



PRESTATYN
TOWN COUNCIL

7 Nant Hall Road
Prestatyn
LL19 9LR

8th May 2026

Dear Councillor

You are invited to attend Prestatyn Town Council's ANNUAL GENERAL MEETING to be held in The Chambers, Prestatyn Town Council, 7 Nant Hall Road, Prestatyn, on Wednesday 13th May 2026 upon rise of Town Planning Committee.

If remote access is required, please contact the office by phone on 01745 857185 or by email at info@prestatyntc.co.uk.

Yours sincerely

Town Clerk

PRAYERS will be held prior to commencement.

- 1 WELCOME AND HOUSEKEEPING
- 2 APOLOGIES
- 3 PUBLIC PARTICIPATION
- 4 DECLARATIONS OF INTEREST
To receive notice of Councillors personal and/or prejudicial interests in tonight's proceedings as required by Code of Conduct legislation.
- 5 CLERKS UPDATE – RESIGNATION OF CLLR C. EVANS
- 6 MAYOR 2026/27
To receive nominations - Appendix (i)
- 7 MAYOR'S CHAPLAIN 2026/27
- 8 DEPUTY MAYOR ELECT 2026/27
To receive nominations - Appendix (ii)



CYNGOR
TREF PRESTATYN

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

8^{ed} Mai 2026

Annwyl Gyngorydd

Dyma'ch gwahodd i GYFARFOD CYFFREDINOL BLYNYDDOL Cyngor Tref Prestatyn yn Y Siambrau, Cyngor Tref Prestatyn, 7 Ffordd Llys Nant, Prestatyn ar Ddydd Mercher 13^{eg} Mai 2026 ar ôl codi Pwyllgor Cynllunio Tref.

Os byddwch eisiau mynychu ar-lein, cysylltwch â'r swyddfa drwy ffonio 01745 857185 neu anfon e-bost i info@prestatyntc.co.uk.

Yn gywir iawn

Clerc y Dref

Bydd GWEDDIAU cyn cychwyn

- 1 CROESO A CHYMHENNU
- 2 YMDDIHEURIADAU
- 3 CYFRANOGAETH Y CYHOEDD
- 4 DATGANIADAU O DDIDDORDEB
Derbyn hysbysiad am ddiddordebau personol a/neu ragfarnus y Cyngorwyr yn nhafodion y cyfarfod heno fel sy'n ofynnol dan ddeddfwriaeth y Cod Ymddygiad.
- 5 DIWEDDARIAD Y GWAITHSIR – YMDDISWYDIAD Y CYNGORWR C. EVANS
- 6 MAER 2026/27
Derbyn enwebiadau – Atodiad (i)
- 7 CAPLAN Y MAER 2026/27
- 8 Y DIRPRWY FAER ETHOLEDIG 2026/27
Derbyn enwebiadau – Atodiad (ii)

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| <p>9 COMMITTEE STRUCTURE
 Organisation Chart 2025/26 - Appendix (iii)
 (taken as read)
 Standard Terms of Reference 2025/26 –
 Appendix (iv) - (taken as read)
 Committee's Table Appendix (v)</p> <p>10 ELECTION OF COMMITTEE MEMBERS 2025/26</p> <p>11 SCHEDULE OF MEETINGS 2025/26
 Appendix (vi)</p> <p>12 ATTENDANCE LIST 2024/25
 Appendix (vii) - (taken as read)</p> <p>13 COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES 2025/26
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 Income and Expenditure – Appendix (ix)
 Summary Income and Expenditure -
 Appendix (x)
 Trial Balance – Appendix (xi)
 Balance Sheet – Appendix (xii)
 - (taken as read)</p> <p>15 FIXED ASSETS 2025/26
 Appendix (xiii) - (taken as read)</p> <p>16 GRANT AWARDED UNDER POWERS
 Appendix (xiv)</p> <p>17 IRPW RETURNS 2025/26
 Appendix (xv)</p> <p>18 SCALA LOAN STATEMENT 2025/26
 Appendix (xvi) - (taken as read)</p> <p>19 INVESTMENT STRATEGY 2025/26
 Appendix (xvii) - (taken as read)</p> <p>20 ANNUAL RETURN 2025/26
 Appendix (xviii) - (taken as read)</p> <p>21 ANNUAL REPORT 2026/27
 Appendix (xix) - (taken as read)</p> <p>22 CHRISTMAS WORKING HOURS 2026
 Appendix (xx)</p> | <p>9 STRWYTHUR Y PWYLLGORAU
 Siart Trefniant y Strwythur 2025/26 –
 Atodiad (iii) - (wedi ei gymryd fel darllen)
 Cylch Gwaith Safonol 2025/26 – Atodiad (iv)
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 Atodiad (vii) - (wedi ei gymryd fel darllen)</p> <p>13 CYNRYCHIOLWYR Y CYNGOR AR GYRFF ALLANOL 2025/26
 Atodiad (viii)</p> <p>14 CYFRIFON DIWEDD BLWYDDYN 2025/26
 Refeniw ac Allanfa – Atodiad (ix)
 Crynodeb Refeniw ac Allanfa –
 Atodiad (x)
 Cydbwysedd Trawst – Atodiad (xi)
 Cydbwysedd Cyfrif – Atodiad (xii)
 - (wedi ei gymryd fel darllen)</p> <p>15 ASSETAU TRWFEDDOL 2025/26
 Atodiad (xiii) - (wedi ei gymryd fel darllen)</p> <p>16 RHENWYD CYFLEUSTIAD O DAN PWERAU
 Atodiad (xiv)</p> <p>17 DYCHWELIADAU IRPW 2025/26
 Atodiad (xv)</p> <p>18 DATGELU BENTHYRIAID SCALA 2025/26
 Atodiad (xvi) - (wedi ei gymryd fel darllen)</p> <p>19 STRATEGAETH BUDDSODDI 2025/26
 Atodiad (xvii) - (wedi ei gymryd fel darllen)</p> <p>20 ADRODDIAD BLYNYDDOL 2025/26
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 Atodiad (xviii) - (wedi ei gymryd fel darllen)</p> <p>22 ORIAU GWAITH Y NADOLIG 2026
 (Atodiad xix)</p> |
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23 MINUTES

Full Council 22.04.26 – Copy Attached
CDRC 22.04.26 – Copy attached

To: All Town Councillors
County Councillors
Mayor's Chaplain
Press

22 COFNODION

Y Cyngor Llawn 22.04.26 – Mae copi ynghlwm.
PDAC 22.04.26 – Mae copi ynghlwm

I'r: Cynghorwyr Tref i gyd
Cynghorwyr Sir
Caplan y Maer
Y Wasg



Election of Mayor

- a) The Mayor's retiring speech – Cllr Carol Holliday
- b) Mayor will invite nominations for post of Mayor
- c) Each nomination to be supported by proposer and seconder followed by a vote on a show of hands. The candidate with the least number of votes shall be struck off the list until majority of votes are given in favour of one candidate.
- d) The Mayor to sign Declaration of Acceptance. Mayor/Mayoress to be invested with Chain of Office by retiring Mayor/Mayoress.
- e) The newly elected Mayor /Mayoress take their seats at the rostrum and Mayor's Acceptance Speech.
- f) The Mayor to announce his/her Chaplain



PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

Section 83, Local Government Act 1972 / Adran 83, Ddeddf Llywodraeth Leol 1972
Declaration of Acceptance of Office / Datganiad Derbyn Swydd

Ihaving been elected to the office of Mayor of Prestatyn Town Council
declare that I take that office upon myself and will duly and faithfully fulfil the duties
of it according to the best of my judgement and ability.

I undertake to observe the code for the time being as to the conduct which is expected
of members of Prestatyn Town Council, and which may be revised from time to time.

Yr wyf Ia minnau wedi fy ethol I swydd Aelod Cyngor Tref
Prestatyn yn datgan fy mod yn cymryd arnaf fy hun y swydd honno, ac y byddaf yn
cyflawni dyletswyddau'r swydd yn briodol ac yn ffyddlon hyd eithaf fy marn a'm gallau.

Yr wyf yn ymrwymo I barchu'r cod ymddygiad a ddisgwylir oddi wrth aelodau ac sy'n
bodoli am y tro ac a allay gael ei adolygu o dro I dro Cyngor Tref Prestatyn

Signed / Llofnodwyd..... Date / Dyddiad:

This declaration was made and signed before me
Cafodd y datganiad hwn ei wneud a'l lofnodi ger fy mron,

Signed / Llofnodwyd
Town Clerk/Financial Officer
Clerc y Dref/Swyddog Cyllid

●**Insert "Member" or "Mayor" as appropriate. Mewnsoder "Aelod" neu "Mae'r" fel y
bo'n



PRESTATYN TOWN COUNCIL / CYNGOR TREF PRESTATYN
COUNCILLOR DECLARATION

I agree to the best of my ability and endeavour to work with fellow Town Councillors and Staff. In cases of disagreement or concern not involving criminal activity or gross misconduct, I will seek first guidance of Town Clerk / Financial Officer or Chairman of Committee to try and resolve matters locally.

I will at all times promote good behaviour, show respect for others and acknowledge importance of corporate responsibility.

Signed Date.....

Witness..... Position.....



Election of Deputy Mayor

- a) Mayor will invite nominations for post of Deputy Mayor
- b) Each nomination to be supported by proposer and seconder followed by a vote on a show of hands. The candidate with the least number of votes shall be struck off the list until majority of votes are given in favour of one candidate.
- c) The retiring Deputy Mayor/Deputy Mayoress will vacate their seats on rostrum and return to Council Chamber.
- d) The newly elected Deputy Mayor/Deputy Mayoress will be invited to the rostrum and invested with their Chains of Office.



PRESTATYN TOWN COUNCIL - ORGANISATION CHART OF FULL COUNCIL, COMMITTEES AND SUB-COMMITTEES

- MAYOR & DEPUTY MAYOR ELECTED AT A.G.M.
- GOVERNED BY STANDING ORDERS

FULL COUNCIL (18 MEMBERS)

- MAYOR/CHAIR
- DEPUTY MAYOR/VICE-CHAIR
- FULL MEMBERSHIP

QUORUM OF 6

TOWN PLANNING COMMITTEE

- CHAIR
- VICE-CHAIR

QUORUM OF 6

- CHAIR & VICE-CHAIR ELECTED AT A.G.M.
- CONSIDER AND SUBMIT OBSERVATIONS ON ANY PLANNING MATTER
- MEETS EVERY MONTH

FINANCE AND MANAGEMENT STANDING COMMITTEE

6 MEMBERS, ONE FROM EACH WARD, FROM;

- CHAIR
- VICE-CHAIR
- 4 ADDITIONAL COUNCILLORS

QUORUM OF 3

- MEMBERS INCLUDING CHAIR AND VICE-CHAIR ELECTED BY FULL COUNCIL AT A.G.M.
- GOVERNED BY FINANCIAL REGULATIONS
- REPORTS BACK TO FULL COUNCIL

COMMUNITY DEVELOPMENT AND REGENERATION STANDING COMMITTEE

6 MEMBERS, ONE FROM EACH WARD, FROM;

- CHAIR
- VICE-CHAIR
- 4 ADDITIONAL COUNCILLORS

QUORUM OF 3

- MEMBERS INCLUDING CHAIR AND VICE-CHAIR ELECTED BY FULL COUNCIL AT A.G.M.
- REPORTS BACK TO FULL COUNCIL

RESOURCE & APPEALS COMMITTEE

5 MEMBERS, TO INCLUDE;

- CHAIR
- VICE-CHAIR
- 3 ADDITIONAL COUNCILLORS

QUORUM OF 3

- MEMBERS INCLUDING CHAIR AND VICE-CHAIR ELECTED BY FULL COUNCIL AS NEED IDENTIFIED
- MEETS AS AND WHEN REQUIRED
- REPORTS BACK TO FULL COUNCIL

STAFFING SUB COMMITTEE

5 MEMBERS, TO INCLUDE;

- TOWN CLERK
- 3 COUNCILLORS
- 2 STAFF

QUORUM OF 3

- COUNCILLOR MEMBERS ELECTED AT AGM
- MEETS AS AND WHEN REQUIRED
- REPORTS BACK TO FULL COUNCIL

POLICY REVIEW COMMITTEE

5 MEMBERS, TO INCLUDE;

- CHAIR
- VICE-CHAIR
- 3 ADDITIONAL COUNCILLORS

QUORUM OF 3

- MEMBERS INCLUDING CHAIR AND VICE-CHAIR ELECTED BY FULL COUNCIL AT A.G.M.
- MEETS AS AND WHEN REQUIRED
- ADVISORY COMMITTEE ONLY
- REPORTS BACK TO FULL COUNCIL

- ALL COMMITTEES RECEIVE PROPOSALS AND CORRESPONDENCE, AND MAKE RECOMMENDATIONS WHICH ARE THEN TO BE APPROVED AND RATIFIED BY FULL COUNCIL
- TOWN CLERK/RESPONSIBLE FINANCIAL OFFICER/PROPER OFFICER, OR WHOM THE TOWN CLERK/RFO/PO MAY DELEGATE, TO BE PRESENT AT ALL MEETINGS
- ALL DELIVERY WILL TAKE PLACE BY STAFF FOLLOWING COUNCIL APPROVALS/DECISIONS.



**Prestatyn Town Council – Organisation Chart of Full Council, Committees, and
Sub-Committees**

Full Council (18 Members, Quorum of 6) –

- Mayor Chair
- Deputy Mayor
- Full Membership

Town Planning Committee (18 Members, Quorum of 6) –

- Chair
- Vice-Chair
- Full Membership

Finance and Management Standing Committee (6 Members, Quorum of 3) –

- Chair
- Vice-Chair
- 4 Additional Councillors

Community Development and Regeneration Standing Committee (6 Members, Quorum of 3) –

- Chair
- Vice-Chair
- 4 Additional Councillors

Policy Review Sub-Committee (3 Members, Quorum of 3) –

- Chair
- Vice-Chair
- 3 Additional Councillor

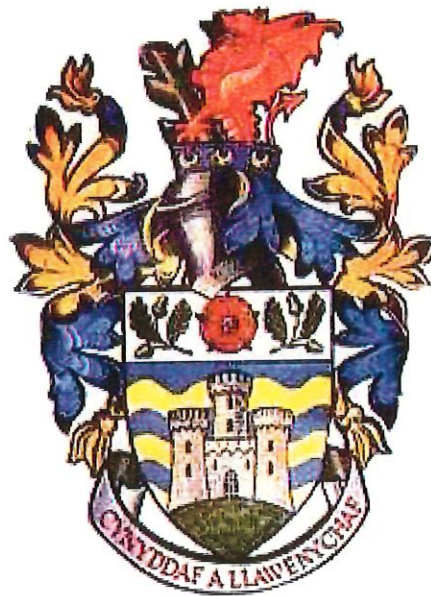
Resource and Appeals Sub-Committee (5 Members, Quorum of 3) –

- Chair
- Vice-Chair
- 3 Additional Councillors

Staffing Sub-Committee (4 Members, Quorum of 3) –

- Town Clerk (Management)
- 3 Councillors (Employer)
- 2 Staff

- All Committees receive proposals and correspondence and make recommendations which are then to be approved and ratified by Full Council.
- Town Clerk/Responsible Financial Officer/ Proper Officer, or whom the Town Clerk/Responsible Financial Officer/ Proper Officer may delegate, to be present at all meetings.
- All delivery will take place by staff following Council approvals/decisions.



PRESTATYN TOWN COUNCIL

Committees Terms of Reference 2026

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FULL COUNCIL (18)

MEMBERSHIP

1. The Full Council (FC) shall consist of eighteen members.
2. The Mayor and Deputy Mayor shall be elected at the Annual General Meeting (AGM).
3. Meetings to be chaired by Mayor if present, or Deputy Mayor in their absence; in absence of both as per Standing Order 3(n).
4. Minimum quorum of six at each meeting.

RESPONSIBILITIES

1. FC will appoint membership and ensure Chair and Vice-Chair are elected to the following committees at the AGM:
 - a. Town Planning Committee (TP)
 - b. Finance & Management Committee (F&M)
 - c. Community Development and Regeneration Committee (CDRC)
 - d. Policy Review Committee (PR)
 - e. Staffing Sub-Committee (SC)
2. Membership and Chair of the Resource and Appeals Committee (R&A) shall be elected by the FC on an as-and-when required basis.

GOVERNANCE

1. FC is governed by Standing Orders.
2. FC shall meet every month and at other times as are deemed necessary to fulfil its functions.

Specific responsibility areas covered:

- a. Standing Orders approval
- b. To oversee the corporate workings of the Council
- c. Appointment of committees and members
- d. In addition to all responsibilities in absence of Committee and sub-Committee responsibilities as listed below
- e. To receive reports from other Committees regarding items affecting whole of the Council
- f. To determine any item not specifically covered by other Committees
- g. To authorise expenditure more than delegated Committee budget
- h. Approval of recommendations and documentation as presented by Finance and Management Committee
- i. Approval of proposals as presented by the Community, Development and Regeneration Committee
- j. Approval of policies and documentation as presented by the Policy Review Committee, such as the Training Policy and Bio-diversity Policy
- k. Approval of proposals and recommendations as presented by the Resource and Appeals Committee
- l. Approval of policies and documentation as presented by any committee not listed but created through standing orders
- m. Budget / Precept Approvals
- n. Audit Reports and Signing of Accounts
- o. Appointment of Internal Auditor
- p. Signing Annual Governance Statement
- q. IRPW Annual Return Approval
- r. Annual Reports
- s. Council Strategy
- t. Town/Place Plan approval
- u. Approval of Risk Assessments
- v. Well-Being statement
- w. Approval of Office HR Organisation Chart
- x. Appointment of Town Clerk/Responsible Financial Officer

COMMITTEES

TOWN PLANNING COMMITTEE (TP) (18)

MEMBERSHIP

1. The Town Planning Committee (TP) shall consist of all council members
2. The quorum shall be six members
3. The TP shall elect a Chair and Vice-Chair for its first meeting at each A.G.M

RESPONSIBILITIES

1. The TP will consider and submit observations on all Town and County Planning applications to Denbighshire County Council (Planning) and discuss any other planning matters concerning Prestatyn (in an emergency application to be dealt with by the Chairman, Vice Chairman, Mayor, and Deputy Mayor).
2. The TP may delegate areas of responsibility to a sub-committee or Town Clerk/Responsible Financial Officer.

GOVERNANCE

1. The TP shall meet every month immediately following the FC meeting, and at other times as are deemed necessary to fulfil its functions.
2. Minutes of meetings will be taken and approved at the following meeting of FC.

Specific responsibility areas covered:

- a. Responses to planning applications
- b. Tree preservation Orders
- c. Responses to planning policy consultations
- d. Responses to proposals relating to footpath/bridleway creation orders, highway adoptions and other highway notices
- e. Proposals for street naming
- f. Highway and traffic regulation consultations

FINANCE AND MANAGEMENT COMMITTEE (F&M) (6)

MEMBERSHIP

1. The Finance & Management Committee (F&M) shall consist of six members
2. The members will be elected by Full Council at the Annual General Meeting and will be reviewed on an annual basis
3. The quorum shall be three members
4. The F&M shall elect a Chair and Vice-Chair at its first meeting at each A.G.M

RESPONSIBILITIES

1. Manage and control the financial affairs of the Council generally and to pay and collect all debts and monies owing by or to the Council.
2. Examine the estimates of income and expenditure of the other Committees, to prepare the general estimates of receipts and expenditure during the next ensuing financial year.
3. Consider and report to the Council upon any scheme by a Committee to exceed any item of expenditure in their estimates for any year.
4. Direct the keeping of the accounts of the Council.
5. Direct and have control of all insurance of the Council.
6. Direct control of all Council's IT policy.
7. Direct control of all Council's GDPR policy.
8. Review from time-to-time Financial Regulations.
9. Deal with establishment/building matters.
10. Consider and report from time to time upon management and administration of local government in the region and county areas.
11. Have charge of any surplus lands and properties.
12. To liaise with Town Clerk/Responsible Financial Officer on general appointments, staff grading, overseeing staff structures, reviewing staff salaries, training and staff terms and conditions.
13. To deal with non-routine office matters e.g., new equipment needs and making recommendations if outside budget provision.
14. The F&M may delegate areas of responsibility to a sub-committee or Town Clerk/Responsible Financial Officer

FINANCE AND MANAGEMENT COMMITTEE (F&M) (6)

GOVERNANCE

1. The F&M is governed by Financial Regulations.
2. The F&M shall meet every three months and at other times as are deemed necessary to fulfil its functions.
3. Minutes of meetings will be taken for accuracy and motions/resolutions presented for approval at the next meeting of Full Council.

Specific responsibility areas covered:

- a. Review of Financial Regulations and of financial policies and procedures
- b. Draft budget and draft precept figures for Full Council approval
- c. Draft of IRPW Annual Return
- d. Review of Audit paperwork for Full Council approval
- e. Receiving regular financial reports
- f. BACS approvals for Suppliers and Payroll expenditure
- g. Financing of projects
- h. Power in Joint Committees under LGA s.101 and s.102
- i. Income and expenditure authorisations as per Standing Orders
- j. Management of financial requirements
- k. Community Centre Repairs/Maintenance (LGMP ACT1976) and improvements (LGA1972s.133)
- l. Monitor capital and reserves
- m. Virement of funds, subject to Financial Regulations
- n. Funds, investments, and banking arrangements
- o. Awarding contracts up to £25000
- p. Reviewing overspent of budget
- q. Overseeing procurement and tender procedures
- r. Financial Risk management
- s. Responsible for Fixed Asset Register
- t. Responsible to review adequacy of insurance
- u. Use and upkeep of leases, licences, rents, and fees
- v. Probity and effective financial practice
- w. Debt monitoring and recovery
- x. Review Grant schemes covered by LGA 1972, s.133, s.137, s.142 and s.144
- y. Consider and agree Grant applications
- z. Staffing requirement and recruitment

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE (CDRC) (6)

MEMBERSHIP

1. The Community Development and Regeneration Committee (CDRC) shall consist of six members, with one representation from each Ward
2. The members will be elected by Full Council at the Annual General Meeting and will be reviewed on an annual basis
3. The quorum shall be three members
4. The CDRC shall elect a Chair and Vice-Chair for its first meeting at each A.G.M.

RESPONSIBILITIES

1. The CDRC operates in an Advisory capacity as detailed in Standing Orders.
2. The CDRC will consider matters of industrial and other development in the Town.
3. The CDRC will consider matters relating to condition, improvements etc. of all roads and bridges, public footpaths, bridleways, and street lighting in Prestatyn.
4. The CDRC will consider matters of recreation and pleasure grounds, gardens, and open spaces in Prestatyn.
5. To use initiative in proposing new projects and proposals which should be of benefit to the Town.

GOVERNANCE

1. The CDRC shall meet at least once every three months and at other times as are deemed necessary to fulfil its functions.
2. Minutes of meetings will be taken and approved at the following meeting of Full Council.
3. The CDRC may delegate areas of responsibility to a sub-committee or Town Clerk/Responsible Financial Officer

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE (CDRC) (6)

GOVERNANCE (CONTINUED)

Specific responsibility areas covered:

- a. Town Car Parks (RTA 1984)
- b. Road and rail transport
- c. Byelaws
- d. Crime Prevention / CCTV/Radio link (C&D ACT 1998)
- e. Public footpaths (LGA1972 s.133/s.123)
- f. Entertainment & Attractions
- g. Publicity – Public Relations
- h. Liaison with local organisations and report back to council regarding representation on outside bodies
- i. Licensing
- j. Business Support (LGMP1976)
- k. Health/Sports/Leisure Activities (LGMP1976s.19)
- l. Cultural activities
- m. Scala Cinema (RTA 1984/LGMP 1976)
- n. Town Place/Town Plan implementation
- o. Town regeneration projects
- p. Town marketing projects
- q. Town signage (RTA1984/LGMP1976), maps, and noticeboards (LGMP1976s.19)
- r. Town benches (LGMP ACT 1953/Highways)
- s. Town bus shelters (LGMPACT 1953)
- t. Town planting scheme (LGMP1976)
- u. Hanging Baskets/troughs (LGA1972 s.133/s.123)
- v. Town festive lights scheme and other Illuminations (LGA1972 s144.5)
- w. Town tourism projects
- x. Town public transport
- y. Town twinning & Town partnerships (LGMP1976s.19)
- z. Town environment projects – (e.g. Coastal and High Street) LGMP ACT 1976
- aa. Play Areas (LGMP1976s.19)
- bb. Public Gardens (LGA1984)
- cc. Identification of projects of benefit to the town
- dd. Identifying and delivery of events
- ee. Community engagement / Meetings / Forums
- ff. Community Partnership Room (LGA1972s.133/s.123)
- gg. Local Community Services (LGA1976)
- hh. Volunteering opportunities
- ii. Engagement with third party organisations
- jj. Public consultations
- kk. Meet objectives contained in Well-Being Plan

POLICY REVIEW SUB-COMMITTEE (PR) (3)

MEMBERSHIP

1. The Policy Review Committee shall consist of three members
2. The members will be elected by Full Council at the Annual General Meeting and will be reviewed on an annual basis
3. The quorum shall be three Members
4. A Chair and Vice-Chair shall be elected at the A.G.M

RESPONSIBILITIES

1. The PR Committee operates in an Advisory capacity.
2. The PR Committee will be responsible for assessing and reviewing all Town Council Policies and Procedures and making any appropriate recommendations to Full Council or Finance and Management Committee where appropriate.
3. The PR Committee will draw up a register of all Policies and Procedures and establish appropriate timescales for each to be reviewed for suitability and compliance with changes in legislation.
4. To carry out any other such duties in accordance with a resolution from Finance and Management Committee.

GOVERNANCE

1. The Committee shall meet at least once annually and at other times as are deemed necessary to fulfil its functions.
2. The Committee shall be administered by the Town Clerk/Responsible Financial Officer.
3. Minutes of meetings will be taken and approved at the following meeting of Full Council.

Specific responsibility areas covered:

- a. Review Standing Orders for Full Council approval
- b. Review committee structure and committee terms of reference for Full Council approval
- c. Review all council policies within terms of reference of committees
- d. Review finance regulations for Finance & Management Committee
- e. Review risk management
- f. Oversee compliance with all legislation
- g. Produce council's annual report and review Training Policy, Biodiversity Policy, Wellbeing & Future Generations Policy for Full Council approval

RESOURCE AND APPEALS COMMITTEE (R&A) (5)

MEMBERSHIP

1. The Resource and Appeals Committee shall consist of five members
2. Members will be elected by Full Council at each A.G.M, and membership will remain consistent until the following A.G.M. This will allow the committee to be called to address serious or urgent matters without the need to await the next Full Counting meeting.
3. The quorum shall be three members
4. FC shall elect a Chair for each R&A

RESPONSIBILITIES

1. The R&A Committee operates in an Advisory capacity, with any delegated powers as detailed in Standing Orders.

GOVERNANCE

1. The R&A Committee shall meet at times as are deemed necessary to fulfil its functions and may not be required to meet at all during the year.
2. The R&A Committee shall be administered by the Town Clerk/Responsible Financial Officer in the first instance, or any councillor if deemed more appropriate to matters in hand.
3. The Town Clerk/Responsible Financial Officer shall submit matters (including staffing) to the Resource and Appeals Committee when deemed appropriate or when the Town Clerk/Responsible Financial Officer requires assistance.
4. Minutes of meetings will be taken and approved at the following meeting of Full Council.

Specific responsibility areas covered:

- a. Appeals
- b. Grievance and Discipline matters
- c. Freedom of Interest requests, if issues arise
- d. Town Clerk/Responsible Financial Officer matters, as relevant
- e. Deal with litigation in which the Council may be engaged

STAFFING SUB-COMMITTEE (SC) (3)

MEMBERSHIP

1. The Staffing Sub-Committee shall consist of four regular members, as below:
 - a. Three councillors
 - b. One management representative (Town Clerk or other senior staff member nominated by Town Clerk)
2. In addition, a Staff Liaison to the Sub-Committee shall take part in 'Part 1' of the meeting to keep the members informed regarding concerns from the staff's point of view
 - a. The Staff Liaison will be nominated by the staff. If a nomination is not forthcoming (e.g. no consensus or agreement reached), the Town Clerk will be considered as representing the staff.
3. Members will be elected by Full Council at the A.G.M and membership will remain consistent until the following A.G.M.
4. The quorum shall be three members
5. The Chair shall be the Town Clerk (or other senior staff member nominated by TC in their absence)
6. Meetings will be held in 2 parts, with the second part to focus upon employer-related and HR matters (as delegated from F&M Committee responsibilities)

RESPONSIBILITIES

1. The Sub-Committee operates in an Advisory capacity to the Finance & Management Committee

GOVERNANCE

1. The Sub-Committee shall meet bi-monthly at a minimum, and at other times as necessary to fulfil its functions
2. The Sub-Committee shall be administered by the Town Clerk/Responsible Financial Officer in the first instance, or the Vice-Chair if deemed more appropriate to matters in hand
3. The Town Clerk/Responsible Financial Officer shall submit matters to the Staffing Sub-Committee when deemed appropriate
4. Minutes of meetings will be taken and approved at the following meeting of the Finance & Management Committee
5. Delivery will take place by staff following council approvals / decisions, as needed

Specific responsibility areas covered:

- a. To foster good relations between Members and staff and promote a positive work environment
- b. Staff concerns, issues or conditions
- c. To monitor staff training
- d. Issues raised are not necessarily for the Sub-Committee to address. These will be put over to the appropriate forum for appropriate action by the correct committee or Full Council.

VERSION UPDATE				
VERSION	DATE	SECTION CHANGES	REVIEWED BY	APPROVAL
V2	28.11.2025	Policy Review Committee Resources & Appeals Committee Staffing Sub-Committee	Legal & HR Support Officer	-
V3	09.12.2025	Policy Review Committee Resources & Appeals Committee Staffing Sub-Committee	Policy Review Committee	Policy Review Committee 09.12.2025
V4	08.01.2026	Policy Review Sub-Committee Resources & Appeals Committee Staffing Sub-Committee	Policy Review Committee	Policy Review Committee 08.01.2026
V4	11.02.2026	None	Finance & Management Committee	Finance & Management Committee on 11.02.2026

TRACK CHANGES		
VERSION	UP TO DATE ON	CHANGES
V3	09.12.2025	<i>Changes to Committees; Community centres moved from CDRC to F&M responsibility</i>
V4	13.01.2026	<i>Major change to Staffing Sub-Committee organisation and operations; 4 members of Staffing Sub-Committee instead of 5; Policy Review changed from 'Committee' to 'Sub-Committee'.</i>

Prestatyn Town Councillors 2026/27 - Committees

Full Council		Town Planning		Finance and Management	Community Development and Regeneration
Chair	Chair:	Chair:	Chair:	Chair:	Chair:
Deputy Chair:	Deputy Chair:	Deputy Chair:	Deputy Chair:	Deputy Chair:	Deputy Chair:
Deputy Mayor					
Committee Members Nominated	Committee Members Nominated	Committee Members Nominated	Committee Members Nominated	Committee Members Nominated	Committee Members Nominated
Cllr C Holliday	Cllr C Holliday	Cllr C Holliday			
Cllr A Sampson	Cllr A Sampson	Cllr A Sampson			
Cllr K Clewett	Cllr K Clewett	Cllr K Clewett			
Cllr P Duffy	Cllr P Duffy	Cllr P Duffy			
Cllr G Frobisher MBE	Cllr G Frobisher MBE	Cllr G Frobisher MBE			
Cllr S Frobisher	Cllr S Frobisher	Cllr S Frobisher			
Cllr R Flynn	Cllr R Flynn	Cllr R Flynn			
Cllr E Heaton	Cllr E Heaton	Cllr E Heaton			
Cllr T Jones MBE	Cllr T Jones MBE	Cllr T Jones MBE			
Cllr I Lifford	Cllr I Lifford	Cllr I Lifford			
Cllr J Matthews	Cllr J Matthews	Cllr J Matthews			
Cllr J McLellan	Cllr J McLellan	Cllr J McLellan			
Cllr G Sandilands	Cllr G Sandilands	Cllr G Sandilands			
Cllr J Thompson-Hill	Cllr J Thompson-Hill	Cllr J Thompson-Hill			
Cllr A Tomlin	Cllr A Tomlin	Cllr A Tomlin			
Cllr A. West	Cllr A. West	Cllr A. West			
Cllr B Williams	Cllr B Williams	Cllr B Williams			

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Wednesday	13 th May 2026	Annual General Meeting (AGM)
Wednesday	10 th June 2026	Town Planning (T/P) Full Council (FC)
Wednesday	8 th July 2026	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
AUGUST RECESS		
Wednesday	9 th September 2026	Town Planning (T/P) Full Council (FC)
Wednesday	14 th October 2026	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	11 th November 2026	Town Planning (T/P) Full Council (FC)
Wednesday	9 th December 2026	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	13 th January 2027	Town Planning (T/P) Full Council (FC)
Wednesday	10 th February 2027	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	10 th March 2027	Town Planning (T/P) Full Council (FC)
Wednesday	14 th April 2027	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	28 th April 2027	Town Planning (T/P) Full Council (FC)
Wednesday	12 th May 2027	Town Planning (T/P) Annual General Meeting (AGM)

SCHEDULE OF MEETINGS 2026/27

Council meetings are normally held on Wednesday commencing at 6.15pm.
Please note there may be additional meetings called.

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COUNCILLOR ATTENDANCE 2025/26

Possible number of AGM & Full Council meetings
Town Councillors could attend is 12 to date 22.04.26

AGM	FULL COUNCIL	FULL EXTRAORDINARY COUNCIL/ PART 2
1	6	5

ATTENDANCE RECORD AGM & FULL COUNCIL To date 22.04.26 (All Councillors Committee Members)	
Mayor Cllr Carol Holliday	12
Deputy Mayor Cllr Anton Sampson	11
Cllr Kelly Clewett	11
Cllr Peter Duffy	12
Cllr Carol Evans	8
Cllr Rachel Flynn	9
Cllr Gerry Frobisher MBE	7
Cllr Sharon Frobisher	6
Cllr Elen Heaton	5
Cllr Tina Jones MBE	11
Cllr Ian Lifford	12
Cllr Julie Matthews	12
Cllr Jason McLellan	7
Cllr Gareth Sandilands	10
Cllr Julian Thompson-Hill	4
Cllr Andrea Tomlin	10
Cllr Adrian West	12
Cllr Ben Williams	7



Possible number of Town Planning meetings
Town Councilors could attend is 13 to date 22.04.26

TOWN PLANNING
13

ATTENDANCE RECORD TOWN PLANNING To date 13 22/04/2026 (All Councilors Committee Members)	
Mayor Cllr Carol Holliday	13
Deputy Mayor Cllr Anton Sampson	12
Cllr Kelly Clewett	11
Cllr Peter Duffy	11
Cllr Carol Evans	11
Cllr Rachel Flynn	9
Cllr Gerry Frobisher MBE	3
Cllr Sharon Frobisher	7
Cllr Elen Heaton	5
Cllr Tina Jones MBE	12
Cllr Ian Lifford	12
Cllr Julie Matthews	13
Cllr Jason McLellan	7
Cllr Gareth Sandilands	12
Cllr Julian Thompson-Hill	6
Cllr Andrea Tomlin	11
Cllr Adrian West	13
Cllr Ben Williams	7



Possible number of Community Development & Regeneration meetings
Town Councilors could attend is 5 to date 22.04.26

COMMUNITY DEVELOPMENT & REGENERATION
5

ATTENDANCE RECORD COMMUNITY DEVELOPMENT & REGENERATION To date 22/04/2026 (x6 Committee Members)	
Cllr Kelly Clewett – Vice Chair	5
Cllr Elen Heaton	2
Madam Mayor Cllr Carol Holliday	5
Deputy Mayor Cllr Anton Sampson	5
Cllr Gareth Sandilands – Chair	5
Cllr Ben Williams	2



Possible number of Finance & Management meetings
Town Councilors could attend is 6 to date 22.04.26

FINANCE AND MANAGEMENT
6

ATTENDANCE RECORD FINANCE AND MANAGEMENT To date 22/04/26 (x6 Committee Members)	
Attended as -	Committee Member:
Cllr Carol Evans	6
Madam Mayor Cllr Carol Holliday – Chair	6
Cllr Ian Lifford – Vice Chair	5
Cllr Julie Matthews	6
Cllr Gareth Sandilands	6
Cllr Adrian West	6



Possible number of Staffing Sub Committee meetings
Town Councilors could attend is 2 to date 08.04.26

STAFFING Sub-Committee
4

ATTENDANCE RECORD To date 08/04/2026 (x4 Committee Members)	
Attended as -	Committee Member:
Town Clerk Peter Davis - Chair	4
Cllr C. Evans – Vice Chair	4
Cllr B. Williams	2
Cllr A. West	4



Possible number of Policy Review Sub Committee meetings
Town Councilors could attend is 9 to date 22.04.26

POLICY REVIEW Sub-Committee
9

ATTENDANCE RECORD To date 22/04/2026 (x3 Committee Members)	
Attended as -	Committee Member:
Cllr I. Lifford – Vice Chair	8
Cllr E. Heaton	0 / 3
Cllr C. Evans	9
Cllr A. Tomlin	0 / 3
Cllr A. West - Chair	8



Possible number of Resource & Appeals Committee meetings
Town Councilors could attend is 0 to date.

RESOURCE & APPEALS
0

ATTENDANCE RECORD RESOURCE & APPEALS To date 22/04/2026 (x5 Committee Members)	
Attended as -	Committee Member:
Cllr I. Lifford - Chair	
Deputy Mayor Cllr A. Sampson – Vice Chair	
Cllr G. Sandilands	
Cllr T. Jones MBE	
Cllr B. Williams	



Attendance Explanations of Workings 2025/26

AGM	FULL COUNCIL	FULL EXTRAORDINARY COUNCIL	TOWN PLANNING	COMMUNITY DEVELOPMENT & REGENERATION	FINANCE AND MANAGEMENT	POLICY REVIEW	RESOURCE & APPEALS	STAFFING SUB COMMITTEE
1	6	5	13	5	6	9	0	4

COUNCILLOR	No. Attended	DATES ATTENDED
Mayor Cllr Carol Holliday	36	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(3), 10.09.25(3), 08.10.25(3), 13.11.25(2), 10.12.25(3), 14.01.26(3), 11.02.26(4), 11.03.26(2), 08.04.26(2), 22.04.26(4)
Deputy Mayor Cllr Anton Sampson	28	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(2), 10.09.25(3), 08.10.25(2), 12.11.25(2), 10.12.25(2), 14.01.26(0), 11.02.26(3), 11.03.26(2), 08.04.26(1), 22.04.26(4)
Cllr Kelly Clewett	27	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(2), 10.09.25(3), 08.10.25(2), 12.11.25(2), 10.12.25(2), 14.01.26(0), 11.02.26(3), 11.03.26(2), 08.04.26(0), 22.04.26(4)
Cllr Peter Duffy	24	14.05.25(2), 11.06.25(3), 16.07.25(1), 30.07.25(1), 10.09.25(3), 08.10.25(1), 12.11.25(2), 10.12.25(1), 14.01.26(2), 11.02.26(2), 11.03.26(2), 08.04.26(1), 22.04.26(3)
Cllr Carol Evans	23	14.05.25(0), 11.06.25(0), 16.07.25(2), 30.07.25(2), 10.09.25(3), 08.10.25(2), 12.11.25(2), 10.12.25(2), 14.01.26(3), 11.02.26(3), 11.03.26(2), 08.04.26(2), 22.04.26(0)
Cllr Rachel Flynn	19	14.05.25(1), 11.06.25(3), 16.07.25(2), 30.07.25(0), 10.09.25(2), 08.10.25(0), 12.11.25(0), 10.12.25(1), 14.01.26(2), 11.02.26(2), 11.03.26(2), 08.04.26(1), 22.04.26(3)
Cllr Gerry Frobisher MBE	11	30.07.25(1), 10.09.25(0), 08.10.25(0), 12.11.25(0), 10.12.25(0), 14.01.26(2), 11.02.26(2), 11.03.26(2), 08.04.26(1), 22.04.26(3)
Cllr Sharon Frobisher	15	14.05.25(2), 11.06.25(3), 16.07.25(0), 30.07.25(1), 10.09.25(0), 08.10.25(0), 12.11.25(2), 10.12.25(1), 14.01.26(0), 11.02.26(2), 11.03.26(0), 08.04.26(1), 22.04.26(3)
Cllr Elen Heaton	12	14.05.25(2), 11.06.25(3), 16.07.25(0), 30.07.25(2), 10.09.25(0), 08.10.25(0), 12.11.25(0), 10.12.25(0), 14.01.26(2), 11.02.26(3), 11.03.26(0), 08.04.26(0), 22.04.26(0)
Cllr Tina Jones MBE	23	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(1), 10.09.25(3), 08.10.25(1), 12.11.25(2), 10.12.25(1), 14.01.26(2), 11.02.26(2), 11.03.26(0), 08.04.26(1), 22.04.26(3)
Cllr Ian Lifford	29	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(0), 10.09.25(3), 08.10.25(2), 12.11.25(2), 10.12.25(2), 14.01.26(3), 11.02.26(3), 11.03.26(2), 08.04.26(2), 22.04.26(3)
Cllr Julie Matthews	31	14.05.25(2), 11.06.25(3), 16.07.25(2), 30.07.25(2), 10.09.25(3), 08.10.25(2), 12.11.25(2), 10.12.25(2), 14.01.26(3), 11.02.26(3), 11.03.26(2), 08.04.26(2), 22.04.26(3)
Cllr Jason McLellan	16	14.05.25(2), 11.06.25(0), 16.07.25(2), 30.07.25(1), 10.09.25(3), 08.10.25(1), 12.11.25(2), 10.12.25(1), 14.01.26(2), 11.02.26(2), 11.03.26(0), 08.04.26(0), 22.04.26(0)
Cllr Gareth Sandilands	33	14.05.25(2), 11.06.25(0), 16.07.25(2), 30.07.25(3), 10.09.25(3), 08.10.25(3), 12.11.25(2), 10.12.25(3), 14.01.26(3), 11.02.26(4), 11.03.26(2), 08.04.26(2), 22.04.26(4)
Cllr Julian Thompson-Hill	8	14.05.25(2), 11.06.25(0), 16.07.25(0), 30.07.25(1), 10.09.25(0), 08.10.25(1), 12.11.25

		(0),10.12.25(1),14.01.26(0), 11.02.26(0),11.03.26(2),08.04.26(1), 22.04.26(0)
Cllr Andrea Tomlin	21	14.05.25(2),11.06.25(3), 16.07.25(2), 30.07.25(1),10.09.25(3),08.10.25(1), 12.11.25(2),10.12.25(0),14.01.26(2), 11.02.26(2),11.03.26(2),08.04.26(1), 22.04.26(0)
Cllr Adrian West	31	14.05.25(2),11.06.25(3), 16.07.25(2), 30.07.25(2),10.09.25(3),08.10.25(2), 12.11.25(2),10.12.25(2),14.01.26(3), 11.02.26(3),11.03.26(2),08.04.26(2), 22.04.26(3)
Cllr Ben Williams	16	14.05.25(2),11.06.25(3), 16.07.25(0), 30.07.25(2),10.09.25(3),08.10.25(2), 12.11.25(2),10.12.25(0),14.01.26(2), 11.02.26(0),11.03.26(0),08.04.26(0), 22.04.26(0)



Outside Bodies 2026/27

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ORGANISATION	2025/26 Nomination	FREQUENCY	Proposed	Seconded	2026/27 Nomination
ATC – Prestatyn Air training Corps 2193 Squadron	Cllr G.Sandilands	Bi-monthly			
Community Association Meliden	Cllr C. Evans	As called			
	Cllr J. Matthews				
Community Association North West	Cllr J. Mclellan	Quarterly			
	Cllr K. Clewett				
Community Association Ty Caradoc	Cllr A. Sampson	4/5 per annum			
	Cllr C. Holliday				
Community Building Ty Pendre	Cllr E. Heaton	As called			
	Cllr A. Tomlin				
	Cllr A. Sampson				
	Cllr J. Thompson-Hill				
CYTUN - (Churches Together)	Cllr A. West	Every 6 weeks			
Denbighshire CCTV	Cllr C. Holliday	As called			
	Cllr C. Evans				
Dyserth, Meliden, Cwm Relief in Sickness Fund	Cllr J. Matthews – Yr 3 of 4	1 or 2 per annum			



Outside Bodies 2026/27

(four-year term)					
Friends of the Ffrith Association	Cllr J. McClellan	Monthly			
	Cllr K. Clewett				
Meliden Residents Action Group	Cllr J. Matthews	Quarterly			
	Cllr C. Evans				
NWATC - North Wales Assoc of Town Councils	Cllr C. Holliday	Quarterly			
	Cllr A. Sampson				
Prestatyn Business Forum	Cllr C. Holliday	6 weekly (approx.)			
Prestatyn Carnival Association Committee	Cllr C Holliday	Monthly			
Prestatyn and District Environment Association	Cllr G. Sandilands	As called			
	Cllr A. West				
Prestatyn and District Festival of Walking	Cllr A. Sampson	Monthly			
	Cllr G. Sandilands				
	Cllr I. Lifford				



Outside Bodies 2026/27

ORGANISATION	2024/25 Nomination	FREQUENCY	Proposed	Seconded	2025/26 Nomination
Prestatyn "You'll Never Walk Alone" Volunteer Walk Leaders group	Cllr G. Sandilands	Monthly			
Prestatyn Youth Club	Cllr B. Williams Request made for 2 nd body Cllr P. Duffy	Every 4-6 weeks			
King's Hall Management Committee	Cllr C. Holliday	6 weekly			
Ysgol Bodnant	Cllr E. Heaton	Per term			
Ysgol Melyd	Cllr J. Matthews	Every half term			
Ysgol Penmorfa	Cllr C. Holliday	Per term			
Ysgol y Llys	Cllr P. Duffy	Every 2 months			
Ysgol Clawdd Offa	Cllr R. Flynn	As called			
North and Mid Wales Association and Coastal Transport Committee	Cllr I. Lifford	Quarterly			
North and Mid Wales Association of Local Councils	Cllr C. Holliday	Quarterly			
	Cllr A. Sampson				
Plastic Free Community	Cllr G. Sandilands	As called			



Outside Bodies 2026/27

One Voice Wales	Cllr C. Holliday	Larger Council Meeting Quarterly (1 rep + TC) One Voice Wales meeting Quarterly (2 reps + TC)			
	Town Clerk/RFO				
	Cllr I. Lifford				
Clwydian Range and Dee Valley AONB	Cllr G. Sandilands	As called			
Tourism Partnership Board	Cllr G. Sandilands	As required			
Prestatyn Classic Car Show	Cllr C. Holliday	Annual			
Prestatyn Youth Stakeholder	Cllr B. Williams				

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Prestatyn Town Council 2025-26

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Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Council - Income							
1076 Precept	634,875	634,875	0			100.0%	
1100 Rental Income	3,910	5,160	1,250			75.8%	
1150 Ty Pendre Income	912	1,075	163			84.8%	
1200 Grants Received	11,600	10,000	(1,600)			116.0%	10,000
1300 PTC Room Hire	153	500	348			30.5%	
1400 Donations	1,000	500	(500)			199.9%	
1500 Bank Interest	5,472	5,000	(472)			109.4%	
1700 Misc Income	9,213	1,000	(8,213)			921.3%	
Council - Income :- Income	667,135	658,110	(9,025)			101.4%	10,000
Net Income	667,135	658,110	(9,025)				
6001 less Transfer to EMR	10,000	0	(10,000)				
Movement to/(from) Gen Reserve	657,135	658,110	975				
120 Council - Democracy							
4100 Mayor expenditure	5,903	2,590	(3,313)		(3,313)	227.9%	
4110 Mayor's Allowance	830	830	0		0	100.0%	
4120 IRPW & Councillor Allowance	2,276	3,105	829		829	73.3%	
4125 IRPW Senior Councillor	212	520	308		308	40.8%	
4130 Councillor Training / Meetings	67	500	433		433	13.4%	
4140 Travelling - Councillors	102	200	98		98	50.9%	
4150 Elections / Democracy	6,253	16,500	10,247		10,247	37.9%	
Council - Democracy :- Indirect Expenditure	15,642	24,245	8,603	0	8,603	64.5%	0
Net Expenditure	(15,642)	(24,245)	(8,603)				
150 Administration							
4200 Audit - External	600	1,250	650		650	48.0%	
4205 Audit - Internal	1,155	1,250	95		95	92.4%	
4210 Legal Expenses	583	9,030	8,447		8,447	6.5%	
4215 Bank Charges	547	700	153		153	78.2%	
4220 Subscr's/Public's/ Licence Fee	5,135	4,140	(995)		(995)	124.0%	
4235 Professional Fees	1,392	1,320	(72)		(72)	105.4%	
4240 Insurance	5,205	5,400	195		195	96.4%	
4300 Website/Marketing/Media	331	3,000	2,669		2,669	11.0%	
4330 Stationery	1,227	1,500	273	60	212	85.9%	
4335 Printing Costs	2,763	2,500	(263)	98	(361)	114.5%	15
4340 Postage	54	300	246		246	18.1%	
4350 Welsh Translation	350	300	(50)		(50)	116.6%	

Continued over page

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4500 Petty Cash	229	0	(229)		(229)	0.0%	
4510 Miscellaneous	794	1,000	206		206	79.4%	
Administration :- Indirect Expenditure	20,367	31,690	11,323	158	11,165	64.8%	15
Net Expenditure	(20,367)	(31,690)	(11,323)				
6000 plus Transfer from EMR	15	0	(15)				
Movement to/(from) Gen Reserve	(20,352)	(31,690)	(11,338)				
<u>250 Personnel</u>							
4000 Net Salaries	171,051	158,355	(12,696)		(12,696)	108.0%	
4010 PAYE	62,653	44,500	(18,153)		(18,153)	140.8%	
4020 Superannuation	18,728	32,145	13,417		13,417	58.3%	
4030 Staff Contingency e.g. Agency	55,042	35,000	(20,042)		(20,042)	157.3%	
4040 Travelling - Officers	251	250	(1)	140	(141)	156.3%	
4050 Training & Development	2,124	2,000	(124)		(124)	106.2%	
Personnel :- Indirect Expenditure	309,847	272,250	(37,597)	140	(37,737)	113.9%	0
Net Expenditure	(309,847)	(272,250)	37,597				
<u>300 Office</u>							
4400 Telephones / Broadband	1,684	2,070	386	50	336	83.8%	
4440 Business rates	6,532	6,835	303		303	95.6%	
4445 Water Rates	210	385	175		175	54.6%	
4450 Electricity / Gas	4,218	5,000	782		782	84.4%	
4460 IT Support and IT Software	11,739	9,315	(2,424)	336	(2,760)	129.6%	1,089
4475 Office Furnishing	458	1,000	542	20	521	47.9%	
4480 Repairs & Maintenance	6,101	40,000	33,899	269	33,630	15.9%	
4490 Cleaning/ Waste Collection	4,232	2,845	(1,387)		(1,387)	148.8%	
Office :- Indirect Expenditure	35,175	67,450	32,275	676	31,599	53.2%	1,089
Net Expenditure	(35,175)	(67,450)	(32,275)				
6000 plus Transfer from EMR	1,089	0	(1,089)				
Movement to/(from) Gen Reserve	(34,086)	(67,450)	(33,364)				
<u>550 Town</u>							
4600 Envir Flowers/Amenity/Watering	4,050	6,740	2,690		2,690	60.1%	
4602 Floral Maintenance	24,093	24,100	7	617	(610)	102.5%	
4605 Hanging Baskets / Troughs	2,795	2,900	105		105	96.4%	
4610 Festive Lighting Installation	28,005	30,000	1,995		1,995	93.3%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4615 Public Seats	3,948	4,000	52	111	(59)	101.5%	
4617 2024-25 Public Seats Repair/	1,941	0	(1,941)		(1,941)	0.0%	
4620 Ty Pendre - Boulevard Gardens	9,395	9,000	(395)	1,225	(1,620)	118.0%	
4625 Notice Boards	3,728	2,590	(1,138)	730	(1,868)	172.1%	
4630 Tourism Signage	885	1,000	115		115	88.5%	
4635 Alleyways and Streets Maint	1,321	2,000	679	671	8	99.6%	
4640 Car Parks	0	6,500	6,500		6,500	0.0%	
4645 Bus Shelters - Maintenance	7,173	7,000	(173)		(173)	102.5%	
4650 Crime Prevention CCTV / Radio	10,350	11,000	650		650	94.1%	
4655 Play Areas	165	1,000	835		835	16.5%	
4660 Community Centre	5,985	5,000	(985)	2,644	(3,629)	172.6%	
4665 Scala Cinema & Art Centre Loan	66,493	66,495	2		2	100.0%	
4670 Local community services/defib	3,322	5,000	1,678		1,678	66.4%	
4675 Town Development	6,853	15,000	8,147	8,152	(5)	100.0%	
4680 Public Conveniences	0	15,000	15,000		15,000	0.0%	
Town :- Indirect Expenditure	180,502	214,325	33,823	14,149	19,673	90.8%	0
Net Expenditure	(180,502)	(214,325)	(33,823)				
700 Projects							
4700 Holiday Leisure Activity	2,318	4,000	1,682	38	1,644	58.9%	
4710 Festival / Youth Activities	44	2,000	1,956	60	1,896	5.2%	
4720 PTC Events /Activities / Promo	24,699	10,000	(14,699)		(14,699)	247.0%	9,252
4730 Community Wellbeing	1,027	1,500	473		473	68.5%	
4740 Mind Music	1,449	1,500	51		51	96.6%	
4750 Warm Hubs	4,935	6,500	1,565	1,032	533	91.8%	
4760 Community Volunteers	60	750	690		690	8.0%	60
Projects :- Indirect Expenditure	34,533	26,250	(8,283)	1,130	(9,412)	135.9%	9,312
Net Expenditure	(34,533)	(26,250)	8,283				
6000 plus Transfer from EMR	9,985	0	(9,985)				
Movement to/(from) Gen Reserve	(24,547)	(26,250)	(1,703)				
800 Grants							
1400 Donations	402	0	(402)			0.0%	
Grants :- Income	402	0	(402)				0
4800 Grants- New Local Organisation	581	500	(81)		(81)	116.2%	
4810 Grants- Existing Organisation	3,200	3,000	(200)		(200)	106.7%	
4820 Cultural Grants / Eisteddfod	500	500	0		0	100.0%	
4830 Carnival Committee	2,500	2,500	0		0	100.0%	

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4850 Car show	0	1,200	1,200		1,200	0.0%	
4860 Wales / Britain in Bloom	1,000	1,000	0		0	100.0%	
4870 Benefits Advice Shop/ Other	2,500	2,500	0		0	100.0%	
4880 Citizens Advice Bureau	2,500	2,500	0		0	100.0%	
4890 Walks Programme / Festival	1,000	1,000	0		0	100.0%	
4895 Business Support	1,000	1,000	0		0	100.0%	
Grants :- Indirect Expenditure	14,781	15,700	919	0	919	94.1%	0
Net Income over Expenditure	(14,379)	(15,700)	(1,321)				
900 Assets - Prior Year Commitment							
4910 IT Equipment	177	0	(177)		(177)	0.0%	
4930 CCs Emergency Repairs	3,637	6,200	2,563		2,563	58.7%	
Assets - Prior Year Commitment :- Indirect Expenditure	3,814	6,200	2,386	0	2,386	61.5%	0
Net Expenditure	(3,814)	(6,200)	(2,386)				
Grand Totals:- Income	667,536	658,110	(9,426)			101.4%	
Expenditure	614,661	658,110	43,449	16,253	27,196	95.9%	
Net Income over Expenditure	52,875	0	(52,875)				
plus Transfer from EMR	11,089	0	(11,089)				
less Transfer to EMR	10,000	0	(10,000)				
Movement to/(from) Gen Reserve	53,964	0	(53,964)				

App (X)

21/04/2026

Prestatyn Town Council 2025-26

Page 1

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Summary Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council - Income	Income	667,135	658,110	(9,025)			101.4%
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	10,000	0	(10,000)			
	Movement to/(from) Gen Reserve	<u>647,135</u>	<u>658,110</u>	<u>975</u>			
120 Council - Democracy	Expenditure	15,642	24,245	8,603		8,603	64.5%
150 Administration	Expenditure	20,367	31,690	11,323	158	11,165	64.8%
	plus Transfer from EMR	15	0	(15)			
	Movement to/(from) Gen Reserve	<u>(20,352)</u>	<u>(31,690)</u>	<u>(11,338)</u>			
250 Personnel	Expenditure	309,847	272,250	(37,597)	140	(37,737)	113.9%
300 Office	Expenditure	35,175	67,450	32,275	676	31,599	53.2%
	plus Transfer from EMR	1,089	0	(1,089)			
	Movement to/(from) Gen Reserve	<u>(34,086)</u>	<u>(67,450)</u>	<u>(33,364)</u>			
550 Town	Expenditure	180,502	214,325	33,823	14,149	19,673	90.8%
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(180,502)</u>	<u>(214,325)</u>	<u>(33,823)</u>			
700 Projects	Expenditure	34,533	26,250	(8,283)	1,130	(9,412)	135.9%
	plus Transfer from EMR	9,985	0	(9,985)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(24,547)</u>	<u>(26,250)</u>	<u>(1,703)</u>			
800 Grants	Income	402	0	(402)			0.0%
	Expenditure	14,781	15,700	919		919	94.1%
	Movement to/(from) Gen Reserve	<u>(14,379)</u>					
900 Assets - Prior Year Commitment	Expenditure	3,814	6,200	2,386		2,386	61.5%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(3,814)</u>	<u>(6,200)</u>	<u>(2,386)</u>			
Grand Totals:- Income		667,536	658,110	(9,426)			101.4%
Expenditure		614,661	658,110	43,449	16,253	27,196	95.9%
Net Income over Expenditure		<u>52,875</u>	<u>0</u>	<u>(52,875)</u>			
plus Transfer from EMR		11,089	0	(11,089)			
less Transfer to EMR		10,000	0	(10,000)			
Movement to/(from) Gen Reserve		<u>53,964</u>	<u>0</u>	<u>(53,964)</u>			

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21/04/2026

Prestatyn Town Council 2025-26

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14:12

Trial Balance for Month No: 12

User : JACQUI

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	100	Debtors	401.70	
	105	VAT Control A/c	7,849.18	
	200	Barclays Premium / Current	410,563.42	
	210	Mayoral Account	278.11	
	220	Petty Cash Account	118.40	
	310	General Reserves		347,200.66
	326	EMR - GRANT Enabling Virt		54.20
	332	Emergency Repairs		11,805.00
	335	SID Maintenance		3,200.00
	500	Purchase Ledger Creditors		207.00
	510	Accruals		2,780.00
	Total :-	Balance Sheet & Non Centre A/cs	419,210.81	365,246.86
100 Council - Income	1076	Precept		634,875.00
	1100	Rental Income		3,910.48
	1150	Ty Pendre Income		912.04
	1200	Grants Received		11,600.00
	1300	PTC Room Hire		152.50
	1400	Donations		999.71
	1500	Bank Interest		5,472.08
	1700	Misc Income		9,212.75
	6001	Transfer to EMR	10,000.00	
	Total :-	100 Council - Income	10,000.00	667,134.56
120 Council - Democracy	4100	Mayor expenditure	5,903.01	
	4110	Mayor's Allowance	830.00	
	4120	IRPW & Councillor Allowance	2,276.00	
	4125	IRPW Senior Councillor	212.00	
	4130	Councillor Training / Meetings	67.00	
	4140	Travelling - Councillors	101.70	
	4150	Elections / Democracy	6,252.62	
	Total :-	120 Council - Democracy	15,642.33	0.00
150 Administration	4200	Audit - External	600.00	
	4205	Audit - Internal	1,155.01	
	4210	Legal Expenses	583.20	
	4215	Bank Charges	547.33	
	4220	Subscr's/Public's/ Licence Fee	5,135.24	
	4235	Professional Fees	1,391.50	
	4240	Insurance	5,204.89	
	4300	Website/Marketing/Media	330.78	
	4330	Stationery	1,227.43	
	4335	Printing Costs	2,763.30	

Continued over page

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	4340	Postage	54.40	
	4350	Welsh Translation	349.87	
	4500	Petty Cash	229.45	
	4510	Miscellaneous	794.14	
	6000	Transfer from EMR		14.66
	Total :-	150 Administration	20,366.54	14.66
250 Personnel	4000	Net Salaries	171,051.07	
	4010	PAYE	62,652.54	
	4020	Superannuation	18,727.52	
	4030	Staff Contingency e.g. Agency	55,041.62	
	4040	Travelling - Officers	250.64	
	4050	Training & Development	2,124.00	
	Total :-	250 Personnel	309,847.39	0.00
300 Office	4400	Telephones / Broadband	1,684.48	
	4440	Business rates	6,532.00	
	4445	Water Rates	210.22	
	4450	Electricity / Gas	4,217.77	
	4460	IT Support and IT Software	11,738.77	
	4475	Office Furnishing	458.25	
	4480	Repairs & Maintenance	6,101.11	
	4490	Cleaning/ Waste Collection	4,232.23	
	6000	Transfer from EMR		1,088.62
	Total :-	300 Office	35,174.83	1,088.62
550 Town	4600	Envir Flowers/Amenity/Watering	4,049.58	
	4602	Floral Maintenance	24,093.36	
	4605	Hanging Baskets / Troughs	2,795.00	
	4610	Festive Lighting Installation	28,004.87	
	4615	Public Seats	3,947.85	
	4617	2024-25 Public Seats Repair/	1,941.24	
	4620	Ty Pendre - Boulevard Gardens	9,395.01	
	4625	Notice Boards	3,728.40	
	4630	Tourism Signage	885.00	
	4635	Alleyways and Streets Maint	1,320.60	
	4645	Bus Shelters - Maintenance	7,173.12	
	4650	Crime Prevention CCTV / Radio	10,350.00	
	4655	Play Areas	165.00	
	4660	Community Centre	5,985.24	
	4665	Scala Cinema & Art Centre Loan	66,493.00	
	4670	Local community services/defib	3,322.00	
	4675	Town Development	6,853.00	

Continued over page

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
Total :-	550	Town	180,502.27	0.00
700 Projects	4700	Holiday Leisure Activity	2,318.14	
	4710	Festival / Youth Activities	44.46	
	4720	PTC Events /Activities / Promo	24,699.02	
	4730	Community Wellbeing	1,027.40	
	4740	Mind Music	1,449.00	
	4750	Warm Hubs	4,934.80	
	4760	Community Volunteers	59.94	
	6000	Transfer from EMR		9,985.34
Total :-	700	Projects	34,532.76	9,985.34
800 Grants	1400	Donations		401.70
	4800	Grants- New Local Organisation	581.00	
	4810	Grants- Existing Organisation	3,200.00	
	4820	Cultural Grants / Eisteddfod	500.00	
	4830	Carnival Committee	2,500.00	
	4860	Wales / Britain in Bloom	1,000.00	
	4870	Benefits Advice Shop/ Other	2,500.00	
	4880	Citizens Advice Bureau	2,500.00	
	4890	Walks Programme / Festival	1,000.00	
	4895	Business Support	1,000.00	
Total :-	800	Grants	14,781.00	401.70
900 Assets - Prior Year Commitment	4910	IT Equipment	176.81	
	4930	CCs Emergency Repairs	3,637.00	
Total :-	900	Assets - Prior Year Commitment	3,813.81	0.00
Trial Balance Total :			1,043,871.74	1,043,871.74
Difference :			0.00	

21/04/2026

Prestatyn Town Council 2025-26

14:04

Balance Sheet as at 31 March 2026

31st March 2025

31st March 2026

31st March 2025		31st March 2026	
Current Assets			
0	Debtors	402	
2,050	Sales Ledger Debtors	0	
10,853	VAT Control A/c	7,849	
359,115	Barclays Premium / Current	410,563	
978	Mayoral Account	278	
121	Petty Cash Account	118	
<u>373,117</u>			<u>419,211</u>
	373,117 Total Assets		419,211
Current Liabilities			
4,631	Purchase Ledger Creditors	207	
978	Mayoral Account DO NOT USE	0	
4,159	Accruals	2,780	
<u>9,769</u>			<u>2,987</u>
	363,348 Total Assets Less Current Liabilities		416,224
Represented By			
347,201	General Reserves		401,165
1,143	EMR - GRANT Enabling Virt Comm		54
11,805	Emergency Repairs		11,805
3,200	SID Maintenance		3,200
<u>363,348</u>			<u>416,224</u>

The above statement represents fairly the financial position of the authority as at 31 March 2026 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial

Date : _____

App (X iii)

M5	Double Steel Stationary Cabinets	Nant Hall Road	3	(l)	
M6	26 Desks	Nant Hall Road	38	(l)	
M6a	2 Tables	Tai Tywyn	1		2020 new extension fit out 15 tables £1395 Cabinet X1 @£168
M6b	9 Side Cabinets	Nant Hall Road			1 at Tai Tywyn
M6c	2 Computer Desks	Tai Tywyn	1		
M7	Laminator / Ring Binder / Shredder / Mega Punch / Guillotine/projector screen	Nant Hall Road	5	(l)	1 at Tai Tywyn
M8	Office Swivel Chairs	Nant Hall Road	9	(l)	2020 overhead projector screen £54
M8a	YONISEE office Chairs with armrest	Nant Hall Road	6	(l)	2020 Disposal various obsolete and broken chairs during building works/2024 disposal of
M9	Seats	Nant Hall Road	11		Amazon purchase invoice 1M6P-XJQL-F9DQ 04/04/24
M10	Office Stationery - Various	Nant Hall Road	1	(l)	2020 new extension fit out - 16 chairs £760
M11	Kitchen Furnishings - 2 Kettles / 2 Fridges / Microwave	Nant Hall Road	7	(l)	
M12	Easyfold Tables	Nant Hall Road	4	(l)	
M13	PA Systems/Event	Nant Hall Road	2	(l)	2020 Disposal x2 as damaged - replaced by insurance
M14	Brass Acorns	Street lamps	72	(l)	
M15	2 Exercise Steps / 2 Weighing Scales / Height Measure	Nant Hall Road	4	(l)	
M16	2 Defibrillators	Nant Hall Road	2		1 on premises
M17	2024 New Microwave Samsung Solo 32l for Warm Hubs	Nant Hall Road	1		Amazon in GB4 J85EABEY - 06/11/2024
M18	Ricooh audio visual system	Nant Hall Road	1	723	AV Parts Purchase Inv 545643
Total Miscellaneous				21,773	

2025-2026 purchases
Items disposed

Total Town:	246,311
Total Property:	1,332,641
Total Civic Regalia	35,778
Total Other Items:	32,389
Total Office and Misc :	21,773
Totals	1,568,092



Prestatyn Town Council – Grants & Donations Awarded

Under Powers S137, S142, and S144 – 2025/2026

Section 137 of the Local Government Act 1972 enables the Council to spend up to the product of £8.82 (2025/26) per head of the DCC Prestatyn & Meliden electorate of 15,164 @ 31.03.2025 for the benefit of the people in the area on activities or projects not specifically authorised by other powers.

The limit for spending under Section 137 for this Council in the year of account was £133,746 and the following payments were made: -

MONTH	Details	£	LGA S137/142/144 Legislation
April 25	Prestatyn Men Shed CIC	300	S144
April 25	Ffrith Indoor Bowls Club	700	S144
April 25	Benefit Advise Service	2,500	S142/S137
April 25	Prestatyn Running Club	475	Not viewed S144
Nov 25	Prestatyn In Bloom	1,000	S144
Nov 25	Citizens Advice	2,500	S142/S137
Nov 25	Ty Fu Prestatyn CIC	106	S144
Nov 25	Prestatyn Business Forum - Winterfest	1,000	S142/S137
March 26	Prestatyn & District Festival of Walking	1,000	S144/S137
April 26	Prestatyn Carnival Association	2,000	S144
April 26	Friends of the Ffrith	1,000	S144
April 26	Friends of Prestatyn Railway	900	S144
April 26	Prestatyn Classic Car Show	1,200	S144
	TOTAL	£14,681.00	
	TOTAL S137	£7,000.00	

Dated 8th May 2026

Signed;

.....
Town Clerk/Responsible Financial Officer

.....
Chair, Prestatyn Town Council

08/05/2026 10:21

Grants Awarded under Powers S137 S142 S144 2026 - 27

Statement of Payments made to Members of Prestatyn Town Council for the period April 2025 to March 2026

In accordance with Section 151 of the Local Government Measure 2011, Community and Town Councils must publish within their authority area the remuneration received by their members by 30th September following the end of the previous financial year. This information should also be sent to the Independent Remuneration Panel for Wales by the same date. Nil returns are also required. Please refer to Annex 4 of the Panel's annual report for details.

Councillor Name	Basic Payment (max £156 per member) <i>To recognise councillors incur costs to do their role</i>	Responsibility Payment (As G1 group - up to £500 to a maximum of 7 members) <i>To recognise extra work</i>	Chair/Mayor's Allowance <i>Refers to extra work</i>	Deputy Chair/Mayor's Allowance <i>Up to £500 - Excludes any Civic Budget Refers to extra work</i>	Subs	Travel & Subsistence expenses	Contribution to Costs of Care and Personal Assistance (CPA) <i>Total reimbursed in the year and NOT payment to each member.</i>	Other	Total	Date paid
Mayor Carol Holliday	£156		£830		£56				£1,042	02/05/2025
Cllr Anton Sampson	£156				£56				£212	25/06/2025
Tina Jones MBE	£156				£56				£212	27/06/2025
Cllr Ben Williams	£0				£0				£0	
Cllr Gareth Sandilands	£156				£56				£212	27/06/2025
Cllr Adrian West	£156				£0				£156	27/06/2025
Cllr Elen Heaton	£0				£0				£0	30/05/2025
Cllr Andrea Myatt Tomlin	£156				£56				£212	29/05/2025
Cllr Julian Thompson-Hill	£156				£56				£212	25/06/2025
Cllr Kelly Clewett	£156				£56				£212	25/07/2025
Cllr Sharon Frobisher	£156				£56				£212	27/06/2025
Cllr Carol Evans	£0				£0				£0	
Cllr Jason McLellan OPT OUT	£0				£0				£0	
Cllr Ian Lifford	£156				£56	£101.70			£314	27/06/2025
Cllr Julie Matthews	£0				£0				£0	
Cllr Rachel Flynn	£156				£56				£212	27/06/2025
Cllr Peter Duffy	£0				£0				£0	
Cllr Gerry Frobisher	£156				£56				£212	25/09/2025
TOTAL	£1,872	£0	£830	£0	£616	£102	£0	£0	£3,420	

In accordance with Section 151 of the Local Government Measure 2011, Community and Town Councils must publish within their authority area the remuneration received by their members by 30th September following the end of the previous financial year. This information should also be sent to the Independent Remuneration Panel for Wales by the same date. Nil returns are also required. Please refer to Annex 4 of the Panel's annual report for details.

App (XV)

App (xvi)

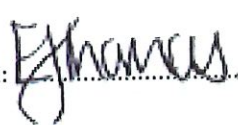


Statement as at 31st March 2026



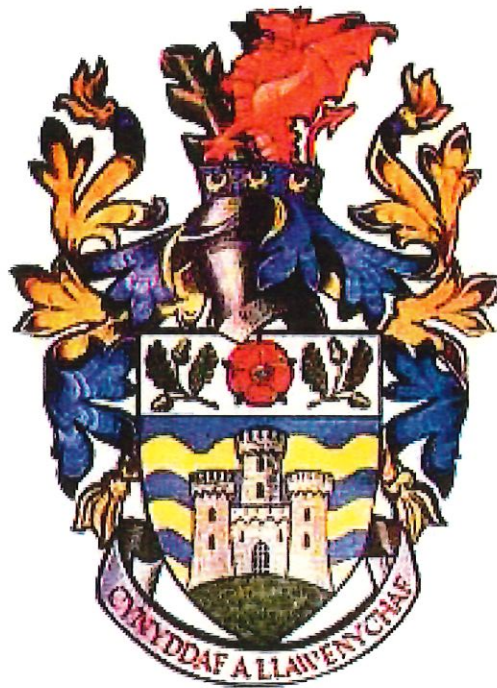
Loan to Prestatyn Town Council of £1,080,000 at an interest rate of 4.45% for 26 years. Payment of £66,493 per annum to be paid 31st March.

	Repayment £	Principal £	Interest £
Payments made			
1 2007/08	66,493	41,538	24,955
2 2008/09	66,493	41,538	24,955
3 2009/10	66,493	41,538	24,955
4 2010/11	66,493	41,538	24,955
5 2011/12	66,493	41,538	24,955
6 2012/13	66,493	41,538	24,955
7 2013/14	66,493	41,538	24,955
8 2014/15	66,493	41,538	24,955
9 2015/16	66,493	41,538	24,955
10 2016/17	66,493	41,538	24,955
11 2017/18	66,493	41,538	24,955
12 2018/19	66,493	41,538	24,955
13 2019/20	66,493	41,538	24,955
14 2020/21	66,493	41,538	24,955
15 2021/22	66,493	41,538	24,955
16 2022/23	66,493	41,538	24,955
17 2023/24	66,493	41,538	24,955
18 2024/25	66,493	41,538	24,955
19 2025/26	66,493	41,538	24,955
Total Payments made to date	1,263,367	789,222	474,145
Payments Outstanding			
20 2026/27	66,493	41,538	24,955
21 2027/28	66,493	41,540	24,953
22 2028/29	66,493	41,540	24,953
23 2029/30	66,493	41,540	24,953
24 2030/31	66,493	41,540	24,953
25 2031/32	66,493	41,540	24,953
26 2032/33	66,493	41,540	24,953
Total Payments Outstanding	465,451	290,778	174,673
Total Payments	<u>1,728,818</u>	<u>1,080,000</u>	<u>648,818</u>

Signed: 

DATE: 01/04/2026

Name: Liz Thomas
Position: Section 151 Officer
Denbighshire County Council
County Hall
Wynnstay Road
Ruthin
LL15 IYN



PRESTATYN TOWN COUNCIL

ANNUAL INVESTMENT STRATEGY

2026

DRAFT

VERSION UPDATES

Version	Date	Section	Details of Change
V1	January 2025	Whole Document	Redrafted
V1	November 2025	Whole document	Reviewed, no changes
V1	January 2026	Whole document	Reviewed, no changes

APPROVALS AND DISTRIBUTION

Version	Date	Meeting	Reference
V1	05.02.2026	Policy Review Sub-Committee	Approved – Agenda item 2(c)
V1	08.04.2026	Finance & Management Committee	

INTRODUCTION

This Annual Investment Strategy is prepared in accordance with the statutory guidance on Local Government Investments issued by the National Assembly for Wales.

All cash, bank balances, financial assets, borrowings and credit arrangements are defined as a part of the Council's treasury management activities. This Annual Investment Strategy will concentrate on the Council's temporarily surplus resources (or other financial assets it holds) and the investments it undertakes of these resources.

The Council undertakes to ensure that for all its investments, priority will be given to security and liquidity rather than to yield. In drafting this Annual Investment Strategy the Council has made appropriate arrangements for:

- Identification, management and control of risks in the investments/treasury management activities it undertakes
- Budgeting, accounting and audit arrangements
- Its cash and cash flow management requirements
- Segregation of responsibilities, organisational arrangements, adequate documentation and the identification of a responsible officer for investment/treasury management activities
- Corporate governance
- Procedures to ensure it is alert to the possibility it may become subject to an attempt to involve it in a transaction involving the laundering of money
- All investments undertaken by this Council will be made and repaid in Sterling

SUMS TO BE INVESTED

All monies not required for approved expenditure purposes to be invested in the Council's Community Account to be available without notice.

LISTING OF INVESTMENTS UNDERTAKEN

The Council will undertake the following categories of investment for the current financial year. All funds to be held in a Community Bank Account.

NEW INVESTMENTS – REPORTING REQUIREMENTS

If any new investment instruments (other than those approved in the list above) are proposed during the financial year before such an investment is undertaken, it will need to first be approved by Full Council.

GLOSSARY: Credit arrangements cover all forms of borrowing or credit transactions that the Council may undertake.

App (xviii)

ANNUAL RETURN

FOR THE YEAR ENDED 31 MARCH 2026

Prestatyn Town Council 2025-26

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 2026. See page 6 and the Practitioners Guide for guidance

	Last Year £	This Year £	General Notes for Guidance
1 Balances brought forward	383,892	363,348	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of the previous year.
2 (+) Income from local taxation/levy	531,712	634,875	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3 (+) Total other receipts	22,632	32,661	Total income or receipts recorded in the cashbook minus the amounts included in line 2. Includes support, discretionary and revenue grants.
4 (-) Staff costs	215,535	252,431	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 e.g. termination costs.
5 (-) 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	292,859	295,737	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	363,348	416,224	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8 (+) Debtors	12,903	8,251	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9 (+) Total cash and investments	360,214	410,960	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	9,769	2,987	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11 (=) Balances carried forward	363,348	416,224	Total balances should equal line 7 above: Enter the total of (8+9-10).
12 Total fixed assets and long-term assets	1,666,578	1,668,892	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13 Total borrowings	332,316	0	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

Signed _____ Responsible Financial Officer Date _____

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

Date _____

Signed _____ Date _____

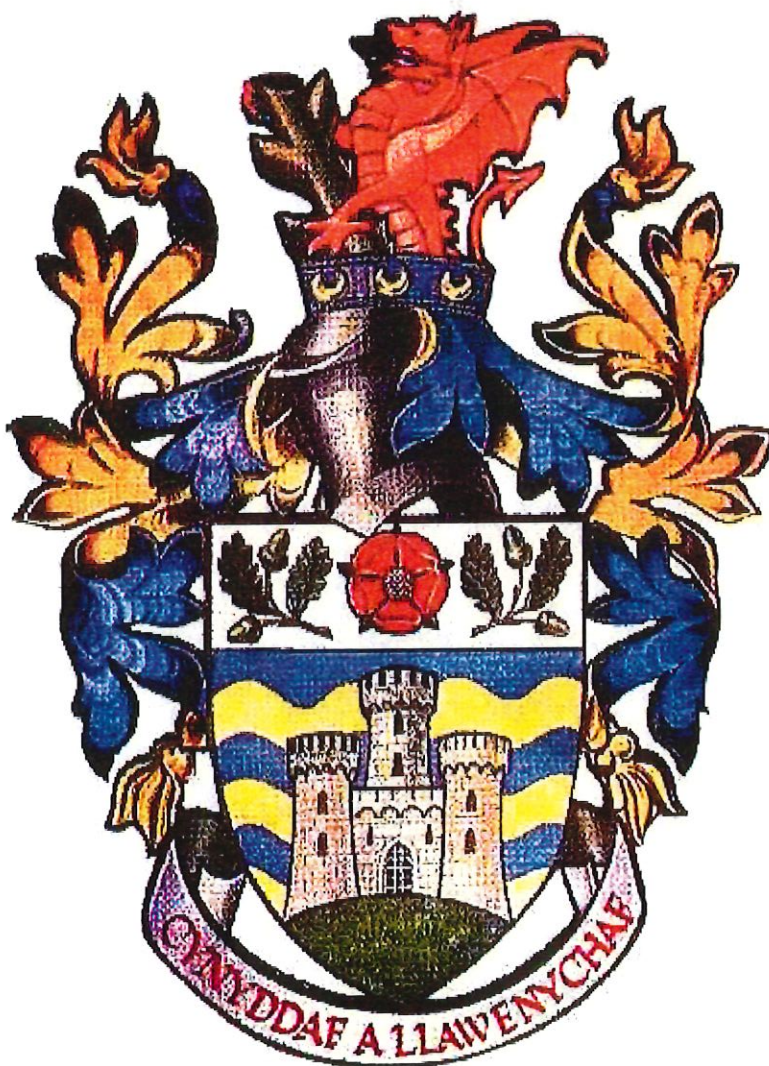
Chair of meeting approving council's accounts



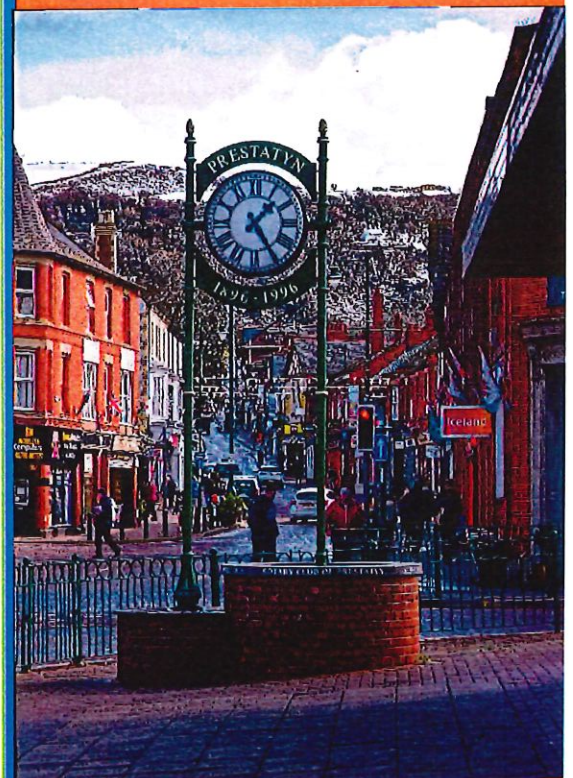
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May 2025-
April 2026

Prestatyn Town Council Annual Report



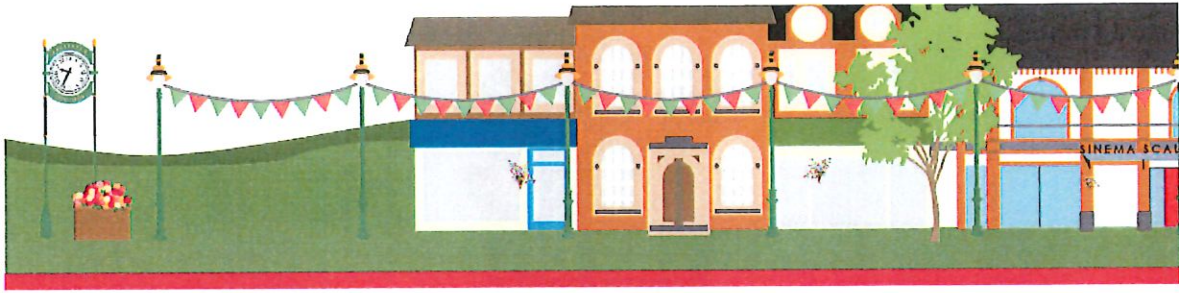
TOWN COUNCIL
PRESTATYN





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FOREWORD BY THE MAYOR, CLLR CAROL HOLLIDAY



It has been a privilege and a great honour to serve as Mayor of Prestatyn and Meliden for 2025/26. This year has given me a valuable opportunity to represent our town, raise its profile, and celebrate the vibrant communities that make Prestatyn and Meliden so special.

One of the highlights of the year has been our town achieving Gold in the Wales in Bloom competition, an accomplishment that reflects the dedication and countless hours of work invested by so many. This success now leads us forward to the Britain in Bloom competition in 2026, and it is truly rewarding to see our town recognised for its beauty and community spirit.

We also introduced new Christmas lights this year, enhancing the High Street and extending the festive theme into Meliden. The newly designed Christmas tree on the lower High Street was particularly well received and added a fresh and welcoming touch to the town.

In addition, we were proud to stage a Pride event in partnership with a local business with funding from The National Lottery. The event was a great success, attracting hundreds of people and highlighting our commitment to inclusivity and community engagement.

I hope that during my time as Mayor I have made a positive contribution and helped promote Prestatyn and Meliden as a vibrant, welcoming places for all to enjoy. My sincere thanks go to my fellow Councillors for entrusting me with this honour, and I hope I have served the role in a way that has made you proud

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 later grew from a single platform to a new 4-platform station that opened in 1897. This led 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 sales of land below market value for the public good, e.g. Ffrith Beach, Coronation Gardens and Pendre Memorial Gardens, and these were acquired by the local authority for purposes of fresh air, well-being and exercise.

PRESTATYN COAT OF ARMS

The shield combines the history and topography of Prestatyn with blue and gold waves to represent the sea and sands, while the grassy mound represents the local uplands. The castle is heraldically stylised referring to the strongholds in the strategic position that Prestatyn represents, 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'. With the two sprigs of oak referring to the abundant woodlands, especially Coed-yr-Esgob and Coed Bell, this 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 and at the base is a blue circlet with three gold crescents to allude to the rapid growth of this seaside town. 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: 'CYNYDDAF 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 2nd September 1964, and transferred to the Town Council on 10th December 1975, under the provisions of the Local Government Act 1972.

OVERVIEW OF THE TOWN COUNCIL

In 1974 local government re-organisation 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, such as floral displays, a program of holiday leisure activities, and business development. Education, highways and social services are delivered by Denbighshire County Council. The Council is also 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, 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 to local organisations through grant applications, to support improvements and for organising events.

SERVICES

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

- ❖ Bus Shelters
- ❖ Street furniture (e.g. benches, noticeboards)
- ❖ Children's Holiday Play Schemes
- ❖ Pendre Memorial Gardens & Ty Pendre
- ❖ Free Car Parking Days
- ❖ Community Centres
- ❖ Community Grants
- ❖ Environmental Projects
- ❖ Joint Health Initiatives
- ❖ Christmas Trees and Festive Lighting
- ❖ Contact Point for Prestatyn Town Councillors and Mayor
- ❖ Town Events Liaison and Assistance for Local Businesses
- ❖ Tourism Information
- ❖ Liaising Between Residents and Denbighshire County Council
- ❖ Biodiversity considerations

CORPORATE VISION

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

MISSION STATEMENT

We as a Town Council commit to represent, to listen to and to be accountable to the whole community; to value our Welsh heritage, culture and language; to 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, to 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 relationships with stakeholders to enhance the local environment and engender greater community pride.

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 wellbeing at 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 the Welsh language thrive
- People are informed, included, listened to and can add to their community, thus supporting Community Empowerment

People are educated and skilled

By the appointment of community governors to each of the primary schools and High School; supporting local organisations (by way of grants) to help people to learn and/or develop new skills; providing low-cost meeting/training rooms in the Council Chambers; and by working in partnership with Denbighshire County Council and Working Denbighshire to seek opportunities to increase local employment opportunities.

People are safe and feel safe



By working closely with the neighbourhood policing team on local issues and having police engagement sessions at Parc Prestatyn; by helping those most in need in our communities; and by maintaining good relationships with local authorities to ensure resident safety. There is also an Employee Assistance program for our staff.

The Town Council would like to record in this report its gratitude to all those in our community who have stepped up to help friends, relatives and neighbours, such as by collecting shopping and prescriptions or simply checking-in on those living alone.

People have good quality and affordable homes

By 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; and supporting other organisations tackling homelessness and poverty.

People are healthy and active, with good mental wellbeing for all ages



By supporting local organisations which provide social and recreational activities (by way of grants or other support); funding new and replacement play equipment and supporting our local parks, gardens, waterfront, and woodlands; supporting youth activities; and supporting projects and activities that promote health and mental wellbeing, such as Dementia Friendly Prestatyn and regular drop-in sessions in the Council Chambers on a variety of topics.

Regular 'Sketch and Draw' sessions take place for children to encourage creativity and mental engagement; procuring open access summer play schemes helps local children; and activities take place annually at Halloween, Easter (egg hunts) and Christmas (with Father Christmas).

People live in a town which has a prosperous economy

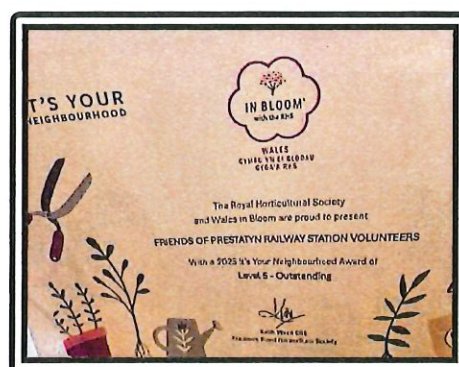
By supporting and working with the local business community, where possible via local business/trader organisations, including the securing of grant funding as

People value and look after the environment and support community resilience



By funding the core activities of the Prestatyn in Bloom Committee, which works hard throughout the year to champion the local environment; this makes Prestatyn an attractive place to live, visit or do business. In 2025 Prestatyn won Gold award and in 2026 will be entering Wales in Bloom and Britain in Bloom.

By supporting Friends of The Ffrith and Friends of Prestatyn Railway; Friends of Coronation Gardens, providing a litter picking hub, with equipment for local litter pick events on loan free of charge from PTC Offices; conducting environmental audits (with partner organisations) and supporting local beach / environmental clean-ups. By 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 Friend of the Railway and Friends of Coronation Gardens; and helping to make our town a more attractive place for visitors and residents.



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

By actively being a society that promotes and protects culture, heritage and the Welsh language, and which encourages participation in arts, sports and recreation.

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

The area boasts a rich heritage including a Roman Bath site, Offa's Dyke (a masterwork of Dark Age engineering which has a modern beginning / end statue on the beachfront), and a range of Victorian and Edwardian listed buildings that includes several churches, chapels and the iconic Hillside Gardens Shelter.

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

By regular engagement between Members of the Council and residents, informally as part of their day-to-day activities or more formally when the need arises; supporting and attending local events (where possible); representing Prestatyn Town Council on many external local bodies to offer support; by championing local democracy and giving residents a voice in local matters that affect them on a day-to-day basis throughout their lives. By continued interaction with stakeholders from the business and community sector in Prestatyn and Meliden.

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, Code of Conduct, Committees Terms of Reference and various other published policies and procedures such as Biodiversity and Training for Members & Officers. In 2025, the Policy Review Sub-Committee made a substantial effort to review and update all of the council's policies to ensure legal compliance and good governance.

Prestatyn Town Council is subject to annual internal and external audits and reports the outcomes of these on its website and noticeboard. All financial information is kept up to date on the website for public perusal.

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 and adapted to the needs of the council. The Standing Orders were last reviewed and adopted in November 2025. They are reviewed annually and approved by Full Council and are formally adopted every year at the AGM.

The Financial Regulations Policy is the key to ensuring tight regulations are 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. The latest version of the Financial Regulations was reviewed in late 2025 / early 2026 and formally approved by the Finance & Management Committee in February 2026. This policy is reviewed by annually and formally adopted by the Full Council every year at the AGM.

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 late 2025 / early 2026 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. Members of each committee are elected at the AGM each year (or as needed due, e.g. due to Member resignations) at which time these documents are also reviewed and formally adopted.

A new Training and Development Plan was drawn in early 2026 to assist primarily with addressing the knowledge gaps for Members and new officers. This will 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 in December 2025 and is based on a three-year cycle. A new Biodiversity Action Plan was created in early 2026 and this will be updated and ongoing to support the council's Section 6 duty.

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. Policies are made with consideration to the duty of care and wellbeing and supporting the Well-Being of Future Generations (Wales) Act 2015.

The 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 undertaking what action is considered reasonable towards the 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 in early 2026, 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 year as other documents listed therein are completed.

The Code of Conduct documentation was updated and approved by Full Council in November 2025 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 a needed and formally adopted annually at the AGM.

The Council has a Community Awards Scheme, to recognise the tireless hard work of many volunteers within our community that enhance the Prestatyn and Meliden communities.

CIVILITY AND RESPECT PLEDGE

At the Full Council meeting on Wednesday 8th 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 eighteen Prestatyn Town Councillors that are elected on a five-year term representing the six wards of the town: Prestatyn Central, Prestatyn South West, Prestatyn East, Prestatyn Meliden, Prestatyn North West and Prestatyn North. Some of these are also Denbighshire County Councillors and this allows them to represent Prestatyn and Meliden at County Council meetings.

Contact details for the Councillors can be found on the website, noticeboards, and DCC website. Every year a Mayor and Deputy Mayor are selected by the Councillors at the AGM. 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:

- Full Council, meets bi-monthly
- Town Planning, meets monthly
- Finance & Management, meets bi-monthly
- Community Development & Regeneration Committee, meets bi-monthly

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 centres, schools governing bodies and other local interest groups. This helps the Council to keep in touch with things that are happening in the local area. All Councillors must sign a Declaration of Acceptance by law when elected and to 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, a duty to uphold the law, selflessness and stewardship, objectivity and propriety, honesty, and integrity.

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

There is one committee that is called as needed, Resource & Appeals Committee, and there are 2 sub-committees that have operated in 2025 – 2026: the Policy Review Sub-Committee and the Staffing Sub-Committee.

The agenda for each Council or Committee meeting is posted on the noticeboard outside the council 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 provide feedback on agenda items.

2025 – 2026 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 by Denbighshire County Council as part of the annual council tax bill.

BUDGETRY INCOME FOR 2025 – 2026		
Precept	Council tax from residents.	£634,875
Grants Received	Various grants.	£10,000
Bank Interest	Interest from money held in bank deposits.	£5,000
Rental Income	The leasing of community centres (Ty Pendre, Ty Caradoc, Meliden and Jubilee) to other organisations.	£6,235
PTC Room Hire		£500
Other Income & Donations		£500
Activities / Charges	Events and activities undertaken for the benefit of residents and visitors.	£1,000
		Total: £658,110

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 local taxpayers.

BUDGETRY EXPENDITURE FOR 2025 – 2026		
Council	Includes Mayoral expenditure, civic expenses, members' travel expenses, election costs.	£14,245
Administration	Audit and legal fees, subscriptions, insurance, printing, stationary, bank fees, website and advertising fees.	£31,690
Personnel	Staff, travel and training.	£272,250
Office	Telephones, broadband, rates, utility bills, IT support and software, cleaning, repairs / maintenance.	£37,450
Town	Purchase and upkeep of floral displays, benches, noticeboards, signage, car parks, bus shelters, play areas, community centres, CCTV, Scala loan payments and local community services.	£254,325
Projects	Events and activities undertaken for the benefit of residents and visitors.	£26,250
Grants & Donations	Grants to local organisations (walking programmes, festivals and carnivals), culture and Benefits Advice shop.	£15,700
Assets	Purchase and improvements to assets owned, including community centres.	£6,200
		Total: £658,110

The overview for the year is illustrated in the table below. See **Appendix (iii)** for yearly comparison.

PROJECTED INCOME	PROJECTED EXPENDITURE	OVERALL
£658,110	£658,110	- £0

2025 – 2026 ACTUAL BUDGET

During the course of a financial year, a town council may need to adjust its budget to adapt to unexpected expenditure or a reduction in the predicted income. The council's adjusted or actual budget is shown below.

ACTUAL INCOME FOR 2025 – 2026		
Precept	Council tax from residents.	£634,875
Grants Received	Various grants.	£11600
Bank Interest	Interest from money held in bank deposits.	£5472
Rental Income	The leasing of community centres (Ty Pendre, Ty Caradoc, Meliden and Jubilee) to other organisations.	£3910
PTC Room Hire		£153
Other Income & Donations		£10213
Activities / Charges	Events and activities undertaken for the benefit of residents and visitors.	
		Total: £666223

ACTUAL EXPENDITURE FOR 2025 – 2026		
Council	Includes Mayoral expenditure, civic expenses, members' travel expenses, election costs.	£15642
Administration	Audit and legal fees, subscriptions, insurance, printing, stationary, bank fees, website and advertising fees.	£20367
Personnel	Staff, travel and training.	£309847
Office	Telephones, broadband, rates, utility bills, IT support and software, cleaning, repairs / maintenance.	£35175
Town	Purchase and upkeep of floral displays, benches, noticeboards, signage, carparks, bus shelters, play areas, community centres, CCTV, Scala loan payments and local community services.	£180502
Projects	Events and activities undertaken for the benefit of residents and visitors.	£34533
Grants & Donations	Grants to local organisations (walking programmes, festivals and carnivals), culture and Benefits Advice shop.	£14781
Assets	Purchase and improvements to assets owned, including community centres.	£3814
		Total: £614661

SUMMARY OF EVENTS MAY 2025- APRIL 2026

This section aims to give you an overview of what activities the council has been organising and supporting during the year 2025 – 2026.

- ❖ MIND Music
- ❖ Window Competitions for Businesses, for events such as Easter, Halloween, Valentines Day, and Christmas
- ❖ Christmas Light Switch On
- ❖ Mayor's Party in the Park
- ❖ Mayor Awards Evening
- ❖ Mayor's Carol Service
- ❖ Scavenger Hunts for Easter and Halloween
- ❖ Warm Hubs
- ❖ Prestatyn Pride
- ❖ Volunteers Fair
- ❖ Prestatyn & Clwydian Range Walking Festival
- ❖ Ffrith Family Fun Day
- ❖ Classic Car Show
- ❖ Prestatyn Carnival
- ❖ Winterfest
- ❖ Mayor's coffee mornings



ASPIRATIONS FOR THE YEAR AHEAD

The council will undertake a full review of all activities during 2025/2026, to ensure they continue to contribute towards one or more of our key objectives. The council intends to build upon this solid foundation and make further progress towards improving the wellbeing of our local community in 2026/2027. We have several actions planned for the year ahead including:

- ❖ Participate in the Wales in Bloom/Britain in Bloom competition
- ❖ Mayoral Awards for Prestatyn and Meliden residents
- ❖ Floral tributes and enhancements to floral beds
- ❖ 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 to support Scala Cinema with the investment
- ❖ Prestatyn and Meliden Awards Scheme for our amazing volunteers

STAFF TEAM

Prestatyn Town Council currently has a team of five office staff. There is the Town Clerk/Responsible Financial Officer (who joined the council in early 2026), an Assistant Town Clerk, a Legal & HR Support Officer, a Community Events & Administration Officer and a Payroll & Administration Support Officer (who has also recently joined the town council as part of the council's commitment to use local services and bring payroll in-house). These are supported by an agency Administration and Support Officer.

The Town Council Offices are 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 <https://atprestatyn.co.uk/town-council>.

You can also find us on Facebook, X (Twitter) & Instagram – search Prestatyn Town Council. 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 2025/26

Day of the Week	Date	Meeting
Wednesday	14 th May 2025	Annual General Meeting (AGM) Town Planning Committee (T/P)
Wednesday	11 th June 2025	Full Council(F/C) Town Planning Committee (T/P)
Wednesday	16 th July 2025	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	10 th September 2025	Full Council (F/C) Town Planning (T/P)
Wednesday	8 th October 2025	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	12 th November 2025	Full Council (F/C) Town Planning (T/P)
Wednesday	10 th December 2025	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Wednesday	14 th January 2026	Full Council (F/C) Town Planning (T/P)
Wednesday	11 th February 2026	Town Planning (T/P) Community Development & Regeneration (CDRC) Finance & Management (F&M)
Thursday	26 th February 2026	Extraordinary Full Council (F/C)
Wednesday	11 th March 2026	Full Council (F/C) Town Planning (T/P)
Wednesday	8 th April 2026	Town Planning (T/P) Finance & Management (F&M)
Wednesday	22 nd April 2026	Full Council (F/C) Community Development & Regeneration (CDRC) Town Planning (T/P)
Wednesday	13 th May 2026	Annual General Meeting (AGM) Town Planning (T/P)

APPENDIX (ii)

ATTENDANCE RECORD 2025/2026

(for the period 2025 – 2026)

The possible number of meetings all Town Councillors could attend is

AGM	FULL COUNCIL (FC)	EXTRAORDINARY FULL COUNCIL / PART 2 (FC)	COMMUNITY DEVELOPMENT & REGENERATION (CD&R)	FINANCE & MANAGEMENT (F&M)
1	6	5	5	6

TOWN PLANNING (TP)	RESOURCE & APPEALS (R&A)	POLICY REVIEW SUB-COMMITTEE (PR)	STAFFING SUB-COMMITTEE (S)
13		9	4

TOTAL NUMBER OF MEETINGS OPEN TO ALL CLLRS	NUMBER OF TOTAL MEETINGS
25	49

COUNCILLOR	FC & AGM & PT 2	TP	CD&R	F&M	R&A	PR	S	Total
Cllr Carol Holliday	12	13	5	6				36
Cllr Anton Sampson	11	12	5					28
Cllr Kelly Clewett	11	11	5					27
Cllr Peter Duffy	12	12						24
Cllr Carol Evans	7	11		6		9	4	37
Cllr Rachel Flynn	9	9						18
Cllr Gerry Frobisher MBE	7	3						10
Cllr Sharon Frobisher	6	7						13
Cllr Elen Heaton	5	5	2					12
Cllr Tina Jones MBE	11	12						23
Cllr Ian Lifford	12	12		5		8		37
Cllr Julie Matthews	12	13		6				31
Cllr Jason McLellan	7	7						14
Cllr Gareth Sandilands	10	12	5	6				33
Cllr Julian Thompson-Hill	3	6						9
Cllr Andrea Tomlin	10	11						21
Cllr Adrian West	12	13		6		8	4	43
Cllr Ben Williams	7	7	2				2	18

APPENDIX (iii)

YEARLY COMPARISON

YEAR	P/RECEPT	TOTAL INCOME	EXPENDITURE	DIFFERENCE
2022 – 2023	£494,622	£511,052	£490,542	+£20,510
2023 – 2024	£497,299	£522,422	£578,066	-£55,645
2024 – 2025	£531,712	£554,343	£574,887	-£20,544
2025 – 2026	£634,875	£658,110	£614,661	-£43,449

YEAR	GRANTS RECEIVED	BANK INTEREST	RENTAL INCOME	OTHER INCOME & DONATIONS	ACTIVITIES / CHARGES
2022 – 2023	£9,481	£1,166	£4,985	£694	£104
2023 – 2024	£12,991	£6,507	£4,985	£598	£0
2024 – 2025	£7,750	£6,963	£6,114	£604	£1,200
2025 – 2026	£10,000	£5,000	£6,235	£500	£1000

YEAR	COUNCIL	ADMINISTRATION	PERSONNEL	OFFICE	TOWN	PROJECTS	GRANTS	ASSETS
2022 – 2023	£33,537	£15,699	£199,974	£17,057	£180,217	£31,648	£8,450	£3,963
2023 – 2024	£10,641	£23,249	£242,939	£24,392	£182,310	£52,161	£13,808	£28,670
2024 – 2025	£19,370	£30,761	£244,335	£27,293	£186,192	£30,322	£10,200	£26,414
2025 – 2026	£14,245	£31,690	£272,250	£37,450	£254,325	£26,250	£15,700	£6,200

CHRISTMAS WORKING HOURS 2026

OPTION 1

Thursday 24 th Dec	Friday 25 th Dec	Saturday 26 th Dec	Sunday 27 th Dec	Monday 28 th Dec	Tuesday 29 th Dec	Wed 30 th Dec	Thursday 31 st Dec	Friday 1 st Jan	Saturday 2 nd Jan	Sunday 3 rd Jan	Monday 4 th Jan
Special Leave	BH	BH	Weekend	BH	Special Leave	Special Leave	Special Leave	BH	Weekend	Weekend	Normal hours

OPTION 2

Thursday 24 th Dec	Friday 25 th Dec	Saturday 26 th Dec	Sunday 27 th Dec	Monday 28 th Dec	Tuesday 29 th Dec	Wed 30 th Dec	Thursday 31 st Dec	Friday 1 st Jan	Saturday 2 nd Jan	Sunday 3 rd Jan	Monday 4 th Jan
Normal hours	BH	BH	Weekend	BH	Special Leave	Special Leave	Special Leave	BH	Weekend	Weekend	Normal hours

OPTION 3

Thursday 24 th Dec	Friday 25 th Dec	Saturday 26 th Dec	Sunday 27 th Dec	Monday 28 th Dec	Tuesday 29 th Dec	Wed 30 th Dec	Thursday 31 st Dec	Friday 1 st Jan	Saturday 2 nd Jan	Sunday 3 rd Jan	Monday 4 th Jan
Normal hours	BH	BH	Weekend	BH	Normal hours	Normal hours	Normal hours	BH	Weekend	W'end	Normal hours

FULL COUNCIL

Minutes of Full Council meeting held in Council Chambers, 7 Nant Hall Road, Prestatyn, on Wednesday 22nd April 2026 upon rise of Town Planning Committee at 18.20 to 19.30

PRESENT

Councillors: C. Holliday, A. West, I. Lifford, S. Frobisher, G. Frobisher MBE, P. Duffy, G. Sandilands, A. Sampson, J. Matthews, T. Jones (r), K. Clewett, R. Flynn,

IN ATTENDANCE

Miss S. Clarke – Assistant Town Clerk, Ms A. Frend – Administration Officer (agency),
Miss J. Harrison – Payroll and Administration Support.

APOLOGIES

Councillors: B. Williams, J. McLellan, A. Tomlin, E Heaton

172 PUBLIC PARTICIPATION

Malcolm Trainer – resident, wanted to thank all the people involved in Warm Hubs this year. He also conveyed his pleasure that Mind Music were coming back to Prestatyn Town Council.

173 DECLARATIONS OF INTEREST

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

None received.

174 PUBLIC CONVENIENCES

Jacob Anderson from Woo Woo Waterless Toilets, gave a presentation introducing his company and their product. He took questions from the Members, and he was thanked for his presentation.

RESOLVED

Members discussed the presentation and agreed that they would like to look at other Companies, the costings and alternatives. Questions were raised as to whether the Town would want them. More research is needed.

175 MINUTES**RESOLVED**

That Minutes of meetings be approved as follows:

Full Council – 11th March 2026.

Finance & Management Committee – 18th April 2026.

176 TOWN CLERK'S UPDATE

Assistant Town Clerk had circulated a comprehensive list of work and actions to date.

Cllr Frobisher asked where the leak at Meliden Community Centre was, and Assistant Town Clerk informed him it was on our property, therefore our responsibility.

177 BIODIVERSITY

It was requested that further information be obtained from DCC as to what they are doing on the subject, to ascertain what they are covering and if we need to take on extra responsibility in Prestatyn.

178 POLICY REVIEW SUB COMMITTEE

A decision was deferred and it was decided not to adopt the recommendation. To see what Community Groups are doing and to raise again at a further Full Council meeting.

179 MINUTES**RESOLVED**

That Minutes of meetings be approved as follows:

Policy Review Committee 04.09.2025
 Policy Review Committee 04.11.2025
 Policy Review Committee 09.12.2025
 Policy Review Committee 08.01.2026
 Policy Review Committee 05.02.2026
 Policy Review Committee 03.03.2026
 Policy Review Committee 12.03.2026
 Policy Review Committee 17.03.2026
 Policy Review Committee 02.04.2026

180 EXCLUSION OF PUBLIC AND PRESS

That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12 A Parts 1,2,3,4,5,7 during following items:

- i) Croner Contract.
- ii) Staffing Sub-Committee
Staffing issues

MINUTES

Staffing Sub Committee 25.03.2026
Staffing Sub Committee 25.03.2026
Staffing Sub Committee 24.02.2026
Staffing Sub Committee 27.01.2026

Cllr Peter Duffy tables a motion of
"no confidence in the members of the
Finance and Management Committee"

Mayor _____

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE

Minutes of Community Development and Regeneration Committee meeting held in Council Chambers, 7 Nant Hall Road, Prestatyn, on Wednesday 22nd April 2026 at 19.30 - 19.40.

PRESENT

Committee Councillors: G. Sandilands, K. Clewett, C. Holliday, A. Sampson.

Committee Observers: A. West, I. Lifford, S. Frobisher, G. Frobisher MBE, P. Duffy, J. Matthews, T. Jones (r), R. Flynn.

IN ATTENDANCE

Miss S. Clarke – Assistant Town Clerk, Ms A. Frend – Administration Officer (agency), Miss J. Harrison – Payroll and Administration Support.

APOLOGIES

Councillors: B. Williams,

181 DECLARATIONS OF INTEREST

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

None received.

182 COMMUNITY EVENTS AND ACTIVITIES

Cllr Matthews expressed concern of the lack of events for younger children. Cllr Matthews also noted that she was disappointed that there were no plans for a Pride event this year. Madam Mayor said she would contact the Cross Foxes pub to see if they are doing something that we can be involved with, also Cllr Sandilands said he would arrange a meeting with the Town Clerk and Community Events/Administration Officer regarding Pride.

183 WORKING GROUP – BRITAIN AND WALES IN BLOOM COMPETITION 2026

Email has been noted

184 LOCAL REGENERATION FUND UPDATE

Noted

185 NOTICE BOARDS

The supply and installation of a new notice board at One Stop Shop on Ffordd Ffynnon was approved.

186 REPRESENTATIVE REPORTS

Chairman reminded committee of importance of providing feedback from the numerous bodies that had sought PTC representation.

Madam Mayor has attended One Voice Wales Council Meeting and that the priority was Bio-Diversity.

Chairman _____

