PRESTATYN
TOWN COUNCIL

7 Nant Hall Road
Prestatyn
LL19 9LR

18th March 2015

Dear Councillor

You are invited to attend a meeting of **FINANCE AND MANAGEMENT COMMITTEE** to be held in Council Chamber, Municipal Offices, Nant Hall Road, Prestatyn on **Wednesday 25th March 2015 upon rise of Town Planning Committee**

Yours sincerely

Nigel Acott

Town Clerk

1 APOLOGIES

2 PAID ACCOUNTS
Copy attached

3 SERVICE CONTRACTS PM 114
To consider recommendations arising from Community Development and Regeneration Committee (copy attached)

4 ST MELYD GOLF CLUB PM 64
To consider correspondence from Club Secretary (copy attached)

5 ONE VOICE WALES 2015/16
To consider renewal of membership subscription (copy attached)

6 REFORMING LOCAL GOVERNMENT: POWER TO LOCAL PEOPLE 03.02.2015
Public consultation document received
www.hltp://wales.gov.uk/consultations/localg government/power-to-local-people/?long=en

7 EXCLUSION OF PUBLIC AND PRESS
To consider exclusion of public and press in accordance with Local Government Act 1972 Schedule 12A Parts 1,8,9.during Staffing

CYNGOR
TREF PRESTATYN

Prestatyn
Galli Melyd · Meliden

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

18fed Mawrth 2015

Annwyl Gynghorydd

Fe'ch gwahoddir i gyfarfod y **PWYLLGOR CYLLID A RHEOLAETH** yn Siambr y Cyngor, Swyddfeydd y Cyngor, Ffordd Llys Nant, Prestatyn ar **Ddydd Mercher 25ain Mawrth 2015 pan ddaw'r Pwyllgor Cynllunio Tref i ben**

Yr eiddoch yn gywir

Nigel Acott

Clerc y Dref

1 YMDDIHEURIADAU

2 CYFRIFON A DALWYD
Mae copi wedi'i atodi

3. CONTRACTAU GWASANAETH PM
I ystyried argymhellion a godwyd gan y Pwyllgor Datblygu ac Adfywio Cymuned (mae copi wedi'i atodi)

4 CLWB GOLFF SANT MELYD PM
I ystyried gohebiaeth gan Ysgrifennydd y Clwb (mae copi wedi'i atodi)

5 UN LLAIS CYMRU 2015/16
I ystyried adnewyddu tanysgrifiad aelodaeth (mae copi wedi'i atodi)

6 DIWYGIO LLYWODRAETH LEOL: PŴER I'R BOBL LEOL 03.02.2015
Derbyniwyd y ddogfen ymgynghoriad cyhoeddus
www.hltp://wales.gov.uk/consultations/localg government/power-to-local-people/?long=en

7 EITHRIO'R CYHOEDD A'R WASG
I ystyried eithrio'r cyhoedd a'r wasg yn unol â Deddf Llywodraeth Leol 1972 Atodlen 12A Adrannau 1,8,9 yn ystod y drafodaeth am Staffio

8 STAFFING

a) To report upon staff training requirements

b) To review present role of regular casual clerical employee and consider provision of fixed term two year appointment. Financial Implications: Costs contained within 2015/16 budget provision. Local Government Act 1972

c) Joint Town Councils – to report upon recent discussions about emerging service opportunities with Rhyl Town Council

8 STAFFIO

a) I roi adroddiad am y gofynion hyfforddi staff

b) Adolygu rôl bresennol gweithiwr clerigol achlysurol rheolaidd ac ystyried darparu penodiad dwy flynedd tymor sefydlog. Goblygiadau Ariannol: Y costau a gynhwyswyd yn narpariaeth gyllideb 2015/16. Deddf Llywodraeth Leol 1972

c) Cydgynghorau Tref – i adrodd am drafodaethau diweddar ynglŷn â chyfleoedd gwasanaethau sy'n dod i'r amlwg gyda Chyngor Tref y Rhyl

To: All Town Councillors
Officers and Press Representatives
Mr T. Brown – Internal Auditor
Prestatyn Library
www.atprestatyn.co.uk

I: Holl Gynghorwyr y Dref
Swyddogion a Chynrychiolwyr y Wasg
Mr T. Brown - Archwiliwr Mewnol
Llyfrgell Prestatyn
www.atprestatyn.co.uk

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

JANUARY 2015

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

		Total Excluding VAT	VAT	Total
A	General Services	£	£	£
				0.00
		0.00	0.00	0.00
B	Service Organisation / Grants s.137			
704541	Prestatyn Town Council Barclaycard - Grotto Instant Films / Flyers & Leaflets / Selection Boxes	855.50	138.30	993.80
704542	White Land Trains - Xmas Fun Day (06.12.14)	700.00		700.00
704543	GMS (Events) - Xmas Fun Day (06.12.14)	670.00		670.00
704544	Happy Star Faces - Xmas Fun Day (06.12.14)	100.00		100.00
704545	Day Dream Designs - Design Costs re: Halloweeen & Xmas Events x 5,000 copies for schools	444.00	88.80	532.80
704556	Stottex Ltd - Collection Boxes (x5) - Town Events	19.98	4.00	23.98
704568	Prestatyn Town Council Barclaycard - Selection Boxes	90.07		90.07
P Cash	Mr S Wood - Town Events Support / Photography re: x 6 sessions in Grotto & Festive Event)	150.00		150.00
		3,029.55	231.10	3,260.65
C	Community / Environmental Services			
704547	Community Health & Development Mgr - Reimburse re: Induction Hob - "I Can Cook" project	35.66		35.66
704553	A Sampson - Cooking Demonstration re: "I Can Cook" Session (October Half Term) - hlap	60.00		60.00
		95.66	0.00	95.66
	Total for Development & Regeneration Committee (Community)	**3,125.21**	**231.10**	**3,356.31**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

	Total Excluding VAT £	VAT £	Total £
D General Administration			
704548 Town Clerk/Financial Officer - Reimburse Telephone Line Rental Costs (Jan 14 to Dec 14)	189.95		189.95
704552 High Street News - Publications @ 04.01.15	17.70		17.70
704555 Petty Cash	100.00		100.00
704557 Digitel Europe Ltd (Inet - Telephone Call Charges re: November 2014	128.83	25.77	154.60
704561 Town Clerk/Financial Officer - Mileage Claim	57.52		57.52
704562 Digitel Europe Ltd (Inet) - Telephone Charges re: November 2014	135.29	27.06	162.35
704565 Community Events & Town Support Officer - Mileage Claim	51.88		51.88
704467 Francotyp Postalia Ltd - Franking Machine Credit	150.00		150.00
704568 Prestatyn Town Council Barclaycard - Hand Cart	41.63	8.33	49.96
704569 Autoclock Systems Ltd - Clock Cards x200	41.00	8.20	49.20
	913.80	69.36	983.16
E Democracy			
			0.00
	0.00	0.00	0.00
F Personnel			
704554 Denbighshire County Council - Payroll / HMRC / Superannuation Contributions re: Dec 2014	16,279.41		16,279.41
704565 Community Events & Town Support Officer - Reimbursement of CIM Assessment Fee / Marketing Publication	102.00		102.00
704570 Denbighshire County Council - Payroll / HMRC & Superannuation Contributions re: Jan 2015	15,500.29		15,500.29
	31,881.70	0.00	31,881.70
G Office Accommodation			
704549 British Gas - PTC Final Gas Bill (9th September to 26th November 2014)	310.60	15.53	326.13
704550 Sherratt Landscapes Ltd - Contract Services for November & December 2014 re: Drain Clearance at Prestatyn Town Council	25.00		25.00
704551 Dwr Cymru Welsh Water - (13.06.14 to 07.01.15)	93.38		93.38
704563 OCS Group (UK) Ltd - Sanitary Unit (January 2015 to March 2015)	92.94	18.59	111.53
704564 British Gas - PTC Final Electricity (5th December to 25th December 2014)	130.31	6.50	136.81
	652.23	40.62	692.85
H Other Expenses			
			0.00
	0.00	0.00	0.00
Total for Finance and Management Committee	**33,447.73**	**109.98**	**33,557.71**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT £	VAT £	Total £
I Town Regeneration (Services)				
704550	Sherratt Landscapes - Contract Services for November 2014		165.32	165.32
	- Bus Shelter Maintenance x 43 per month (less overcharge credit x 3 mths)	278.73		278.73
	- Public Seats	150.30		150.30
	- Grounds Maintenance	149.83		149.83
	- Windblown Litter Collection	88.42		88.42
	- Notice Boards (Cleans x20 per month)	36.84		36.84
	- Notice Boards (19 per month)	30.00		30.00
704550	Sherratt Landscapes - Additional Works:-			0.00
	- Daily Litter Picking at Pendre Gdns x4 wks @ £20pw	80.00		80.00
704550	Sherratt Landscapes - Contract Services for December 2014		165.38	165.38
	- Bus Shelter Maintenance x 43 per month	299.01		299.01
	- Public Seats	150.30		150.30
	- Grounds Maintenance	149.83		149.83
	- Windblown Litter Collection	88.42		88.42
	- Notice Boards (Cleans x20 per month)	36.84		36.84
	- Notice Boards (19 per month)	30.00		30.00
704550	Sherratt Landscapes - Additional Works:-			
	- Daily Litter Picking at Pendre Gdns x3 wks @ £20pw	60.00		60.00
	' - Collect X2 Benches from Public Realm Depot & Install at Pendre Gdns	75.00	15.00	90.00
704558	Tesco - Vaccum Cleaner for Ty Pendre Community Building (NA)	59.50		59.50
704560	Dwr Cymru Welsh Water Authority - Services at Ty Pendre Community Bldg (12.06.14 - 22.12.14)	88.73		88.73
704566	Cambrian Woodland Services - Supply / Install / Remove & Dispose of town Christmas Tree	500.00	100.00	600.00
		2,351.75	445.70	2,797.45
J Town Regeneration (Development)				
704559	Live Technologies Ltd - New Computer Software / x2 Computers / Computer Upgrades to to Existing Computers / Installation, Configuration, Training, User Orientation on New System & Software / x2 Monitors	1,814.67	362.93	2,177.60
		1,814.67	362.93	2,177.60
	Total For Community Development & Regeneration Committee (Services/Development)	**4,166.42**	**808.63**	**4,975.05**
	TOTAL EXPENDITURE FOR JANUARY 2015	**40,739.36**	**1,149.71**	**41,889.07**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

JANUARY 2015

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Receipt £
30.12.14	Grotto Takings - 21.12.14	150.00					150.00
26.01.15	Ty Caradoc Community Centre - Rental 2014			140.00			140.00
26.01.15	Meliden Community Centre - Rental 2014			140.00			140.00
29.01.15	Jubilee Community Centre - Rental 2014			140.00			140.00
	Total Income for January 2015	**150.00**	**0.00**	**420.00**	**0.00**	**0.00**	**570.00**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

FEBRUARY 2015

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

		Total Excluding VAT £	VAT £	Total £
A General Services				
704589	Helen Taylor - Art Sessions (20.02.15) - hlap	75.00		75.00
704590	Ukanni - Eco Eco Sessions - hlap	108.00		108.00
704592	Prestatyn North West Community Association - Hire of Hall (16.02.15) hlap	20.00		20.00
704596	Prestatyn Leisure Centre - Climbing Sessions (17.02.15) - hlap	90.92	18.18	109.10
		293.92	18.18	312.10
B Service Organisation / Grants s.137				
704579	Stottex Ltd - x20 Collection Buckets (x10 ptc / x10 PCA)	64.95	12.99	77.94
704587	Knockout Roadshow - Deposit re: Knockout Town Event (28.06.15)	800.00		800.00
		864.95	12.99	877.94
C Community / Environmental Services				
704572	Coastal Towbar Services - Bike Trailer Services / Indicator Repair	40.00	8.00	48.00
704583	Mrs L Hewitt - Committee Support (2nd July 2014 to 21st January 2015)	652.00		652.00
704593	Tesco (SE) - Ingredients I Can Cook Session - ICC	140.13		140.13
704595	A Sampson - Provision of I Can Cook Session - 18.02.15 - hlap	60.00		60.00
		892.13	8.00	900.13
	Total for Development & Regeneration Committee (Community)	**2,051.00**	**39.17**	**2,090.17**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

		Total Excluding VAT £	VAT £	Total £
D General Administration				
704571	Conrad Office & Art - Stationery	65.84	13.17	79.01
704577	Live Technologies Ltd - Computer Maintenance & Repair re: December 2014	220.00	44.00	264.00
704580	Canda Copying Ltd - Photocopier Rental / Copies	517.03	103.40	620.43
704584	High Street News - Publications @ 01.02.15	20.80		20.80
704585	Meliden Parochial Church Council - Advertising of Community Projects in Church Magazine	25.00		25.00
704586	Information Commissioner's Office -Annual Renewal Data Protection Registration	35.00		35.00
704598	Francotyp Postalia Ltd - Franking Machine Credit	150.00		150.00
704599	Live Technologies Ltd - Hosting x2 Web Sites / Spam Filtering - PTC	270.00	54.00	324.00
704601	Petty Cash	100.00		100.00
		1,403.67	214.57	1,618.24
E Democracy				
704576	Sian Jones - Welsh Translation Services (Dec 14 / Jan 15)	17.10		17.10
		17.10	0.00	17.10
F Personnel				
704583	Mrs L Hewitt - Committee Support (September 14 to February 2015)	240.00		240.00
704588	Chartered Institute of Environmental Health - 2 Day Event Safety Course (RA/SE)	150.00		150.00
		390.00	0.00	390.00
G Office Accommodation				
704582	Sherratt Landscapes Ltd - Contract Services for January 2015 re: Drain Clearance at Prestatyn Town Council	12.50		12.50
704594	Jackson (Fire & Security) Ltd - Fire Alarm Annual Service / Intruder Alarm Annual Service	123.50	24.70	148.20
		136.00	24.70	160.70
H Other Expenses				
				0.00
		0.00	0.00	0.00
	Total for Finance and Management Committee	**1,946.77**	**239.27**	**2,186.04**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT £	VAT £	Total £
	I Town Regeneration (Services)			
704574	Scottish Power - Ty Pendre Community Building (Final Invoice) re: Electricity @ 24.12.14	128.04	6.40	134.44
704575	Denbighshire County Council - Removal of Upper Central Car Park Signage	41.00	8.20	49.20
704581	Scottish Power - Festive Lighting (30.01.14 to 31.01.15)	223.32	11.17	234.49
704582	Sherratt Landscapes - Contract Services for January 2015		165.38	165.38
	- Bus Shelter Maintenance x 43 per month	299.01		299.01
	- Public Seats	150.30		150.30
	- Grounds Maintenance	149.83		149.83
	- Windblown Litter Collection	88.42		88.42
	- Notice Boards (Cleans x20 per month)	36.84		36.84
	- Notice Boards (19 per month)	30.00		30.00
	'- Additional Works:			
	- Daily Litter Picks at Pendre Gardens at £20 per week x 3 weeks	60.00		60.00
704591	Denbighshire County Council - Install & Maintain Christmas Lighting 2014/15	10080.00	2016.00	12,096.00
		11,286.76	2,207.15	13,493.91
	J Town Regeneration (Development)			
704597	Prestatyn Town Council Barclaycard - Welsh Dragon Bunting	227.50		227.50
704600	Live Technologies Ltd - Contribution re: x3 Benches	1,695.00		1,695.00
		1,922.50	0.00	1,922.50
	Total For Community Development & Regeneration Committee (Services/Development)	**13,209.26**	**2,207.15**	**15,416.41**
	TOTAL EXPENDITURE FOR FEBRUARY 2015	**17,207.03**	**2,485.59**	**19,692.62**

PRESTATYN TOWN COUNCIL
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FEBRUARY 2015

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Receipt £
05.02.15	DCC - Contribution to Repairs / Works re: Meliden C.C.			195.00			195.00
12.02.15	Donation re: Hire of Ty Pendre (BACS payment)			20.00			20.00
26.02.15	VAT Repayment (Oct, Nov & Dec 2014)		5,891.68				5,891.68
	Total Income for February 2015	**0.00**	**5,891.68**	**215.00**	**0.00**	**0.00**	**6,106.68**

External Funding-Grants/Recharges
January 2015

Date	Cheque	Detail	Project	Amount	Eligible Recharges	Externally Funded	Code
09.01.15	704547	A Sampson	ICC	60.00	60.00	60.00	C20A
09.01.15	704547	Electrotec (SE)	ICC	29.99	29.99	29.99	C20A
				89.99	89.99	89.99	

External Funding-Grants/Recharges
February 2015

Date	Cheque	Detail	Project	Amount	Eligible Recharges	Externally Funded	Code
05.02.15	705479(part(	Direct-Funding UK	PCA	27.50	27.50	27.50	B8A
23.02.15	704590(part)	Ukanuni	ECO	76.00	76.00	76.00	A1A
23.02.15	704593	Tesco (SE)	ICC	140.13	140.13	140.13	C20A
23.02.15	704595	A Sampson	ICC	60.00	60.00	60.00	C20A
				303.63	303.63	303.63	

DCC Bus Support (100%)
CR=Cardiac Rehab (100%)
DCC Swim (50%)
Big Lottery(87%)
Basic Skills(100%)
I Can Cook(87%)
Town Centre Partnership(100%)
Business Forum(54%)
Prestatyn Carnival Association (100%)
Grwp Cynefin-Eco (100%)

17.03.15