PRESTATYN
TOWN COUNCIL

CYNGOR
TREF PRESTATYN

7 Nant Hall Road
Prestatyn
LL19 9LR

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

8th January 2020

8fed Ionawr 2020

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 15th January 2020 upon rise of Town Planning Committee**

Yours sincerely

Nigel Acott

Town Clerk

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 15fed Ionawr 2020 pan ddaw'r Pwyllgor Cynllunio Tref i ben**

Yr eiddoch yn gywir

Nigel Acott

Clerc y Dref

1 APOLOGIES

2 DECLARATIONS OF INTEREST
To receive notice of Councillor personal and/or prejudicial interests in tonight's proceedings as required by Code of Conduct legislation

3 PAID ACCOUNTS
Copy attached

4 FINANCIAL ESTIMATES 2020/21
Copy attached

5 FINANCIAL REGULATIONS
To report upon publication of new Practitioner's Guide and new model financial regulations

6 PRESTATYN BUSINESS FORUM WHALE TAILS PM 99
To consider insurance, future maintenance, and ownership

1 YMDDIHEURIADAU

2 DATGANIAD O DDIDDORDEB
Derbyn hysbysiad am ddiddordebau personol a/neu ragfarnus y Cynghorwyr yng ngweithdrefnau'r cyfarfod heno fel sy'n ofynnol dan y ddeddfwriaeth Cod Ymddygiad.

3 CYFRIFON A DALWYD
Mae copi wedi'i atodi

4 AMCANGYFRIFON ARIANNOL 2020/21
Mae copi wedi'i atodi

5 RHEOLIADAU ARIANNOL
Rhoi gwybod am gyhoeddi Canllaw newydd i Ymarferwyr a'r model newydd o reoliadau ariannol

6 CERFLUNIAU'R CYNFFONNAU MORFILOD FFORWM BUSNES PRESTATYN PM 99
Ystyried yswiriant, cynnal a chadw yn y dyfodol a pherchnogaeth

7 EXCLUSION OF PUBLIC AND PRESS
To consider exclusion of Public and Press in accordance with Local Government act 1972 Schedule 12A Parts 1,7,9 During the following items:-
Community Centres/Ty Pendre Community Building/Staff Report/Hanging Baskets and Troughs.

7 EITHRIO'R CYHOEDD A'R WASG
Ystyried eithrio'r Cyhoedd a'r Wasg yn unol â Deddf Llywodraeth Leol 1972 Atodlen 12A Adrannau 1,7,9 Yn ystod yr eitemau a ganlyn:-
Canolfannau Cymunedol/Adeilad Cymunedol Tŷ Pendre/Adroddiad Staff/Cafnu a Basged Hogian.

8 COMMUNITY CENTRES – Landlord and Tenant Responsibility PM85
Deputy Town Clerk to report. Copy attached
Financial/Legal/Other Implications – See report. Statutory consultation and notice of proposed changes to lease agreement would need to be undertaken.

8 CANOLFANNAU CYMUNEDOL – Cyfrifoldeb Landlord a Thenant PM85
Dirprwy Glerc y Dref i roi adroddiad. Mae copi wedi'i atodi
Goblygiadau Ariannol/Cyfreithiol/Arall – Gwelwch yr adroddiad. Byddai angen gwneud ymgynghoriad statudol a rhoi hysbysiad o newidiadau arfaethedig i'r cytundeb les.

9 TY PENDRE COMMUNITY BUILDING – PHASE RADIO
Town Clerk/Financial Officer to Report.

9 ADEILAD CYMUNEDOL TŶ PENDRE – PHASE RADIO
Clerc y Dref/Swyddog Ariannol i roi adroddiad

10 STAFF REPORT
Cllr T. Jones to report - copy attached

10 ADRODDIAD Y STAFF
Cyngh T. Jones i roi adroddiad - mae copi wedi'i atodi

11 HANGING BASKETS/TROUGHS AND /FOCUSSED GROUNDS MAINTENANCE SERVICE
To consider arrangements 2020/21.
Financial/Legal Implications: Costs to be contained within budget provisions. Financial Regulation 11.a.4/5 and 11.c

11 CAFNAU/BASGEDI HONGIAN â GWASANAETH CYNNAL â CHADW TIROEDD PENODOL
I ystyried trefniadau 2020/21. Goblygiadau Ariannol a Chyfreithiol: Y costau i gael eu cynnwys yn narpariaethau'r gyllideb. Rheoliadau Arriannol 11.a.4/5 a 11.c

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

AUGUST 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

			Total Excluding VAT	VAT	Total
A	General Services		£	£	£
	BACS 397	Dance with Cinti - x2 Acro Gym Sessions - HLAP	150.00	0.00	150.00
	BACS 404	Helen Taylor - x2 Sketch, Draw & Paint Sessions & Materials (26 July & 2 Aug) - HLAP	181.84	0.00	181.84
	BACS 405	Kick it Sports - x2 Kick It Sessions - HLAP	52.08	10.42	62.50
	BACS 413	Salford Childrens' Camp - Community Room Hire for x2 Night Residential Event - HLAP	1,146.00	0.00	1,146.00
	BACS 414	Helen Taylor - Sketch, Draw & Paint Session & Materials (16 Aug) - HLAP	85.33	0.00	85.33
	BACS 419	Helen Taylor - Sketch, Draw & Paint Session & Materials (9 Aug) - HLAP	93.39	0.00	93.39
	BACS 420	Salford Childrens' Camp - Community Room Hire (30 May) - HLAP	37.50	0.00	37.50
	BACS 421	Gerald W Cox - x5 Golf Sessions - HLAP	100.00	0.00	100.00
	BACS 426	Rhyl & Prestatyn Community Table Tennis Club - x5 Table Tennis Sessions - HLAP	150.00	0.00	150.00
	BACS 427	Helen Taylor - Sketch, Draw & Paint Session (23 Aug) - HLAP	75.00	0.00	75.00
	BACS 428	Dance with Cinti - x4 Acro Gym / x2 Musical Theatre Sessions (April, May & Aug) - HLAP	380.00	0.00	380.00
	BACS 430	Corrine Parry - x2 Musical Theatre Sessions (23 July & 6 Aug) - HLAP	136.00	0.00	136.00
			2,587.14	**10.42**	**2,597.56**
B	Service Organisation / Grants s.137				
	BACS 395	P&R Community First Responders - Community Grant 2019/20	250.00		250.00
	BACS 396	Friends of the Ffrith - Community Grant 2019/20	450.00		450.00
	BACS 410	Waterloo Hire Ltd - Hire of x3 Portaloo (Shakespere Event in Coronation Gardens)	220.00	44.00	264.00
			920.00	**44.00**	**964.00**
C	Community / Environmental Services				
	BACS 403	Ruth Moore Williams - Mind Music Sessions (July 2019)	200.00	0.00	200.00
	BACS 406	Senroc Travel - Mini Bus Hire for Mind Music Sessions in July (R)	151.00	0.00	151.00
			351.00	**0.00**	**351.00**
		Total for Development & Regeneration Committee (Community)	**3,858.14**	**54.42**	**3,912.56**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

			Total Excluding VAT	VAT	Total
			£	£	£
D	General Administration				
	Bank Transfer Commission Charges (June to July)		24.45	0.00	24.45
	BACS 412	Francotyp Postalia - Postage Download	50.00	0.00	50.00
	BACS 418	Conrad Office and Art - Stationery	144.49	28.90	173.39
	BACS 423	The Paper Shop - Newspapers	53.20	0.00	53.20
	BACS 429	Francotyp Postalia - Postage Download	50.00	0.00	50.00
	706202	Petty Cash	150.00	0.00	150.00
			472.14	28.90	501.04
E	Democracy				
			0.00	0.00	0.00
F	Personnel				
	BACS 399	Denbighshire County Council - Payroll (July 2019)	16,566.67	0.00	16,566.67
	BACS 409	R. Astle - Marketing and Finance work (July 2019)	1,606.25	0.00	1,606.25
	D/D	Barclaycard - Vulnerable Adults Training (KT)	30.00	6.00	36.00
			18,202.92	6.00	18,208.92
G	Office Accommodation				
	BACS 400	Jacksons Fire & Security - Fire Alarm Service	54.00	10.80	64.80
	BACS 401	Jacksons Fire & Security - CCTV Service	31.00	6.20	37.20
	BACS 402	Jacksons Fire & Security - Intruder Alarm Service	72.50	14.50	87.00
	BACS 407	Restore Datashred - Confidential Waste Collection & Destruction (July)	45.00	9.00	54.00
	BACS 408	JTJ Cleaning Services - PTC Office Cleaning Services x5wks (July)	60.00	0.00	60.00
	BACS 416	Kings Hall - Hire of Room & Refreshments x3 - Council Meetings	114.00	0.00	114.00
	BACS 424	DCC - Annual Parking Permit (2019/20)	104.34	0.00	104.34
	BACS 425	Restore Datashred - Confidential Waste Collection and Destruction (Aug	69.95	13.99	83.94
			550.79	54.49	605.28
H	Other Expenses				
			0.00	0.00	0.00
		Total for Finance and Management Committee	**19,225.85**	**89.39**	**19,315.24**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

			Total Excluding VAT	VAT	Total
			£	£	£
I	Town Regeneration (Services)				
	BACS 398	Greengrass Services Ltd - Jubilee CC & Pendre Gdns - Tree Works	1,547.00	309.40	1,856.40
	BACS 411	Denbighshire County Council - Bus Shelter Cleaning, Maintenance & Repairs	2,030.00	406.00	2,436.00
	BACS 415	Routemaster 4 Hire - Hire of Routemaster for Eisteddfod Proclomation	320.00	0.00	320.00
	BACS 417	My Tidy Garden - Floral Beds, Benches, Noticeboards & Watering - July	2,100.00	0.00	2,100.00
	BACS 422	Pottles Premier Plants - x10 Cordyline Australis - 5 Ltr Terrace	60.00	12.00	72.00
			6,057.00	**727.40**	**6,784.40**
J	Town Regeneration (Development)				
	D/D	Barclaycard - Purchase of Leaflet Display Rack (Red Boat TIP)	192.95	38.59	231.54
			192.95	**38.59**	**231.54**
		Total Community Development & Regeneration Cttee (Services/Development)	**6,249.95**	**765.99**	**7,015.94**
		TOTAL EXPENDITURE AT 31ST AUGUST 2019	**29,333.94**	**909.80**	**30,243.74**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

AUGUST 2019

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
05.08.19	Barclays Business Banking Loyalty Reward (13th June to 13 July)		7.34				7.34
09.08.19	Till Reconciliation - Mind Music £51.50 & HLAP £261.00	312.50					312.50
20.08.19	Stall Booking Fees x3 (Xmas Event)	60.00					60.00
29.08.19	DCC Precept No.2		161,838.00				161,838.00
		372.50	**161,845.34**	**0.00**	**0.00**	**0.00**	**162,217.84**

PRESTATYN TOWN COUNCIL

CYNGOR TREF PRESTATYN

SEPTEMBER 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

			Total Excluding VAT	VAT	Total
A	General Services				
	BACS/Chq No.		£	£	£
	431	Helen Taylor - Art Sessions (30.8.19) - hlap	75.00		75.00
	433	Prestatyn Tennis Club - Tennis Sessions (x5 wks) - hlap	425.00		425.00
	440	Ty Caradoc Community Association - Hire of Hall x15 sessions - hlap	225.25		225.25
	441	Kick It - Football / Activity Sessions (x4 wks) - hlap	300.00		300.00
			1,025.25	**0.00**	**1,025.25**
B	Service Organisation / Grants s.137				
	446	Phoenix Security NW Ltd - x2 Door Staff re: Midsummer Night Event (01.08.19)	82.50		82.50
			82.50	**0.00**	**82.50**
C	Community / Environmental Services				
	Direct Debit	Barclaycard - x20 Printed Volunteer Hi-Vis Jackets	54.95	10.99	65.94
	436	S Edwards - Defibrilator Location Stickers	6.96		6.96
	439	Mr Danny Letham - Mind Music Volunteer Mileage Expenses (July x5wks)	16.65		16.65
			78.56	**10.99**	**89.55**
			1,186.31	**10.99**	**1,197.30**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

			Total Excluding VAT	VAT	Total
D	General Administration				
	BACS/Chq No.		£	£	£
	Direct Debit	Barclaycard - Commision (15/7/19 to 12/8/19)	31.99		31.99
	452	Francotyp Postalia Ltd - Postage Download (Sept 19)	50.00		50.00
	453	Royal British Legion - Poppy Wreath	21.00		21.00
	454	Conrad Office & Art Ltd - Stationery	47.00	9.40	56.40
	456	The Paper Shop - Newspapers @ 21st September 2019	27.80		27.80
			177.79	9.40	187.19
E	Democracy				
	432	Sian Jones Translation Services - Welsh Translation (July & August 19)	27.55		27.55
			27.55	0.00	27.55
F	Personnel				
	437	Denbighshire County Council - Payroll (August 2019)	16,676.18	0.00	16,676.18
	444	SLCC Enterprises - Town & Business Development Officer - CILCA Training	390.00	78.00	468.00
	447	Mrs R Astle - Events Planning, Delivery, Marketing & Finance Cover (Aug 19)	1,063.12		1,063.12
	455	One Voice Wales - Local Government Finance Training - KT	60.00		60.00
			18,189.30	78.00	18,267.30
G	Office Accommodation				
	434	P.A.R.S. Ltd - Asbestos Removal at PTC Office	250.00	50.00	300.00
	435	JTJ Cleaning - Office Cleaning (August x5wks)	90.00		90.00
	438	Restore Datashred - Removal & Destruction of Confidential Waste (Aug)	45.00	9.00	54.00
	442	SSE - PTC Electricity (18th June to 6th September 2019)	279.30	13.95	293.25
	443	SSE - PTC Gas (18th June to 6th September 2019)	87.57	4.37	91.94
	445	Godfrey Group Ltd - Window Cleaning at PTC offices (July & August 2019)	44.72	8.94	53.66
			796.59	86.26	882.85
H	Other Expenses				
			0.00	0.00	0.00
		Total for Finance and Management Committee	**19,191.23**	**173.66**	**19,364.89**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT	VAT	Total
I	**Town Regeneration (Services)**			
		£	£	£
BACS/Chq No.				
451	SSE - Electricity Supply to Ty Pendre Community Building (16.06.19 - 3.9.19)	115.76	5.78	121.54
		115.76	**5.78**	**121.54**
J	**Town Regeneration (Development)**			
448	Denbighshire County Council (Pen y Bryn) - Supply & Install Shelving at PTC	285.00	57.00	342.00
449	Signs of Cheshire - x2 New Notice Boards at Gronant Rd/Bastion Rd (DCC 50%)	1,182.50	236.50	1,419.00
450	Me & Him Removals - Relocation & Delivery of Desk	95.00	19.00	114.00
457	SP Energy Networks - Relocation of Electricity Supply - PTC Office	542.44	108.49	650.93
		2,104.94	**420.99**	**2,525.93**
	Total Community Development & Regeneration Cttee (Services/Development)	**2,220.70**	**426.77**	**2,647.47**
	TOTAL EXPENDITURE @ 30TH SEPTEMBER 2019	**22,598.24**	**611.42**	**23,209.66**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

SEPTEMBER 2019

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
Sept 19	Xmas Stall Booking Fees (x10)	200.00					200.00
02.09.19	Gross Interest Earned (03.06.19 to 01.09.19)		282.24				282.24
05.09.19	Barclays Loyalty Reward (15.07.19 to 12.08.19)		9.60				9.60
11.09.19	Mr G Bevins - Phase Radio - Rental of Ty Pendre (June 2019)				125.00		125.00
25.09.19	Mayoral A/c for Barclaycard Purchases - Civic Service Buffet		260.00				260.00
27.09.19	Till Reconciliation - Mind Music £153.92 / HLAP £6.00	159.92					159.92
		359.92	**551.84**	**0.00**	**125.00**	**0.00**	**1,036.76**

PRESTATYN TOWN COUNCIL

CYNGOR TREF PRESTATYN

OCTOBER 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

			Total Excluding VAT	VAT	Total
A	General Services				
	BACS/Chq No.		£	£	£
			0.00		0.00
			0.00	0.00	0.00
B	Service Organisation / Grants s.137				
	469	Daydream Designs - Design, Print & Production of x13 Lampost Banners	2,723.00	544.60	3,267.60
	473	Prestatyn Men's Sheds - Wooden Dragon (Proclomation Ceremony)	40.00		40.00
	478	Russell Kirk - Proclomation Event (Dragon Puppet)	800.00		800.00
	479	Mrs Rachael Astle - Reimbursement for Halloween Flyers (Instant Print)	70.99		70.99
	485	Prestatyn Carnival Association - s.144 Payment	1,650.00		1,650.00
	486	Friends of the Parish of Prestatyn - s.137 Payment	325.00		325.00
			5,608.99	544.60	6,153.59
C	Community / Environmental Services				
	463	Senroc Travel - Mind Music Transportation (x4 Wks September)	144.00		144.00
	465	Mr Danny Letham - Mind Music Volunteer Mileage Expenses (x4 wks Sept 19)	13.32		13.32
	467	Malcolm Wilkinson - You'll Never Walk Alone Brochure (Oct to Dec 2019)	88.00		88.00
			245.32	0.00	245.32
			5,854.31	**544.60**	**6,398.91**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

			Total Excluding VAT	VAT	Total
D	General Administration				
	BACS/Chq No.		£	£	£
	460	D.V.S.C. - Annual Membership (13.7.19 to 12.7.20)	60.00		60.00
	462	DB Financial Services - Internal Auditor (April to September 2019)	550.00		550.00
	468	Prestatyn Town Council Mayoral A/c - DCC Mayoral Event Ticket Purchases	70.00		70.00
	471	Canda Copying Ltd - Photocopies @ 01.10.19	359.89	71.99	431.88
	Transfer	Barclays Bank Commission Fees - (13.8.19 to 12.9.19)	19.95		19.95
	Direct Debit	Francotyp Postalia Ltd - Franking Machine Rental (Quarter 3)	114.00		114.00
	480	Lloyds - x1 Printer/Scanner/Copier x1 Imaging Unit x1 24" Monitor	409.99	82.00	491.99
	483	The Paper Shop (23.09.19 to 19.10.19)	27.80		27.80
	484	Society of Local Council Clerks - Clerks Manual 2019	47.50		47.50
	487	Conrad Office & Art Ltd - Stationery Supplies	242.41	48.50	290.91
	488	Town Clerk/Financial Officer - Mileage Claim (03.09.19 to 02.10.19)	128.00		128.00
			2,029.54	202.49	2,232.03
E	Democracy				
	459	Sian Jones Translation Services - Welsh Translation (September 19)	36.27		36.27
	489	Welshpool Town Council - Town Clerk & Cllr B Murray attend NAMWALC (25.10.19)	16.00		16.00
			52.27	0.00	52.27
F	Personnel				
	458	Denbighshire County Council - Payroll (September 2019)	16,340.29		16,340.29
	475	Mrs R Astle - Events Planning, Delivery, Marketing & Finance Cover (Sept 19)	1,144.63		1,144.63
	481	Siamo Recruitment Agency - Reception Cover (13.10.19)	193.00	38.60	231.60
	482	Society of Local Council Clerks - Conference /Accommodation (NA) (2nd & 3rd Oct)	375.00	61.00	436.00
	489	Welshpool Town Council - Town Clerk/Financial Officer - NAMWALC (20.10.19)	16.00		16.00
			18,068.92	99.60	18,168.52
G	Office Accommodation				
	461	Restore Datashred - Confidential Waste Collection/Destruction (Sept 19)	46.35	9.27	55.62
	466	JTJ Cleaning Services - Office Cleaning (x4 wks September 19)	70.00		70.00
	475	Restore Datashred - Confidential Waste Collection/Destruction (April & May 19)	90.00	18.00	108.00
	477	Denbighshire County Council - Trade Waste Collection (July to September 2019)	32.88		32.88
			239.23	27.27	266.50
H	Other Expenses		0.00	0.00	0.00
		Total for Finance and Management Committee	**20,389.96**	**329.36**	**20,719.32**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT	VAT	Total
I	**Town Regeneration (Services)**			
BACS/Chq No.		£	£	£
472	Denbighshire County Council - Repairs & Maintenance to Bus Shelters @ x1 Ffrith Beach / x1 Roundwood / x2 Pwyll y Bont	540.00	108.00	648.00
474	My Tidy Garden - Benches & Notice Boards Maintenance / Summer Garden Maintenance & Watering	2,160.00		2,160.00
490	Prestatyn Business Forum - Contribution to Retail Park Mural - s.144	1,000.00		1,000.00
		3,700.00	**108.00**	**3,808.00**
J	**Town Regeneration (Development)**			
464	Denbighshire County Council - Building Regulation Fee re: PTC Extension	431.80	86.36	518.16
476	Garnett-Hughes Developments Ltd - Office Extension Works (Interim Inv 01)	13,347.26	2,669.45	16,016.71
		13,779.06	**2,755.81**	**16,534.87**
	Total Community Development & Regeneration Cttee (Services/Development)	**17,479.06**	**2,863.81**	**20,342.87**
	TOTAL EXPENDITURE @ 30TH OCTOBER 2019	**43,723.33**	**3,737.77**	**47,461.10**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

OCTOBER 2019

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
07.10.19	Business Banking Loyalty Reward (13th Augsut to 12th September)		5.99				5.99
11.10.19	Phase Radio - Rental of Ty Pendre Building (August 2019)			125.00			125.00
14.10.19	The Wooden Spoon - Xmas Stall Hire	20.00					20.00
24.10.19	Contribution from Meliden CC re: Jetwashing & Litterpicking			390.00			390.00
		20.00	**5.99**	**515.00**	**0.00**	**0.00**	**540.99**

PRESTATYN TOWN COUNCIL

CYNGOR TREF PRESTATYN

NOVEMBER 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

		Total Excluding VAT	VAT	Total
A	**General Services**			
BACS/Chq No.		£	£	£
494	Gerald W Cox - Golf Sessions (29.10.19) - hlap	30.00		30.00
495	Prestatyn Leisure Centre - Hire of Hall (30 October) - hlap	38.67	7.73	46.40
496	Ty Caradoc Community Association - Hire of Hall (28 & 29 October)	21.25		21.25
497	Helen Taylor - Sketch, Draw & Paint Session (1 November)	105.00		105.00
526	Prestatyn Tennis Club - Tennis Sessions (30 October)	48.00		48.00
		242.92	7.73	250.65
B	**Service Organisation / Grants s.137**			
502	Siamo Recruitment - x2 Event Assistants (Halloween Event)	132.34	26.50	158.84
509	Bulldog Inflatables - Hire of Disco Dome & Staff - Halloween Event	220.00		220.00
510	James Bazley - Stilt Walking, Circus Skills & Entertainment - Halloween Event	300.00		300.00
511	Medic 1 Direct Ltd - First Aid Cover - Halloween Event	340.00	68.00	408.00
512	A Little Magic Children's Entertainment (R Petrou)	350.00		350.00
513	HTC Entertainment & Events - Balloons, Bubbles & Magic Entertainment - Halloween Event	250.00		250.00
514	Eric & Friends (JK Storey) - Reptile Handling at Halloween Event	200.00		200.00
518	Peak Marquee Hire Ltd - Hire of Marquee for Traditional Christmas Event	657.00	131.40	788.40
522	Reindeer Lodge (Willowbrook) - Hire of x2 Reindeer & Elf Helpers	1,295.00	259.00	1,554.00
527	Happy Star Faces (T Mullin) - Face Painter at Halloween Event	120.00		120.00
Direct Debit	Barclaycard - Halloween Event Prizes & Sweets (Party Delights)	276.83		276.83
530	Routemaster 4 Hire Ltd - Decoration of Bus for Halloween Event/Hire of Bus Xmas Event	395.00	15.00	410.00
		4,536.17	499.90	5,036.07
C	**Community / Environmental Services**			
492	Ruth Moore-Williams - Mind Music Sessions (Sept & October 19)	200.00		200.00
493	Prestatyn & District Festival of Walking - 2 Page Advert in 2019 Brochure	100.00		100.00
498	Danny Lethem - Mind Music Volunteer - Mileage Expenses (x5wks October)	16.65		16.65
501	Denbighshire County Council - Emptying of Dog Bins (x3) at Coed y Morfa (2019/20)	906.00	181.20	1,087.20
517	JTM Signs - Design, Install & Supply x1 Road Closure Sign - Remembrance Parade	400.00	80.00	480.00
519	Senroc Travel - Mind Music Transport - x4 wks October 2019	106.00		106.00
532	Dwr Cymru Welsh Water - Water Services re: Ty Pendre (May to November 2019)	263.20		263.20
534	Royal British Legion - Plants for Ty Pendre Memorial Gardens	91.19		91.19
538	Friends of Prestatyn Railway Station - Grant s.137	500.00		500.00
539	Horton Signs - Covel Panel & Signwrite Mind Music Sign	45.00	9.00	54.00
		2,628.04	270.20	2,898.24
		7,407.13	**777.83**	**8,184.96**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

			Total Excluding VAT	VAT	Total
D	General Administration				
	BACS/Chq No.		£	£	£
	491	Royal British Legion - Poppy Appeal - x6 Poppy Wreaths	96.00		96.00
	Transfer	Barclays Bank Commission - 13 September to 13 October 2019	28.39		28.39
	503	Autoclock Systems Ltd - x200 Clock Cards	41.00	8.20	49.20
	508	Francotyp Postalia Ltd - Postage Download	50.00		50.00
	Chq 706203	Till Float - Petty Cash	150.00		150.00
	521	Lloyds - x2 24" Monitors / x1 Mouse / 8gb memory	434.99	87.00	521.99
	525	The Paper Shop - Newspapers @ 26.10.19	27.80		27.80
	Direct Debit	Barclaycard - Bunting & Flags	260.00	12.53	272.53
	531	Wales Audit Office - Audit of 2018/19 Accounts	280.30		280.30
	533	Society of Local Council Clerks - Annual Membership 2019/20	308.00		308.00
	536	Lloyds - Telephone Call Charges (July to November 2019)	13.34	2.64	15.98
			1,689.82	110.37	1,800.19
E	Democracy				
	505	Sian Jones Translation Services - Welsh Translations (October 2019)	17.98		17.98
			17.98	0.00	17.98
F	Personnel				
	502	Siamo Recruitment Agency - Reception Cover (13.10.19)	193.00	38.57	231.57
	504	Mrs R Astle - Events Planning, Delivery, Marketing & Finance Cover (Oct 19)	1,495.50		1,495.50
	528	Denbighshire County Council - Payroll (October 2019)	16,303.97		16,303.97
	528	Denbighshire County Council - Payroll (November 2019)	16,924.22		16,924.22
			34,916.69	38.57	34,955.26
G	Office Accommodation				
	500	JTJ Cleaning Services - PTC Office Cleaning (x4 wks October 2019)	70.00		70.00
	507	Restore Datashred - Confidential Waste Collection/Destruction (23 Oct 2019)	50.61	10.12	60.73
			120.61	10.12	130.73
H	Other Expenses		0.00	0.00	0.00
		Total for Finance and Management Committee	**36,745.10**	**159.06**	**36,904.16**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT	VAT	Total
I	Town Regeneration (Services)	£	£	£
BACS/Chq No.				
499	L.I.T.E. Ltd - Festive Lighting 2019 (yr2 of 2)	10,417.00	2,083.40	12,500.40
506	Pottles Premier Planting - Autumn Bedding Plants	1,408.00	281.60	1,689.60
515	Bebbington & Wilson Ltd - Re-Fix High St. Banners following High Winds	65.00	13.00	78.00
516	L.I.T.E. Ltd - Additional Festive Lighting (Meliden Tree Decoration)	1,335.00	267.00	1,602.00
520	My Tidy Garden - Bench & Notice Board Maintenance (October 2019)	1,920.00		1,920.00
524	Pottles Premier Planting - Bedding Plants (Winter)	52.50	10.50	63.00
537	Greengrass Services Ltd - Maintenance of Pendre Gdns/The Boulevard & Alleyway at Gingers Grill (June to November 2019)	1,922.25	384.45	2,306.70
		17,119.75	**3,039.95**	**20,159.70**
J	Town Regeneration (Development)			
523	Garnett-Hughes Developments - PTC Extension (Interim Inv No.2)	22,228.10	4,445.62	26,673.72
535	Wales & West Utilities - Alteration to Gas Supplies re: PTC Extension	466.40	93.28	559.68
		22,694.50	**4,538.90**	**27,233.40**
	Total Community Development & Regeneration Cttee (Services/Development)	**39,814.25**	**7,578.85**	**47,393.10**
	TOTAL EXPENDITURE @ 30TH NOVEMBER 2019	**83,966.48**	**8,515.74**	**92,482.22**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

NOVEMBER 2019

INCOME

		A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
November	Xmas Stall Booking Fees (x6)	120.00					120.00
07.11.19	VAT Repayment (July, August & September 2019)		3,416.13				3416.13
08.11.19	Till Reconciliation - Mind Music £255.13 / HLAP £32.00 / Events £109.34	396.47					396.47
04.11.19	Barclays Bank Business A/c Loyalty Reward		8.52				8.52
07.11.19	20% of Ticket Sales from Off the Ground Theatre re: Midsummer Night Event in Coronation Gardens	284.40					284.40
							0.00
		800.87	**3,424.65**	**0.00**	**0.00**	**0.00**	**4,225.52**

PRESTATYN TOWN COUNCIL

CYNGOR TREF PRESTATYN

DECEMBER 2019

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

		Total Excluding VAT	VAT	Total
A	General Services			
	BACS/Chq No.	£	£	£
		0.00	0.00	0.00
		0.00	0.00	0.00
B	Service Organisation / Grants s.137			
Direct Debit	Barclaycard - Xmas Event Prizes / Decoration / Sweets (Party Delights)	453.18	71.69	524.87
542	SIA (Nicola J Jones) - Security at Festive Prestatyn Event	72.00		72.00
545	Medic 1 Direct Ltd - First Aid Cover - Festive Prestatyn Event	341.00	68.20	409.20
546	JTM Signs - Install & Supply x2 Road Closure Signs - Festive Prestatyn Event	140.00	28.00	168.00
548	Daydream Designs - Design & Print A5 Xmas Flyers/x4 Banners/x2,000 Flyers & 'Z' Fold Maps	623.00	124.60	747.60
549	Fun Faces (Viv Reed) - Facepainting at Festive Prestatyn Event	180.00		180.00
550	Presbyterian Church - Hire of Church Hall re: Xmas Market at Festive Prestatyn Event	50.00		50.00
552	Jess & Kat - Musical Entertainment at Festive Prestatyn Event	200.00		200.00
555	Mrs R Astle - Reimbursement for Purchases for Grotto and Festive Prestatyn Event	257.86		257.86
557	Peake Marquee Hire - Hire of Tables & Chairs re: Festive Prestatyn Event	41.00	8.20	49.20
562	Siamo Recruitment Agency - Event Assistants x6 re: Festive Prestatyn Event	505.26	101.06	606.32
563	A.P.E.S. (A & P White) - Hire of Stage & Equipment for Xmas Light Switch on Event	600.00		600.00
564	Prestatyn Parochial Church Council - Hire of Hall re: Festive Prestatyn Xmas Market	60.00		60.00
565	Miles of Smiles (B Williams) - Facepainting re: Festive Prestatyn Event	180.00		180.00
566	A Little Magic Childrens Entertainment - Characters / Santa & Elves - Festive Prestatyn Event	950.00		950.00
568	Allwood Donkeys (Mrs Pierce) - Hire of Donkey re: Living Nativity at Festive Prestatyn Event	180.00		180.00
706204	Rehoboth Church - Hire of Hall re: Xmas Market Festive Event	40.00		40.00
706205	Bethel Chapel - Hire of Hall re: Xmas Market Festive Event	40.00		40.00
		4,913.30	401.75	5,315.05
C	Community / Environmental Services			
540	Senroc Travel - Mind Music Transport - x4 wks November 2019	136.00		136.00
541	Mr Danny Lethem - Mind Music Volunteer - Mileage Expenses (November x4)	16.02		16.02
567	Community Health & Development Manager - Reimburse Xmas Mind Music Game	5.95		5.95
		157.97	0.00	157.97
		5,071.27	**401.75**	**5,473.02**

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

			Total Excluding VAT	VAT	Total
D	General Administration				
	BACS/Chq No.		£	£	£
	Transfer	Barclays Bank Commission - 13 November to 13 December 2019	28.86		28.86
	543	Community Health & Development Manager - Mobile Phone Allowance(19/20)	267.29		267.29
	553	Town Clerk/Financial Officer - Phone Line Rental (Sept to Dec 18 & Jan to Dec 19)	303.20		303.20
	569	Crescent Press - x300 Double Sided Mayoral Xmas Cards	165.00		165.00
	570	The Paper Shop - Newspapers @ 14.12.19	27.80		27.80
			792.15	0.00	792.15
E	Democracy				
	551	Sian Jones Translation Services - Welsh Translations (November 2019)	19.23		19.23
			19.23	0.00	19.23
F	Personnel				
	558	Mrs R Astle - Events Planning, Delivery, Marketing & Finance Cover (Nov & 1 Dec)	1,717.50		1,717.50
	562	Siamo Recruitment Agency - Reception Cover (13.10.19)	246.24	49.24	295.48
			1,963.74	49.24	2,012.98
G	Office Accommodation				
	544	JTJ Cleaning Services - PTC Office Cleaning (x4 wks November 2019)	70.00		70.00
	560	Denbighshire County Council - Trade Waste Collection (1.10.19 to 3.12.19)	38.36		38.36
	572	S.S.E. - Electricity at PTC (7 Sept to 11 Dec 19)	211.92	10.59	222.51
	573	S.S.E. - Gas at PTC (7 Sept to 11 Dec 19)	435.92	21.79	457.71
			756.20	32.38	788.58
H	Other Expenses				
			0.00	0.00	0.00
		Total for Finance and Management Committee	**3,531.32**	**81.62**	**3,612.94**

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

		Total Excluding VAT	VAT	Total
I	Town Regeneration (Services)			
BACS/Chq No.		£	£	£
547	Greengrass Services Ltd - Litter Pick/Maintenance & Church of Holy Spirit Church Alleyway (July to November 2019)	125.00	25.00	150.00
				0.00
556	My Tidy Garden - Summer Bedding/Maintenance/Notice Boards & Benches (September 2019)	1,500.00		1,500.00
				0.00
561	Denbighshire County Council - Litter Pick & Cut Railway Embankment	180.00	36.00	216.00
574	S.S.E. - Ty Pendre Electricity Supplies (4th Sept to 7th December 2019)	115.76	5.78	121.54
		1,920.76	**66.78**	**1,987.54**
J	Town Regeneration (Development)			
554	Signs of Cheshire - x2 Notice Boards (Gronant Rd / Bastion Road) x50%	1,182.50	236.50	1,419.00
559	White Fox - Signage at Tourist Information Point	350.00	70.00	420.00
571	Denbighshire County Council - Meliden Community Centre re: Paving & Resurfacing	2,343.22	468.64	2,811.86
		3,875.72	**775.14**	**4,650.86**
	Total Community Development & Regeneration Cttee (Services/Development)	**5,796.48**	**841.92**	**6,638.40**
	TOTAL EXPENDITURE @ 31st DECEMBER 2019	**14,399.07**	**1,325.29**	**15,724.36**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

DECEMBER 2019

INCOME

Date	Description	A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
02.12.19	Bank Interest Earned (2 Sept to 1 Dec 2019)		334.22				334.22
12.12.19	Till Reconciliation (£216.54 Mind Music / £40 Events / Misc £79.80	336.34					336.34
12.12.19	Santa's Grotto Donations	1298.32					1298.32
05.12.19	Business Banking Loyalty Reward (14 Oct to 12 Nov)		8.66				8.66
							0.00
		1,634.66	**342.88**	**0.00**	**0.00**	**0.00**	**1,977.54**

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

EXPENDITURE

BUDGET STATEMENT @ 23rd DECEMBER 2019

EXPENDITURE CODE	ESTIMATE 2019/20	APRIL JUNE	JULY SEPTEMBER	OCTOBER DECEMBER	JANUARY MARCH	TOTAL	BUDGET REMAINING
	£	£	£	£	£	£	£
A General Services	4,650	940.13	3,719.14	242.92		4,902.19	-252
B Service Organisations / Grants s.137	29,350	7,970.77	1,002.50	15,058.46		24,031.73	5,318
C Community / Environmental Services	12,200	1,578.26	887.31	2,645.33		5,110.90	7,089
D General Administration	33,500	9,868.90	2,350.28	4,511.51		16,730.69	16,769
E Democracy	9,350	852.31	1,540.64	89.48		2,482.43	6,868
F Personnel	216,360	38,410.46	54,635.44	54,949.35		147,995.25	68,365
G Office Accommodation	12,850	5,776.64	2,390.35	1,116.04		9,283.03	3,567
H Other Expenses	3,000	0.00	0.00	0.00		0.00	3,000
I Town Regeneration (Services)	98,800	40,438.29	20,308.27	22,740.51		83,487.07	15,313
J Town Regeneration (Development)	248,145	20,324.06	2,297.89	40,349.28		62,971.23	185,174
VAT	35,000	11,142.37	3,416.13	13,578.80		28,137.30	6,863
	703,205	137,302.19	92,547.95	155,281.68	0.00	385,131.82	318,073

EXTERNALLY FUNDED	APRIL JUNE	JULY SEPTEMBER	OCTOBER DECEMBER	JANUARY MARCH	TOTAL
A Grant aid works	0.00	0.00	0.00	0.00	0.00
B Grant aid works	0.00	0.00	0.00	0.00	0.00
C Grant aid works	414.00	267.00	386.00	0.00	1,067.00
D Grant aid works	0.00	0.00	0.00	0.00	0.00
E Grant aid works	0.00	0.00	0.00	0.00	0.00
F Grant aid works	0.00	0.00	0.00	0.00	0.00
G Grant aid works	0.00	0.00	0.00	0.00	0.00
H Grant aid works	0.00	0.00	0.00	0.00	0.00
I Grant aid works	0.00	0.00	0.00	0.00	0.00
J Grant aid works	0.00	0.00	0.00	0.00	0.00
Total Grants	414.00	267.00	386.00	0.00	1,067.00
TOTAL CASH BOOK	137,716.19	92,814.95	155,667.68	0.00	386,198.82

COMMITMENTS 2019/20

Minute No		£
156/18	Prestatyn Youth Service	4,831
51/18	Prestatyn Business Forum	1,000
105/19	Public Seat - Ffordd Penrhwylfa	1,000
104/19	Bus Shelters x2 - Ceg-y-Ffordd	5,000
		11,831

INCOME
BUDGET STATEMENT @ 23rd DECEMBER 2019

		Estimate 2019/20	APRIL JUNE	JULY SEPTEMBER	OCTOBER DECEMBER	JANUARY MARCH	TOTAL
A-C	General Purposes		£	£	£	£	£
	Donations/Grants	22,900	4,079.02	1,463.52	2,455.53		7,998.07
D-H	Finance and Management						
	Bank Interest	600	332.45	308.00	357.39		997.84
	HM Customs (VAT)	35,000	7,118.67	11,811.78	3,416.13		22,346.58
	Other income	52,000	0.00	810.00	0.00		810.00
	Precept	485,515	161,838.00	161,838.00	0.00		323,676.00
I-J	Town Development						
	Grants/Other	7,000	2,967.50	469.19	390.00		3,826.69
	Community Centres	1,850	250.00	125.00	125.00		500.00
							0.00
	Total Income	604,865.00	176,585.64	176,825.49	6,744.05	0.00	360,155.18

External Funding-Grants/Recharges
20th December 2019

07.08.19	406 Senroc Travel	MM	151.00	C15A
08.10.19	463 Senroc Travel	MM	144.00	C15A
19.11.19	519 Senroc Travel	MM	106.00	C15A
03.12.19	540 Senroc Travel	MM	136.00	C15A
			537.00	

MM = Mind Music travel 100%