



PRESTATYN
TOWN COUNCIL

CYNGOR
TREF PRESTATYN



7 Nant Hall Road
Prestatyn
LL19 9LR

7 Ffordd Llys Nant
Prestatyn
LL19 9LR

15th March 2017

15^{fed} Mawrth 2017

Dear Councillor

Annwyl Gynghorydd

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 22nd March 2017 at 6.15pm**

Fe'ch gwahoddir i gyfarfod y **PWYLLGOR CYLLID A RHEOLAETH** yn Siambr y Cyngor, Swyddfeydd y Cyngor, Ffordd Llys Nant, Prestatyn ar **Ddydd Mercher 22^{ain} Mawrth 2017 am 6.15pm**

Yours sincerely

Yr eiddoch yn gywir

Town Clerk

Clerc y Dref

- 1 APOLOGIES
- 2 DECLARATIONS OF INTEREST
- 3 PAID ACCOUNTS
Copy attached
- 4 AUDIT 2015/16
To report upon current position
- 5 CCTV PARTNERSHIP PM
To provide update on current service and future monitoring arrangements
Financial/Legal Implications: 2017/18 Budget Provision £12,000. CCTV Partners Denbighshire County Council, North Wales Police, Rhyl Town Council and Rhuddlan Town Council. Local Government and Rating Act 1997
- 6 EXCLUSION OF PUBLIC AND PRESS
To consider exclusion of Public and Press in accordance with Local Government Act 1972 Schedule 12A Part 1.8,9
- 7 COMMUNITY CENTRES PM 130/141
To consider attached reports

- 1 YMDDIHEURIADAU
- 2 DATGANIADAU O DDIDDORDEB
- 3 CYFRIFON A DALWYD
Mae copi wedi'i atodi
- 4 ARCHWILIAD 2015/16
Adroddiad am y sefyllfa gyfredol
- 5 PARTNERIAETH CCTV PM
Y diweddaraf am y gwasanaeth cyfredol a'r trefniadau monitro yn y dyfodol
Goblygiadau Ariannol/Cyfreithiol: 2017/18 Darpariaeth y Gyllideb £12,000. Partneriaid CCTV Cyngor Sir Ddinbych, Heddlu Gogledd Cymru, Cyngor Tref y Rhyl a Rhuddlan. Deddf Llywodraeth Leol a Chyfraddau 1997
- 6 EITHRIO'R CYHOEDD A'R WASG
Ystyried eithrio'r Cyhoedd a'r Wasg yn unol â Deddf Llywodraeth Leol 1972 Atodlen 12A Rhan 1.8,9
- 7 CANOLFANNAU CYMUNEDOL PM 130/141
Ystyried yr adroddiadau atodol

8 COUNCIL TENDERED SERVICES
PM 126/2

9 STAFF

8 GWASANAETHAU AR DENDR Y CYNGOR
PM 126/2

9 STAFF

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.com.uk

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

JANUARY 2017

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

	Total Excluding VAT	VAT	Total
	£	£	£
A <u>General Services</u>			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
B <u>Service Organisation / Grants s.137</u>			
705494 Artisans Collective CIC - x3 Weeks Room Hire re: Santa's Grotto	350.00		350.00
705498 Trelawnydd Male Voice Choir - Sing at Festive Prestatyn Event - 03.12.16	100.00		100.00
705516 Nation Recruit - Provision of Agency Staff re: Festive Prestatyn Event	122.33	24.47	146.80
Barclaycard Amazon EU - Films for Instant Camera re: Santa's Grotto	421.89	84.40	506.29
	<u>994.22</u>	<u>108.87</u>	<u>1,103.09</u>
C <u>Community / Environmental Services</u>			
705489 Ruth Moore-Williams - Mind Music Session (x2 wks - December 2016)	100.00		100.00
705505 Ruth Moore-Williams - Mind Music Session (x4 wks - November 2016)	200.00		200.00
705512 Voel Coaches - Provision of Shoppers' Bus (13wks)	1,820.00	70.00	1,890.00
	<u>2,120.00</u>	<u>70.00</u>	<u>2,190.00</u>
Total for Development & Regeneration Committee (Community)	<u><u>3,114.22</u></u>	<u><u>178.87</u></u>	<u><u>3,293.09</u></u>

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

	Total Excluding VAT £	VAT £	Total £
D <u>General Administration</u>			
705490 Autoclock Systems Ltd - x200 Clockcards	41.00	8.20	49.20
705497 Community Health & Development Manager - Mobile Phone Allowance 2016/17	180.00		180.00
705499 High Street News - Publications @ 07.01.17	23.27		23.27
705500 Cllr R Murray - Mileage Claim (06.12.16) - Mayoral	17.10		17.10
705501 Conrad Office & Art Ltd - Stationery	4.85	0.97	5.82
705509 North & Mid Wales Assc. Of Local Councils - Meeting - 20.01.17 (Cllr Szabo)	16.00		16.00
705510 Digitel Europe Ltd - Telephone Rental / Calls / Broadband re: December 2016	126.83	25.37	152.20
705511 Live Tech - Re: Hosting x2 PTC Sites / x3 Exchange Accounts	600.00	120.00	720.00
705515 Town Clerk & Financial Officer - Mileage Claims (2nd Dec, 9th Jan & 16th Jan)	82.27		82.27
705518 Conrad Office & Art Ltd - Stationery	206.23	41.26	247.49
705520 Town Clerk & Financial Officer - Re: Telephone Line Rental 2016/17	214.90		214.90
	<u>1,512.45</u>	<u>195.80</u>	<u>1,708.25</u>
E <u>Democracy</u>			
			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
F <u>Personnel</u>			
705492 BCUHB - Occupational Health Services	125.00		125.00
705517 Flintshire County Council - Superannuation Annual Lump Sum (2016/17)	2,300.00		2,300.00
705519 Denbighshire County Council - January Salaries	13,624.35		13,624.35
	<u>16,049.35</u>	<u>0.00</u>	<u>16,049.35</u>
G <u>Office Accommodation</u>			
705491 GK Evans - Replacement Lighting Tubes at PTC Offices	26.09	5.22	31.31
705496 CEM Contract Services Ltd - Window Cleaning at PTC Offices re: December	21.50	4.30	25.80
705507 Bebbington & Wilson Ltd - PAT Testing x 86 Items at PTC Offices	179.74	35.95	215.69
705508 OCS Group UK Ltd - Hire of Sanitary Unit (January to March 2017)	105.30	21.06	126.36
705513 Stephen R Tomlinson (Top Coat Painters) - Cleaning Services x 4 Wks	145.00		145.00
	<u>477.63</u>	<u>66.53</u>	<u>544.16</u>
H <u>Other Expenses</u>			
			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total for Finance and Management Committee	<u>18,039.43</u>	<u>262.33</u>	<u>18,301.76</u>

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

I Town Regeneration (Services)

	Total Excluding VAT £	VAT £	Total £
705487 LITE - Supply, Install & Maintain Festive Tree (Fixings & Barriers) - Year 1	5,062.00	1,012.40	6,074.40
705488 Sherratt Landscape Contractors Ltd - Contract Services re: December 2016	690.01	138.00	828.01
705493 Daydream Designs - A1 & A3 Posters - Prestatyn Branding	330.00	66.00	396.00
705495 Reiswolf - Collection and Destruction of Confidential Waste from PTC Offices	45.00	9.00	54.00
705503 LITE - Supply, Installation & Removal of Festive Lighting - Year 1	11,485.00	2,297.00	13,782.00
705506 Clwyd Heating - Supply & Installation of New Boiler at Meliden Community Centre	1,500.00	300.00	1,800.00
705513 Stephen R Tomlinson (Top Coat Painters) - Clear Gutter at Ty Pendre Community Bldg	15.00		15.00
705514 Denbighshire County Council - Repair Lighting Column at Jubilee Community Centre	168.89	33.78	202.67
705521 Sherratt Landscape Contractors Ltd - Re: Supply and Plant New Bedding to Boat Bed and Mulch Ty Nant Bed.	173.56	34.71	208.27
	<u>19,469.46</u>	<u>3,890.89</u>	<u>23,360.35</u>

J Town Regeneration (Development)

			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Total For Community Development & Regeneration Committee (Services/Development) 19,469.46 3,890.89 23,360.35

TOTAL EXPENDITURE FOR JANUARY 2017 40,623.11 4,332.09 44,955.20

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

JANUARY 2017

INCOME

	A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
12.01.17 Contribution from Meliden Community Association for New Boiler at Community Centre			500.00			500.00
12.01.17 AMLIN - Insurance Claim Payment re: Damage to PTC Signage in Retail Park				4,854.00		4,854.00
26.01.17 VAT Repayment - October, November & December 2016		5,512.99				5,512.99
Total Income for January 2017	<u>0.00</u>	<u>5,512.99</u>	<u>500.00</u>	<u>4,854.00</u>	<u>0.00</u>	<u>10,866.99</u>

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

FEBRUARY 2017

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

	Total Excluding VAT £	VAT £	Total £
A <u>General Services</u>			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
B <u>Service Organisation / Grants s.137</u>			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
C <u>Community / Environmental Services</u>			
705528 Ruth Moore-Williams - Mind Music Sessions (11th, 18th & 25th Jan)	150.00		150.00
	<u>150.00</u>	<u>0.00</u>	<u>150.00</u>
Total for Development & Regeneration Committee (Community)	<u><u>150.00</u></u>	<u><u>0.00</u></u>	<u><u>150.00</u></u>

FINANCE AND MANAGEMENT COMMITTEE - EXPENDITURE

D General Administration

	Total Excluding VAT £	VAT £	Total £
705524 Conrad Office & Art Ltd - Stationery	89.54	17.91	107.45
705525 Canda Copying Ltd - Photocopies @ 01.02.17	333.33	66.67	400.00
705526 High Street News - Publications @ 04.02.17	24.20		24.20
705529 Francotyp Postalia Ltd - Franking Machine Rate Change	36.00	7.20	43.20
705530 Information Commissioner - Data Protection Entry (17.03.18 to 18.03.18)	35.00		35.00
705532 Digitel Europe - T/a Inet - Telephone Calls / Rental / Broadband (January 2017)	126.69	25.34	152.03
	<u>644.76</u>	<u>117.12</u>	<u>761.88</u>

E Democracy

			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

F Personnel

			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

G Office Accommodation

705522 Jacksons (Fire & Security) Ltd - Annual Alarm Service / Fire Extinguisher Service / Alarm Call out Reset	123.50	24.70	148.20
705532 C.E.M. Contract Services Ltd - Window Cleaning @ PTC Offices (Jan 2017)	21.50	4.30	25.80
	<u>145.00</u>	<u>29.00</u>	<u>174.00</u>

H Other Expenses

			0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Total for Finance and Management Committee

	<u>789.76</u>	<u>146.12</u>	<u>935.88</u>
--	---------------	---------------	---------------

COMMUNITY DEVELOPMENT & REGENERATION COMMITTEE

EXPENDITURE

I Town Regeneration (Services)

705527 Scottish Power - Unmetered Electricity Supply - Festive Lighting 2016/17

Total Excluding VAT £	VAT £	Total £
191.16	9.56	200.72
<u>191.16</u>	<u>9.56</u>	<u>200.72</u>

J Town Regeneration (Development)

705523 CCR Services Ltd - Town Council Cash Register

250.00	50.00	300.00
<u>250.00</u>	<u>50.00</u>	<u>300.00</u>

Total For Community Development & Regeneration Committee (Services/Development)

<u>441.16</u>	<u>59.56</u>	<u>500.72</u>
---------------	--------------	---------------

TOTAL EXPENDITURE FOR FEBRUARY 2017

<u>1,380.92</u>	<u>205.68</u>	<u>1,586.60</u>
-----------------	---------------	-----------------

PRESTATYN TOWN COUNCIL
CYNGOR TREF PRESTATYN

FEBRUARY 2017

INCOME

	A - C E & C	D - H Policy	I TRC (s)	J TRC (d)	VAT	Total Income £
07.02.17 Jubilee Community Centre - Rental 2015/16 & 2016/17			280.00			280.00
07.02.17 Foryd (Bedford St Community) - Supply of Surplus Santa's Grotto Selection Boxes			18.75			18.75
Total Income for February 2017	0.00	0.00	298.75	0.00	0.00	298.75

External Funding-Grants/Recharges
January 2017

Date	Cheque	Detail	Project	Amount	Eligible Recharges	Externally Funded	Code
05.01.17	705489	RuthM Williams	MIND	100.00	100.00	100.00	C17A
10.01.17	705505	RuthM Williams	MIND	200.00	200.00	200.00	C17A
10.01.17	705506	Clwyd Heating	Donation	500.00	500.00	500.00	I7A

February

Date	Cheque	Detail	Project	Amount	Eligible Recharges	Externally Funded	Code
12.02.17	705528	Ruth M Williams	MIND	150.00	150.00	150.00	C17A

Mind Music

CR=Cardiac Rehab (100%)

I Can Cook(87%)

Town Centre Partnership(100%)

Other - donation