



PRESTATYN
TOWN COUNCIL

CYNGOR
TREF PRESTATYN



7 Nant Hall Road
Prestatyn
LL19 9LR

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

5th September 2023

5^{ed} Medi 2023

Dear Councillor

Annwyl Gyngorydd

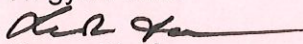
You are **SUMMONED** to attend a meeting of **FULL COUNCIL** to be held in the Chambers, Prestatyn Town Council, 7 Nant Hall Road, Prestatyn on Wednesday 13th September 2023 at 18:15. If remote access is required, please contact the office.

Fe'ch **GELWIR** i gyfarfod y **CYNGOR LLAWN** yn **Y Siambrau**, Cyngor Tref Prestatyn, 7 Ffordd Llys Nant, Prestatyn ar Dydd Mercher 13^{eg} Medi 2023 am 18:15. Os byddwch angen mynychu ar-lein, cysylltwch â'r swyddfa os gwelwch yn dda.

Yours Sincerely


Town Clerk

Yn gywir iawn


Clerc y Dref

Prayers will be held prior to commencement.

Bydd gweddïau cyn cychwyn.

1 APOLOGIES

2 DECLARATIONS OF INTEREST

To receive notice of Councillors personal and/or prejudicial interest in tonight's proceedings as required by Code of Conduct legislation.

3 PUBLIC PARTICIPATION

4 PRESENTATION SIDs

Denbighshire County Council Officer
Ben Wilcox-Jones

5 MINUTES

Appendix i Meeting of Full Council 28.06.23
Appendix ii Meeting of F&M 26.07.23
Appendix iii Meeting of CDRC 26.07.23

6 URGENT MATTERS ARISING

7 MAYORAL COMMUNICATIONS

Appendix iv Transport for Wales
Appendix v Friends of Prestatyn Railway
Appendix vi Wales in Bloom

8 GRANTS FEEDBACK 2022-2023

Appendix vii Prestatyn Business Forum
Appendix viii The Benefit Advice Shop

1 YMDDIHEURIADAU

2 DATGANIADAU O DDIDDORDEB

Derbyn hysbysiad am ddiddordebau personol a/neu ragfarnus y Cyngorwyr yn nhrafodion y cyfarfod heno fel sy'n ofynnol dan ddeddfwriaeth y Cod Ymddygiad.

3 CYFRANOGAETH Y CYHOEDD

4 CYFLWYNIAD SIDs

Swyddog Cyngor Sir Ddinbych
Ben Wilcox-Jones

5 COFNODION

Atodiad i Cyfarfod y Cyngor Llawn ar 28.06.23
Atodiad ii Cyfarfod CaRh 26.07.23
Atodiad iii Cyfarfod PDAC 26.07.23

6 MATERION BRYN YN CODI

7 CYFATHREBIADAU'R MAER

Atodiad iv Trafnidiaeth i Gymru
Atodiad v Cyfeillion Rheilffordd Prestatyn
Atodiad vi Cymru yn ei Blodau

8 ADBORTH GRANTIAU 2022-2023

Atodiad vii Fforwm Busnes Prestatyn
Atodiad viii y Siop Cyngor am Fudd-daliadau

Appendix ix Bowling Club
 Appendix x Welsh Air Ambulance
 Appendix xi Friends of Ffrith
 Appendix xii Let's Play Out
 Appendix xiii Walking Festival
 Appendix xiv Classic Car
 Appendix xv Coronation Gardens
 Appendix xvi Macmillan
 Appendix xvii First Responders
 Appendix xviii Friends of Prestatyn Railway

Atodiad ix Y Clwb Bowlio
 Atodiad x Ambiwylans Awyr Cymru
 Atodiad xi Cyfeillion y Ffrith
 Atodiad xii Let's Play Out
 Atodiad xiii Yr Wyl Gerdded
 Atodiad xiv Ceir Clasuro
 Atodiad xv Gerddi'r Coroni
 Atodiad xvi Macmillian
 Atodiad xvii Ymatebwyr Cyntaf
 Atodiad xviii Cyfeillion Rheilffordd Prestatyn

9 ACTS JULY AND AUGUST 2023

Appendix xix July 2023 M4 Inc & Exp,
 Bal Sheet, and Trial Bal
 Appendix xx August 2023 M5 Inc & Exp,
 Bal Sheet, and Trial Bal

9 DEDDFAU GORFFENNAF AC AWST 2023

Atodiad xix Gorffennaf 2023 M4 Inc a Gwa,
 Mantolen a Mantolen Brawf
 Atodiad xx Awst 2023 M5 Inc a Gwa,
 Mantolen a Mantolen Brawf I Ddilyn

10 BACS

Appendix xxi BACs 6, M5, and P5

10 BACS

Atodiad xxi BACs 6, M5 a P5

11 VIREMENTS

Appendix xxii Superannuation

11 TROSGLWYDDIADAU

Atodiad xxii Blwydd-daliadau

12 WARM HUBS 2024

Appendix xxiii TESCO £500 Grant Award

12 CANOLFANNAU CLUD 2024

Atodiad xxiii Gwobr Fawr £500 TESCO

13 DRAFT BUDGET 2024-2025

Appendix xxiv

13 CYLLIDEB DDRAFFT 2024-2025

Atodiad xxiv

14 INTERNAL AUDITORS EOI 2024-2025

Appendix xxv

14 ARCHWILWYR MEWNOL EOI 2024-2025

Atodiad xxv

15 CLAWD OFFA GOVERNOR

15 LLYWODRAETHWR CLAWDD OFFA

16 MARKET - FARMERS

Appendix xxvi Email from Cllr J. Harland

16 MARCHNAD – FFERMWYR

Atodiad xxv E-bost gan y Cyng J. Harland

17 RBL REMEMBRANCE DAY SERVICE

Appendix xxvii letter from Allan Pennington
 Appendix xxviii email from Cllr C. Evans

17 GWASANAETH DIWRNOD Y COFIO RBL

Atodiad xxvii llythyr gan Allan Pennington
 Atodiad xxviii e-bost gan y Cyng C. Evans

18 COMMUNITY WARDEN

Appendix xxix Report

18 WARDEN CYMUNEDOL

Atodiad xxix Adroddiad

**19 PENDRE GARDENS FLAG
 INSTALLATION**

Appendix xxx Email from Cllr A. Tomlin

**19 BANER GERDDI PENDRE
 GOSOD**

Atodiad xxx E-bost gan y Cyng A. Tomlin

20 MELIDEN SILHOUETTE SOLIDER

Appendix xxxi Email from Cllr C. Evans

20 MILWR SILWET GALLT MELYD

Atodiad xxxi E-bost gan y Cyng C. Evans

21 LEVELLING UP

Appendix xxxii Reply

21 FFYNIANT BRO

Atodiad xxxii Ateb

To: All Town Councillors
 All County Councillors
 Public Notice

Ir: Cynghorwyr Tref i Gyd
 Cynghorwyr Sir i Gyd
 Hysbysiadau Cyhoeddus

FULL COUNCIL MEETING

Minutes of Full Council Meeting held on 28th June 2023 18:20pm – 20:15pm

PRESENT

Councillors: Cllr B. Murray (Mayor & Chair), Cllr A. West (Deputy Mayor & Deputy Chair), Cllr C. Holliday, Cllr E. Heaton, Cllr I. Lifford, Cllr A. Tomlin, and Cllr B. Williams.

Remote Councillors: Cllr G. German, Cllr J. McLellan, Cllr G. Sandilands, Cllr J. Thompson-Hill, and Cllr J. Matthews.

IN ATTENDANCE

Mrs L. Fearn – Town Clerk & RFO, Miss J. Owens – Administration Officer, Miss GM. Macauley – Community Liaison Officer, Rev D. Ash – Chaplain, and Ms J. Wynne-Eaton.

Remote: Cllr J. Harland.

Members of the Public: Mr M. Fearn.

WELCOME AND HOUSEKEEPING

Mayor Cllr B. Murray welcomed all Councillors and guests. Mayor Cllr B. Murray thanked all who attended his Civic Service 25th June 2023 at Christ Church, and expressed what a lovely day it was. The Mayor informed all Councillors cameras need to be switched on whilst attending the meetings remotely.

APOLOGIES

Cllr S. Frobisher, Cllr K. Clewett, Cllr H. Irving, Cllr T. Jones MBE, Cllr A. Sampson, and Cllr C. Evans.

PRAYERS

Rev D. Ash said prayers.

Revd D. Ash then left the meeting.

35 DECLARATIONS OF INTEREST

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

Mayor Cllr B. Murray declared an interest in Item 17 Appendix xiv Minute number 56.

36 PUBLIC PARTICIPATION

Public present, no participation.

NONE RECEIVED.

37 PRESENTATION FROM PRESTATYN HIGH SCHOOL **Ms J. Wynne-Eaton**

Ms J. Wynne-Eaton introduced herself to all Councillors as Prestatyn High School's Community Focused School Manager of six months and School Pilot for Denbighshire County Council. Ms J. Wynne-Eaton expressed how she is gradually improving anti-social behaviour in youths at Prestatyn High School, by organising various activities through the year. Ms J. Wynne-Eaton has organised 459 nutritious breakfasts for children throughout the school so far and spoke about the success of the informal Prestatyn Youth Football Team, theatre summer school, bike ability activities and day trips that she and her team organised. Ms J. Wynne-Eaton would like to utilise the remaining £400 from Prestatyn Town Council by investing it into further activities and nutritional foods for children, particularly during the school holidays.

Cllr A. Tomlin thought it would be a good idea that the remaining £400 is authorised to be spent this way. Members voted.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY.

APPROVED.

Ms. J. Wynne-Eaton explained about the brief conversation with the Town Clerk regarding Prestatyn High School Youth Council Committee working with the Town Council.

Cllr J. Matthews supported the idea and asked for two Councillors to meet with Ms J. Wynne-Eaton and Town Clerk on the 18th of July 2023. Cllr E. Heaton and Mayor Cllr Bob Murray offered their time. Members voted.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY.

APPROVED.

Ms J. Wynne-Eaton spoke about children's lack of literacy education and shared her project idea to turn Prestatyn Town into a reading town by incorporating literature and reading into the Prestatyn Town's environment. Ms J. Wynne-Eaton ensured all Councillors that this has already been approved by the library. Councillors all showed support for this idea.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY.

APPROVED.

Mayor Cllr B. Murray confirmed that Prestatyn is now a reading town.

Cllr A. Tomlin said that Prestatyn High School are lucky to have Ms J. Wynne-Eaton, and Cllr G. German said Ms J. Wynne-Eaton's impact on Prestatyn High School, and all activities organised for youths is great.

Mayor Cllr B. Murray thanked Ms J. Wynne-Eaton for her time and enthusiasm.

Ms J. Wynne-Eaton then left the meeting.

Mayor Cllr B. Murray also informed the members about funding approved for free Wi-Fi facilities at Prestatyn's Coronation Gardens, available for the next two and a half years.

Ms J. Wynne-Eaton left the meeting at 19:03pm.

38 AGM MINUTES FOR 3RD MAY 2023

Mayor Cllr B. Murray asked members to receive minutes of Prestatyn Town Councils Annual General Meeting 3rd May 2023.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

39 TOWN CRIER VOLUNTARY POSITION

Mayor Cllr B. Murray spoke about Prestatyn Town Council advertising for a volunteer for the position of a Town Crier.

PROPOSED: Deputy Mayor Cllr A. West
SECONDED: Cllr G. Sandilands
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

40 SCHEDULE OF MEETINGS FOR 2023-2024

Cllr J. Matthews wanted clarification of the order of the three meetings held on the same night: Town Planning, CDRC, and F&M.

Cllr A. Tomlin proposed Town Planning, followed by Committee Community Development Regeneration, and then Finance and Management,

Cllr B. Williams left the meeting 19:22pm.

Cllr J. Matthews made an amendment to this, proposing to organise meetings of three in such order as Committee Community Development Regeneration 18:15pm, Town Planning 18:30pm, Finance and Management to follow.

PROPOSED: Cllr J. Matthews
SECONDED: Mayor Cllr B. Murray

5 FOR

5 AGAINST

1 ABSTAINED Cllr E. Heaton

CHAIR SUBMITTED CASTING VOTE AGAINST
NOT APPROVED.

Initial proposal voted on.

PROPOSED: Cllr A. Tomlin

SECONDED: Cllr I. Lifford

7 FOR

3 AGAINST

1 ABSTAINED Cllr J. Matthews

APPROVED.

Cllr B. Williams returned to the meeting at 19:32pm.

41 PRESTATYN HIGH STREET BUNTING

Mayor Cllr B. Murray spoke about Cllr A. Tomlin's email request to replenish the bunting hung across Prestatyn High Street. Mayor Cllr B. Murray spoke about having lighting hung across the High Street as an alternative. However, Cllr A. Tomlin and Cllr B. Williams vocalised that the bunting created a bright, traditional seaside atmosphere that lighting couldn't.

The Town Clerk informed all councillors that the quote received for lighting was £4,000-£5,000 and the quote received for new bunting is £2,300.

The Town Clerk addressed more pressing items need repairing relating to health and safety.

Town Clerk will liaise with Denbighshire County Council for bunting to be hung from lampposts on Prestatyn High Street.
The Town Clerk will also compare further quotations of bunting and lighting, which will be discussed at the next Finance and Management meeting.

PROPOSED: Mayor Cllr B. Murray.

SECONDED: Cllr C. Holliday.

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

Cllr E. Heaton left the meeting 19:44pm.

42 WHEATLEY FAMILY AND GLYNNIS LLOYD WALLACE

Mayor Cllr B. Murray informed members of the 'Thank you' letter received by Rachel Wheatley, Wayne Wheatley, and Jacob Wheatley, for the flowers.

Mayor Cllr Bob Murray AND Consort Cllr C. Holliday also took flowers to Glynnis Lloyd Wallace. Who was grateful for the gesture.

RECEIVED.

Cllr E. Heaton returned to the meeting 19:46pm.

Cllr A. Tomlin left the meeting 19:46pm.

43 WALES AIR AMBULANCE

Mayor Cllr B. Murray informed members of a 'Thank you' letter from Wales Air Ambulance.
RECEIVED.

44 MELIDEN FOOTBALL CLUB

Mayor Cllr B. Murray informed members of the letter from Meliden Football Club regarding the new dug outs, and pitch site improvements.

RECEIVED.

Cllr A. Tomlin returned to the meeting 19:48pm

45 ACCOUNTS 23-24

Members received the financial reports for month end April 2023, Income & Expenditure, Trial Balance Sheet, and Balance Sheet. Also, financial reports for month end May 2023; Income & Expenditure, Trial Balance Sheet, and Balance Sheet.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

46 BACS 1, 3, 4, Previous Year 22-23, M1, M2, M3, P1, P2 and P3.

Members received BACS documents for BACS 1,3, 4, Prev Yr 22-23, M1, M2, M3, P1, P2, and P3.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

47 FINANCIAL STATEMENTS 22-23

Members received the documents for Financial Statements 2022-2023.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

48 ACCOUNTS FOR AUDIT 22-23

Members received the documents for Accounts for Audit 2022-2023.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

49 AGAR/GOVERNANCE STATEMENT 22-23

Town Clerk read out the Governance Statement 2022-2023 and all members agreed and acknowledged the AGAR and Governance Statement.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

50 INTERNAL AUDIT REPORT 22-23

Members received the report from Hacker Young for the Internal Audit 2022-2023. Noted no recommendations.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

51 EXTERNAL AUDIT REPORT 21-22

Members received the report from Deryck Evans External Audit 2021-2022. Noted no recommendations.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday
ALL (12) AGREED UNANIMOUSLY.
APPROVED.

52 EXTRENAL AUDIT NOTICE 22-23

All members acknowledged the External Audit Notice 2022-2023.

PROPOSED: Mayor Cllr B. Murray
SECONDED: Cllr C. Holliday

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

53 STANDING ORDERS UPDATED VERSION MAY 2023

Cllr J. Matthews proposed updated Standing Orders version May 2023 to be discussed at a Policy Review committee then bring back to Full Council meeting for approval.

PROPOSED: Cllr J. Matthews

SECONDED: Mayor Cllr B. Murray

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

54 IRPW POLICY AND PAYMENT SCHEDULE

Members to approve the IRPW policy and agree the proposed payment schedule. The Town Clerk informed all councillors that they need to sign and return a signed a standard IRPW mandatory payment declaration form prior to the next meeting 26th July 2023.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

55 PRESTATYN CLASSIC CAR SHOW GRANT APPLICATION

Prestatyn Classic Car Show grant application requesting £1,200. Town Clerk explained budget was only £1,000. Town Clerk said surplus money in Flower Show since it is not happening this year. Cllr G. Sandilands proposed £200 to be deducted from the Prestatyn Flower Show 2023 budget via virement and added to the Prestatyn Classic Car Show's budget and award the £1,200.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

**ALL (12) AGREED UNANIMOUSLY.
APPROVED.**

56 PRESTATYN NORTH WEST COMMUNITY ASSOCIATION GRANT APPLICATION

Mayor Cllr B. Murray declared an interest. Deputy Mayor Cllr A. West took over and chaired this agenda item.

Prestatyn North West Community Association grant application for £1,500. The Town Clerk read out the Jubilee Community Centre grant application to all councillors. The Town Clerk highlighted the need for renewing boilers and heating system in both Jubilee and Ty Caradoc is a priority due to the health and safety risk. Which means limited surplus funds in the £6,000 budget.

Cllr J. Thompson-Hill stated that Prestatyn Town Council should prioritise their expenditure. Cllr G. Sandilands proposed to address the application at a further date and the Town Clerk agreed to write the Jubilee Community Centre a letter to inform them that their application will be reviewed at a later date should they wish to reapply.

PROPOSED: Cllr G. Sandilands

SECONDED: Cllr J. Thompson-Hill

**ALL AGREED UNANIMOUSLY.
APPROVED.**

Cllr B. Williams left the meeting 20:08pm.

57 ONE VOICE WALES

One Voice Wales letter was asking if members had a motion they wish to be heard at their AGM in September. Cllr I. Lifford will be attending.

RECEIVED.

Cllr B. Williams returned to the meeting at 20:11pm.

58 COMMUNITY OWNERSHIP FUND: THRID ROUND

Members received the letter from Dehenna Davison MP about Community Ownership Fund: Third Round.

RECEIVED.

59 INSURANCE RENEWAL

Zurich Policy Renewal, Employers Liability, and Product Liability documents. Chair of Finance and Management Cllr C. Holliday approved the quote as it was considerably cheaper than the last few years.

PROPOSED: Cllr C. Holliday

SECONDED: Mayor Cllr B. Murray

ALL (12) AGREED UNANIMOUSLY.

APPROVED.

60 DENBIGHSHIRE' REPLACEMENT LDP CANDIDATE SITES

Members received letter from Angela Loftus at Denbighshire County Council regarding Denbighshire's Replacement LDP Candidate Sites. The Town Clerk confirmed that four Prestatyn and Meliden Town councillors will be attending the upcoming LDP information sessions and all County Councillors are free to attend the sessions.

Cllr A. Tomlin felt that this item should have been discussed in a meeting of Town Planning.

RECEIVED.

61 PRESTATYN HIGH SCHOOL F1 FUNDING

Members received letter from Gwyn Price at Prestatyn High School. The second letter stated school would cover the cost.

Town Clerk will write to Prestatyn High School and wish them luck in the F1 competition.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr C. Holliday

ALL (12) AGREED UNANIMOUSLY.

APPROVED.

Mayor/Chair_____

FINANCE AND MANAGEMENT MEETING

**Minutes of Finance and Management meeting held on 26th July 2023 18:56/6:56pm –
19:58/7:58pm**

PRESENT

Councillors: Cllr C. Holliday (Chair), Cllr G. Sandilands, Cllr I. Lifford, Cllr C. Evans, and Cllr
T. Jones MBE
Remote Councillors: Cllr J. Matthews (Deputy Chair)

IN ATTENDANCE

Cllr A. West (Deputy Mayor), Cllr K. Clewett, Cllr B. Murray (Mayor), Mrs L. Fearn – Town
Clerk & RFO, Miss J. Owens – Administration Officer, and Ms L. Ward-Hughes
Remote: Cllr J. Thompson-Hill, Cllr J. McLellan, Cllr S. Frobisher, and Cllr A. Tomlin

APOLOGIES

Cllr G. German, Cllr A. Sampson, Cllr B. Williams, Cllr E. Heaton, and Cllr H. Irving

75 DECLARATIONS OF INTEREST

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

Cllr C. Holliday declared a declaration of interest in Item 10 Appendix ix Minute number 83.
Cllr C. Evans declared a declaration of interest in Item 10 Appendix ix Minute number 83.
Cllr J. Matthews declared a declaration of interest in Item 10 Appendix ix Minute number 83.

76 PUBLIC PARTICIPATION

Public present, no participation.
NONE RECEIVED

77 ACCOUNTS MTH 3 JUNE 2023 INC & EXP/TRIAL BAL/BAL SHEET/INCOME RECEIVED AND VAT

PROPOSED: Cllr C. Evans
SECONDED: Cllr I. Lifford
ALL (6) AGREED UNANIMOUSLY

78 BACS 5, P4 AND M4

PROPOSED: Cllr C. Evans
SECONDED: Cllr T. Jones MBE
ALL (6) AGREED UNANIMOUSLY

79 VIREMENTS

Cllr C. Evans queried the virement. Town Clerk explained approved at last meeting to transfer £200 from Flower Show budget line to Classic Car Show as only £1000 and grant request was for £1200.

PROPOSED: Cllr T. Jones MBE

SECONDED: Cllr G. Sandilands

ALL (6) AGREED UNANIMOUSLY

80 FINANCIAL CONTROLS POLICY FOR SO, DD, CC, DC, PETTY CASH ETC.

Cllr J. Matthews asked for clarification relating to controls policy. Town Clerk explained more in-depth detail of procedures which have already been approved at the AGM under Financial Regulations.

PROPOSED: Cllr I. Lifford

SECONDED: Cllr C. Evans

ALL (6) AGREED UNANIMOUSLY

81 DIRECT DEBIT/STANDING ORDERS SCHEDULE

Cllr C. Evans proposed all DD/SO listed on the schedule with the exception to My Tidy Garden due to inadequate delivery of the contract and the disgraceful service. Cllr I. Lifford expressed Prestatyn Town Council should not be paying for services that are not being delivered.

Members agreed to discuss under item Environmental Contract Updates.

Town Clerk to remove My Tidy Garden from the Direct Debit list.

PROPOSED: Cllr C. Evans

SECONDED: Cllr G. Sandilands

ALL (6) AGREED UNANIMOUSLY

82 ENVIRONMENTAL CONTRACTS UPDATE

Cllr I. Lifford stated how lovely the play areas in Prestatyn are looking after having been painted and how good the benches looked, it is a significant improvement.

Cllr I. Lifford said how great the new Notice Board on Meliden Road looks and how they are all being kept updated.

Cllr G. Sandilands agreed, but raised concerns he has received from residents about how small the Councillor's contact details are.

The Town Clerk said that the Councillors contact details will be amended to a larger font.

Cllr K. Clewett did not want her address being included.

Cllr I. Lifford shared his disappointment in present state of the bus shelters as they need a good clean.

Cllr G. Sandilands then spoke about the poor condition of Prestatyn Bus Station with no paper timetables available for residents and said he has raised this with Denbighshire County Council.

The Town Clerk explained the 6-weekly cleaning regime is to commence shortly.

Cllr I. Lifford referred to Ms J. Wynne-Eaton's previous presentation in June's Full Council meeting where she expressed the need to involve the children in projects, they could be involved in creating artwork to go on the bus shelters for people to drive carefully.

Mayor Cllr B. Murray agreed with Cllr I. Lifford's suggestion and thinks involving the children to do the artwork within the community is a brilliant idea.

The Town Clerk said she had spoken to Denbighshire County Council officer already with this suggestion and that advice was given to be careful not to restrict views of the traffic whilst waiting for a bus.

Alleyways are done regularly.

Members asked Town Clerk to contact Denbighshire County Council regarding the Band stand in Coronation Gardens as it is in a poor state of repair.

Cllr C. Evans asked who is monitoring the landscape contract as she is not happy with the service being provided and that it is a disgrace, beds have not been touched at all, and full of weeds with no perennial flowers as per contract.

Town Clerk explained the contractor is reporting regularly, also providing photographic updates and at the initial meeting the contractor explained it was too late to change the plants and get lots of perennials he would get what he could from Mark at Pottles.

Town Clerk has spoken with the contractor who has said he is not happy with the way he is being contacted by Councillors via texts.

Cllr J. Matthews stated that the contract with My Tidy Garden needs to be made clear to prevent any miscommunication.

The Town Clerk suggested a meeting with the contractor.

Cllr A. Tomlin attended the meeting remotely 19:33/7:33pm

83 URGENT REPAIRS/MAINTANENCE

The Town Clerk informed all Councillors of the current urgent repairs as follows, Community Centres: - heating replacement at Ty Caradoc (£8166.67 A Jones & Sons), new boiler (extended warranty 12 years for extra £400) at the Jubilee Community Centre (£2250.00 A Jones & Sons), improved energy efficient lights for Meliden (£1115.00 Sharp). Plus, 14 RCDs/timers along the High Street (£3360.00 Mega), EICR for all 5 council owned buildings (£1155.00 Highline), and renovation of 6 bus shelters (approximately £9000 for expenditure in 2023-24 Denbighshire County Council).

The Town Clerk informed Councillors that she is awaiting a response from Denbighshire County Council for a quote of either Perspex or glass windows for the bus shelter windows. Noted the price may change.

Cllr I. Lifford questioned if all repairs are urgent can funding be met from balances rather than carrying the costs over a 2/3-year plan.

Cllr K. Clewett queried whether Councillor's would require SID's before the local speed limit of 30mph changes to 20mph in September throughout Prestatyn.

The Town Clerk suggested to defer the SID's decision until discussed in detail with DCC Officer Ben Wilcox-Jones during his presentation at September's Full Council meeting.

The Town Clerk also suggested the additional installation of power supply to the 8 lampposts in Meliden's to be deferred too.

PROPOSED: Cllr C. Evans

SECONDED: Cllr J. Matthews

ALL (6) AGREED UNANIMOUSLY

84 BANNERS

Mayor Cllr B. Murray asked for two banners to be taken by the Mayor and Consort when they attend events.

The Town Clerk informed all Councillors that the costing of all banners including a double sided one for the top of the High Street should be below £500.

PROPOSED: Cllr G. Sandilands

SECONDED: Cllr C. Evans

ALL (6) AGREED UNANIMOUSLY

85 COMMUNITY SUPPORT OFFICER

Cllr J. Matthews asked for an update regarding the Community Support Officer.

Cllr B. Murray replied that this was to be discussed at a later date.

Mayor/Chair _____

COMMUNITY DEVELOPMENT AND REGENERATION COMMITTEE MEETING**Minutes of Community Development and Regeneration Committee****Meeting held on 26th July 2023 19:59/7:59pm – 20:23/8:23pm****PRESENT**

Councillors: Cllr G. Sandilands (Chair), Cllr K. Clewett (Deputy Chair), Cllr C. Evans, and Mayor Cllr B. Murray

IN ATTENDANCE

Cllr A. West (Deputy Mayor), Cllr C. Holliday, Cllr I. Lifford, Mrs L. Fearn – Town Clerk & RFO, Miss J. Owens – Administration Officer, and Ms L. Ward-Hughes
Remote: Cllr J. Thompson-Hill, Cllr J. McLellan, and Cllr S. Frobisher, Cllr A. Tomlin, and Cllr J. Matthews

APOLOGIES

Cllr G. German and Cllr A. Sampson

86 DECLARATIONS OF INTEREST

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

87 PUBLIC PARTICIPATION

Public present, no participation.
NONE RECEIVED

88 ASSOCIATION UPDATE

Cllr G. Sandilands asked for any Association Updates from the Councillors, no Councillors had any updates to provide. Will be an agenda item for next meeting on 11.10.23 CCTV, Tourism, PBF, etc.

89 COMMUNITY ASSET TRANSFER BUSINESS PLAN: TY PENDRE

Cllr C. Evans queried when the radio group will use Ty Pendre. The Town Clerk had been informed usage would be during the day and evenings.

Cllr C. Evans expressed her concerns for the condition of the walls within Ty Pendre, Mayor Cllr B. Murray agreed stating they will require DBC.

Cllr G. Sandilands expressed his shock to how much work is required at Ty Pendre. The Town Clerk said the work will be quote via a tender process.

PROPOSED: Mayor Cllr B. Murray

SECONDED: Cllr G. Sandilands

ALL (4) AGREED UNANIMOUSLY

90 EVENTS UPDATE JULY 2023

The Town Clerk informed all Councillors that Prestatyn Town Council have been successful in receiving half the grant applied for the dementia events £2,491. Requesting the balance of costs £2,491 to be met by the council.

PROPOSED: Cllr C. Evans

SECONDED: Mayor Cllr B. Murray

ALL (4) AGREED UNANIMOUSLY

The Town Clerk reported on the success of the Play Bus's first day having over 60 children during the morning.

Cllr K. Clewett asked if Warm Hubs Initiative will return this Winter, and whether a similar Initiative will take place during the Summer. The Town Clerk replied, yet no plans have been confirmed to bring the Warm Hub Initiative back during Winter 2023. Also, unaware of any grants available now.

The Town Clerk explained that a grant had been received in partnership with NEWCIS for well-being sessions which start in August.

Denbighshire County Council are holding drop-in sessions in the chambers along with SP Energy offering advice for consumers.

The Town Clerk has invited Denbighshire County Council to showcase their services in an event during Autumn.

The Town Clerk also spoke about the possibility of Teen's nutritional/cooking and financial/cost of living sessions to be held in the chambers over the summer.

Members all commented on the success of the Carnival and 'Thanked' Joy and the committee for all their hard work on organising a brilliant event.

Town Clerk has already written a 'thank you' on behalf of the town council.

Mayor Cllr B. Murray informed Councillors that during the Prestatyn Carnival pre-meeting, himself and consort Cllr C. Holliday met a mechanical Welsh Dragon Mascot and the owner offered to attend various Prestatyn Town Council events throughout the year free of charge.

The Town Clerk would contact the company.

Cllr C. Evans commented on the great variety of events.

91 SOCIAL MEDIA UPDATE JULY 2023

Cllr G. Sandilands raised his concerns in which feels Prestatyn and Meliden's Town Council's Social Media platforms advertise too many events happening outside of Prestatyn and Meliden.

The Town Clerk explained that outside events are only advertised if relevant and nothing similar happening in Prestatyn, or supporting a partnership organisation, or to promote charity events.

Cllr G. Sandilands queried old Social Media accounts under the Town Council that are still present, and wondered if they could be removed.

The Town Clerk explained that all Social Media accounts and processes are currently being reviewed and that realistic targets are being set each month to increase reach/activity.

Mayor Cllr B. Murray expressed how well advertising is becoming for Prestatyn and Meliden, as a substantial amount of people from surrounding areas are coming to visit Prestatyn and Meliden regularly. He also spoke about the large amount of positive feedback the Towns have received from visitors and residents within Prestatyn and Meliden, voicing how bright and alluring they are.

Mayor/Chair_____



**TRAFNIDIAETH
CYMRU
TRANSPORT
FOR WALES**

3 Llys Cadwyn
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029 2167 3434
cyswilt@trc.cymru
trc.cymru

3 Llys Cadwyn
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029 2167 3434
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tfw.wales

03 JUL 2023

Prestatyn Town Council
7 Nant Hall
Prestatyn
Denbighshire
LL19 9LR

28 June 2023

Dear Mrs Lisa Fearn,

Thank you for your letter concerning the deterioration of the steps leading to Prestatyn Station. James Price has asked me to respond to you in my role as Director of Communications and Engagement on his behalf.

Please note that while Transport for Wales manage and operate the station, Network Rail own the Station and the bridge in question. However, we work closely with Network Rail and the station has recently benefited from several enhancements, including:

- Replacement of the handrail across main bridge
- Installation of a new handrail mid-way across of the flight of steps
- Replacement of 'next train indicator' boards on each platform, providing bi-lingual information
- Relocation of seating westwards along the platform to create more space under the canopies, improving safety at peak times and aiding accessibility by adding space for train ramps
- Touch-up of paintwork to remove the Arriva colour-scheme from lampposts, seats, wayfinding signage and poster cases

Transport for Wales is responsible for the external decoration of the station and the station manager for Prestatyn has submitted business case (complete with designs) to our Customer Estates department for the external redecoration. This includes updating the signage around the station, ensuring that it is fully bilingual, redecoration of the station building and handrails to the Tfw branding and improved wayfinding around the station for our customers. As our Customer Estates department receive a high volume of requests from many of our stations across our network, they are prioritised and approved on a case-by-case basis.

Please be assured that the bridge is inspected at least once a month as part of the routine health and safety checks. However, in light of your comments about the condition of the bridge, the station management team were tasked to conduct an additional inspection, during which they identified some rust and peeling paintwork. The team also provided the following photographs, and I am confident that the redecoration requested will rectify the issues that you have raised.



Cwmni Cyfyngedig drwy Warrant. Cofrestrwyd yng Nghymru. Rhif Cwmni 09476013. Cyfeiriad Swyddfa Gofrestredig:
3 Llys Cadwyn, Pontypridd, Rhondda Cynon Taf CF37 4TH
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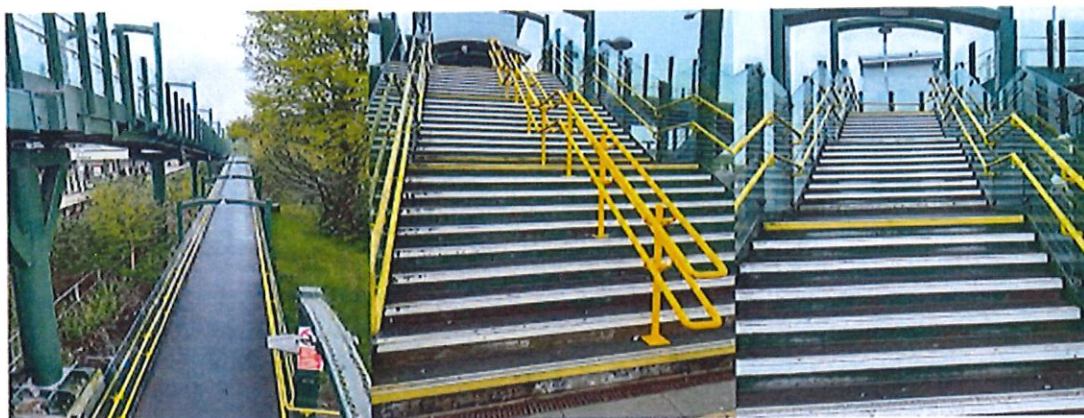
03 JUL 2023



**TRAFNIDIAETH
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contact@tfw.wales
tfw.wales



Transport for Wales works closely with Friends of Prestatyn Station, and we highly value the hard work and effort they give to the station and the local community. They also provide us with valuable feedback in how we can improve the station and our services which we always take on board.

Thank you once again for bringing your concerns to my attention. If you have any further queries, please do not hesitate to contact me.

Yours sincerely,

Lewis Brencher

Cyfarwyddwr Cyfathrebu ac Ymgysylltu / Director of Communications & Engagement

Trafnidiaeth Cymru / Transport for Wales

fo/fe/ef, ei / he, him, his

3 Llys Cadwyn, Pontypridd, Rhondda Cynon Taf, CF37 4TH



Mae Trafnidiaeth Cymru yn eiddo i
Llywodraeth Cymru
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To: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>

Subject: The History Book Launch

Dear Lisa

Just a line to thank you and Prestatyn Town Council for your tremendous support for the History Book - we had a very successful launch last night and I would especially like to thank our Mayor - Cllr Bob Murray for attending and giving the thanks at the end of the evening. All done with great panache and style - nobody was left Un thanked, which is so important at these events.

A word of thanks also to his consort Cllr Carol Holliday - she manned the refreshments and was a great hostess.

Kind regards

Sherry

Friends of Prestatyn Railway Station

Wales in Bloom judge describes Prestatyn Town Centre as "very impressive"

Improvements which have been made in Prestatyn did not go unnoticed by a Wales in Bloom judge who visited last month to critique the town. Judge Jim Goodwin arrived in the town on Thursday July 20th, and was given a three and a half hour tour of both Prestatyn and Meliden by chair of the Prestatyn in Bloom Committee and Vale of Clwyd MP Dr James Davies, along with other committee members.

Following a presentation by James at Blooms Tea Room on the High Street, Mr Goodwin spoke about the improvements he had noticed during the first part of his tour, which included a visit to; the Railway Station, where he met members of Friends of Prestatyn Railway Station, the Nova Centre and Prom; Barkby Beach; and Parc Bodnant.

He has been coming to Prestatyn to judge over the past 15 years and said he has noticed a considerable improvement since his last visit two years ago.

He said:

"I thought the floral demonstrations I have seen so far this morning are an improvement on what I have previously seen, and I was very impressed with the development of the orchard at Parc Bodnant. I saw this when it was first planted and it is coming along very well. I was also very impressed with the scrape (pond) which has lots of interesting wetland plants.

"The town centre itself is very impressive, there is no question that it has improved.

"Overall from what I have viewed so far today, I think what has been achieved in Prestatyn is environmentally very good, florally there has been considerable improvement, and with regards community effort and input this is excellent. These are the things that as judges we look for and these are undoubtedly Prestatyn's three strengths."

Mr Goodwin later visited the Hillside Viewpoint; Roman Bath House Heritage site; Tiny Tots Nursery, to see the grounds and the educational work that is carried out with children; Meliden Golf Club to view a wildflower meadow; Prestatyn to Dyserth walkway; Y Shed; Morfa Gateway; Coed y Morfa Allotments and Coed y Morfa Community Woodland, Wetlands and viewing platforms; Hedgehog Help Prestatyn; Ffrith Beach; and Coronation Gardens.

Chairman of Prestatyn in Bloom, Dr James Davies MP, said:

"It was a pleasure to welcome Jim back to Prestatyn. He has been judging the town for many years so can appreciate better than most what has been achieved here.

"It is crucial that Prestatyn, like all our towns, always look their best to ensure companies will continue to invest and that visitors enjoy a positive experience.

"Volunteers and various community groups work exceptionally hard throughout the year to achieve this and I am pleased that the judge noticed improvements made in the town since his last visit.

"We did exceptionally well in last year's contest, being awarded Gold in the Large Town category, and also received a Silver Gilt in the Britain in Bloom contest, again in the Large Town category.

"It's just a case of waiting now until September, when the results will be announced at a reception, which this year I am pleased to say is being hosted in Denbigh."

ENDS

To view this press release on James's website, click on the link below:

<https://www.jamesdavies.org.uk/news/wales-bloom-judge-describes-prestatyn-town-centre-very-impressive>

Dr James Davies MP / AS Vale of Clwyd / Vale of Clwyd

Parliamentary Under Secretary of State Wales Office

House of Commons, Westminster, LONDON, SW1A 0AA House of Commons, Westminster, LONDON, SW1A 0AA

Tel / Tel: Constituency Communications Officer; Justine Evans: 07860114271

E-mail / E-mail: james.davies.mp@parliament. Web / Web: www.jamesdavies.org. uFacebook:

[jamesdaviesofficial](https://www.facebook.com/jamesdaviesofficial)

Twitter: [@jamesdaviesInstagram](https://twitter.com/jamesdaviesInstagram); [jamesdaviesvoc](https://twitter.com/jamesdaviesvoc)

From: anton sampson <antonsampson123@gmail.com>
Sent: Monday, May 29, 2023 3:49 PM
To: Prestatyn Business Forum <prestatynbusinessforum@gmail.com>; Lisa Fearn
<Lisa.Fearn@prestatyntc.co.uk>
Subject: Re: Grant Reward Feedback

Dear Lisa

Many thanks to the Town council for granting the award.

As you're aware the money was spent on holding a large music event in the high street.

The feedback from local businesses was excellent despite the bad weather, with some shops selling out earlier than expected. It gave traders an extra day to promote their products and make themselves visible by setting up stalls etc, which the road closure allowed them to do.

All in all, it was very good use of money that gave many traders and residents a very memorable experience.

Regards

Anton Sampson
Chairman, PBF

The Benefit Advice Shop
Report for 2022/2023
For the grant from Prestatyn Town Council to support the residents of
Prestatyn and Meliden

The grant from Prestatyn Town Council of £2000 for the year 2022/2023 was used specifically to support the residents of Prestatyn and Meliden with welfare benefit advice and representation at Social Security Appeal hearings.

In total we assisted 382 people from the area with a range of benefits including Universal Credit, Personal Independence Payment, Pension Credit, Attendance Allowance, State Pension, Child benefit, Child's Disability Living Allowance, Employment and Support Allowance and Council Tax Reduction.

61 people attended our outreach at the Town Hall. We represented 21 people at Tribunal hearings and obtained £745,245 in income gains for the residents of the area.

We assisted the residents of Prestatyn and Meliden over the telephone, by email and by telephone at appeal hearings as well as face-to-face in the office and at the outreach. We have a designated room for appeal hearings.

Case study

Client is a pensioner who lives alone in his own property. He receives a State Retirement Pension and a small occupational pension. He received no Council Tax Reduction Benefit. The client has difficulties due to a range of health conditions and illnesses. We assisted the client to claim Attendance Allowance. The decision came back within 2 months and the client was awarded the low rate of the benefit. After a further calculation we discovered the client was entitled to a top-up of Pension Credit due to the award of Attendance Allowance. Receiving Pension Credit passported the client to a full rebate on his Council Tax. Being on Pension Credit and Attendance Allowance gave the client access to the Cost of Living Payment worth £900 and the Disability Payment of £150. The client's weekly income also increased by £102.00 per week.

Good afternoon Lisa.

We have been coaching the children from Prestatyn and Meliden for the past two years.

During that time we have had fifty children pass through our programme. The children are 6 to 11 years of age and they love to bowl. The parents bring them into the club every Tuesday and they are coached from 4 to 5pm. At the end of the season (which is the end of April) the club closes on some days each week, because the majority of bowlers go to Crown Green Bowling.

for the summer,

We fully open again in September when the children will be contacted. (we have all the names and telephone numbers of the parents)

We have been praised by the Governing Body of the WLIBA for the work we are doing in coaching the children.

On behalf of the committee and club members, I would like to thank the Prestatyn Town Council for their continued support.

If you need to know anything else please get in touch with me

Kind regards

Jack.

02/June/2023

Dear Prestatyn Town Council,

Thank you very much for the donation of £875.00 on 29th March 2023. At Wales Air Ambulance, our aim is to deliver lifesaving, advanced medical care to people across Wales, whenever and wherever they need it. **We are on standby 24/7, 365 days a year to protect human life** through Helicopter Emergency Medical Services, land based Rapid Response Vehicles, and provide a unique aftercare service with our Patient Liaison Nurses.



Your donation has gone towards our **Rapid Response Vehicle appeal**. Rapid Response Vehicles (RRV's) are part of our operational fleet alongside our helicopters at each of our four bases across Wales. RRVs provide vital land-based support when poor weather prevents the helicopters from taking off. Sometimes it might be quicker for an RRV to reach an incident in a town or city location where landing a helicopter would be difficult.

The consultant-led crews, medical kit and communications equipment are exactly the same as onboard the helicopters, so patients always receive the same high quality of care. If the helicopter can't fly, the RRV makes the difference between no response, and being able to attend a patient. They can cover up to 600 miles in a shift. Lease costs, fuel, tyres and insurance add up to an average monthly cost of £1608 for each RRV, and we have 8 RRV's in the fleet.

Overall across Wales in 2022, we attended **3368 emergency missions**; 1924 missions were via Air Ambulance, and 1444 missions were via Rapid Response Vehicle, they included road incidents, cardiac arrests, trauma, falls, pregnancy and childbirth related emergencies. In 2022, **we attended 68 missions in Denbighshire, out of these, 12 missions took place in Prestatyn, and 5 in Meliden.**

Thank you for your support and helping us to provide this vital service in your area.

Yours Sincerely,

Hannah Mitchell

Grants and Trusts Fundraiser

Hannah.mitchell@walesairambulance.com

T. 07973 882440

Dear Lisa,

We are planning to hold a Family Fun Day in the Ffrith Community Park on Saturday 19th August and would be honoured if Cllr. Bob Murry, Mayor of Prestatyn & Meliden and his consort could attend the event.

The event starts at 11 am and finishes at 3 pm so we would leave time of their arrival for them to decide dependent on any other commitments that day.

Event planning is progressing well and it should be a great day for families to come together in the spirit of community in enjoying the many attractions on offer.

We are grateful for the grant of £500 from Prestatyn Town Council which will help towards the cost of organising the event which proved so popular in 2019.

Looking forward to receiving your acknowledge and confirmation of their possible attendance.

Best regards,

Malcolm Wilkinson
Friends of the Ffrith – Group Secretary.

LETS PLAY OUT – MELIDEN

IN PARTNERSHIP WITH PRESTATYN TOWN COUNCIL



PROJECT PURPOSE

Let's Play Out aimed to create a safe and inclusive time and space for children and young people where they feel supported to meet friends, have activities and supported to be present in their communities.

Children have the freedom to choose how they play and with whom they play, and when they arrive or leave the provision. They are not restricted other than where related to their safety and welfare. As we want to encourage child led play, sessions are very loosely organised by Playworkers in terms of providing equipment and resources for children to use as they wish.

At each session there is open ended opportunities in both play and sport. Playworkers allow young people to move fluidly through the session to activities of their choice.

The sessions ran for 1 and a half hours on a Thursday evening in Meliden (MUGA pitch and playing field)



All playworkers working on the provision have completed or are working towards a Level 2 in playwork practice and use the playwork curriculum guidance to ensure a variety of opportunities are on offer during the sessions.

The project aimed to fill gaps in provision for children and young people, reacting dynamically to community needs and emerging issues.

The sessions were ran in the heart of Meliden community which young people could access independently

OPPORTUNITIES OFFERED

5 Sessions Delivered

7.5 Hours of play

97 Attendances

Age Range of children: 0 -15

Children from 4 different schools. Ysgol Y Melyd, Ysgol Penmorfa, Prestatyn High School and Ysgol Tir Morfa

- Messy Play / Sensory Play
- Fire pit and cooking
- Sports
- Arts and Crafts
- Loose Parts Play & Den Building
- Imagination Play
- Music and Movement
- Outdoor Play
- Team Building
- Dress up

Playworkers provide a variety of resources within the space. Playworkers support children in a creation of a play space and use resources to create interactive features through out the session.

Lets Play Out Open Access	Total	Boys 0 -5	Girls 0-5	Boys 6-9	Girls 6-9	Boys 10-12	Girls 10-12	Boys 13+	Girls 13+
Meliden 02/3/2023	9			4		3		2	
Meliden 09/3/2023	24	1	1	4	8	4	2	3	1
Meliden 16/03/2023	21	1	1	5	3	7	2	2	
Meliden 23/03/2023	23	2	2	4	3	6	2	3	1
Meliden 30/03/2023	20	1	2	2	2	5	3	4	1
Totals	97	5	6	19	16	25	9	14	3

Feedback

Gives me somewhere to go on a Thursday night and something to do its good to just get a kick about in after a mad week....

The team are so caring because of everything the team do for us. They are all so friendly. Boy 13

I don't really like school and get really frustrated so good to do in the week Boy 11

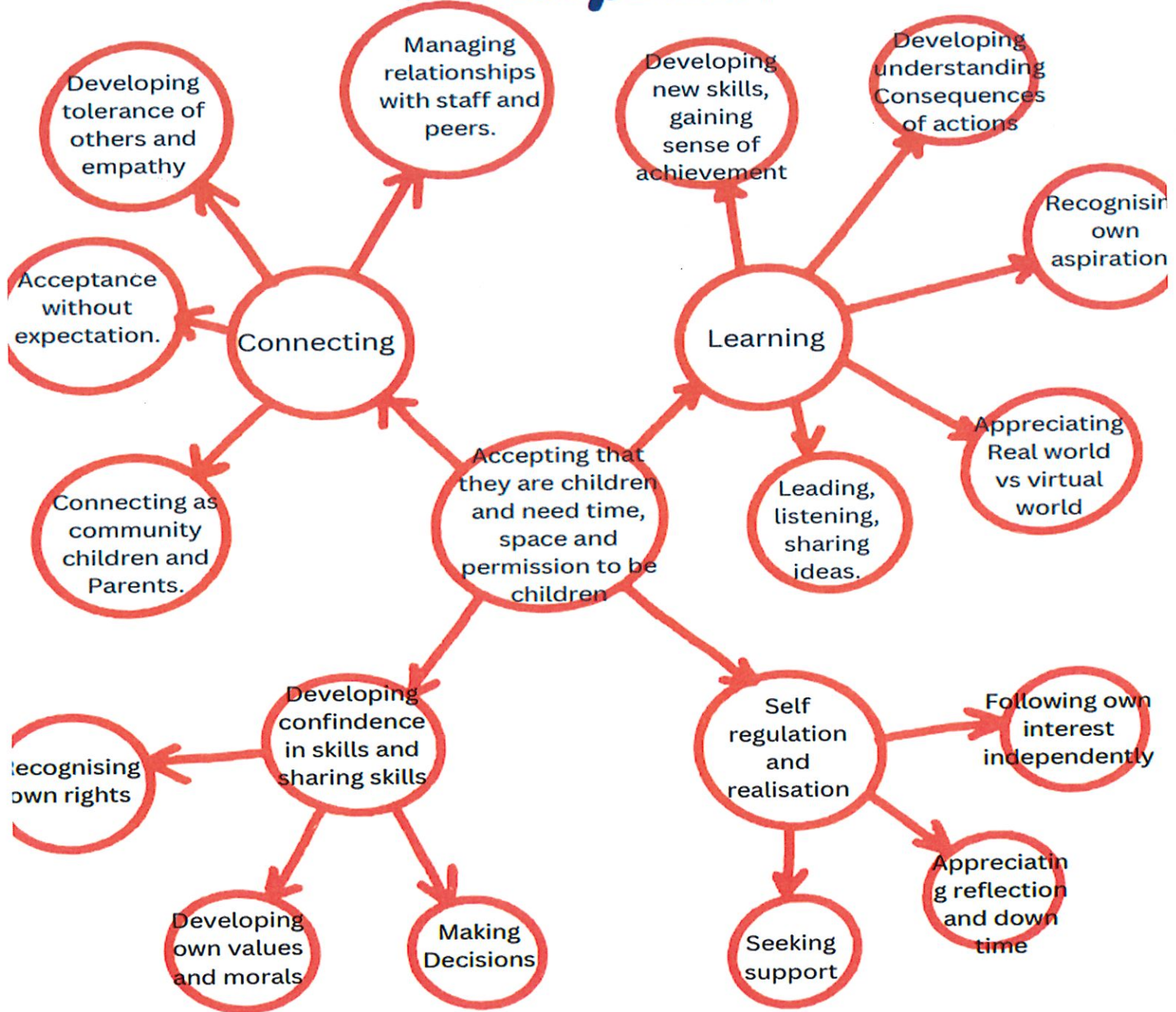
I feel it is somewhere safe I can go - Girl 10

Sometimes like doing some games like building with the lego blocks was cool but its just nice to do something different and chill out with my friends by the fire - Girl 12

It is somewhere I can go and play football with my friends.- Boy 10

Lovely having activities for the children to do in their local community - Parent

Observation of Young Peoples Development



Dear Lisa,

We are receipt of your letter and will respond as soon as we get all the registers back from our walk leaders showing how many people took part in the festival and where they were from. Meanwhile, I am pleased to report that all 25 walks took place and the feedback has been brilliant. The weather was ideal for walking and some people are saying it was the best yet confirming our reputation as one of the foremost themed walking festivals in the U.K. This was recognised by our inclusion in the Guardian Newspaper's top U.K. walking Festivals in 2023. The Roman theme proved very popular with residents and visitors.

Will give a further report as soon as I have analysed the data and feedback from walk leaders and participants.

Best regards,

Malcolm Wilkinson

Classic Cars, Motorcycles, Military & Supercars
Prestatyn Classic Car Show
www.prestatyncarshow.blogspot.com
Prestatyn Town Centre

Prestatyn Town Council

4 June 2023

Dear Lisa

In reply to your letter requesting an update in how the Prestatyn Town Council's financial reward of £600 benefited our organisation and the town as a whole

Our show was set up in the year 2000 as a not for profit organisation, during a time when most High Streets were struggling, with the aim to provide a community event for local people to become involved either by exhibiting or attending the show. We also wanted to promote Prestatyn as a lively resort town which would encourage visitors to spend time in the area.

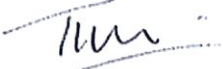
This original mantra continued through the years and as the show has grown from a modest 50 cars through to today's 350+ vehicles and many thousands of visitors, of course the costs of putting on the show have grown considerably.

When we decided to expand the show into the High Street this incurred a large rise in expenses with last year's Road Closure costs at £672 and insurance at £556 being the main ones. As we are a non-profit making organisation the Grant goes some way in covering these costs. (This year we have applied for a Road Closure to expand the show yet again, this time further up the High Street to aid trade in the shops and businesses near the top of town.) With the extra signage needed this will again increase this year's Road Closure Fee.

We feel that the town has benefited greatly from the exposure that the Car Show gives to it, with record crowds and money spent in local shops and businesses. It also provides a free event that the local community can visit and / or take part in. It also gives local organisations a chance to raise money for their charities.

With the loss of some of our key members who organised fund raising for our show we have done our best to streamline our expenditure to give the best value that we can on a limited budget.

The Town Council Grant has helped with the rising expenses and is greatly appreciated by our committee of volunteers


Tim Williams



Friends of Prestatyn Coronation Gardens Cyfeillion Gerddi Coroniad Prestatyn

Secretary: Sharon G Pritchard
2 Llys Llydaw
Tower Gardens
Prestatyn
LL19 7PN
sharongpritchard@icloud.com
Tel \ Ffon: 07765085279

05/06/23

Town Clerk Lisa Fearn
Prestatyn Town Council
7 Nant Hall Road
Prestatyn
LL19 9LR

Dear Mrs Fearn,

Thank you for letter reference LF/SC dated 25/5/23 regarding the town council award for £1000.

Please could you update the Mayor, Deputy Mayor and Councillors that we were incredibly thankful for the generosity of Prestatyn Town Council and we would like to update the Council members that we were able to make significant improvements to the Coronation Gardens for the benefit of the community.

We were to purchase a bulb planter, daffodil, narcissus and crocus bulbs and compost. Over the course of a few weeks in November and December 2022, various groups of volunteers planted daffodil and narcissus bulbs along most of the roadside length of Coronation Gardens and planted crocus on the raised beds near the entrance steps.

The intention is that we can continue to plant bulbs along the full length of the gardens later in the year. The difficulties we tried to overcome was hard and compacted soil under the grass in many areas. However, this is a long-term investment bringing a riot of cheerful colour for residents, locals and visitors.

Despite the snowy weather and harsh frost in March 2023, we had a super display of daffodils, narcissus and crocus and we received positive feedback from members of the public and a supportive article in the Rhyl Journal.

[Photos Attached]

Friends of Prestatyn Coronation Gardens Cyfeillion Gerddi Coroniad Prestatyn



Top Row L – R November 2022 - February 2023 – March 2023



Bottom Row L – R April 2023

We hope you find this update satisfactory and thank you very much again.

Kind regards,

Sharon G Pritchard Secretary of the Friends of Prestatyn Coronation Gardens

Sadie Clarke

From: Dale Beaumont <DBeaumont@macmillan.org.uk>
Sent: 01 June 2023 10:36
To: Admin @ PTC
Subject: RE: Grant Feedback letter

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Sadie,

Thanks for your email and for sharing the letter form Lisa.

As the funds were donated this year, we don't have the data yet for how they were spent as this is usually updated the following year when our annual figures are calculated. I can tell you that the aim of requesting the council for a grant was to go towards Macmillan's ongoing services in the area and for patient grants for people living with cancer. To give you an idea, last year in 2022 we awarded 78 patient grants in the county of Denbighshire.

These grants can help with many different things for someone living with cancer such as energy bills, home adaptations, travel costs for hospital appointments, equipment and any other extra costs someone might have because of cancer.

When it is available, I will request the data of how the generous grant from Prestatyn Town Council has benefited Macmillan and people living with cancer. In the meantime, I hope the above information gives the council members an idea on the impact that their support will have.

Once again, thank you so much for supporting Macmillan.

Best wishes,

Dale Beaumont He / Him ([hear my name](#))
Relationship Fundraising Coordinator – East Midlands
Macmillan Cancer Support
Email: dbeaumont@macmillan.org.uk
Phone: 02078404752



We are Macmillan. We do whatever it takes. With heart. With strength. With ambition.

**For information, support or just someone to talk to,
call 0808 808 00 00 or visit macmillan.org.uk.**

To donate, volunteer, raise money or campaign with us, call 0300 1000 200 or visit macmillan.org.uk.

To everyone at Prestatyn Town Council,

We can't say thank you enough

Thank you so much for your fantastic donation of £875.00 to Macmillan Cancer Support raised from your collection box. Thanks to your generosity and support I'm pleased to let you know that your donation will be used to support the people affected by cancer in Prestatyn Town live life as fully as they can, providing physical, financial and emotional support.

Whatever it takes

At Macmillan, we give people with cancer everything we've got. If you're diagnosed, your worries are our worries. We will move mountains to help you live life as fully as you can. And we don't stop there. We're going all out to find ever better ways to help people with cancer, helping to bring forward the day when everyone gets life- transforming support from day one.

To put your fantastic donation into context, every £1,000 we spend on our phone service could lead to our welfare rights advisers on our Macmillan Support Line helping people affected by cancer to claim £25,716 in benefits they are entitled to.

Thanks again for being part of the Macmillan Team.

Best wishes,

Lisa Brown

Supporter Donations Team

Tel: 0300 1000 200

Email: fundraising@macmillan.org.uk

(This email constitutes an official receipt)

From: Katie Mellor <katiemellor6@hotmail.com>

Sent: Saturday, May 27, 2023 2:15 PM

To: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>

Subject: Financial Award 2022

Good afternoon Lisa

Thank you for your email and letter - here is an update as to what we spent our £250 on, which was kindly donated to our CFR Team from Prestatyn Town Council

As you can see from our invoice, we purchased 3 Re-Chargeable Torches and 1 Battery Torch. These torches have been very useful to our team for using at night when locating the house numbers of properties which we attend medical emergencies and also when we attend to patients who are outside in the dark.

I hope this is sufficient for your reports.

Many thanks and kindest regards

Katie Mellor

CFR Co-ordinator/Admin



Invoice to:
Welsh Ambulance First Responders
Leigh Clayton
75 Ffordd Idwal
Prescelyn
LL19 7PH

Proforma

Delivery address:
Welsh Ambulance First Responders
Leigh Clayton
75 Ffordd Idwal
Prescelyn
LL19 7PH

Order: 301376
Order date: 11/11/2022
Your ref:
Customer: WELSHAMB
Page: 1

Qty	Ordered	Product Code	Product Description	List Price £	Discount %	Net Price £	VAT Amt £
3		502181	Ledlenser PTR CORE Rechargeable LED Torch (C81450)	59.98	0.00	179.94	35.99
1		502180	Ledlenser PT CORE LED Torch (C8450)	37.48	0.00	37.48	7.50

VAT number: GB-854795886

This offer is valid for 14 days from Order date above.

Remit funds to:

Ledco Ltd Account number: 43347370 Sort code: 20-78-58
IBAN: GB35 BUKB 2078 5843 3473 70 Swift: BUKBGB22

Total Net Amount £	217.42
Carriage £	0.00
Total VAT Amt £	43.49
Order Total £	260.91

Ledlenser UK Limited,
Kingswick House, Kingswick Drive, Sunninghill, Berks. SL5 7BH
Tel: 01344 876222 E: sales@ledlenser.co.uk
www.lidlenser.co.uk Company Reg No: 05204928

Dear Both,

I am expecting delivery of the books this weekend and we are going to launch it at The Festival Church, Victoria Road, Prestatyn on Friday 28th July at 7.15pm and as sponsors of the book it would be lovely if you are able to attend.

I am so sorry that this invitation is rather late off the blocks but I only received confirmation this morning that the Festival Church is available (it closes for two weeks from the 31 July).

The format for the evening will be a welcome by our chairman - Cllr Ian Lifford, Tony Griffith's video 'The Coming of the Train', followed by a Q/A session with local historians Trefor Thompson, Peter J. Robinson and Harry Thomas who have helped with the compilation of the book.

The books will be on sale at £10 each and we have ordered a limited edition of 100 and hope to raise £1000 which will be so helpful for our funds.

May I say how much we have appreciated your generous support; we intend to do a press release and will also be putting up posters in the High Street, but if you and your members could help to promote the launch on social media it would be very much appreciated.

Kind regards

Sherry
Secretary
Friends of Prestatyn Railway Station

09/08/2023

Prestatyn Town Council

Page 1

10:18

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer from EMR
100 Council								
1076 Precept	0	165,766	497,209	331,533			33.3%	
1100 Rental Income	750	4,210	4,985	775			84.5%	
1200 Grants Received	0	0	10,000	10,000			0.0%	
1400 Donations	(140)	42	0	(42)			0.0%	
1500 Bank Interest	0	1,090	450	(640)			242.2%	
1700 Other Income	140	525	0	(625)			0.0%	
4100 Mayor - Public Participation	(1,500)	(1,500)	(1,500)	0		0	100.0%	
4110 Mayor's Allowance	0	0	(800)	800		800	0.0%	
4120 IRPW & Councillor Allowance	0	0	(3,500)	3,500		3,500	0.0%	
4130 Councillor Training	0	0	(750)	750	(38)	712	5.1%	
4140 Travelling - Councillors	0	0	(250)	250		250	0.0%	
4150 Elections / Democracy	0	0	(5,600)	5,600		5,600	0.0%	
150 Administration								
4200 Audit	0	1,000	(2,000)	3,000	(1,000)	2,000	0.0%	
4210 Legal / Professional Expenses	0	0	(750)	750	(490)	260	65.3%	
4215 Bank Charges	(9)	(34)	(500)	466		466	6.8%	
4220 Subscriptions/Publications/Lic	0	(3,697)	(3,500)	(197)		(197)	105.6%	
4240 Insurance	(15)	(4,957)	(6,000)	1,043	(118)	925	84.6%	
4300 Advertising / Marketing	0	0	(1,000)	1,000		1,000	0.0%	
4310 Website	0	0	(1,000)	1,000	(396)	604	39.6%	
4320 Social Media/Events	0	0	(1,000)	1,000		1,000	0.0%	
4330 Printing & Stationery	(981)	(1,452)	(2,800)	1,348	(58)	1,290	53.9%	
4340 Postage	0	(210)	(750)	540		540	28.0%	
4350 Welsh Translation	(21)	(49)	(250)	201	(9)	192	23.3%	
4500 Petty Cash	(17)	(106)	(500)	394		394	21.2%	
250 Personnel								
4000 Net Salaries	(12,887)	(46,485)	(173,000)	124,515		124,515	28.0%	
4010 PAYE	(2,746)	(9,548)	(37,000)	27,452		27,452	25.8%	
4020 Superannuation	(4,133)	(15,747)	(26,000)	10,253		10,253	60.6%	
4030 Staff Contingency e.g. Agency	(62)	(126)	(1,000)	876	(285)	610	39.0%	
4040 Travelling - Officers	0	0	(500)	500		500	0.0%	
4050 Training & Development	(54)	(54)	(1,000)	946	(70)	876	12.4%	
300 Office								
4400 Telephones / Broadband	(159)	(602)	(2,000)	1,398	(1,191)	207	89.7%	
4440 Business / Water Rates	(6)	(6,276)	(7,000)	724		724	89.7%	
4450 Electricity / Gas	(602)	2,280	(12,000)	14,280	(3,500)	10,780	10.2%	
4460 IT Support and IT Software	(774)	(2,620)	(7,500)	4,880	(4,153)	727	90.3%	
4470 Photocopying	(110)	(220)	(1,500)	1,280	(220)	1,060	29.3%	
4480 Repairs & Maintenance	0	(65)	(2,250)	2,186	(1,302)	884	60.7%	

Continued over page

Prestatyn Town Council								Page 2
09/09/2023		Detailed Income & Expenditure by Budget Heading 31/07/2023						
10.18		Cost Centre Report						
Month No: 4								
	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4490 Cleaning Services	(450)	(619)	(2,750)	2,132	(2,063)	49	98.2%	
<u>550 Town</u>								
4600 Envir Flowers/Amenity/Watering	(6,190)	(7,773)	(26,650)	18,877	(18,372)	605	98.1%	
4605 Hanging Baskets / Troughs	(10,412)	(10,412)	(10,000)	(412)		(412)	104.1%	
4610 Festive Lighting Installation	0	0	(25,000)	25,000	(25,680)	(680)	102.7%	
4615 Public Seats - Maintenance	(110)	(110)	(3,500)	3,390	(3,080)	310	91.1%	
4620 Public Gardens	(417)	(625)	(2,500)	1,875	(1,875)	0	100.0%	
4625 Notice Boards	0	0	(2,000)	2,000	(2,030)	(30)	101.5%	
4630 Tourism Signage	0	0	(500)	500	(500)	0	100.0%	
4640 Car Parks	0	0	(12,700)	12,700	(12,700)	0	100.0%	
4645 Bus Shelters - Maintenance	0	0	(10,000)	10,000	(7,600)	2,400	76.0%	
4650 Crime Prevention CCTV / Radio	(10,000)	(10,000)	(10,000)	0		0	100.0%	
4655 Play Areas	0	(4,840)	(5,000)	160		160	98.8%	
4660 Community Centre Expenditure	0	(749)	(6,000)	5,251	(5,044)	207	98.5%	
4665 Scala Cinema & Art Centre Loan	0	0	(66,495)	66,495	(66,493)	2	100.0%	
4670 Local community services	(265)	1,708	(7,000)	8,708	(10,392)	(1,685)	124.1%	2,424
<u>700 Projects</u>								
4700 Holiday Leisure Activity	0	(1,624)	(5,000)	3,376	(929)	2,447	51.1%	
4720 PTC Events /Activities / Promo	(2,555)	(8,136)	(15,000)	6,864	(100)	6,764	54.8%	40
4730 Environmental / Community	0	0	(20,000)	20,000	(8,167)	11,833	40.8%	
4740 Mind Music	0	(570)	(2,500)	1,930	(513)	1,417	43.3%	
4750 Mental Health Well Being	0	0	(2,500)	2,500		2,500	0.0%	
4760 Community Volunteers	0	0	(500)	500		500	0.0%	
4770 Countryside Project	0	0	(1,000)	1,000		1,000	0.0%	
4775 Coastal Project	0	0	(1,000)	1,000		1,000	0.0%	
<u>800 Grants</u>								
4800 Grants- New Local Organisation	0	0	(1,000)	1,000		1,000	0.0%	
4810 Grants- Existing Organisation	0	(1,700)	(3,000)	1,300		1,300	56.7%	
4820 Cultural Grants / Eisteddfod	0	0	(500)	500		500	0.0%	
4830 Carnival Committee	0	0	(2,000)	2,000		2,000	0.0%	
4840 Flower show	0	0	(800)	800		800	0.0%	
4850 Car show	(1,200)	(1,200)	(1,200)	0		0	100.0%	
4860 Wales / Britain In Bloom	0	0	(1,000)	1,000		1,000	0.0%	
4870 Benefits Advice Shop/ Other	0	(2,000)	(2,000)	0		0	100.0%	
4880 Citizens Advice Bureau	0	0	(2,500)	2,500		2,500	0.0%	
4890 Walks Programme / Festival	0	0	(2,000)	2,000		2,000	0.0%	
4895 Business Support	0	(300)	(2,000)	1,700	(300)	1,400	30.0%	
<u>900 Assets</u>								
4900 Office Furnishings/Equipment	(538)	(838)	(1,000)	165	(190)	(26)	102.5%	
4910 IT Equipment	(839)	(839)	(2,000)	1,161		1,161	42.0%	

Continued over page

09/08/2023

Prestatyn Town Council

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Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4930 Community Centres Improvements	0	0	(12,000)	12,000		12,000	0.0%	
Grand Totals:- Income	750	171,633	512,734	341,101			33.6%	
Expenditure	57,052	143,092	573,695	430,603	178,868	251,748	56.1%	
Net Income over Expenditure	<u>(56,302)</u>	<u>28,541</u>	<u>(60,961)</u>	<u>(89,502)</u>				
plus Transfer from EMR	10	2,464						
Movement to/(from) Gen Reserve	<u>(56,292)</u>	<u>31,005</u>						

Dated 13th September 2023

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Town Clerk / Responsible Financial Officer

.....

Chair

02/08/2023

16:24

Prestatyn Town Council

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Detailed Balance Sheet - Excluding Stock Movement**Month 4 Date 02/08/2023**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
105	VAT Control A/c	4,226
200	Barclays Premium / Current	460,761
210	Mayoral Account	985
220	Petty Cash Account	161
	Total Current Assets	466,132
<u>Current Liabilities</u>		
502	Mayoral Account	985
520	Receipts in Advance	4,378
	Total Current Liabilities	5,363
	Net Current Assets	460,769
	Total Assets less Current Liabilities	460,769
<u>Represented by :-</u>		
300	Current Year Fund	28,541
310	General Reserves	424,153
325	EMR - Mind Music	1,684
326	EMR - GYM Enabling Virt Comms	1,986
328	EMR - Well Being	26
329	EMR - Meliden CC Roof Repairs	4,378
	Total Equity	460,769

Dated 13th September 2023

.....

Town Clerk / Responsible Financial Officer

.....

Chair

Date : 09/08/2023		Prestatyn Town Council		Page 1	
Time: 10:23		Trial Balance for Month No: 4		User : MARK	
		Account Number Order			
A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control A/c			4,226.23	
200	Barclays Premium / Current			460,760.50	
210	Mayoral Account			984.53	
220	Petty Cash Account			100.51	
310	General Reserves				421,689.32
325	EMR - Mind Music				1,684.08
326	EMR - GYM Enabling Virt Comms				1,986.11
328	EMR - Well Being				26.41
329	EMR - Malden CC Roof Repairs				4,378.19
502	Mayoral Account				984.53
520	Receipts In Advance				4,378.19
1076	Precept	100	Council		165,766.00
1100	Rental Income	100	Council		4,210.00
1400	Donations	100	Council		42.20
1500	Bank Interest	100	Council		1,089.81
1700	Other Income	100	Council		525.00
4000	Net Salaries	250	Personnel	48,485.32	
4010	PAYE	250	Personnel	9,548.46	
4020	Superannuation	250	Personnel	15,747.35	
4030	Staff Contingency e.g. Agency	250	Personnel	124.50	
4050	Training & Development	250	Personnel	54.00	
4100	Mayor - Public Participation	100	Council	1,500.00	
4200	Audit	150	Administration		1,000.00
4215	Bank Charges	150	Administration	34.00	
4220	Subscriptions/Publications/Lic	150	Administration	3,697.00	
4240	Insurance	150	Administration	4,956.57	
4330	Printing & Stationery	150	Administration	1,451.53	
4340	Postage	150	Administration	210.37	
4350	Welsh Translation	150	Administration	46.78	
4400	Telephones / Broadband	300	Office	602.15	
4440	Business / Water Rates	300	Office	6,276.03	
4450	Electricity / Gas	300	Office		2,280.45
4460	IT Support and IT Software	300	Office	2,620.47	
4470	Photocopying	300	Office	220.00	
4480	Repairs & Maintenance	300	Office	64.50	
4490	Cleaning Services	300	Office	618.50	
4500	Petty Cash	150	Administration	106.20	
4600	Envir Flowers/Amenity/Watering	550	Town	7,773.39	
4605	Hanging Baskets / Troughs	550	Town	10,412.00	
4615	Public Seats - Maintenance	550	Town	110.00	
4620	Public Gardens	550	Town	624.99	
4650	Crime Prevention CCTV / Radio	550	Town	10,000.00	

Continued over page

Date : 09/08/2023

Prestatyn Town Council

Page 2

Time: 10:23

Trial Balance for Month No: 4

User : MARK

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4655	Play Areas	550	Town	4,840.00	
4660	Community Centre Expenditure	550	Town	749.16	
4670	Local community services	550	Town		1,707.50
4700	Holiday Leisure Activity	700	Projects	1,623.59	
4720	PTC Events /Activities / Promo	700	Projects	8,135.90	
4740	Mind Music	700	Projects	570.00	
4810	Grants- Existing Organisation	800	Grants	1,700.00	
4850	Car show	800	Grants	1,200.00	
4870	Benefits Advice Shop/ Other	800	Grants	2,000.00	
4895	Business Support	800	Grants	300.00	
4900	Office Furnishings/Equipment	900	Assets	835.50	
4910	IT Equipment	900	Assets	839.26	
6000	Transfer from EMR	550	Town		2,423.50
6000	Transfer from EMR	700	Projects		40.00
Trial Balance Totals :				614,211.29	614,211.29
Difference				0.00	

Dated 13th September 2023

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Town Clerk / Responsible Financial Officer

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Chair

04/09/2023

Prestatyn Town Council

Page 1

14:22

Detailed Income & Expenditure by Budget Heading 31/08/2023

Month No: 5

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Council								
1076 Precept	165,766	331,532	497,299	165,767			66.7%	
1100 Rental Income	0	4,210	4,985	775			84.5%	
1200 Grants Received	2,991	2,991	10,000	7,009			29.9%	2,991
1400 Donations	0	42	0	(42)			0.0%	
1500 Bank Interest	6	1,096	450	(646)			243.5%	
1700 Other Income	0	525	0	(525)			0.0%	
4100 Mayor - Public Participation	0	(1,500)	(1,500)	0		0	100.0%	
4110 Mayor's Allowance	(800)	(800)	(800)	0		0	100.0%	
4120 IRPW & Councillor Allowance	(2,684)	(2,684)	(3,500)	816		816	76.7%	
4130 Councillor Training	0	0	(750)	750	(38)	712	5.1%	
4140 Travelling - Councillors	(63)	(63)	(250)	187		187	25.2%	
4150 Elections / Democracy	0	0	(5,500)	5,500		5,500	0.0%	
150 Administration								
4200 Audit	0	1,000	(2,000)	3,000	(1,000)	2,000	0.0%	
4210 Legal / Professional Expenses	0	0	(750)	750	(490)	260	65.3%	
4215 Bank Charges	(29)	(63)	(500)	438		438	12.5%	
4220 Subscriptions/Publications/Lic	0	(3,697)	(3,500)	(197)		(197)	105.6%	
4240 Insurance	(15)	(4,971)	(6,000)	1,029	(104)	925	84.6%	
4300 Advertising / Marketing	0	0	(1,000)	1,000		1,000	0.0%	
4310 Website	(30)	(30)	(1,000)	970	(366)	604	39.6%	
4320 Social Media/Events	0	0	(1,000)	1,000		1,000	0.0%	
4330 Printing & Stationery	(52)	(1,504)	(2,800)	1,296	(6)	1,290	53.9%	
4340 Postage	(215)	(426)	(750)	324		324	56.6%	
4350 Welsh Translation	(9)	(58)	(250)	192		192	23.3%	
4500 Petty Cash	(34)	(140)	(500)	360		360	28.0%	
250 Personnel								
4000 Net Salaries	(6,351)	(54,836)	(173,000)	118,164		118,164	31.7%	
4010 PAYE	(6,951)	(16,499)	(37,000)	20,501		20,501	44.6%	
4020 Superannuation	(2,901)	(18,648)	(26,000)	7,352		7,352	71.7%	
4030 Staff Contingency e.g. Agency	0	(125)	(1,000)	876	(265)	610	39.0%	
4040 Travelling - Officers	0	0	(500)	500		500	0.0%	
4050 Training & Development	0	(54)	(1,000)	946	(70)	876	12.4%	
300 Office								
4400 Telephones / Broadband	(139)	(741)	(2,000)	1,259	(1,052)	207	89.7%	
4440 Business / Water Rates	0	(6,276)	(7,000)	724		724	89.7%	
4450 Electricity / Gas	0	2,280	(12,000)	14,280	(3,500)	10,780	10.2%	
4460 IT Support and IT Software	(387)	(3,007)	(7,500)	4,493	(3,766)	727	90.3%	
4470 Photocopying	0	(220)	(1,500)	1,280	(220)	1,060	29.3%	
4480 Repairs & Maintenance	(105)	(170)	(2,250)	2,081	(1,832)	249	89.0%	

Continued over page

04/09/2023

Prestatyn Town Council

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Detailed Income & Expenditure by Budget Heading 31/08/2023

Month No: 5

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4490 Cleaning Services	(201)	(819)	(2,750)	1,931	(1,882)	49	98.2%	
<u>550 Town</u>								
4600 Envir Flowers/Amenity/Watering	(125)	(7,898)	(26,650)	18,752	(18,222)	530	98.0%	
4605 Hanging Baskets / Troughs	0	(10,412)	(10,000)	(412)		(412)	104.1%	
4610 Festive Lighting Installation	0	0	(25,000)	25,000	(25,680)	(680)	102.7%	
4615 Public Seats - Maintenance	0	(110)	(3,500)	3,390	(3,048)	342	90.2%	
4620 Public Gardens	0	(625)	(2,500)	1,875	(1,875)	0	100.0%	
4625 Notice Boards	0	0	(2,000)	2,000	(2,030)	(30)	101.5%	
4630 Tourism Signage	0	0	(500)	500	(500)	0	100.0%	
4640 Car Parks	0	0	(12,700)	12,700	(12,700)	0	100.0%	
4645 Bus Shelters - Maintenance	0	0	(10,000)	10,000	(7,600)	2,400	76.0%	
4650 Crime Prevention CCTV / Radio	0	(10,000)	(10,000)	0		0	100.0%	
4655 Play Areas	0	(4,840)	(5,000)	160		160	96.8%	
4660 Community Centre Expenditure	(257)	(1,006)	(6,000)	4,994	(4,924)	70	98.8%	
4665 Scala Cinema & Art Centre Loan	0	0	(66,495)	66,495	(66,493)	2	100.0%	
4670 Local community services	(123)	1,584	(7,000)	8,584	(10,275)	(1,691)	124.2%	2,424
<u>700 Projects</u>								
4700 Holiday Leisure Activity	0	(1,624)	(5,000)	3,376	(975)	2,401	52.0%	
4720 PTC Events /Activities / Promo	(10)	(8,146)	(15,000)	6,854	(164)	6,691	55.4%	50
4730 Environmental / Community	0	0	(20,000)	20,000	(9,592)	10,408	48.0%	
4740 Mind Music	(513)	(1,083)	(2,500)	1,417		1,417	43.3%	
4750 Mental Health Well Being	(2,940)	(2,940)	(2,500)	(440)	(638)	(1,078)	143.1%	2,491
4760 Community Volunteers	0	0	(500)	500		500	0.0%	
4770 Countryside Project	0	0	(1,000)	1,000		1,000	0.0%	
4775 Coastal Project	0	0	(1,000)	1,000		1,000	0.0%	
<u>800 Grants</u>								
4800 Grants- New Local Organisation	0	0	(1,000)	1,000		1,000	0.0%	
4810 Grants- Existing Organisation	0	(1,700)	(3,000)	1,300		1,300	56.7%	
4820 Cultural Grants / Eisteddfod	0	0	(500)	500		500	0.0%	
4830 Carnival Committee	0	0	(2,000)	2,000		2,000	0.0%	
4840 Flower show	0	0	(800)	800		800	0.0%	
4850 Car show	0	(1,200)	(1,200)	0		0	100.0%	
4860 Wales / Britain in Bloom	0	0	(1,000)	1,000		1,000	0.0%	
4870 Benefits Advice Shop/ Other	0	(2,000)	(2,000)	0		0	100.0%	
4880 Citizens Advice Bureau	0	0	(2,500)	2,500		2,500	0.0%	
4890 Walks Programme / Festival	0	0	(2,000)	2,000		2,000	0.0%	
4895 Business Support	0	(300)	(2,000)	1,700	(300)	1,400	30.0%	
<u>900 Assets</u>								
4900 Office Furnishings/Equipment	(11)	(846)	(1,000)	154	(190)	(36)	103.6%	
4910 IT Equipment	0	(839)	(2,000)	1,161		1,161	42.0%	

Continued over page

04/09/2023

Prestatyn Town Council

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Detailed Income & Expenditure by Budget Heading 31/08/2023

Month No: 5

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4930 Community Centres Improvements	0	0	(12,000)	12,000		12,000	0.0%	
Grand Totals:- Income	168,763	340,396	512,734	172,338			66.4%	
Expenditure	24,944	168,036	573,695	405,659	179,795	225,864	60.6%	
Net Income over Expenditure	143,819	172,360	(60,961)	(233,321)				
plus Transfer from EMR	2,501	4,964						
less Transfer to EMR	2,991	2,991						
Movement to/(from) Gen Reserve	143,329	174,334						

Dated 13th September 2023

.....

Town Clerk / Responsible Financial Officer

.....

Chair

04/09/2023

Prestatyn Town Council

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Detailed Balance Sheet - Excluding Stock Movement**Month 5 Date 31/08/2023**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
105	VAT Control A/c	5,058	
200	Barclays Premium / Current	603,799	
210	Mayoral Account	805	
220	Petty Cash Account	109	
	Total Current Assets		609,771
<u>Current Liabilities</u>			
502	Mayoral Account	805	
520	Receipts in Advance	4,378	
	Total Current Liabilities		5,183
	Net Current Assets		604,588
	Total Assets less Current Liabilities		604,588
<u>Represented by :-</u>			
300	Current Year Fund	172,360	
310	General Reserves	423,663	
325	EMR - Mind Music	1,684	
326	EMR - GYM Enabling Virt Comms	1,976	
328	EMR - Well Being	26	
329	EMR - Meliden CC Roof Repairs	4,378	
333	EMR - Tesco Community	500	
	Total Equity		604,588

Dated 13th September 2023

.....

Town Clerk / Responsible Financial Officer

.....

Chair

Date : 04/09/2023

Prestatyn Town Council

Page 1

Time: 14:20

Trial Balance for Month No: 5

User : MARK

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
105	VAT Control A/c			5,058.41	
200	Barclays Premium / Current			603,798.50	
210	Mayoral Account			804.74	
220	Petty Cash Account			109.11	
310	General Reserves				421,689.32
325	EMR - Mind Music				1,684.08
326	EMR - GYM Enabling Virt Comms				1,976.11
328	EMR - Well Being				26.41
329	EMR - Meliden CC Roof Repairs				4,378.19
333	EMR - Tesco Community				500.00
502	Mayoral Account				804.74
520	Receipts in Advance				4,378.19
1076	Precept	100	Council		331,532.00
1100	Rental Income	100	Council		4,210.00
1200	Grants Received	100	Council		2,991.00
1400	Donations	100	Council		42.20
1500	Bank Interest	100	Council		1,095.81
1700	Other Income	100	Council		525.00
4000	Net Salaries	250	Personnel	54,835.82	
4010	PAYE	250	Personnel	16,499.01	
4020	Superannuation	250	Personnel	18,648.41	
4030	Staff Contingency e.g. Agency	250	Personnel	124.50	
4050	Training & Development	250	Personnel	54.00	
4100	Mayor - Public Participation	100	Council	1,500.00	
4110	Mayor's Allowance	100	Council	800.00	
4120	IRPW & Councillor Allowance	100	Council	2,684.00	
4140	Travelling - Councillors	100	Council	63.00	
4200	Audit	150	Administration		1,000.00
4215	Bank Charges	150	Administration	62.50	
4220	Subscriptions/Publications/Lic	150	Administration	3,697.00	
4240	Insurance	150	Administration	4,971.38	
4310	Website	150	Administration	30.00	
4330	Printing & Stationery	150	Administration	1,503.88	
4340	Postage	150	Administration	425.82	
4350	Welsh Translation	150	Administration	58.14	
4400	Telephones / Broadband	300	Office	741.15	
4440	Business / Water Rates	300	Office	6,276.03	
4450	Electricity / Gas	300	Office		2,280.45
4460	IT Support and IT Software	300	Office	3,007.16	
4470	Photocopying	300	Office	220.00	
4480	Repairs & Maintenance	300	Office	169.50	
4490	Cleaning Services	300	Office	819.48	

Continued over page

Date : 04/09/2023

Prestatyn Town Council

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Time: 14:20

Trial Balance for Month No: 5

User : MARK

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4500	Petty Cash	150	Administration	140.15	
4600	Envir Flowers/Amenity/Watering	550	Town	7,898.39	
4605	Hanging Baskets / Troughs	550	Town	10,412.00	
4615	Public Seats - Maintenance	550	Town	110.00	
4620	Public Gardens	550	Town	624.99	
4650	Crime Prevention CCTV / Radio	550	Town	10,000.00	
4655	Play Areas	550	Town	4,840.00	
4660	Community Centre Expenditure	550	Town	1,006.12	
4670	Local community services	550	Town		1,584.27
4700	Holiday Leisure Activity	700	Projects	1,623.59	
4720	PTC Events /Activities / Promo	700	Projects	8,145.90	
4740	Mind Music	700	Projects	1,083.00	
4750	Mental Health Well Being	700	Projects	2,940.00	
4810	Grants- Existing Organisation	800	Grants	1,700.00	
4850	Car show	800	Grants	1,200.00	
4870	Benefits Advice Shop/ Other	800	Grants	2,000.00	
4895	Business Support	800	Grants	300.00	
4900	Office Furnishings/Equipment	900	Assets	846.33	
4910	IT Equipment	900	Assets	839.26	
6000	Transfer from EMR	550	Town		2,423.50
6000	Transfer from EMR	700	Projects		2,541.00
6001	Transfer to EMR	100	Council	2,991.00	
Trial Balance Totals :				785,662.27	785,662.27
Difference				0.00	

Dated 13th September 2023

Town Clerk / Responsible Financial Officer

Chair

BACS REF	DATE	PAYEE	DETAILS / INVOICE Nos. ETC	NON-VAT	VAT @ 20%	TOTAL PAID	EXP CODE (FOR OFFICE USE ONLY)
							Nominal Additional Processing Notes
147	02/08/23	Amazon - Account A3HJLDIGPZQCHV	IN/GB-133821031-2023-57677 - 10 reams A4 paper	£38.90	£7.80	£46.70	4330 PO1022023
148	02/08/23	Amazon - Account A3HJLDIGPZQCHV	DSASE-IN/GB-2023-300582373 - sticky notes 4x100 76x76mm coloured	£3.94	£0.79	£4.73	4330 PO1022023
149	02/08/23	Amazon - Account A3HJLDIGPZQCHV	IN/GB-1725667275-2023-370863 - 1120 x sticky note bags	£2.73	£0.55	£3.28	4330 PO1022023
150	02/08/23	Amazon - Account A3HJLDIGPZQCHV	IN/GB-145497301-2023-76561 - 6 rolls cello tape	£4.78	£0.96	£5.74	4330 PO1022023
151		THSLINE NOT USED	THSLINE NOT USED	£9.00		£9.00	N/A
152	02/08/23	Stan Jones Translations Ltd	Invoice PTC135 - July translation work	£9.36	£0.00	£9.36	4350 PO1092023
153	02/08/23	Amazon - Account A3HJLDIGPZQCHV	IN/GB-2005074935-2023-6580 - BUTTACK pack	£2.00	£0.40	£2.40	4330 PO1022023
154	02/08/23	A Jones & Son Gas Services Ltd	Invoice 14112022_331793 - Jubilee CC repair leak to toilet and replace parts	£120.00	£24.00	£144.00	4660 PO1082023
155	06/08/23	Corner Group Ltd	Invoice C000717788 - August HR and H&S Services	£265.90	£50.22	£316.12	4460 CON10292023
156	01/08/23	Glean Team	Invoice 183432- PTC office cleaning July	£136.00	£27.20	£163.20	4490 CON10312023
157	15/08/23	DCC	Invoice 801965645 - 100 mixed heathers in 1hr pjs	£125.00	£25.00	£150.00	4600 PO322023
158	02/08/23	SSE Electricity - Ty Pendre	Account 89092 89311 - Quarter 2 electricity to 31 July 2023	£136.96	£6.52	£143.48	4660 N/A
159	05/08/23	Daydream Designs	Invoice IN/7854 - SSL Certification annual renewal	£30.00	£6.00	£36.00	4310 PO1112023
160	04/08/23	Hempshire Flag Company	Invoice IN/18962 - Welsh Dragon sewn flag 5 x 3	£123.23	£24.65	£147.88	4670 PO10123023
161	08/08/23	Vale of Cwmd Mnd	Invoices PMS23-24/04 - music groups 6, 13, 20, 27 July 2023	£228.00	£0.00	£228.00	4740 PO762023
162	06/07/23	Vale of Cwmd Mnd	Invoices PMS23-24/05 - music groups 3, 10, 17, 24, 31 August 2023	£285.00	£0.00	£285.00	4740 PO762023
163	01/08/23	Cathedral Leasing Ltd	Contract 125739 Invoice M/1527036 - Hygiene Services Q3 2023	£64.98	£13.00	£77.98	4490 CON10302023
164	07/08/23	Clir Carol Evans	Councilor Mileage claims: Tourism Partnership 8/3, NMAVL/C 21/4, UDP briefing 15/6, CCTV meeting Russell House 28/7 - 140 miles at 0.45	£63.00	£0.00	£63.00	4140 N/A
165	09/08/23	Francorp Postilla Ltd	Invoice 24707361 - Franking Machine top-up	£200.00	£0.00	£200.00	4340 PO1142023
166		THSLINE NOT USED	THSLINE NOT USED	£9.00		£9.00	N/A
167	14/08/23	G-Force Communications Ltd	Invoice 230800095649 - August broadband licence Horizon Hosted (1 x £43) and telephone line rental FTTP 330.50 - (8 units x £12)	£139.00	£27.80	£166.80	4400 CON10102023
168	14/08/23	Barclaycard	Settlement August Statement (facilitate purchase of Mayors Business Cards)	£27.81	£0.00	£27.81	4500 N/A - to be refunded from Memorial account
169	14/08/23	Obsidian Networks Limited	Invoice IN/4-27791 - August Monthly IT Support and Microsoft 365 commitment	£135.60	£27.12	£162.72	4460 CON10342023
170	14/08/23	Lockite (Surelock) Homes Locksmiths Ltd)	Invoice 1210-LL199LR-1037 - repairs and materials to Noticeboards - Boston Road and Floridias One Stop	£105.00	£0.00	£105.00	4480 PO392023
171	14/08/23	Experience Training Ltd	Invoice IN/4-21986 - 6 September 2023 Mobile Virtual Dementia Tour Conference Style	£980.00	£196.00	£1,176.00	4740 PO1192023
172	14/08/23	Experience Training Ltd	Invoice IN/4-21987 - 15 September 2023 Mobile Virtual Dementia Tour Conference Style	£980.00	£196.00	£1,176.00	4740 PO1192023
173	14/08/23	Experience Training Ltd	Invoice IN/4-21988 - 22 September 2023 Mobile Virtual Dementia Tour Conference Style	£980.00	£196.00	£1,176.00	4740 PO1192023
			PAYMENT TOTALS	£5,187.19	£930.01	£6,017.20	4740 - BVR332 (6139)
BANKING PREPARED BY		Mark Turner	Date: 14 August 2023				
BANKING AUTHORISED		Clir S Froddker, Clir C Heilley, Clir B Murry	Date: 15 August 2023				
PAYMENT BY		List Form	Date: 16 August 2023				

2023 - BACS 5 MAYOR

BACS REF				DATE		PAYEE		DETAILS / INVOICE NOS. ETC		TOTAL PAID		EXP CODE (FOR OFFICE USE ONLY)	
												ADDITIONAL NOTES	
2320				28-Jul		Friends of Presleyn Railway		10 x £10 books - history of Presleyn Railway		£100.00		602	
2321				28-Jul		Presleyn Town Council		Balance for Mayoral Business Cards		£5.81		602 refund 4520	
2322				28-Jul		Bay of Colwyn Town Council		Like-A-Bay charity event donation		£20.00		602	
2323				28-Jul		Rhydian Town Council		Retro-Swing Supper evening 15/9 - Mayor & Consort		£44.00		602	
												602	
												602	
												602	
												602	

		PAYMENT TOTALS	£170.81
BANKING PREPARED BY	Mark Turner	DATE: 14 August 2023	
BANKING AUTHORISED BY	CH/S Probanc, CH/C Holliday, CH/B Murray	DATE: 15 August 2023	
PAYMENT BY	Udo Fawin	DATE: 16 August 2023	

04/04/2023

<https://prossedgellibrary.org/doi/10.1017/9781017000000.003>

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04/09/2023

Prestatyn Town Council

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Virement Date: 04/09/2023					Virement Ref No: 12	
A/c Code	Description	Centre	Description	Virement Description	Amount Decreased	Amount Increased
4000	Net Salaries	250	Personnel	Adjustment to	23,000	
4020	Superannuation	250	Personnel	Adjustment from Net		23,000
Narrative: Adjustment to be made from Net Salaries to Superannuation, following re-calculation of pension contributions for year. MT/LF					Virement Totals	
					23,000	23,000

Community Grants



Lisa Fearn
Prestatyn Town Council
7 Nant Hall Road
Prestatyn
LL19 9LR

Tuesday 1st August 2023

Tesco Community Grants Reference Number: 101520

Dear Lisa,

Tesco Community Grants - Prestatyn Town Council - Prestatyn and Meliden Warm Hubs Initiative

Thank you for your application to the Tesco Community Grants programme and I am pleased to tell you that **Prestatyn Town Council** have received an award of **£500.00**. We will pay 100% of your award, upon satisfactory completion of due diligence.

We are aware that the focus of your project may change due to the lower grant amount that you have been awarded. Please be aware that the award can only be used to meet the primary programme outcome of 'bringing benefits to the community'. If you can scale down your original project idea, that would be preferable but if you need to refocus your project completely, please note that the award cannot be spent on:

- Work that has already taken place
- Individual allotments plots for personal benefit
- Projects that involve a fee that may be a barrier to participation
- Political donations
- Fundraising activities or challenges
- Running costs and organisation overheads
- Conferences or seminars
- Activities which collect funds for redistribution to other charities or individuals
- Overseas appeals
- Expeditions or overseas travel
- Travel and accommodation costs
- Promotion of a religious or political cause
- Research Projects
- The purchase of land

What you need to do now - Accepting our offer

Before we can pay you your award, you need to agree that you will not spend funds on any of the above and that you will keep a record of spend of the award for a minimum of 12 months. You are also agreeing that you will provide further information about how you spent

your award and the outcomes of the award if requested by Groundwork, Tesco or any of our partners. To agree to this condition, you are required to complete this process through a secure web portal for 'Blackbaud Sky.'

Acceptance of the grant needs to be completed, if you have any outstanding information that is due to be returned to us you will find this detailed below as part of the special conditions of your grant.

Special Conditions:

Before you completed your Tesco Community Grants application, you would have needed to create login details with your email address and a password. You will now need to use those same login details to access the following website - https://www.GrantRequest.co.uk/SID_26?SA=AM

This is the email address linked to your online account and which you should use to login - lisa.earn@prestatyntc.co.uk. If this email address has changed, please get in touch with us as soon as possible.

If you have forgotten your password, please click on 'Forgot Password' and you will be able to create a new password. As soon as you have done this, you will have access to the relevant forms that need completing by clicking on the grey tab titled "Requirement Form". Here, you will be prompted to provide some additional information and complete the acceptance form and other information to accept the grant offer. Please follow the instructions on the screen. Once you have submitted the forms, you will receive a confirmation email.

You should add the address mail@grantapplication.com to your email account to ensure that you receive future requests and information regarding your award. Please note, if you need to contact us, you should email tescocommunitygrants@groundwork.org.uk

In the 'Requirement Form' section online you will need to complete and submit the following information:

- Accepting the award offer and agreeing to the conditions of this letter.
- Bank Details Information
- Bank Signatories Details

You must complete and submit all forms by **29th August 2023** or your grant offer may lapse. Please contact us if you need further time to complete the process. Please note, once you have submitted your documents, it may take us up to 20 working days to check your information. We will email you to confirm once your payment has been processed.

By accepting our offer, you accept the terms on which we offer the award, and you enter into a legally enforceable contract with us. You also acknowledge that you have carefully considered this letter and its terms of award and that you fully understand and accept them.

Once you have completed and submitted the forms to our satisfaction, we will pay 100% of your award by BACS. Please be aware that **no payment will be released until we receive the above information from you correctly completed** where appropriate. Please note you have **12 months to spend your award from the date of this offer letter**.

We would like to take this opportunity to draw your attention to the following clause in the Terms and Conditions:

6.4 We will fill in a Project Completion Report, within the 12 months of the Grant Offer date for this project. We will use the form you send us. We understand that the grant is finished only after we have completed this report to your satisfaction and you have received to your satisfaction the evidence of expenditure you have requested for the period of the Grant Agreement. Failure to complete the project and provide a satisfactory completion report, within 12 months of the Grant Offer letter is deemed a failure to comply with these terms and conditions and may result in repayment of funds awarded.

You can view the terms and conditions of your grant [here](#)

Please note that you are required to keep all evidence of spend of the grant, however only invoices over £500 will need to be provided to us. We will contact you with further details on this process.

Promoting the results and your project

Thank you to everyone who has helped to promote projects and Tesco Community Grants so far. Please follow the link provided below for guidance on how you can promote the results of the vote and how any associated PR activity will be carried out. You can find communications guidance and associated press release (announcing results) templates by following the link below. This will help you to promote your project online and to your local media.

<https://tescocommunitygrants.org.uk/communications-guidance-uk/>

Cheque presentations will be available upon request to your Groundwork Enabler.

VAT Status

This payment to you from Groundwork UK is an award. If your organisation is unable to recover VAT, the award is inclusive of VAT incurred on eligible expenditure.

You should seek specialist advice on whether your organisation receiving this award incurs any VAT liability as a result of any goods or services you are supplying to third parties as part of the Bags of Help scheme.

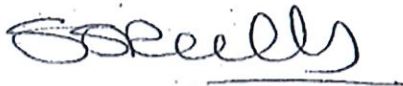
When do you need to get in touch with us?

1. Please note you do not need to inform us how you will spend your award as long as it meets the programme's primary aim of 'bringing benefits to the community' and does not include any of the ineligible expenditure listed above.
2. Once you have spent your award, please log back into your online account and **complete and submit the Project Completion Report** and submit a photograph of any activities or work carried out with your award. Please note, until this is done you cannot reapply.

If you have any queries regarding this letter, please email tescocommunitygrants@groundwork.org.uk.

We wish you every success in your project and we look forward to hearing from you shortly.

Yours sincerely



Sarah Reece-Mills
Director of Partnerships & Programmes
Groundwork UK

Groundwork Project Toolkit

By following the link below, you will find information and guides to help you create better places, improve your prospects and promote greener living and working:

<https://www.groundwork.org.uk/resources/>

22/23 Budget	22/23 Actual	Existing Cost Centre	Existing Nominal	Existing Title	23/24 Budget	Exp to date 31/08/23	23/24 Committed	Additional	Projected 23/24	Budget - Predicted	Adj after Virements	New Nominal	New Title	Exp to date 23/24	23/24 Committed	Additional	Projected 23/24	24/25 Proposed	Diff 23/24/24/5
		COUNCIL																	
£2,500	£2,500	100	4100	Mayor - Public Participation	£1,500	£1,500			£1,500	£0	£0	4100	Mayor - Public Participation	£1,500	£1,500		£1,500	£2,500	£1,000
£800	£800	100	4110	Mayor's Allowance	£800	£800			£800	£0	£0	4110	Mayor's Allowance	£800	£800		£800	£800	£0
£2,700	£2,100	100	4120	RPW & Councilor Allowance	£3,500	£2,684			£2,684	£816	£816	4120	RPW & Councilor Allowance	£2,184	£2,184		£2,500	£316	£316
£300	£220	100	4130	Councillor Training	£750		£38	£646	£684	£66	£66	4130	Councillor Training	£500		£646	£684	£250	-£434
£350	£19	100	4140	Travelling - Councilors	£250	£63		£100	£163	£87	£87	4140	Travelling - Councilors	£63	£38	£100	£163	£250	-£87
£3,500	£27,898	100	4150	Elections / Democracy	£5,500			£5,500	£3,500	£0	£0	4150	Elections / Democracy	£63		£5,500	£3,500	£5,500	£0
£12,050	£33,537				£12,300	£5,047	£38	£6,246	£11,331	£969	£969			£5,047	£38	£6,246	£11,331	£12,300	£969
		ADMINISTRATION																	
£1,874	£2,300	150	4200	Audit	£2,000	-£1,000		£2,000	£2,000	£0	£0	4200	Audit - External	-£1,000	£1,000	£1,000	£1,000	£1,000	£0
£676	£676	150	4210	Legal / Professional Expenses	£750		£490		£490	£260	£260	4210	Audit - Internal	£	£40	£1,050	£1,050	£1,050	£0
£0	£134	150	4215	Bank Charges	£500	£03						4215	Legal Expenses	£63		£210	£273	£250	-£23
£1,400	£1,540	150	4220	Subscriptions/Publications/Lic	£2,000	£3,697		£210	£273	-£1,697	-£197	4220	Professional fees	£3,527	£450		£3,977	£3,600	-£377
£6,000	£5,234	150	4240	Insurance	£6,000	£4,971	£104		£5,075	£935	£935	4240	Subscriptions	£180		£180	£180	£200	£20
												4245	Publications	£4,971	£104		£4,971	£5,000	£29
£1,500	£172	150	4300	Advertising / Marketing	£1,000	£30	£366		£0	£1,000	£1,000	4300	Licensing Fees	£		£104	£200	£200	£96
£2,500	£386	150	4310	Website	£1,000	£30	£366		£0	£1,000	£1,000	4310	Insurance - Council	£30	£366		£366	£500	£500
£7,250	£0	150	4320	Social Media/Events	£1,000				£0	£1,000	£1,000	4320	Insurance - Other	£			£0	£104	£100
£3,957	£3,958	150	4330	Printing & Stationery	£2,800	£1,504	£6	£1,300	£2,810	-£10	-£10	4330	Marketing	£681	£6	£730	£1,559	£1,500	-£59
£1,000	£852	150	4340	Postage	£750	£426		£300	£726	£24	£24	4340	Office Stationery	£3823	£	£1,350	£2,031	£2,000	-£31
£650	£269	150	4350	Webb Translation	£250	£58		£90	£148	£102	£102	4350	Printing/Photocopying costs	£426		£276	£756	£756	£24
£1,243	£177	150	4500	Petty Cash	£500	£137		£350	£487	£13	£13	4500	Webb Translation	£58		£90	£148	£250	£102
£900	£1177	150	4510	Miscellaneous	£500				£0	£500	£0	4510	Petty Cash	£136		£350	£486	£500	£14
£3,950	£15,698	150	4520	Contingency	£1,000				£0	£1,000	£0	4520	Miscellaneous				£0	£250	£250
		PERSONNEL																	
£15,500	£114,210	250	4000	Net Salaries	£150,000	£54,836		£94,500	£149,336	£664	£664	4000	Contingency	£9,895	£1,966	£5,080	£16,941	£18,950	£2,009
£49,310	£45,338	250	4010	PAYE	£37,000	£16,499		£19,250	£35,749	£1,251	£1,251	4010	Net Salaries	£16,499		£19,250	£35,749	£68,000	£29,251
£42,980	£40,024	250	4020	Superannuation	£49,000	£18,648		£31,500	£50,148	-£1,148	-£1,148	4020	PAYE	£18,649		£31,500	£50,149	£48,000	-£2,149
£1,200	£248	250	4030	Staff Contingency e.g. Agency	£1,000	£115	£265	£600	£990	£10	£10	4030	Superannuation	£125	£265	£600	£990	£500	-£490
£500	£36	250	4040	Travelling - Officers	£500			£0	£500	£500	£500	4040	Staff Contingency e.g. Agency	£			£0	£250	£250
£700	£118	250	4050	Training & Development	£1,000	£54	£70	£250	£374	£626	£626	4050	Travelling - Officers	£54	£70	£250	£374	£1,000	£250
£230,190	£199,974				£238,500	£90,162	£335	£146,100	£236,597	£1,903	£1,903			£90,163	£335	£146,100	£236,598	£246,750	£28,152
		OFFICE																	
£5,000	£1,790	300	4400	Telephone / Broadband	£2,000	£741	£1,052	£100	£1,893	£107	£107	4400	Telephone / Broadband	£741	1052	£100	£1,893	£1,000	£107
£8,000	£6,052	300	4410	Business / Water Rates	£7,000	£6,276		£150	£6,426	£574	£574	4410	Business Rates	£6,152		£150	£6,152	£6,250	£98
£7,500	£1,797	300	4450	Electricity / Gas	£12,000	-£2,280	£3,500	£6,200	£7,420	£4,580	£4,580	4450	Water Rates	£3,500		£6,200	£7,420	£8,000	£580
£4,000	£3,858	300	4460	IT Support / IT Software (Cit email)	£7,500	£3,007	£3,766	£700	£4,466	£27	£27	4460	Electricity / Gas	£3,007		£700	£4,473	£9,000	£1,227
£600	£398	300	4470	Photocopying	£1,500	£220	£220	£1,400	£60	£60	£60	4470	IT Support / IT Software	£220		£220	£660	£0	-£660
£1,333	£1,022	300	4480	Repairs & Maintenance	£3,000	£170	£1,832	£250	£2,252	£748	-£2	4480	Photocopying	£1,70		£250	£2,252	£2,500	£248
£2,000	£1,948	300	4490	Cleaning Services	£2,000	£819	£1,882	£50	£2,751	-£751	-£1	4490	Repairs & Maintenance	£819		£50	£2,751	£2,750	£0
£28,433	£17,057				£35,000	£8,953	£12,252	£8,450	£29,655	£5,345	£5,345			£8,953	£12,252	£7,670	£28,875	£30,850	£1,975

Item 13 Appendix xxiv Draft Budget 2023-2024.docx

Title	2022/23					2023/24					2023/24					2023/24					2023/24					2024/25				
	Budget	Actual	Budget	Actual	YTD Committed	Budget	Actual	YTD Committed	Predicted	Additional Predicted	Budget	Actual	YTD Committed	Predicted	Additional Predicted	Budget	Actual	YTD Committed	Predicted	Additional Predicted	Budget	Actual	YTD Committed	Predicted	Additional Predicted	Budget	Actual	YTD Committed	Predicted	Additional Predicted
EXPENDITURE																														
Council	£12,050	£33,537	£12,300	£5,047	£38	£6,246	£11,311	£969	£12,300	£0																				
Administration	£31,950	£15,698	£20,050	£9,886	£1,966	£6,250	£16,102	£3,948	£18,950	£1,100																				
Personnel	£220,190	£199,974	£238,500	£90,162	£335	£146,100	£236,597	£1,903	£264,750	£26,250																				
Office	£28,433	£17,057	£35,000	£8,953	£12,252	£8,450	£29,655	£5,345	£30,850	£4,150																				
Towns	£187,795	£180,217	£187,345	£33,307	£153,347	£4,000	£190,654	£11,309	£192,695	£3,350																				
Projects	£43,500	£31,648	£47,500	£13,793	£11,369	£12,950	£38,112	£9,388	£30,000	£17,500																				
Grants	£20,500	£8,450	£18,000	£5,200	£300	£12,500	£18,000	£0	£15,500	£4,500																				
Assets	£9,217	£3,963	£15,000	£1,585	£190	£13,150	£15,025	£435	£21,000	£6,000																				
TOTAL	£553,635	£490,544	£573,695	£168,033	£179,797	£207,646	£555,416	£18,219	£586,045	£12,350																				
RESERVES UTILISED (Bus Shelters/SDPs)						£40,000	£40,000	£40,000																						
ADJUSTED TOTAL	£553,635	£490,544	£573,695	£168,033	£179,797	£247,646	£595,416	£12,761																						
VAT	£0	£0	£0						£0																					
INCOME																														
COMMUNITY CENTRE RENTAL INCOME	£6,200	£4,985	£4,985	£4,210	£775	£4,985	£0	£4,985	£0																					
BANK INTEREST	£450	£1,166	£450	£1,096	£450	£1,096	£450	£0	£450	£0																				
OTHER GRANTS	£10,000	£10,179	£10,000	£3,516		£3,516	£10,000	£0	£10,000	£0																				
DONATIONS	£2,500	£100	£0	£42		£42	£0	£0	£0																					
SUB-TOTAL	£19,150	£16,430	£15,435	£8,864	£0	£775	£9,639	£5,796	£15,435	£0																				
PRECEPT	£494,627	£494,627	£497,299	£331,533	£0	£165,766	£497,299	£0	£497,299	£0																				
TOTAL	£513,772	£511,052	£512,734	£340,597	£0	£166,541	£596,938	£5,796	£512,734	£0																				
BALANCE	£79,883	£205,08	£60,565	£172,354	£179,797	£171,105	£18,538	£127,572	£512,734	£573,695																				
VAT	£25,000		£25,000						£30,000																					

21/04/2024 Forward predicted Bank Reserves at 31 March 2024: £342,896 (figure at 31 March 2023 was £436,633)

£203,796

Option 1	Option 2	Option 3	Option 4	Precipit					Loss / Gain to Reserve					Reserve at 31 March 2025				
				£0.00	£63.74	£497,299	£63.74	£497,299										
No increase in Council tax precept 0%				£0.00														
Option 2				£9,945.90	£507,245				£93,365					£279,531			£285,467	
Council tax increase by 2%				£1.27	£66.01				£296,937					£282,872				
Option 3				£3.51	£67.25				£342,896					£328,831				
Council tax increase by 5.50%				£9.46	£73.14				£259,639					£245,575				
Option 4				£3,945.99	£487,353													
Council tax increase by 14.74%				£7.27														
Council tax reduced by 2%																		

Estimated Reserves List (as at 31 August 2023)

Title	Value
Mind Music	£1,684.08
GVA - Enabling Virtual Communities	£1,976.11
Well Being	£26.41
Meldden CC - Roof Repairs	£4,378.19
Tesco Community Fund (Warm Hub)	£500.00
Elections / Democracy	£5,500.00
TOTAL	£14,064.79

Council Tax Base

2016/17	7,577	60.48	£458,257
2017/18	7,677	60.48	£464,305
2018/19	7,676	61.33	£470,769
2019/20	7,746	62.88	£485,519
2020/21	7,732	63.74	£492,838
2021/22	7,781	63.74	£495,561
2022/23	7,760	63.74	£494,622
2023/24	7,802	63.74	£497,299
2024/25	7,802	63.74	£497,299 used for calculation



Our Ref: 10597/NSJ

Ms. L Fearn
Responsible Financial Officer
Prestatyn Town Council
7 Nant Hall Road
Prestatyn
LL19 9LR

22nd May 2023

St John's Chambers
Love Street
Chester CH1 1QN

Phone 01244 320532
Fax 01244 505930
Email office@uhy-chester.com
Web www.uhy-uk.com

Dear Ms. Fearn

Prestatyn Town Council

Internal Audit Engagement Letter

Roles and Responsibilities

UHY Hacker Young will conduct the internal audit work for your Council in relation to the 2023 Annual Return and such subsequent Annual Returns as required by the Council.

The work undertaken will specifically relate to Part 4 of the Annual Return, and aiding the Council to fulfil its obligations under Part 2 of the Annual Return. In conducting this work, we will comply with the requirements of:

- 'Governance and Accountability for Local Councils in Wales – A Practitioners' Guide'
- The Accounts and Audit (Wales) Regulations 2014 (as amended)
- Such other guidance and best practice that may be prevailing from time to time.

Additional internal audit work in relation to the Councils obligations under the regulations may also be undertaken by separate agreement.

Audit Planning

We will prepare a summary report on areas of non-compliance where such non-compliances are limited in nature and result in an unqualified audit report.

Where it may be necessary to qualify an internal audit report, we shall prepare a detailed report on those areas of non-compliance which have led to a qualification.

Where necessary we will attend council meetings, or other meetings with officers or councillors to discuss our audit report and findings. We reserve the right to raise an additional fee in relation to attendance at such meetings, but will agree this fee, if any, in advance of such meeting.

Registered to carry on audit work in the UK and Ireland by the Institute of Chartered Accountants in England and Wales.

JG Ierston FCA CTA, NS Jenkins FCA.

A member of UHY International, an independent network of accounting and consulting firms.

Independence and Competence

We will ensure that staff conducting and supervising audits are appropriately trained and qualified for the level of work undertaken.

We will ensure that we maintain independence from the day to day activities of the council. We will not provide additional consultancy or advisory services to the council which may compromise our audit independence.

Auditing Standards require us to appoint an engagement partner who shall take overall responsibility for the planning and conduct of the audit, and for the report that is issued on behalf of the firm. We have assessed the professional requirements of this assignment and have nominated Mr Nicolaus Jenkins as the Senior Statutory Auditor.

We are bound by the code of ethics of the Institute of Chartered Accountants in England and Wales, and accept instructions to act for you on the basis that we will act in accordance with those ethical guidelines.

Access to Information, Members and Officers

In undertaking our work, we will be provided such information as we may reasonably require to complete our audit, subject to reasonable notice. Where we have requested but have been unable to obtain such information, we will notify the council in writing of the information that we have not received.

In order to complete our work, we will be provided with access to such records, officers or members as may be appropriate and necessary.

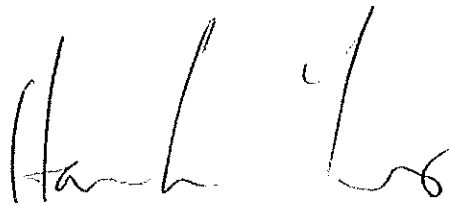
The records made available to us will be sufficiently well ordered and maintained as to permit a timely and effective audit.

Remuneration

The fee for our work will be in accordance with the fee quote previously provided. If additional audit time is required then this would be discussed and invoiced as per our proposal letter. The fee includes all travel and out of pocket expenses.

Yours sincerely,


UHY Hacker Young



I/We confirm that I/we have read and understood the contents of this letter and the attached Standard Terms of Business and agree that they accurately reflect the services that I/we* have instructed you to provide.

Signed Dated 28/06/23

For and on behalf of PRESTON TOWN COUNCIL

PRESTATYN

CYNGOR TREF PRESTATYN
PRESTATYN TOWN COUNCIL

FAO Mr NS Jenkins
UHY Hacker Young Accountants
St Johns Chambers
Love Street
Chester
CH1 1QN

Pan fyddwch yn ein ffonio, neu'n galw heibio, gofynnwch am:
When telephoning or calling, please ask for:

Eich Cyf / Your Ref:

Ein Cyf / Our Ref:

Dyddiad / Date:

LF

24th October 2022



Dear Mr Jenkins,

Internal Auditor to the Prestatyn Town Council – Engagement Letter

I should like to confirm your appointment as Internal Auditor to the Council. I have set out below the terms of your engagement. If you agree, I should be grateful if you could sign and return one copy for my records.

1. Roles and responsibilities

Of the Council:

The Council is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control which facilitates the effective exercise of its functions including arrangements for the management of risk.

The Council is required to undertake an adequate and effective internal audit of its accounting records and of its system of internal control in accordance with the proper practices in relation to internal control set out in the publication - Governance and Accountability for Local Councils – A Practitioners Guide.

Of the Internal Auditor:

The Internal Auditor is responsible for reviewing whether the Council's financial management is adequate and effective, and that it has a sound system of internal control. The Internal Auditor will liaise with the Town Clerk/RFO on all assignments and will report to the Council/Finance Committee at least once a year.

2. Audit planning

The Council has in place a strategic audit plan covering the main governance and financial systems and this is reviewed annually. Further guidance, including a description of the minimum level of audit, is set out in the Practitioners Guide.

1 of 3

LISA FEARN

Clerc y Dref / Swyddog Ariannol Cyfrifol
Town Clerk / Responsible Financial Officer



7 Ffordd Llys Nant, Prestatyn, Gogledd Cymru. LL19 9LR
Ffôn: 01745 857185
e-bost: lisa.fearn@prestatyntc.co.uk

7 Nant Hall Road, Prestatyn, North Wales. LL19 9LR
Tel: 01745 857185
e-mail: lisa.fearn@prestatyntc.co.uk

WWW.PRESTATYNTOWNCOUNCIL.GOV.UK

The Internal Auditor will carry out the audit to enable him/her to provide assurance to members and officers, and to enable him/her to complete and sign off Section 4 of the Annual Return in advance of its submission to the Council and the external auditor.

The programme of work for the year will be determined annually between the Clerk/RFO and the Internal Auditor prior to the commencement work.

3. Reporting requirements

The Internal Auditor will report to the Council/Finance Committee at least once a year in June, setting out the results of work carried out during the previous twelve months. In the event of a serious matter coming to light during the year, the Internal Auditor may report to the Council/Finance Committee at other times.

During the year, the Internal Auditor will report the provisional results of his work to the Clerk/RFO as he/she considers appropriate.

To enable the Internal Auditor to fully complete Section 4 of the Annual Return, he/she will carry out work relating to the year-end in April/May. The results of such work will be reported alongside the presentation of the Annual Return to the Council.

4. Independence and competence

It is essential that the internal audit function is sufficiently independent of other financial controls and procedures of the Council.

The Internal Auditor will inform the Town Clerk/RFO immediately he/she becomes aware of any conflict of interest that may adversely affect his/her ability to carry out the audit objectively and independently.

The Internal Auditor will carry out the internal audit competently and in compliance with proper practice in a way that will meet the business needs of the Council. In the event that the Internal Auditor becomes aware of matters that may affect his/her competence, he/she will inform the Clerk or the Chairman immediately.

5. Access to information, members and officers

The Internal Auditor shall have the right of access during the audit to such accounts, vouchers, correspondence, accounting systems, minutes and other records as are necessary for the performance of the audit.

The Internal Auditor shall have the right of access to any member or officer to discuss and to receive information and explanations in connection with any matter arising from the audit.

6. Period of engagement

The Internal Auditor is appointed for an unspecified period of years from 5 October 2022, subject to annual confirmation by the Council/Clerk.

7. Remuneration

It is agreed between the Internal Auditor and the Council that the fee shall be based on a flat fee of £1050 per annum plus VAT, broken down as £750 payable to the subcontractor, and a review and sign-off fee of £300 including all expenses. This rate is fixed for the first year of the contract. Payment will normally be made on invoice, based on the amount of work completed.

In the event that additional paid work is required, the terms of this will be agreed between the Clerk/RFO and the Internal Auditor in advance of the assignment and invoiced separately.

Yours sincerely,



Lisa Fearn

Town Clerk/RFO

I agree to the terms and conditions as detailed in this Engagement Letter

Signed;



Nick Jenkins

Dated;

27 10 2022.

For UHY Hacker Young

From: Cyng/Cllr Jonathan B. Harland <Jonathan.Harland@denbighshire.gov.uk>
Sent: Thursday, June 15, 2023 12:47 PM
To: bobmurray31147@yahoo.com
Cc: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>
Subject: FW: 'Farmers Market'

Bob,

As Chair of the Town Council, would you be in favour of putting the following request below onto the September PTC meeting please?

Lisa has informed that a discussion took place on this subject at a council meeting in November 2021. I'd like PTC to review this again and hopefully support.

Hope you're keeping well,

Jon

From: Cyng/Cllr Jonathan B. Harland <Jonathan.Harland@denbighshire.gov.uk>
Sent: Thursday, June 15, 2023 10:56 AM
To: lisa.fearn <lisa.fearn@prestatyntc.co.uk>
Subject: 'Farmers Market'

Lisa,

I've been talking to businesses on the bottom section of High Street between Torello - Holland and Barrett on one side, and Spar - Barnardo's on the other (including the precinct). Almost all are in favour of a Farmers Market in the road and precinct, once a week with a temporary road closure.

I'm not as yet on the Town Council, but it certainly requires approval from yourselves as a group. It will also need a bit of work, if approved, to set it up.

Would it be possible for it to be added to the agenda for a forthcoming meeting of the TC?

Regards

Jon

Jon Harland, County Councillor, Prestatyn Central
Dilyn ni ar Twitter: <http://twitter.com/cyngorsDd> - Follow us on Twitter: <http://twitter.com/DenbighshireCC>
Ymwelwch a ni ar-lein ar <http://www.sirddinbych.gov.uk> - Visit us online at <http://www.denbighshire.gov.uk>

Mae'r wybodaeth a gynhwysir yn yr e-bost hwn ac unrhyw ffeiliau a drosglwyddir gydag o wedi eu bwriadu yn unig ar gyfer pwy bynnag y cyfeirir ef ato neu atynt. Os ydych wedi derbyn yr e-bost hwn drwy gamgymeriad, hysbyswch yr anfonwr ar unwaith os gwelwch yn dda. Mae cynnwys yr e-bost yn cynrychioli barn yr unigolyn(ion) a enwir uchod ac nid yw o angenrheidrwydd yn cynrychioli barn Cyngor Sir Ddinbych. Serch hynny, fel Corff Cyhoeddus, efallai y bydd angen i Gyngor Sir Ddinbych ddatgelu'r e-bost hwn [neu unrhyw ymateb iddo] dan ddarpariaethau deddfwriaethol.

The information contained in this e-mail message and any files transmitted with it is intended solely for the use of the individual or entity to whom they are addressed. If you have received this e-mail in error please notify the sender immediately. The contents of this e-mail represents the views of the individual(s) named above and do not necessarily represent the views of Denbighshire County Council. However, as a Public Body, Denbighshire County Council may be required to disclose this e-mail [or any response to it] under legislative provisions.



Flat 4 Bodnuig Buildings
95 High Street
Dyserth
Rhyl
LL18 6AB

Mob: 0788445677
allanpennington@yahoo.co.uk
23 July 2023

Dear Mayor and Elected Councillors,

The Prestatyn Branch of the Royal British Legion would like to present a presentation at the September Council meeting regarding the time of the Parade and Church Service on Remembrance Sunday. Our main reason for this is to encourage younger veterans to attend as many see the importance of having the service at 11 o'clock, with the disbandment of the military now in Prestatyn which was the initial reason for the town to have theirs in the afternoon as the military was committed to Holywell in the morning.

Yours sincerely,

Allan Pennington
Chairman
Prestatyn Branch TRBL

Patron: Her Majesty the Queen

Registered address: Royal British Legion, Haig House, 199 Borough High Street, London SE1 1AA
020 3207 2253 | info@rbl.org.uk | rbl.org.uk
Registered charity number: 219279



From: Carol Evans <carollloydevans@gmail.com>
Sent: Thursday, August 3, 2023 4:41 PM
To: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>
Cc: Cyng/Cllr Carol A. Holliday <Carol.Holliday@denbighshire.gov.uk>;
Cyng/Cllr Julie Matthews <Julie.Matthews@denbighshire.gov.uk>;
gareth.sandilands@denbighshire.gov.uk; Tina Jones <jonestinytots@aol.com>;
Ian Lifford <cllrianliffordptc@gmail.com>
Subject: Armistice Day and Remembrance Sunday

Dear All

I am bringing this subject up now as Councillor Matthews and myself are anxious to not have a repeat of the shambles that was Meliden's service last year. Whilst I realise that the big parade is Prestatyn in the afternoon (Sunday 12th November), could we please ensure that we have a band (Prestatyn ATC) at the War Memorial garden on Remembrance Sunday at 11am prior to the church service. Can we also speak at this early stage with Rev David Ash to ensure a church service is held at Meliden in the morning so as not to clash with the afternoon service in Prestatyn Can we ensure that Meliden Brownies and Ysgol Melyd are notified to take part and RBL representatives are aware that these events will be happening in Meliden

Also if possible, could playing the Last Post and Reveille be secured for Meliden for Armistice day on 11th Nov

Last year we were very much the poor relation and if I hadn't downloaded a recording of the Last Post on to my phone (which was not very satisfactory), there would have been nothing to mark the event for the village. The villagers were very disappointed

Unfortunately, I won't be in attendance at September's Committee meetings which is why I am bringing it to the attention of all now

Many thanks

Carol

Community Warden for Meliden and Prestatyn

Report by: Councillor Carol Evans & Councillor Ian Lifford

Date: 13th September 2023

Subject: Proposal to directly employ a Community Warden for enhanced environmental duties

Background

Prestatyn and Meliden Town Council have historically contracted out the following services following the withdrawal of such services by Denbighshire County Council. These services have over the past 7 or 8 years been of a variable standard, some good and some not so good. Having twice this year had cause to complain about the condition of the beds in town, it is felt that contracted out services are not carried out often enough (the results of which are contained in photographs appended to this report). This report seeks to set out the advantages of employing a community warden who will undertake the following duties:-

- Grounds maintenance of all shrub beds in Prestatyn and Meliden (38 in total which include floral beds and permanent planters and excludes those which are brought in from June - September)
- General maintenance such as cleaning down street bins, general tidying of street scenes, public benches, bus shelters and notice boards

This will be by no means a cost saving exercise but rather will provide a much cleaner, environmentally enhanced town in which all ward Councillors can be rightly proud of

Proposal

The proposal is as follows:-

Retain contracted services for continuing maintenance of Pendre Gardens and The Boulevard. Provide a team for planting out in June and October by negotiating a daily rate over 2 or 3 days per planting session. Watering services 3 times weekly of floral beds (or as required) and weekly watering of all seasonal planters/baskets/troughs

This could be negotiated with the current contractor,

Equipment required and estimated costs

Description	Purchase Cost £
Strimmer/Hedge Cutter *	300
Gardening utensils (see list below) *	300
Leaf blower/collector *	100
Van (incl insurance, maintenance and charging costs) Preliminary discussions with DCC have identified this cost, further discussion required	4,500
Water bowser and water transfer pump *	500
Emp/Public Liability	In place
Mobile telephone/laptop *	500 with ongoing SIM costs
PPE and sundries *	500
Waste Carrying Licence	154
Waste disposal costs	Negotiate with DCC
TOTAL ESTIMATED SET UP COSTS	6,854

* Denotes one off costs but an annual contingency budget will be required incase of repairs etc

List of hand tools required

- Brush X 2
- Small shovel
- Small trowel
- Hoe/garden fork
- Buckets/waste collectors
- Hand shears/loppers

- Wheelbarrow
- Medium step ladders
- PPE (boots, eye shield/visor, high viz, gloves, ear defenders, hard hat, overalls, waterproof coat)
- Water carriers
- First Aid Kit
- Fuel cans
- Oil cans
- Hand wipes for van
- Sharps box

Annual Cost Comparisons

<u>ITEM</u>	<u>CURRENT BUDGET</u> <u>£</u>
Env Flowers/Amenity/Watering	26,650
Planters/baskets/troughs	10,000
Public seats maintenance	3,500
Bus shelters maintenance	10,000
Public Gardens	5,740
Footway improvements (alleyways)	1,000
Notice boards	2,030
TOTAL	58,920

Prior to consultation and for illustrative purposes the proposed salary for the Community Warden is £15 per hour. Total proposed hours (summer and winter) 1,812 hours @ £15ph = £27,180. Add 35% oncosts, total cost = £36,693

<u>ITEM</u>	<u>ESTIMATED ANNUAL BUDGET</u> <u>£</u>
Community Warden	36,693
Vehicle running costs	4,500
Retained Contractor Services (planting out - 3 men x 6 days@ £150 per man per day)	2,700
Planters/baskets/troughs (5% inflation allowed)	10,500
Pendre Gdns/Boulevard	2,470 3,270
Watering service (estimate)	10,000
Annual cost of plants, compost etc (to include more sustainable planting)	5,000 (decreasing)
TOTAL	75,133

CONCLUSIONS

Having recently met with the current contractor to express dissatisfaction with the level of service provided (please note photographs) and following monitoring of beds within our wards and as Prestatyn in Bloom committee member, we are of the firm opinion this contract was not deliverable, in accordance with the tender, for the submitted cost, despite the opportunity given to the contractor to increase those costs before accepting his tender. We have both had occasions on site to question the contractor's understanding of requirements and the frequency of visits to ensure weed free floral beds at all times. Notwithstanding this, praise must be given for how stunning the beds

have looked at times, however this is then spoilt by 2 weeks later those beds being choked with weeds. An early decision regarding this proposal is required in order to have matters in hand by the beginning of the next financial year, not least to enable the Town Clerk to set the 23/24 budget. We would like to remind Councillors of a unanimous decision taken by Full Council on 30/11/22 to add £20,000 to the existing budget to enable environmental enhancements, albeit this on a self employed basis, which was intended to commence after Easter 2023. The Town Clerk has had other demanding issues to deal with and as a way of easing this burden until office staffing issues are resolved, we propose a small Grounds Maintenance sub committee be formed to ease pressures until a way forward is agreed and established

Given the above estimated costs the employment of a Community Warden would come within the current budget plus the additional £20,000 agreed by Council in November 2022 and provide a consistency and enhancement currently missing

RECOMMENDATION

Full Council confirm agreement to:-

- Elect a small Grounds Maintenance sub committee to assist and guide
- Continue firming up costs in conjunction with the Town Clerk
- Return to Finance and Management in October with a fully costed proposal and next steps for ratification by Full Council in November
- If Full Council are not satisfied with the costed proposals and do not ratify the proposal this still provides enough time to either issue a new Expression of Interest for a contractor from 1st April 2024 or negotiate an extension of the existing contract but with some clear expectations and revised costings

Snapshot of various beds/planters displaying weeds



August 18th



August 6th



July 27th



July 19th



July 17th



July 12th



May 22nd

May 22nd

Many other photographs evidence that the floral beds are visited no more frequently than once every 3 - 4 weeks

Pendre Gardens 22nd August



Examples of the kind of street scene improvements an operative could address





From: Andrea <info@andreaslettings.co.uk>
Sent: 24 August 2023 2:58 PM
To: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>
Subject: Flagpole & flag

Hi Lisa

Can we now instigate getting the above, installed at Pendre Gardens, in hood readiness for this year's remembrance.

Thanks
Andrea

Sent from my iPhone

From: Carol Evans <carollloydevans@gmail.com>
Sent: 31 August 2023 11:29 AM
To: Lisa Fearn <Lisa.Fearn@prestatyntc.co.uk>
Cc: Cyng/Cllr Julie Matthews
<Julie.Matthews@denbighshire.gov.uk>
Subject: Remembrance Silhouette

Dear Lisa

I have received a request to purchase a Remembrance Silhouette for Meliden. It's noted that Prestatyn have one at Pendre Gardens and Rhuddlan also have one.

Could you ascertain the cost and we could then determine where it could be installed where it would be seen by traffic passing through

Many thanks

Carol



Department for Levelling Up,
Housing & Communities

**Department for Levelling Up, Housing and
Communities**
2 Marsham Street
London
SW1P 4DF

Lisa Fearn
Prestatyn Town Council
7 Nant Hall Road
Prestatyn
Denbighshire
LL19 9LR

Email: correspondence@levellingup.gov.uk
www.gov.uk/dluhc
Our Ref: 31259542

Date: 5 September 2023

Dear Lisa Fearn,

Thank you for your letter of the 30th August regarding the bid submitted by Denbighshire County Council in round 2 of the Levelling Up Fund.

We would firstly like to apologise for the lack of a response to your previous letter of 22nd February.

Turning to the points raised in your letter, we understand that unsuccessful applicants to the second round of the Levelling Up Fund will have been disappointed by the outcome. We appreciate the time and effort that went into the preparation of these bids. Officials have provided written feedback to all unsuccessful applicants who passed the Gateway stage, including Denbighshire County Council, to support future funding opportunities.

All bids to the second round of the Levelling Up Fund were assessed following the robust process set out in published guidance. Details of the assessment and decision-making process for round 2 of the Levelling Up Fund are available in the published [explanatory note](#) on GOV.UK.

Levelling up remains a key goal of this government and the Fund is an important part of that. The third round of the Levelling Up Fund will provide further investment in vital infrastructure projects across the UK. Up to £1bn will be awarded to create more jobs and boost economic growth in communities.

As signalled at the LGA Conference in July, we intend to take a new approach to the third round of the Levelling Up Fund, reflecting on the feedback we have received from the first two rounds of the Fund. We intend to make a further announcement about the approach to the third round soon.

Yours sincerely,

The Levelling Up Fund Team