

05.06.19

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

MARCH 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

A General Services

BACS 185	Helen Taylor - HLAP ART
BACS 186	Greenacres Caravan Park - Hire of pool HLAP Feb 2019
BACS201	Barrie Russ - Table Tennis Coach HLAP
BACS 202	Hire of Ty Caradoc HLAP
BACS 203	Hire of Prestatyn Leisure Centre HLAP
BACS 210	Ruth Moore Williams - Mind Music February 2019
BACS 214	Tennis Coaches X 2 HLAP

Total Excluding VAT £	VAT £	Total £
80.00		80.00
60.00	12.00	72.00
30.00		30.00
51.00		51.00
61.25	12.25	73.50
200.00		200.00
60.00		60.00
542.25	24.25	566.50

B Service Organisation / Grants s.137

0.00	0.00	0.00
-------------	-------------	-------------

C Community / Environmental Services

BACS 188	Mr D Letham - Mind Music Volunteer - Mileage Claims (FEB 2019)
BACS 189	Senroc Mini Bus Hire - Mind Music Feb 2019
BACS 190	GWP Electrical - Re-locate De Fib from Ty Pendre to High Street
BACS 207	Thornccliffe - Battens for shelves @ allotments

13.50		13.50
78.00		78.00
100.00	20.00	120.00
25.92	5.18	31.10
		0.00
217.42	25.18	242.60

Total for Development & Regeneration Committee (Community)

759.67	49.43	809.10
---------------	--------------	---------------

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

	Total Excluding VAT	VAT	Total
	£	£	£
D <u>General Administration</u>			
BACS182 Sue Edwards mileage - Feb 2019	50.15		50.15
BACS 184 Peter Large Council Chamber Valuation	150.00	30.00	180.00
BACS 197 Francotyp Postalia	175.00	35.00	210.00
BACS 205 Ellis Whitham	1,817.58	354.00	2,171.58
BACS 208 Francotyp Postalia	300.00		300.00
BACS 212 Francotyp Postalia postage download	100.00		100.00
BACS 213 Conrad Office Supplies	141.28	28.28	169.56
BACS 215 LiveTech - Service and maintenance February 2019	220.00	44.00	264.00
BACS 216 Autoclock Time Cards	41.00	8.20	49.20
D/D Bank Commission Charge 17.03.19	25.02		25.02
BACS 225 The Paper Shop 16.02.18 - 09.03.19	26.60		26.60
	<u>3,046.63</u>	<u>499.48</u>	<u>3,546.11</u>
E <u>Democracy</u>			
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
F <u>Personnel</u>			
BACS 209 BACPR Re validation Sue Edwards	75.00		75.00
BACS 223 DCC March payroll	15,968.96		15,968.96
BACS 224 R Astle - February Events and Marketing	682.50		682.50
BACS 226 Siamo Recruitment - Mrs S Smith (reception cover)	342.74	68.54	411.28
	<u>17,069.20</u>	<u>68.54</u>	<u>17,137.74</u>
G <u>Office Accommodation</u>			
BACS 187 Jacksons (Fire & Security) Ltd - Annual Service	360.77	72.15	432.92
BACS 193 JTJ Cleaning Services - PTC Offices re: February 2019	90.00		90.00
BACS 198 SSE Electric - ptc 04.12.18 - 07.03.19	276.96	13.84	290.80
BACS 199 SSE Electric - ptc 04.12.18-07.03.19	204.25	10.21	214.46
BACS 200 SSE Gas -ptc 04.12.18 -07.03.19	488.79	24.43	513.22
BACS 206 Godfrey Group - Window Cleaning-February 19	22.36	4.47	26.83
BACS 211 SSE Electric -Economy 7 ptc 04.12.18 - 07.03.19	23.32	4.66	27.98
BACS 221 Datashred (3 regular + 14 additional due to office clear out)	105.00	21.00	126.00
	<u>1,571.45</u>	<u>150.76</u>	<u>1,722.21</u>
H <u>Other Expenses</u>			
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total for Finance and Management Committee	<u>21,687.28</u>	<u>718.78</u>	<u>22,406.06</u>

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

I Town Regeneration (Services)

BACS 192	David Ogilvie - WW1 Commemoration seat
BACS 194	Lets Paint Pottery - Business Breakfast - February 2019
BACS 196	Sherratts - Grounds Maintenance - February 2019
BACS 204	SSE Electric- Ty Pendre 06.03.19
BACS 217	Denbighshire CC - Rent Ty Pendre

Total Excluding VAT £	VAT £	Total
1,443.00	288.60	1,731.60
100.00		100.00
751.05	150.21	901.26
115.76	5.78	121.54
5.00		5.00
2,414.81	444.59	2,859.40

J Town Regeneration (Development)

BACS 181	Lloyds Business Communications - Office IT upgrade
BACS 183	Thornclyffes Skip Hire - office works
BACS 191	BigDug - Shelving for office
BACS 195	Bebbington and Wilson - Office electrical upgrade
BACS 218	Denbighshire County Council - Scala Cinema
BACS 219	inet - Telephone and Broadband Charges Feb 2019
BACS 222	Lloyds Wireless Access Point- Office

1,385.00	277.00	1,662.00
100.00	20.00	120.00
129.00	25.80	154.80
429.78	85.96	515.74
66,493.00		66,493.00
1,311.34	262.27	1573.61
125.00	25.00	150.00
69,973.12	696.03	70,669.15

Total Community Development & Regeneration Cttee (Services/Development)

72,387.93	1,140.62	73,528.55
------------------	-----------------	------------------

TOTAL EXPENDITURE AT 28TH FEBRUARY 2019

94,834.88	1,908.83	96,743.71
------------------	-----------------	------------------

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

MARCH 2019

INCOME

	A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
04.03.19 Barclays Bank Interest 03.13.18 - 03.03.19		360.05				360.0
08.03.19 Big Dug Shelving -credit		129.00			25.80	154.8
08.03.19 Barclays Loyalty Reward - 06.03.19		7.51				7.5
08.03.19 Cheque no 706117 - Paper Shop (unpresented)		25.40				25.4
08.03.19 Cheque no 706183 - Jacinta McArdle (unpresented)	150.00					150.0
15.03.19 Andrea's Lettings -hanging basket			65.00			65.0
15.03.19 The Bon - hanging basket			32.50			32.5
19.03.19 Till Reconciliation@19.3.19	310.25					310.2
26.03.19 Conservative Office - hanging basket			65.00			65
Total Income @ 31st March 2019	460.25	521.96	162.50		25.80	1,170.5

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

APRIL 2019

INCOME

	A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
14.04.19 Till reconciliation 04.04.19	152.00					152.00
14.04.19 Barclays Loyalty Reward - 04.04.19		6.99				6.99
15.04.19 Williams Estates - Hanging Baskets			195.00			195.00
18.04.19 Prestatyn Business Forum - Hanging Baskets			422.50			422.50
13.04.19 DCC - Mayoral ticket costs for Charity Dinner	70.00					70.00
12.04.19 Powells the Jewellers - Hanging Baskets			130.00			130.00
17.04.19 Jubilee CC - contribution to UPVC doors		2000.00				2000.00
14.04.19 Easter Town Events Donations	316.67					316.67
29.04.19 DCC - Precept No. 1		161838.00				161838.00
	<u>538.67</u>	<u>163,844.99</u>	<u>747.50</u>	<u>0.00</u>	<u>0.00</u>	<u>165,131.16</u>

External Funding-Grants/Recharges
January 2019

Date	BACS	Detail	Project	Amount	Eligible Recharges	Externally Funded	Code
29.01.19	151	Senroc Travel	MM	93.00	93.00	93.00	C15A
13.12.18	098	Senroc Travel	MM	98.80	98.80	98.80	C15A

External Funding-Grants/Recharges
February 2019

No Recharges

External Funding-Grants/Recharges
March 2019

06.03.19	189	Senroc Travel	MM	78.00	78.00	78.00	C15A
----------	-----	---------------	----	-------	-------	-------	------

GRANTS	£
DCC - summer holiday playscheme HLAP grant	1200
BCUHB Cardiac Phase 4 - 3hrs per week	2876
Mind Music - transport	1800
Mind Music - room hire	300

PRESTATYN TOWN COUNCIL

FINANCIAL STATEMENTS - 2018/19

- 1 BUDGET STATEMENTS - EXPENDITURE**
- 2 BUDGET STATEMENTS - INCOME**
- 3 END OF YEAR CASH BOOK SUMMARY**
- 4 PETTY CASH**
- 5 BANK RECONCILIATION**
- 6 GENERAL FINANCIAL STATEMENT**
- 7 STATEMENT OF RESERVES**

PRESTATYN TOWN COUNCIL

CYNGOR TREF PRESTATYN

EXPENDITURE

BUDGET STATEMENT @ 31.03.19

<u>EXPENDITURE CODE</u>	<u>ESTIMATE</u> 2018/19	<u>APRIL</u> JUNE	<u>JULY</u> SEPTEMBER	<u>OCTOBER</u> DECEMBER	<u>JANUARY</u> MARCH	<u>BUDGET</u> TOTAL	<u>BUDGET</u> REMAINING
	£	£	£	£	£	£	£
A General Services	4,650	675.51	2,334.49	588.32	420.78	4,019.10	631
B Service Organisations / Grants s.137	24,900	5,431.00	8,280.00	10,889.57	2,080.62	26,681.19	-1,781
C Community / Environmental Services	10,650	1,788.75	3,223.63	465.44	1,849.61	7,327.43	3,323
D General Administration	31,550	11,494.75	3,535.25	2,465.61	6,421.74	23,917.35	7,633
E Democracy	7,300	3,316.85	949.20	196.60	44.25	4,506.90	2,793
F Personnel	212,200	43,014.66	48,590.12	38,870.71	67,173.66	197,649.15	14,551
G Office Accommodation	12,550	5,591.79	2,776.01	1,319.73	2,386.25	12,073.78	476
H Other Expenses	3,000	0.00	0.00	0.00	0.00	0.00	3,000
I Town Regeneration (Services)	97,500	17,640.96	12,787.40	40,270.28	6,182.86	76,881.50	20,61
J Town Regeneration (Development)	130,995	94,349.18	5,763.88	1,648.78	87,633.26	189,395.10	-58,400
VAT	48,720	8,754.63	4,752.29	8,722.66	7,118.67	29,348.25	19,372
	584,015	192,058.08	92,992.27	105,437.70	181,311.70	571,799.75	12,215

EXTERNALLY FUNDED

A Grant aid works	0.00	670.30	93.00	176.80	940.10
B Grant aid works	0.00	0.00	0.00	0.00	0.00
C Grant aid works	0.00	1,131.72	0.00	0.00	1,131.72
D Grant aid works	0.00	0.00	0.00	0.00	0.00
E Grant aid works	0.00	0.00	0.00	0.00	0.00
F Grant aid works	0.00	0.00	0.00	0.00	0.00
G Grant aid works	0.00	0.00	0.00	0.00	0.00
H Grant aid works	0.00	0.00	0.00	0.00	0.00
I Grant aid works	0.00	0.00	0.00	0.00	0.00
J Grant aid works	0.00	0.00	0.00	0.00	0.00
Total Grants	0.00	1,802.02	93.00	176.80	2,071.82

TOTAL CASH BOOK	192,058.08	94,794.29	105,530.70	181,488.50	573,871.57
------------------------	-------------------	------------------	-------------------	-------------------	-------------------

COMMITMENTS 2019/20

<u>Minute No</u>	<u>£</u>
92/17 Friends of Prestatyn Railway Station	900.00
156/18 Prestatyn Youth Service	4,831.00
51/18 Prestatyn Business Forum	1,000.00
48/18 DCC - Fern Ave/Central Ave Car Parks	13,950.00
146/19 Festival of Walking	1,000.00
157/19 IPRW - Cllr Allowance	3,500.00
159/19 (a) Benefits Advice	1,800.00
159/19 (b) Prestatyn Walking Festival	297.00
159/19 (c) Prestatyn Flower Show	1,000.00
159/19 (d) Prestatyn Car Show	600.00
	28,878.00

CREDITORS

Sherratt Landscapes Ltd	751.05
Sherratt Landscapes Ltd (se.	904.04
DB Financial Services	550.00
	2,205.09

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

INCOME
BUDGET STATEMENT @ 31.03.19

	Estimate 2018/19	APRIL JUNE	JULY SEPTEMBER	OCTOBER DECEMBER	JANUARY MARCH	TOTAL
		£	£	£	£	£
C General Purposes						
Donations/Grants	3,500	3,527.06	3,217.04	4,320.96	590.20	11,655.26
D-H Finance and Management						
Bank Interest	250	218.37	238.23	347.89	386.59	1,191.08
HM Customs (VAT)	46,800	17,375.85	8,066.00	4,064.46	8,722.66	38,228.97
Other income	6,000	94.20	0.00	0.00	207.03	301.23
Precept	470,745	156,915.00	156,915.00	156,915.00	0.00	470,745.00
I-J Town Development						
Grants/Other	15,000	105.00	570.00	100.00	162.50	937.50
Community Centres	1,200	0.00	286.00	0.00	143.00	429.00
						0.00
Total Income	543,495.00	178,235.48	169,292.27	165,748.31	10,211.98	523,488.04

Debtors

VAT Outstanding 2018/19	7,788.00
BCUHB Cardiac Rehab	2,932.00
	<u>10,720.00</u>

Receipts in Advance

Hanging Baskets	162.50
Mind Music- Innogy	1,530.20
	<u>1,692.70</u>

**PRESTATYN TOWN COUNCIL
CASH BOOK SUMMARY - 31.03.19**

	£
Balance b/fwd Revenue	406138.25
Add Income	523,488.04
Less Payments	<u>573871.57</u>
	355,754.72
Petty Cash	70.52
Town Events Petty Cash	0
HLAP	<u>0</u>
Total Holdings	<u><u>355,825.24</u></u>

Chairman _____

Financial Officer _____

PRESTATYN TOWN COUNCIL

PETTY CASH SUMMARY @ 31.03.19

01.04.17	Opening Balance	0.00
	PTC Cash Advances	800.00
	Less Petty Cash Expenditure	<u>729.48</u>
31.03.18	Balance c/fwd	<u><u>70.52</u></u>

Chairman _____

Financial Officer _____

BANK RECONCILIATION @ 31.03.19

	£
Revenue Account - 603....	0.00
Business Premium Account - 836....	<u>355,754.72</u>
	355,754.72
Less Unpresented Cheques	<u>0.00</u>
Total	<u><u>355,754.72</u></u>

Chairman

Financial Officer

PRESTATYN TOWN COUNCIL
GENERAL FINANCIAL STATEMENT @31.03.19

<u>2017/18</u>		<u>2018/19</u>
£		£
406,138	Cash Summary	355,754
0	Petty cash	71
2,936	Add Debtors	2,932
<u>17,383</u>	VAT Debtor	<u>7,788</u>
426,457		366,545
108,950	Less Creditors	2,205
	Receipts in Advance	<u>1,693</u>
<u>317,507</u>	Total Funds	<u><u>362,647</u></u>

PRESTATYN TOWN COUNCIL

STATEMENT OF RESERVES 2019/20

BALANCES AND RESERVES

	£
Committed Expenditure*	28,878
Property Maintenance Holding Fund	30,000
Elections Holding Fund	8,000
Operational Funds	<u>295,769</u>
	<u>362,647</u>

LONG TERM LOANS

Scala Cinema & Arts Facility	
Service Agreement - 14yrs remaining	<u>66,493</u>

COMMITMENTS

<u>Minute No</u>		£
92/17	Friends of Prestatyn Railway Station	900
156/18	Prestatyn Youth Service	4,831
51/18	Prestatyn Business Forum	1,000
48/18	DCC - Fern Ave/Central Ave Car Parks	13,950
146/19	Festival of Walking	1,000
157/19	IPRW - Cllr Allowance	3,500
159/19 (a)	Benefits Advice	1800
159/19 (b)	Prestatyn Walking Festival	297
159/19 (c)	Prestatyn Flower Show	1,000
159/19 (d)	Prestatyn Car Show	<u>600</u>
		<u>28,878</u>

FUTURE PLANS

Town Council needs to relocate its Council Chamber as Denbighshire County Council (landlord) are disposing of Municipal Offices, Prestatyn to third party later this year. PTC has begun preparations for an extension to PTC Offices that will require financing.

Council is also involved in negotiation with Network Rail and a community group about a community asset transfer of former Prestatyn Signal Box.

**NOTICE OF APPOINTMENT OF DATE FOR THE
EXERCISE OF ELECTORS' RIGHTS
Prestatyn Town Council
Financial year ending 31 March 2019**

1. Date of announcement 12th June 2019
2. Each year the annual accounts are audited by the Auditor General for Wales. Prior to this date, any interested person has the opportunity to inspect and make copies of the accounts and all books, deeds, contracts, bills, vouchers and receipts etc. relating to them for 20 working days on reasonable notice. For the year ended 31 March 2019, these documents will be available on reasonable notice on application to:
Mr. N. Acott, Town Clerk / Financial Officer
Prestatyn Town Council, 7 Mont Hall Road
Prestatyn LL19 9LR

between the hours of 9.30am and 4.00pm on Monday to ~~Friday~~ ^{Thursday}

commencing on 1 July 2019
and ending on 26 July 2019
3. From 29 July 2019 until the audit has been completed, Local Government Electors and their representatives also have:
 - the right to question the Auditor General about the accounts. The Auditor General can be contacted via BDO LLP, Arcadia House, Maritime Walk, Ocean Village, Southampton SO14 3TL; and
 - the right to attend before the Auditor General and make objections to the accounts or any item in them. Written notice of an objection must first be given to the Auditor General via BDO LLP, Arcadia House, Maritime Walk, Ocean Village, Southampton, SO14 3TL. A copy of the written notice must also be given to the council.
4. The audit is being conducted under the provisions of the Public Audit (Wales) Act 2004, the Accounts and Audit (Wales) Regulations 2014 and the Auditor General for Wales' Code of Audit Practice.

Electors' rights under the Public Audit (Wales) Act 2004

The basic position

By law any interested person has the right to inspect the council's accounts. If you are entitled and registered to vote in local council elections then you (or your representative) also have the right to ask the Auditor General questions about them, or challenge an item of account contained within them.

The right to inspect the accounts

When a local government body has finalised its accounts for the previous financial year it must advertise that they are available for people to look at. Having given reasonable notice of your intentions, you then have 20 working days to look through the accounts and supporting documents. You will be able to make copies of the accounts and most of the relevant documents from the body. You will probably have to pay a copying charge.

The right to ask the auditor questions about the accounts

You can only ask the Auditor General questions about the accounts. The Auditor General does not have to answer questions about the body's policies, finances, procedures or anything else not related to the accounts. Your question must be about the accounts that are subject to audit. The Auditor General does not have to say whether he thinks something the council has done, or an item in its accounts, is lawful or reasonable.

The right to object to the accounts

If you think that the body has spent money that they shouldn't have, or that someone has caused a loss to the body deliberately or by behaving irresponsibly, you can object to the Auditor General by sending a formal 'notice of objection', which must be in writing to the address below. You must tell the Auditor General why you are objecting. The Auditor General must reach a decision on your objection. If you are not happy with that decision, you can appeal to the courts.

You may also object if you think that there is something in the accounts that the Auditor General should discuss with the council or tell the public about in a 'public interest report'. Again, you must give your reasons in writing to the Auditor General at the address below. In this case, the Auditor General must decide whether to take any action. The Auditor General will normally, but does not have to, give reasons for their decision and you cannot appeal to the courts. You may not use this 'right to object' to make a personal complaint or claim against the body.

If you wish to make a personal complaint or claim, you should take these complaints to your local Citizens' Advice Bureau, local Law Centre or your solicitor. You may also be able to complain to the Public Services Ombudsman for Wales if you believe that a Member of the body has broken the Code of Conduct for Members. The Ombudsman can be contacted at: 1 Old Field Rd, Pencoed, Bridgend CF35 5LJ, (1 Ffordd yr Hen Gae, Pencoed, CF35 5LJ) (tel: (01656) 641 150).

What else you can do

Instead of objecting, you can give the Auditor General information that is relevant to their responsibilities. For example, you can simply tell the Auditor General if you think that something is wrong with the accounts or about waste and inefficiency in the way the council runs its services. You do not have to follow any set time limits or procedures. The Auditor General does not have to give you a detailed report of their investigation into the issues you have raised, but they will usually tell you the general outcome.

A final word

Local government bodies, and so local taxpayers, must meet the costs of dealing with questions and objections. When the Auditor General decides whether to take your objection further, one of a series of factors they must take into account includes the costs that will be involved. They will only continue with the objection if it is in the public interest to do so. If you appeal to the courts, you might have to pay for the action yourself.

If you wish to contact the Auditor General please write to: BDO LLP, Arcadia House, Maritime Walk, Ocean Village, Southampton, SO14 3TL