

FINANCE AND MANAGEMENT COMMITTEE MEETING

Minutes of Finance and Management Committee Meeting held in Council Chambers, 7 Nant Hall Road, Prestatyn, on 11th December 2024 at 6.55 – 8.30pm.

PRESENT

Committee Members: Cllrs C. Holliday (Chairman), I. Lifford (Vice-Chairman) A. West, J. Matthews, C. Evans.

Councillor Observers: S. Frobisher, P. Duffy, K. Clewett, T. Jones MBE(r), J McLellan (r), J. Thompson-Hill (r).

IN ATTENDANCE

Mr N. Acott – Locum Town Clerk / Responsible Financial Officer, Miss S. Rinaldo – Administration and Support Officer (Agency), Miss S. Clarke – Assistant Town Clerk, Miss B. Shaw – Financial and Administrative Officer.

APOLOGIES

Councillors: G. Sandilands.

108 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 Conduct legislation. None received.

109 FINANCIAL EXPENDITURES BACS 9, P7

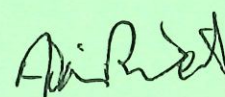
Chairman advised that several items despatched with agenda had previously been considered and approved by Council and therefore only BACS 9 and Personnel (P) payment 7 and Direct Debits (DCCx2) required consideration tonight.

A members raised costs of legal/professional fees associated with staff matters and reminded committee of ongoing costs to date. The use of agency staff to cover for vacant posts was also queried, however this approach was proving cost neutral in short term. Locum Town Clerk/Financial Officer had also been engaged for foreseeable future.

RESOLVED

That BACS 9, and P7 and Direct Debits be approved.

Proposed: Cllr C. Evans Seconded: Cllr I. Lifford



110 FINANCIAL ACCOUNTS – SEPTEMBER/OCTOBER 2025 INC & EXP, BALANCE SHEET,

Details of accounts had been circulated with agenda papers.

RESOLVED

That the Financial Accounts for September/October - Income and Expenditure, Balance Sheet, Trial Balance be accepted.

Proposed: Cllr C. Evans Seconded: Cllr I. Lifford

111 OTHER FUNDS/DONATIONS

Details of 'in kind' donations received from local companies towards community events and activities circulated with agenda. Committee was also informed of the successful award of UK Government funded warm hubs initiative 2024/25.

RESOLVED

- i) That UK Government Warm Hubs successful funding bid in sum of £6,000 be received.
- ii) That details of 'in kind' donations from local and national companies (local stores) be received.
- iii) That Council recognises important role of volunteers to assist at community events/activities and to help with minor maintenance/servicing of community facilities be recognised.

112 BUDGET PROPOSALS 2025/2026

Cllr C Holliday, Chairman invited councillors to identify any significant items and/or changes to service that may need consideration as part of budget setting process. Several items were raised including continuation of warm hubs programme (Prestatyn and Meliden)/ proposed changes to DCC Public Conveniences/ review of free car parks initiative funded by town council/public amenities.

113 DATE OF NEXT FULL COUNCIL

Committee was informed that due to Christmas/New Year's holiday period it would be difficult for staff to prepare agenda and give satisfactory notice of meeting.

RESOLVED That date of next Full Council/Town Planning Committee meeting be changed to 15th January 2025

114 STAFF TRAINING

Cllr C Holliday, Chairman reported upon successful completion by Mrs B Shaw of Financial Introduction to Local Council Administration.

RESOLVED That Mrs B Shaw be congratulated on successful completion of FILCA.

Financial/Legal Implications: Council recognises qualification and award one increment on current pay scales as per terms and conditions of service.

115 ITEMS REFERRED FROM CDRC MEETING

Cllr C Holliday, Chairman referred to earlier meeting that had become inquorate and felt these items should be considered tonight. Other committee members and councillors present concurred.

RESOLVED That following items be considered Ty Pendre lease/Town Clock/Environmental Tender 2025/6

116 TY PENDRE PM 44

Locum Town Clerk/RFO reported that the short-term lease/temporary hire agreement was due for renewal, The Working Poor Isolation Group had provided a brief update on their activities and had recorded over one thousand visitors to premises in last six months. The group wished to extend the current agreement.

Discussion took place on current short-term arrangements and members confirmed they did not want a long-term occupancy to arise by default.

RESOLVED

i) That current agreement be extended until 31.03.2025

ii) That Locum Town Clerk/RFO investigate potential liabilities arising from current agreement and whether lease/room hire/rental or other form of service agreement would give council more flexibility for use of building in future.

117 TOWN CLOCK

Committee was informed that two quotations had been received for repair of town clock. One was from the original supplier in sum in region of 7k as previously reported. However, an approach has since be received from a local watch repair company who wished to undertake this job. Initial discussion revealed that the company had assessed work required and had provided a much lower quote.

RESOLVED That further information be sought about local watch maker proposals and seek work references etc.

118 EXCLUSIONS OF PUBLIC AND PRESS

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12 A Parts 1/3 during the following items: Energy Provider/Building Survey/Electrical Inspections/Community Centre Rentals/Trade Waste/Environmental Tender/Personnel.

Adm RWA

119 ENERGY PROVIDER 2025/26

Details of quotations received for supply of electricity and gas to Town Council offices had been received from multiple energy companies (copy circulated with agenda). All companies had quoted for a three-year term. The prices showed significant savings on current rates which expire in April 2025.

RESOLVED That quotation from Eon and Eon gas be accepted wef 1st May 2025

Financial/Legal/Other Implications: Based upon current usage forecast electric £2,110 and gas £3,045 represents approximately forty five percent saving on current energy prices. Lowest quotation is based on three-year term with locked price.

120 TOWN COUNCIL OFFICES

Several Councillors and Staff had recently commented upon poor condition of ground floor frontage arising from what appeared to be penetrating/rising damp. In addition, recent problems of leaking roof, boiler breakdown and concerns about age related deterioration had been identified.

Subsequently quotations had been sought from local building surveyors for a building conditions report and details were provided.

RESOLVED That G P Property Surveyors be appointed to undertake building survey in sum of £1200 inclusive of vat.

Financial/Legal Implications: Costs contained within building maintenance fund 2024/5
Parts of property open to public. Staff welfare.

121 ELECTRICAL CONDITION INSPECTION REPORTS

Details of electrical condition inspection report quotations for six council owned locations/property had been circulated with agenda papers. A further quotation had been received since despatch of agenda and information provided.

RESOLVED That quotation Highline Electrical Ltd be accepted subject to confirmation of number of visits to six individual locations.

Financial /Legal Implications: Cost to be contained with budget provision 2024/25. Electrical condition report required for public buildings.

122 COMMUNITY CENTRE RENTALS

Committee was informed that three community centres were held on a long term twenty-one-year lease granted to local management associations. There was also a three-year rental agreement with each management association.

RESOLVED

- i) That existing community centre rental prices remain in place until 31.03.2025
- ii) That Council inform Management Associations of proposal to review rental agreement for 2025/26 provisionally based upon inflation rate figure at specified date to be confirmed.

123 TRADE WASTE COLLECTION SERVICES -TOWN COUNCIL SERVICES

Committee was informed of long-standing difficulty with trade waste collection service and staff had unfortunately been unable to resolve matters with service provider. It was unclear if there was a fixed collection date and/or the current arrangements for different types of waste.

Consequently, quotations had been sought from alternative service providers and this had shown potential cost savings to trade waste collection service. Different companies had offered different sized collection bins some of which would not fit within indoor storage area.

RESOLVED That quotation from Ash Waste Services Ltd be accepted.

Financial/Legal Implications: Costs to be contained within 2024/25 budget provisions.

124 ENVIRONMENTAL TENDER 2025/26

Cllr I Lifford had kindly prepared a report for consideration and copy circulated with agenda papers. The report outlined different methods and options of service delivery and routine maintenance at several sites maintained by Town Council. These town services had arisen over many years following withdrawal of County services and/or a desire to improve levels of local service.

Town Council already worked closely with a number of local organisations and partners to help maintain key areas and focal points throughout Prestatyn and Meliden. It had also worked with Wales in Bloom group over many years to assist town's entry into this annual competition.

The report highlighted six fundamental work areas and included suggestions on possible future actions/service delivery arrangements.

RESOLVED

- i) That Cllr I. Lifford be thanked for his constructive preliminary report and assistance 2024/25.
- ii) Those proposals be worked up for alternative service delivery model, projected costings, and identification of any actions required to enable service delivery trial, and timeframes.

Proposed: Cllr I. Lifford Seconded: Cllr C. Evans

125 PERSONNEL

Due to nature of ongoing legal proceedings all staff except Locum Town Clerk/Responsible Financial Officer retired from meeting. Separate private and confidential part two minutes will be recorded for this matter.

Chairman



