

FINANCE AND MANAGEMENT COMMITTEE

Minutes of Finance and Management Committee held in Council Chambers, 7 Nant Hall Road, Prestatyn on 30th July 2025 at 7.05pm-7.55pm

PRESENT

Councillors: A. West (Chairman), C. Holliday (Mayor), T. Jones MBE, A Sampson, A Tomlin, J. McLellan, G. Sandilands, C. Evans, J. Mathews, G. Frobisher MBE, E. Heaton, S Frobisher, P. Duffy, B. Williams, J. Thompson-Hill.

IN ATTENDANCE

Mr N. Acott – Locum Town Clerk / Responsible Financial Officer, Miss. S. Clarke - Assistant Town Clerk, Miss. D. Butters – Administration Support Officer (agency) Ms. A. Frend – Administration Support Officer (agency)

APOLOGIES

Councillors: I. Lifford, R. Flynn, E. Heaton

44 DECLARATIONS OF INTEREST

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

None received.

45 FINANCIAL EXPENDITURE

Details of BACS Payment, Payroll, and Standing Orders/Direct Debits had been circulated with agenda papers.

In response to query regarding Sherratts Landscaping it was explained this was final contract payment for work in March 2025. The cost of Pride in Prestatyn was also queried and it was explained that most of the expenditure had been met by an external grant award of ten thousand pounds from National Lottery.. Once account is finalised a monitoring report would be provided. A small sum of money had been spent by Town Council on incidentals e.g catenary wire checks and this would be identified and recorded accordingly Several items purchased for pride event will be available for future town events e.g. deck chairs and bunting. In response to a query made about a large payment made to Denbighshire County Council it was explained that this was Town Councils annual rates bill for PTC office premises.

C.A.M.

Payroll, Pension, PAYE payments had been circulated with agenda and individual salary amounts queried. Committee was informed that breakdowns had not been provided due to data protection regulations and legal advice received to protect individuals concerned. During this item a member become frustrated at explanation and repeatedly requested individual breakdown of salaries paid but this was refused. Accusations of bullying by one councillor against a fellow councillor were made, a derogatory remark was heard to be made by one councillor by some members and debate became heated. Chairman agreed to continue this confidential item for discussion later in proceedings.

RESOLVED

- i) That BACS 14 and BACS April / May / June 2025 be approved.
- ii) That Payroll for- April / May / June 2025 be approved.
- iii) That Standing Orders and Direct Debits for April / May / June 2025 be approved.
- iv) That Income / Expenditure and Trial Balance Sheet for April / May/June 2025 be approved.

46 INTERNAL AUDIT REPORT 2024/25

Locum Town Clerk / Responsible Financial Officer advised that he had recently received completed SJC Internal Audit Report for 2024/25.

Generally, report was satisfactory but there was a query regarding asset value of Jubilee Community Centre and its insurance value that required further investigation. Both Chairman and Locum Town Clerk / Responsible Financial Officer will review matters and report back accordingly.

RESOLVED

The SJC Internal Audit Report 2024/2025 be accepted.

(Ms D. Butters and Ms M. Frend left meeting)

47 EXCLUSION OF PUBLIC AND PRESS

RESOLVED - That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12 A part 1, 2. During following items- Festive Lighting, Resources and Appeals Committee

CAT

48...FESTIVE LIGHTING 2025/26

Cllr C Holliday, Chairman invited Assistant Town Clerk to report. A short confidential paper was circulated at meeting detailing tender costs received together with booklets / brochures supplied by some companies. Four companies had responded to tender advertisement and subsequently been invited to give presentation either in person or via teams. Cllr. G. Sandilands, Chair CDRC and Cllr. C. Holliday, Mayor together with officers had been present.

All four companies had made significant changes to production methods in recent years, and festive light manufacture now included many recycled materials e.g plastic. Other changes included introduction of lighter weight materials, brighter led lights, and low energy consumption figures. One company estimated a total energy cost for all items over the festive period would be three hundred pounds which is remarkable.

Reference was made to various aspects of festive lighting e.g locations for features, style of Christmas Tree. The practicability of real v artificial trees had been discussed together with location but there were differing views and opinions on both matters. Officers reported upon ongoing discussions with Prestatyn Church regarding lighting of lychgate entrance, and also possibility of re introduction of a real tree at churchyard.

Joint County/Town Councillors referred to County levelling up funds for Prestatyn High Street and ongoing public consultation exercise. Future plans could potentially include feature lighting, provision of events area, and consideration of permanent festive tree location.

Locum Town Clerk / Responsible Financial Officer enquired about tenders and sought a steer from committee. He explained that due to limited time frames it was important for committee to reach a decision on both festive lights, features and supplier.

Committee reviewed costs and supplier information including the equipment manufacturer / supplier and installers. For many years Mega Electrical had installed and stored equipment on behalf of various light manufacturers/suppliers. They had good knowledge of local infrastructure and Denbighshire County Council requirements (use of DCC street lamps etc). Most festive light companies who tendered had included Mega Electrical as installers and/or gave details of installation arrangements.

Following discussions committee indicated new equipment and features rather than use of current old current stock was favoured. Rental equipment was favoured over purchase, and three-year rental approach should be pursued for core scheme.

RESOLVED

That Blachere Illuminations be appointed festive light contractor 2025/26 subject to confirmation of installer at agreed price.

Funding / Legal/ Other Implications. Costs as per report for core scheme and within budget provision. 2025/26. Three year rental agreement with option to change style/ features annually. Ownership of features given to council upon completion of rental agreement. Additional features to be considered subject to further discussion. Lowest tender accepted.

CAM

Blachere Illuminations to confirm name of installer and future maintenance/storage arrangements. Local Government Act 1972 Section 145.

DCC partners for street columns etc. Retail Park owner permission for festive tree installation/switch on event.

(Ms S. Clarke - Assistant Town Clerk left meeting)

48 RESOURCES AND APPEALS COMMITTEE

Following earlier discussions about staff salaries and legal agreements councillors were informed that details of settlement agreement could not be disclosed. Councillors must not speculate or speak about terms of such an agreement with any party including the claimant. There were dire consequences for both Council and personally for individual Councillors for breaching such terms.

Council had appointed and granted full authority to Resources and Appeals Committee to act on its behalf in this matter. The Committee for hearing consisted of five named members and legal representative who are personally bound by judge's rulings and instructions on this matter.

Chairman C. A. HODGKIN day
10/09/25