

At the hybrid **MEETING of COUNCIL** held on Wednesday 18<sup>th</sup> February 2026, commencing at 6pm.

**PRESENT**

Councillor A. Walker (Mayor)

Councillors M. Blackwell, Mrs M. A. Blakeley-Walker, Mrs E. M. Chard, Mrs J. M. Evans, S. Feeney, A. R. James, K. R. Jones, J. Kenney, Ms J. L. McAlpine, W. Price, Ms R. S. Roberts, Ms V. Roberts, A. R. Rutherford, and Miss C. L. Williams

Mrs H. J. Mead – Town Clerk  
Mr A. O Williams – Finance Officer  
Mrs T. A. Jones – Deputy Town Clerk

**141. OPENING OF MEETING & APOLOGIES**

Apologies for non-attendance were received on behalf of Councillors Mrs J Butterfield JP MBE, Mrs J. Chamberlain-Jones, Mrs S. L. Connolly and Mrs D. L. King.

The Mayor welcomed all to the meeting and on behalf of members and staff, referred to Councillor Chamberlain-Jones’ failing health and that our thoughts were with her and her family.

**142. DECLARATIONS OF INTEREST**

The Mayor asked if members had any personal and/or prejudicial interests to declare with regard to any of the business to be considered on the agenda?

No declarations were made.

**143. MINUTES**

Meeting of Council - 21<sup>st</sup> January 2026 - Min Nos. 127 - 140

Proposed by Councillor A. Walker and seconded by Councillor A. R. James and **RESOLVED** as a correct record.

Meeting of Planning - 21<sup>st</sup> January 2026 - Min Nos. 29 - 32

Proposed by Councillor Ms J. L. McAlpine and seconded by Councillor A. Walker and **RESOLVED** as a correct record.

**144. PAYMENTS AND RECEIPTS REPORT MAY 2025 (SCHEDULE A)**

The Mayor referred to the Town Clerk and Finance Officer’s report (circulated with agenda) detailing the schedule of payments made and income received.

Voucher No	Supplier Name	Amount £	Description of Services Provided
N/A	Tesco	3.00	Mobile Phone Insurance
2150	BT	378.00	Town Hall Broadband Services
N/A	Tesco	9.00	Mobile Phone Rental
1999	Denbighshire CC	838.00	NNDR for Civic Offices WRCC - Payment 10 of 10
2154	RTC Staff	9,059.17	Net Pay for 4 Staff Jan 2026
2152	HMRC	3,455.54	PAYE for Dec 2025
2153	Clwyd Pension Fund	3,280.52	Pensions Contributions for Dec 2025
2034	Benefits Advice Shop	1,255.83	Benefits Appeals Officer 10 of 12 for 2025/26
N/A	Tesco	3.00	Mobile Phone Insurance
2162	Denbighshire CC	32,037.00	SC2 Loan - Payment 3 of 3 2025/26
	<b>Total Payments</b>	<b>50,371.26</b>	

Category	Description	Amount £
Santander	Interest on 31 Day Notice Account	198.18
HSBC	Interest on 1 month Deposit	800.29
HMRC	VAT Refund for Q3 (Oct to Dec 2025)	7,048.77
	<b>Total Income</b>	<b>8,047.24</b>

**RESOLVED** that the report was approved.

**145. AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST (SCHEDULE B)**

Further to min.no.143 of the meeting of Council held on 15<sup>th</sup> March 2017 and in accordance with the council's adopted financial regulations, the Chair referred to the Town Clerk and Finance Officer's submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

Voucher	Supplier	Details of Supply	Amount £
2171	Amazon UK	Copier Paper x 2	£42.98
2172	Information Commissioners Office	ICO Fee 2026	£47.00
2173	Mayor of Prestatyn	2 x Tickets for Charity Ball on 20 <sup>th</sup> March 2026	£72.00
2174	ALDI	Refreshments for Away Day	£9.64
2175	JDH Business Services Ltd	Interim Internal Audit Fee 2025/26	£505.20

2176	Denbighshire CC	Service Charges for Civic Offices, Wellington Road Q3	£3,685.50
2177	BJS Solutions	Owl Hybrid Meeting Kit	£978.12
2178	Denbighshire CC	Illuminations Contract 2025/26	£13,111.20
2179	Delwedd Ltd	Website Hosting & Maintenance Annual Fee	£863.99
2180	Cllr A Walker	Mayors Allowance 3 of 3 for £433.33 less £21.25 for Charity A/C Bank Charges	£412.08
2180	Lloyds Bank – Charity Account	Mayoral Contribution £21.25 for Charity A/C Bank Charges	£21.25
2180	Cllr A Walker	Senior Members Allowance 3 of 3	£166.66
2180	Cllr J Butterfield	Deputy Mayors Allowance 3 of 3 for £133.33 less £78.00 for Event Tickets	£55.32
2180	Cllr J Butterfield	Senior Members Allowance 3 of 3	£166.66
2181	Rhuddlan TC Charity Account	2 x Tickets to Charity Event on 10 <sup>th</sup> April 2026	£50.00
2182	Canda Copying Ltd	Copier Rental	£259.32
2183	Canda Copying Ltd	Copier Charges	£172.78
2184	Sandra Williams	Translation Services	£146.52
2185	Mold Town Council	3 x Tickets for Charity Event 11 April 2026	£114.00
	<b>Total Schedule B</b>		<b>£20,880.22</b>

**RESOLVED** that the schedule was approved for payment and signed by two councillors.

#### 146. **ANNUAL RETURN 2024/25 – CONCLUSION OF AUDIT**

The Town Clerk referred to her and the Finance Officer's report and to the external auditor's (Audit Wales) report (circulated with agenda) for members' approval.

The Clerk advised that Audit Wales had declared an unqualified / clean audit, with just one issue raised. This being that we had not updated the final version of the 2023/24 audited annual return on our website, which had been rectified.

**RESOLVED** that the Annual Return for 2024/25 was approved.

#### 147. **INTERIM INTERNAL AUDIT REPORT 2025/26**

The Town Clerk referred to her and the Finance Officer's report and to the internal auditor's report (circulated with agenda).

The internal auditor had raised two issues:

- That we had only obtained an order summary for one purchase made from Amazon, when we should have produced an invoice. This had been rectified.
- That we should have asked our ICT consultant to provide the town council with three quotes for the five laptops purchased last year, as the total cost exceeded the £5,000 threshold in line with our financial regulations. This was an error which had been noted and would not happen again.

**RESOLVED** that the report was received and approved, with the two issues raised delegated to the Risk Assessment Sub-Committee for monitoring.

#### **148. ACCOUNTS TO END OF DECEMBER 2025 & FORECASTS**

The Town Clerk referred to her and the Finance Officer's report (circulated with agenda) outlining the town council's financial position as at 31<sup>st</sup> December 2025 and forecasts for the year-end.

The Clerk asked members to note the key forecast variances and the forecasted surplus of £2,216 for the year.

Also, the level of uncertainty that still existed around office accommodation, IT equipment and public spaces, with a continued need for a plan for the Major Projects Reserves, in addition to the committed planned spends for public toilets and Christmas illuminations.

**RESOLVED** that the report was received.

#### **149. QUESTION TIME**

Members of the public present had no questions for members.

#### **150. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.

#### **151. PRIORITIES WORKSHOP**

The Town Clerk referred to her confidential report (circulated with agenda) seeking the appointment of a 'champion' for each of the four set priorities for the town council, following the workshop held in January.

**RESOLVED** that Councillors K. R. Jones, Ms J. L. McAlpine, Ms R. S. Roberts and A. J. Rutherford were appointed.

**152. RELOCATION OF TOWN COUNCIL OFFICES**

The Town Clerk gave a confidential verbal update on progress.

**153. ESTABLISHMENT**

The Town Clerk gave a confidential verbal update on staffing matters.

**154. CLOSURE OF MEETING**

There being no further items of business, the Mayor declared the meeting closed.

Mayor: .....

Date: .....