging for a meter that was removed when Chambers was built.

PROPOSED: Cllr A. Tomlin.

SECONDED: Cllr C. Holliday.

**ALL (15) MEMBERS UNANIMOUSLY AGREED.
APPROVED.**

322 VIREMENTS £3,198

Town Clerk advised £3,198 to be transferred to correct nominals in 2023/23 Virement 7. Town Clerk advised future virements in 2023/24 will be needed to correct the cost relating to nominals 4605, 4620, 4625, 4630, and 4635 after accepting tenders total £5,503 as per table 2 appendix xiv.

PROPOSED: Cllr C. Evans.

SECONDED: Cllr B. Murray.

**All (15) MEMBERS UNANIMOUSLY AGREED.
APPROVED.**

323 BACS APPROVAL BACS 16, M7 and P12

Cllr B. Murray asked about donations.

Town Clerk explained all donations for Mayor's Charity need to be transferred to Charity Bank Account.

PROPOSED: Cllr C. Evans.

SECONDED: Cllr B. Murray.

**All (15) MEMBERS UNANIMOUSLY AGREED.
APPROVED.**

324 HEATING

Town Clerk explained to members that a quote was obtained for £8,395 plus VAT from CHRES.

Cllr A. Tomlin knows suppliers and will share details with the Town Clerk for alternative quotes.

Town Clerk to obtain more quotes.

Cllr J. Matthews asked the Council if this could wait until the next F&M meeting due to the significant cost.

Town Clerk to bring quotes back to Full Council.

Cllr G. Sandilands asked whether this was a Council owned building.

Town Clerk replied yes, it is Ty Caradoc, not Ty Pendre.

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr G. Sandilands.

**All (15) MEMBERS UNANIMOUSLY AGREED.
APPROVED.**

Mayor/Chair _____

TOWN PLANNING COMMITTEE

Minutes of Council's Town Planning Meeting held on 5th April 2023 at 20.52pm – 20.59pm.

PRESENT

Councillors: A. West (Chair), T. Jones MBE (Mayor), B. Murray (Deputy Mayor), A. Tomlin, I. Lifford, J. Matthews, C. Evans, C. Holliday, J. McLellan, G. German, G. Sandilands and B. Williams,
Remote: H. Irving and K. Clewett (Deputy Chair),

IN ATTENDANCE

Mrs. L. Fearn - Town Clerk/ Responsible Financial Officer, Mrs. S. Hembrough - Office Manager, Miss. S. Clarke – Community Liaison Officer and Miss. GM. Macauley - Community Liaison Officer.

APOLOGIES

Councillors: J. Thompson-Hill, E. Heaton, A. Sampson and S. Frobisher.

325 DECLARATIONS OF INTEREST

Councillors were reminded of the need to declare personal and/or prejudicial interest in tonight's proceedings in accordance with the code of legislation.
NONE RECEIVED

326 PUBLIC PARTICIPATION

No member of the public present.
NONE RECEIVED

327 MINUTES FOR TOWN PLANNING 8th March 2023

The minutes from the Town planning meeting held on 8th March 2023 were accepted and signed.

PROPOSED: Cllr C. Holliday

SECONDED: Cllr C. Evans

APPROVED

328 DENBIGHSHIRE COUNTY COUNCIL- PLANNING CONSULTATIONS.

APPLICATION	COMMENT
43/2023/0101 Erection of extension to rear of dwelling and associated works. 67 Meliden Road Prestatyn (C)	No Observations
43/2023/0129 Erection of extensions and alterations to existing dwelling. 3 East Avenue, Prestatyn (E)	No Observations
43/2022/1084 Demolition of existing garage and erection of 4 terraced houses, formation of accesses and parking, landscaping, and associated works. 2 Gronant Road, Prestatyn (E)	Observations: - Parking to the rear of the property. Height is excessive, building should be limited to 2 storeys. Over intensification of site and highways concerns.
43/2022/1085 Demolition of existing garage and erection of an apartment block comprising of 8 apartments, formation of accesses and parking, landscaping, and associated works. 2 Gronant Road, Prestatyn (E)	Observations: - Parking to the rear of the property. Height is excessive, building should be limited to 2 storeys. Over intensification of site and highways concerns.
4/2023/0149 Alterations to existing vehicular access and formation of hardstanding. 2 Exeter Close, Prestatyn (SW)	No Observations
43/2022/1031 Installation of concession pod (Use Class A1) and associated works. Prestatyn Shopping Park, Nant Hall Road, Prestatyn (E)	No Observations
43/2023/0056 Erection of single-storey lean-to extension to front of dwelling. 24 Grasmere Close, Prestatyn (N)	No Observations

329 SUPPLEMENTARY PLANNING APPLICATION

<u>APPLICATION</u>	<u>COMMENT</u>
43/2023/0217 Works to trees subject to a Tree Preservation Order. Greycote Bishopswood Road, Prestatyn (C)	Observations: - Crowning option preferred to removal.
43/2023/0201 Erection of two storey side extension to dwelling, widening of access, formation of hardstanding and associated works. 10 Dawson Crescent, Prestatyn (C)	No Observations
43/2023/0202 Erection of dwelling, formation of access and parking, landscaping, and associated works. Land and Part Garden of 17 Dawson Crescent, Prestatyn (C)	No Observations
43/2023/0222 Erection of a two-storey extension to the side and rear of dwelling, single storey extension to rear and associated works. 23 The Dell, Prestatyn (C)	No Observations

330 ADOPTION OF THE FLINTSHIRE LOCAL DEVELOPMENT PLAN

For information.
RECEIVED

Chair _____

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE

STANDING ORDERS SUSPENDED.
PROPOSED CLLR G. Sandilands.
SECONDED CLLR J. McLellan.
UNANIMOUSLY

Minutes of Community Development and Town Regeneration Committee held on Wednesday
 5th April 2023 at 21.00pm – 21.12pm.

ALL MEMBERS AGREED UNANIMOUSLY

PRESENT

Councillors: B. Murray (Chair /Deputy Mayor), T. Jones MBE (Mayor), A. West, C. Holliday, A. Tomlin, J. Matthews, B. Williams, G. Sandilands, J. McLellan and G. German.
 Remote: K. Clewett.

IN ATTENDANCE

Mrs L. Fearn – Town Clerk / Responsible Financial Officer, Mrs S. Hembrough – Office Manager, Miss S. Clarke – Community Liaison Officer, Miss G.M. Macauley – Community Liaison Officer.

APOLOGIES

Councillors: J. Thompson-Hill, S. Frobisher, A. Sampson, E. Heaton, and H. Irving.

331 DECLARATIONS OF INTEREST

Councillors were reminded of need to declare personal and/or prejudicial interests in tonight's proceedings in accordance with the code of legislation.
NONE RECEIVED.

332 PUBLIC PARTICIPATION

No member of the public attended.
RECEIVED.

333 MINUTES FOR CDRC 5TH OCTOBER 2022

The minutes from the Community Development and Regeneration Committee meeting held on 5th October 2022 were accepted after correction of mis-spelt 'RECEIVED' Minute number 168.

PROPOSED: Cllr C. Holliday.

SECONDED: Cllr T. Jones MBE.

APPROVED.

334 URGENT MATTERS ARISING

NONE RECEIVED.

335 ASSOCIATION UPDATE

Members received a report from Cllr C. Evans regarding the Destination Partnership Board Meeting 8th March 2023. Cllr C. Evans stated that she has nothing of value to add to the meeting and it would be more appropriate for someone to attend from the Prestatyn Business Forum moving forward. Members agreed to consider changing representative at the AGM in May 2023.

RESOLVED.

336 EVENTS

Town Clerk explained the up-and-coming events, each Councillor has received an event booklet which they will receive every month. The Town Clerk has sent all Councillor the events booklet. Town Clerk discussed the success of Warm Hub initiative having served nearly 2,500 meals during the 3 projects over the 16 weeks. The grant submitted had been successful to be included in Tesco's Customer Blue Token Voting Scheme. Asked Councillors to vote and share. If successful more sessions could be arranged.

The successful grant submitted in partnership with NEWCIS, is scheduled over the coming months to deliver wellbeing sessions, similar to warm hubs format, but focusing on providing advice on health and wellbeing, through a variety of organisations attending.

Coronation celebrations are underway Cllr A. Sampson is organising the performers.

Road Closure and Temporary Event Notice (TEN) are being sought, Portaloos booked, along with the play bus. Posters have been circulated to all business encouraging them to participate, flyers to inform residents and businesses of road closure, and promotional material for advertising the event.

Easter Egg Hunt was very successful with 140 children participating.

Cllr A. Tomlin congratulated everyone on the success of the event, as town was very busy and there were queues outside Prestatyn Town Council offices all day.

Cllr B. Murray confirmed there will be an Easter event at Coronation Gardens 7th April 2023.

Cllr G. Sandilands praised the Walking Festival event and encouraged the Councillors to sign up for a walk.

RECEIVED.

337 BUNTING/FLAGS

Cllr C. Evans questioned why the bunting was up early. Town Clerk explained it was up early as it has been up for St. David's Day.

Town Clerk confirmed when Bebbington & Wilson went into liquidation the flags and banners were saved, but not the bunting. Town Clerk explained standard off the self (sized) bunting had been purchased in readiness for installation before St David's Day celebrations.

Town Clerk has had the centenary wires tested (3 years requirement) and been informed that some festoon lighting could be installed.

Cllr A. Tomlin enquired whether more centenary wire could be installed.

Cllr B. Murray confirmed Carol Evans, as Deputy Clerk, conducted the exercise a few years ago, and it was extremely hard to locate the building owners.

Town Clerk to continue to obtain one more quote for lights on the existing centenary wires and actioned to procedure.

PROPOSED Cllr A. Tomlin.

SECONDED Cllr J. McLellan.

ALL MEMBERS AGREED UNANIMOUSLY.

RESOLVED.

Chair_____

FINANCE AND MANAGEMENT COMMITTEE

Minutes of Finance and Management Committee held on Wednesday 8th March 2023 at 19.25pm – 20.15pm.

PRESENT

Councillors: C. Holliday (Chair), K. Clewett, T. Jones MBE (Mayor), C. Evans, J. Matthews, A. Sampson, B. Murray (Deputy Mayor), I. Lifford, A. Tomlin, A. West, and B. Williams
Remote: S. Frobisher, J. Thompson-Hill, E. Heaton, and H. Irving.

IN ATTENDANCE

Mrs. L. Fearn - Town Clerk/ Responsible Financial Officer, Mrs. S. Hembrough - Office Manager, Miss. S. Clarke – Community Liaison Officer and Mr. S. Fenner – Member of the Public.

APOLOGIES

Councillors: J. McLellan, G. German, and G. Sandilands.

282 DECLARATIONS OF INTEREST

Cllr C. Holliday declared a personal interest in Minute Number 291, Item 9, Appendix xix - Grant application from Benefits Advise Shop (BAS).
Cllr B. Murray (Deputy Mayor) declared a personal interest in Minute Number 293 Item 9, appendix Carnival xxi
Cllr B. Murray declared a personal interest in Minute Number 294, Item 9, appendix xxii Grant Application Friends of Ffrith - Ffrith Bowls.
Cllr A. Sampson declared a personal interest in Minute Number 292, Item 9, Appendix xx - Grant application from Prestatyn and District Walking Festival.
Cllr H. Irving declared a personal interest in Minute Number 292, Item 9, Appendix xx - Grant application from Prestatyn and District Walking Festival.
Cllr T. Jones MBE declared a personal interest in Minute Number 293, Item 9, Appendix xxi - Grant application from Prestatyn Carnival.
Cllr C. Holliday declared a personal interest in Minute Number 297 Let's Play Out funding request.
RECEIVED

283 PUBLIC PARTICIPATION

No member of the public participated.
NONE RECEIVED

284 MINUTES FOR FINANCE AND MANAGEMENT 30th NOVEMBER 2022

The Minutes from the Finance and Management Committee held on 30th November 2022 were approved and signed.

PROPOSED: Cllr B. Murray.

SECONDED: Cllr A. West.

ALL IN FAVOUR EXCEPT Cllr A. Sampson was not present at the meeting.

285 URGENT MATTERS ARISING

Cllr C. Evans asked if any update of the £27,000 Denbighshire County Council commuted funding for the play areas.

Cllr C. Holliday has been in discussions with DCC, will investigate further.

Town Clerk informed members that DCC Play Officer, Andrew Steele, has applied for all the money, £27,000 to purchase a new piece of equipment for the Ffrith play area, and paint the other play equipment that needs attention, at a cost of £10,000. To date no decision has been made.

Further to the previous discussions with members the Town Clerk is liaising with the play officers to use the £5,000 from Prestatyn Town Council's 2022/23 budget to contribute to the painting scheme and is waiting for a list of play areas where this would be spent.

There is a need to replace a roundabout at Pen Tywyn.

Cllr I. Lifford enquired about bus shelters from last meeting.

Town Clerk advised the members she had been liaising with Denbighshire County Councils officer of transport, Kelly Hodder. Kelly is arranging for an audit on all Prestatyn and Meliden's bus shelters. It would be £5,000 to replace or £1,500 to renovate.

Town Clerk will report back to Council once report has been completed.

Cllr C. Evans – enquired about the landscape contracts and if an expression of interest (EOI) has been advertised.

Town Clerk responded that EOI was promoted on website, social media and notice boards. Last time in press cost a lot of money and had no response.

Town Clerk explained that Denbighshire County Council are sharing their contactors list.

Town Clerk has also targeted local companies by sending EOI notice to them.

Tenders have been provided and the tenders will be opened on Monday 20th March at 12pm with

Cllr A. Tomlin. Cllr C. Holliday also wants to be present.

Town Clerk said tenders will come back to council on Wednesday 5th April. Contract starts in April for next financial year.

Town Clerk to send a diary notification/invite to Cllr C. Holliday.

RESOLVED

Cllr B. Williams left at 19.40pm. Cllr B. Williams came back in at 19.42pm

286 PAID ACCOUNTS

- II. BACS 13
- III. BACS 14
- IV. BACS 15
- V. MAYORAL 5
- VI. MAYORAL 6
- VII. P9
- VIII. P10
- IX. P11

Town Clerk answered queries regarding the Paid Accounts.
Paid accounts were approved and signed by the chair.

PROPOSED Cllr A. West.
SECONDED Cllr. B. Murray.
ALL MEMBERS UNANIMOUSLY AGREED
APPROVED

287 ACCOUNTS 3rd QUARTER 2022/23

- X Income & Expenditure
- XI Balance Sheet
- XII Trial Balance

Paid accounts were approved and signed by the Chair.

PROPOSED Cllr C. Evans.
SECONDED Cllr A. West.
ALL MEMBERS UNANIMOUSLY AGREED
APPROVED

288 ACCOUNTS MONTH 10 2022/23

- XIII Income & Expenditure
- XIV Balance Sheet
- XV Trial Balance

Paid accounts were approved and signed by the Chair.

PROPOSED Cllr C. Evans.
SECONDED Cllr B. Murray.
ALL MEMBERS UNANIMOUSLY AGREED
APPROVED

289 VIREMENTS

- XVI PRINTING/PHOTOCOPYING
- XVII TRIAL PAYROLL/PAYE/PENSION

PROPOSED Cllr A. Tomlin.
SECONDED Cllr A. Sampson.
ALL MEMBERS UNANIMOUSLY AGREED
APPROVED

Cllr B. Williams left at 19.45pm.

290 GRANT APPLICATION FROM URDD

A discussion was held regarding the grant application from URDD. £200 funding award was approved (Section 145 - Nominal Code 4820).

PROPOSED: Cllr A. Sampson.
SECONDED: Cllr J. Thompson-Hill.
ALL MEMBERS UNANIMOUSLY AGREED

RESOLVED.

291 GRANT APPLICATION FROM BAS

A discussion was held regarding the grant application from BAS, requesting funds for £2,000. Town Clerk explained that £2,000 has already been awarded during this financial year. Members agreed to award a further £2,000 in new financial year April 2023. (Section 142 - Nominal Code 4870).

PROPOSED: Cllr A. West.

SECONDED: Cllr K. Clewett.

**13 MEMBERS VOTED ALL AGREED
RESOLVED**

292 GRANT APPLICATION FROM PRESTATYN AND DISTRICT WALKING FESTIVAL

A discussion was held regarding the grant application from Prestatyn and District Walking Festival, requesting funds for £1,000. Members agreed to award £1,000. (Section 144 - Nominal Code 4890).

PROPOSED: Cllr J. Matthews.

SECONDED: Cllr C. Evans.

**12 MEMBERS VOTED ALL AGREED
RESOLVED.**

Cllr S Frobisher left at 19.51pm.

293 GRANT APPLICATION FROM PRESTATYN CARNIVAL

A discussion was held regarding the grant application from Prestatyn Carnival, requesting funds for £1,650. Members agreed to award £1,650. (Section 144 - Nominal Code 4830).

PROPOSED: Cllr C. Evans.

SECONDED: Cllr A. West.

**12 MEMBERS VOTED ALL AGREED
RESOLVED**

294 GRANT APPLICATION FROM FFRITH BOWLS

Cllr B. Murray thanked Jack Hunt and the committee for their hard work in securing British Isles International Ladies U25s Bowls Championships to be hosted in Prestatyn. It was a wonderful event and a great asset to Prestatyn. Town Clerk to write to Jack and the committee.

A discussion was held regarding the grant application from Ffrith Bowls, requesting funds for £300. Members agreed to award £400 (Section 144 - Nominal Code 4700).

PROPOSED: Cllr C. Evans

SECONDED: Cllr A. Sampson

**12 MEMBERS VOTED ALL AGREED
RESOLVED**

295 GRANT APPLICATION FROM AIR AMBULANCE

A discussion was held regarding the grant application from Air Ambulance, no amount was requested. Members agreed to award funds of £875 (Section 144 - Nominal Code 4810).

PROPOSED: Cllr C. Evans.

SECONDED: Cllr A. West.

**ALL MEMBERS UNANIMOUSLY AGREED
RESOLVED**

296 GRANT APPLICATION FROM MACMILLAN

A discussion was held regarding the grant application from Macmillan, no amount was requested. Members agreed to award funds of £875 (Section 144 - Nominal Code 4810).

PROPOSED: Cllr C. Evans.

SECONDED: Cllr A. West.

**ALL MEMBERS UNANIMOUSLY AGREED
RESOLVED**

297 NOTICE BOARD PURCHASE

Cllr C. Evans explained that there is only one noticeboard in Meliden. One would be useful for the community to be installed by car sales garage.

Cllr J Matthews would like to see the Council move over to electronic noticeboards in the future. Members agreed to authorize Town Clerk to purchase one ideally in the Prestatyn 'green', cost £2,500- £3,000. A future scheme to replace noticeboards will be included in the community plan.

Town Clerk to purchase a notice board for Meliden.

**ALL MEMBERS UNANIMOUSLY AGREED
RESOLVED**

298 LET'S PLAY OUT FUNDING

A discussion was held regarding Let's Play Out. Denbighshire County Council's play scheme for the area Prestatyn and Meliden which is no longer running due to shortage of funding. They are requesting funds for £535.50 (Section 144 - Nominal Code 4700).

PROPOSED: Cllr A. West.

SECONDED: Cllr B. Murray.

**12 MEMBERS VOTED ALL AGREED
RESOLVED**

Chair_____

DENBIGHSHIRE COUNTY COUNCIL PLANNING APPLICATIONS

<u>APPLICATION</u>	<u>COMMENT</u>
43/2023/0176 Crown reduction of one sycamore tree within Meliden Conservation Area Meliden, Prestatyn (M)	
43/2023/0236 Alterations and erection of a single storey extension to rear of dwelling. 4 Catherine Avenue, Prestatyn (NW)	
43/2022/1061 Erection of extension to side of dwelling and associated works. 29 Princes Avenue, Prestatyn (C)	

All applications must be viewed on the Planning Portal prior to the meeting and comments brought to the meeting for recording /