

Cyngor Tref Llangollen Town Council.

Agenda. 16.04.2024.

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| 1. Croesawiad a chyhoeddiadau Faer y Dref. | Town Mayors welcome and announcements. |
| 2. Datganiadau gan y cyhoedd.
I dderbyn datganiadau oddiwrth y cyhoedd ar faterion ar yr agenda. | Statements from the public.
To receive statements from the public on matters on the agenda. |
| 3. Datganiadau gan Cyngorwyr y Sir.
I dderbyn datganiadau gan Cyngorwyr y Sir ar faterion sy'n ymwneud â Llangollen. | Statements from County Councillors.
To receive statements from County Councillors on matters relating to Llangollen |
| 4. Ymddiheuriadau am absenoldeb.
I dderbyn, ystyried a derbyn ymddiheuriadau am absenoldeb. | Apologies for absence.
To receive, consider and accept apologies for absence. |
| 5. Datganiadau o Fuddiant.
I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda. | Declaration of Interest.
To receive any known declarations of interest in items on the agenda. |
| 6. Cofnodion.
a) Awdurdodi'r Cadeirydd i lofnodi cofnodion y chyfarfodydd cyffredin blaenorol y Cyngor y Dref a gynhaliwyd ar 19.03.2024, fel cofnod cywir. | Minutes.
To authorise the Chair to sign the minutes of the previous ordinary meetings of the Town Council held on 19.03.2024, as a correct record. |
| 7. Adroddiadau ariannol.
I dderbyn adroddiadau a gyflwynwyd gan yr Clerc y Dref ac ystyried yr argymhellion ynddo. Mae adroddiadau ariannol yn ddogfennau gwaith ac felly nid ydynt yn cael eu cyfieithu
a) Taliadau Awdurdodedig
b) Datganiadau Ariannol.
c) Cymodi banc. | Financial reports.
To receive reports submitted to the Town Clerk and considered the recommendations therein. Financial reports are working documents and are therefore not translated.
Financial Statements.
Authorised Payments.
Bank reconciliation. |
| 8. Adroddiadau Clerc y Dref.
I dderbyn adroddiadau a gyflwynwyd gan Glerc y Dref ac ystyried yr argymhellion ynddynt. Mae adroddiadau ddogfennau gwaith ac felly nid ydynt yn cael eu cyfieithu
a) Cyfleusterau cyhoeddus, Llangollen. | Town Clerk's Reports.
To receive reports submitted by the Town Clerk and considered the recommendations therein. Reports are working documents and are therefore not translated.
Public Conveniences, Llangollen. |

9. Ceisiadau Cynllunio.

I ystyried ceisiadau cynllunio a gyfeiriwyd at y Cyngor a gwneud unrhyw benderfyniadau angenrheidiol arno.

03/2024/0010

Codi estyniad un llawr i'r annedd, garej ddwbl ar wahân, ffurfio llawr caled, tirlunio a gwaith cysylltiedig. River Meadow Cottage Llangollen Fechan,

03/2024/0069

Adeiladu pas pysgod, gan gynnwys ceuffosydd cysylltiedig, gweithrediadau peirianeg, tirlunio a gwaith cysylltiedig. Horseshoe Falls, Berwyn.

03/2024/0070

Adeiladu pas pysgod, gan gynnwys ceuffosydd cysylltiedig, gweithrediadau peirianeg, tirlunio a, tirlunio a gwaith cysylltiedig (Cais Adeilad Rhestredig). Horseshoe Falls, Berwyn.

03/2024/0102

Israniad yr annedd bresennol i ffurfio un fflat ar y llawr gwaelod ac un fflat ar yr ail a'r trydydd llawr. Ceiriog Birch Hill.

03/2024/0134

Codi estyniad deulawr i'r ochr ac estyniad unllawr yng nghefn yr annedd, addasiadau a gwaith cysylltiedig. Bryn Howell Cottage, Trevor.

03/2024/0131

Gosod peiriant ATM a cholwr newydd. 38 Castle Street.

03/2024/0132

Arddangos arwyddion mewn perthynas â pheiriant codi arian newydd a cholwr. 38 Castle Street.

03/2022/0368

Codi 5 uned ddiwydiannol ysgafn (Defnydd Dosbarth B2/B8), gosod offer trin pecyn, ffurfio parcio, tirlunio a gwaith cysylltiedig. Land at Cilmedw Farm Berwyn Street.

03/2023/0932

Planning Applications.

To consider planning applications referred to the Council and make any necessary decisions thereon.

03/2024/0010

Erection of single storey extension to dwelling, a detached double garage, formation of hardstandings, landscaping and associated works. River Meadow Cottage Llangollen Fechan.

03/2024/0069

Construction of fish pass including associated culverts, engineering operations, landscaping and associated works. Horseshoe Falls, Berwyn.

03/2024/0070

Construction of fish pass including associated culverts, engineering operations, landscaping and associated works (Listed Building Application) Horseshoe Falls, Berwyn.

03/2024/0102

Subdivision of existing dwelling to form one ground floor flat and one flat on the second and third floors. Ceiriog Birch Hill.

03/2024/0134

Erection of a two-storey extension to side and a single-storey extension to rear of dwelling, alterations and associated works. Bryn Howell Cottage, Trevor.

03/2024/0131

Installation of replacement ATM and collar. 38 Castle Street.

03/2024/0132

Display of signage in relation to replacement ATM and collar. 38 Castle Street.

03/2022/0368

Erection of 5 light industrial units (Use Class B2/B8), installation of package treatment plant, formation of parking, landscaping and associated works. Land at Cilmedw Farm Berwyn Street.

03/2023/0932

Gosod pwmp gwres ffynhonnell aer a gwaith cysylltiedig (Cais Adeilad Rhestredig)
21 Regent Street.

Installation of air source heat pump and associated works (Listed Building Application)
21 Regent Street.

10. Gohebiaeth cynllunio.

Atodlen 1b: cyhoeddusrwydd ac ymgynghori Rhoddir rhybudd bod Mavi Royal Ltd. yn bwriadu gwneud cais am Ganiatâd Cynllunio Llawn ar gyfer trosi ac ymestyn rhan o westy i ffurfio rhif twelve. fflatiau preswyl, Y Royal Hotel, Llangollen.

Gellir gweld y manylion ar: -

www.royalhotelllangollen.co.uk

Planning correspondence.

Schedule 1b: publicity and consultation Notice is given that Mavi Royal Ltd. are intending to apply for Full Planning Permission for conversion and extension of part of hotel to form 12 no. residential apartments, The Royal Hotel, Llangollen.

Details can be viewed on: -

www.royalhotelllangollen.co.uk

11. Rhan B, Gwahardd y cyhoedd a 'r Wasg.

Yn rhinwedd Deddf Cyrff Cyhoeddus (Derbyn i Gyfarfodydd) 1960, ni chaiff y wasg na'r cyhoedd eu cynnwys yn y trafodaethau ar yr eitem ganlynol ar y sail y byddai eu datgelu yn niweidiol i fudd y cyhoedd oherwydd natur gyfrinachol y busnes i'w drafod.

Part B, Exclusion of Public and Press.

By virtue of the Public Bodies (Admission to Meetings) Act 1960, the press and public are excluded from discussions on the following item on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

12. Cyfleuster gwastraff masnach.

Trade waste store.

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
2	Cloud services	17/04/2024	Prepared by: 10.04.204	Llangollen	Town Clerk	Cloud Services	ACS Technology	Z	190.30	/RFO.	190.30
8	NNDR	17/04/2024		Llangollen		Business Rates	Denbighshire	Z	1,234.22		1,234.22
6	Subscriptions	17/04/2024		Llangollen		Membership fee	One Voice Wales	Z	805.00	805.00	
1	Cleaning	17/04/2024		Llangollen		Cleaning supplies	Ultra Clean	S	147.74	29.55	177.29
13	Electricity	17/04/2024		Llangollen		Electricity	Good Energy	L	48.02	2.40	50.42
14	Electricity	17/04/2024		Llangollen		Electricity	Good Energy	L	317.71	15.89	333.60
15	Electricity	17/04/2024		Llangollen		Electricity	Good Energy	L	32.68	1.63	34.31
16	Electricity	17/04/2024		Llangollen		Electricity	Good Energy	L	135.32	6.77	142.09
17	Gas	17/04/2024		Llangollen		Gas	Good Energy	L	463.13	23.16	486.29
4	Office supplies	17/04/2024		Llangollen		Corporate Card	Barclaycard	Z	119.36		119.36
3	Telephone and	17/04/2024		Llangollen		Telephone and	British Telecom	S	46.95	9.39	56.34
5	Photocopier rental	17/04/2024		Llangollen		Copier Lease	Grenke Leasing	S	204.00	40.80	244.80
7	Photocopying	17/04/2024		Llangollen		Photocopying	Rawsons Digital	S	25.12	5.03	30.15
18	Translation	17/04/2024		Llangollen		Welsh translation	B Jones	Z	61.39		61.39
11	Salaries	17/04/2024		Llangollen		Salary	Mr	Z	2,211.11		2,211.11
12	Salaries	17/04/2024		Llangollen		Salary	Ms E W Jones	Z	1,062.33		1,062.33
9	Pension	17/04/2024		Llangollen		Pension	Nest	Z	283.07		283.07
10	HMRC	17/04/2024		Llangollen		PAYE	HMRC	Z	888.23		888.23
Total									8,275.68	134.62	8,410.30

Llangollen Town Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 April 2024 (2023-2024)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8	Fees and charges				2,050.00	2,792.60	-742.60	-742.60 (-36%)
9	Cloud services				3,500.00	4,482.20	-982.20	-982.20 (-28%)
10	Health and safety				2,500.00	2,008.73	491.27	491.27 (19%)
11	Insurance				6,000.00	5,550.33	449.67	449.67 (7%)
12	Licenses				550.00	383.12	166.88	166.88 (30%)
13	NNDR				13,000.00	11,364.74	1,635.26	1,635.26 (12%)
14	Payroll				750.00	1,181.40	-431.40	-431.40 (-57%)
15	Subscriptions				1,500.00	1,089.00	411.00	411.00 (27%)
48	Expenses					197.10	-197.10	-197.10 (N/A)
SUB TOTAL					29,850.00	29,049.22	800.78	800.78 (2%)

Asset Management

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
16	Equipment				22,000.00	20,544.55	1,455.45	1,455.45 (6%)
17	Projects							(N/A)
18	Cleaning				3,000.00	3,476.82	-476.82	-476.82 (-15%)
19	Grounds maintenance				12,000.00	16,932.82	-4,932.82	-4,932.82 (-41%)
20	Christmas illuminations				9,800.00	10,808.21	-1,008.21	-1,008.21 (-10%)
21	Repairs and renewals		-250.00	-250.00	20,000.00	17,734.23	2,265.77	2,015.77 (10%)
22	Waste collection				1,700.00	633.97	1,066.03	1,066.03 (62%)
23	Water charges				2,000.00	1,356.04	643.96	643.96 (32%)
SUB TOTAL			-250.00	-250.00	70,500.00	71,486.64	-986.64	-1,236.64 (-1%)

Capital Financing

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33	Loan repayments							(N/A)
SUB TOTAL								(N/A)

Community

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Community grants				3,000.00	2,050.00	950.00	950.00 (31%)
35	Donations				3,000.00	1,000.00	2,000.00	2,000.00 (66%)
36	Cittaslow				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL					8,000.00	3,050.00	4,950.00	4,950.00 (61%)

Llangollen Town Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 April 2024 (2023-2024)

Cost of Democracy

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
24	Election expenses								(N/A)
25	Civic costs				2,300.00	1,214.51	1,085.49	1,085.49	(47%)
26	Civic events				3,600.00	1,737.47	1,862.53	1,862.53	(51%)
27	Mayor's allowance								(N/A)
28	Remuneration				2,000.00	1,180.00	820.00	820.00	(41%)
29	Member Training				2,000.00		2,000.00	2,000.00	(100%)
30	Member allowances					256.00	-256.00	-256.00	(N/A)
SUB TOTAL					9,900.00	4,387.98	5,512.02	5,512.02	(55%)

Energy Costs

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
31	Electricity				12,000.00	7,520.28	4,479.72	4,479.72	(37%)
32	Gas				16,000.00	4,853.00	11,147.00	11,147.00	(69%)
SUB TOTAL					28,000.00	12,373.28	15,626.72	15,626.72	(55%)

Income

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
1	Precept	155,677.00	156,695.50	1,018.50				1,018.50	(0%)
2	Interest	200.00	4,175.66	3,975.66				3,975.66	(1987%)
3	Room hire	13,750.00	15,369.91	1,619.91				1,619.91	(11%)
4	Rents	23,100.00	25,653.54	2,553.54				2,553.54	(11%)
5	Grants		3,266.69	3,266.69				3,266.69	(N/A)
6	Tenants recharges	3,000.00	972.83	-2,027.17				-2,027.17	(-67%)
7	VAT refund	11,000.00	8,197.01	-2,802.99	11,000.00		11,000.00	8,197.01	(37%)
49	Donation		150.00	150.00				150.00	(N/A)
SUB TOTAL		206,727.00	214,481.14	7,754.14	11,000.00		11,000.00	18,754.14	(8%)

Office Costs

Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/-	Under/over spend
37	Office supplies				1,000.00	746.43	253.57	253.57	(25%)
38	Telephone and broadband				1,800.00	652.43	1,147.57	1,147.57	(63%)
39	Photocopier rental				1,100.00	1,436.40	-336.40	-336.40	(-30%)
40	Photocopying				1,000.00	103.90	896.10	896.10	(89%)
41	Translation				1,700.00	288.01	1,411.99	1,411.99	(83%)
47	Computer hardware					190.08	-190.08	-190.08	(N/A)
SUB TOTAL					6,600.00	3,417.25	3,182.75	3,182.75	(48%)

Llangollen Town Council
Summary of Receipts and Payments
All Cost Centres and Codes

10 April 2024 (2023-2024)

Staff Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Salaries				38,150.00	39,260.49	-1,110.49	-1,110.49 (-2%)
43	HR fees and charges							(N/A)
44	Pension				4,500.00	3,251.58	1,248.42	1,248.42 (27%)
45	Staff Training				1,600.00	173.00	1,427.00	1,427.00 (89%)
46	HMRC				13,500.00	11,520.85	1,979.15	1,979.15 (14%)
	SUB TOTAL				57,750.00	54,205.92	3,544.08	3,544.08 (6%)

Summary

NET TOTAL	206,727.00	214,231.14	7,504.14	221,600.00	177,970.29	43,629.71	51,133.85 (11%)
V.A.T.		37.39			14,659.34		
GROSS TOTAL		214,268.53			192,629.63		

Llangollen Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/03/2024		
	Cash in Hand 01/04/2023		196,030.65
	ADD Receipts 01/04/2023 - 31/03/2024		214,268.53
	SUBTRACT Payments 01/04/2023 - 31/03/2024		410,299.18
	Cash in Hand 31/03/2024 (per Cash Book)		192,629.63
B	Cash in hand per Bank Statements		
	Petty Cash	31/03/2024	0.00
	Llangollen Town Council Current	31/03/2024	55,738.03
	Llangollen Town Council Instant	31/03/2024	161,931.52
			217,669.55
	Less unrepresented payments		217,669.55
Plus unrepresented receipts			
Adjusted Bank Balance		217,669.55	
A = B Checks out OK			

REPORT AUTHOR: Town Clerk.
SUBJECT: Public Conveniences, Llangollen.
REPORT FOR: Decision.

1. Summary.

1.1 To considerations the implications of an asset transfer of public toilets in Llangollen

2. Background.

2.1 Members are aware of immense financial pressure Denbighshire County Council is under, as are all Local Authorities in Wales, and that the County Council is faced with having to make difficult decisions and are therefore reviewing all of its services.

2.2 As part of this service review the provision of the public conveniences being considered by the County Council as this is not a statutory requirement to provide these facilities. In addition, the County Council are currently supporting Corwen Town Council to transfer the public conveniences to the Community Council through an asset transfer.

2.3 In the coming weeks the County Council will be sending out a consultation document to offer the same provision to all Town and Community councils to seek their intent and to discuss options to transfer the asset of the Public Conveniences to their ownership.

2.4 The potential transfer of ownership of public toilets from Denbighshire County Council to Llangollen Town Council requires careful consideration. While such a transfer presents an opportunity for local control and community engagement, it also entails significant responsibilities and financial implications. This report aims to outline the key factors that need to be assessed before agreeing to the asset transfer.

3 Community Impact.

3.1 Clearly the potential closure of the public conveniences in Llangollen has already generated significant local concern and has resulted in a call for the Town Council to consider the implications of such a closure. It is accepted that public toilets are considered important in supporting tourism, local events, and the overall quality of life for residents and visitors and therefore consideration must be given to the views of local residents, businesses, and community groups to understand their views and expectations regarding the transfer of ownership.

3.2 However, the Town Council must be cognisant of the financial implications that transfer of the facilities as initial figures indicate that the current public conveniences run at a loss in excess of £23,000. Should the Town Council be minded to consider an asset transfer then clearly these costs would have to be passed on to

the precept and would put additional pressure on local council taxpayers in that there would not be any reciprocal saving reflected in the County Council's charges.

4. Rationale for transfer.

- 4.1 In assessing the cost savings to the County Council, the transferer of the toilet block to Corwen Town Council has been cited as a template for the process of the transfer of the public conveniences to Community Councils where closures are planned.
- 4.2 However, the refurbishment and improvement of the facilities at Green Lane car park in Corwen, are part of a wider project to which has been funded through the UK Government's Levelling Up Fund. The toilet block will be refurbishment include a dementia friendly cubicle, which is being funded by a further grant from the Welsh Government's Brilliant Basics fund, and the introduction of contactless payments to be able to access the toilets. The toilet block will be following the refurbishment be the management of the Corwen Town Council taking over the facility from Denbighshire County Council going forward.
- 4.3 In this scenario Corwen Town Council would take over the management of a completely refurbished building with individual toilet units accessible via a contactless payment facility whereas the public convenience situated on Market Street car park is significantly larger with specific male and female toilet areas and carry a complement of three staff.
- 4.4 The potential impact of the transfer on the Town Council's budget could therefore be significant considering the operational costs and maintenance or refurbishment that may be required.

5. Legal and Regulatory Considerations:

- 5.1 The Town Council does have knowledge of an asset transfer between itself and the County Council in relation to the Town Hall, and based on this experience it will be necessary to seek independent legal advice to mitigate potential risks and ensure a smooth transition process, including the transfer of property titles and contractual agreements
- 5.2 In particular the position regarding the existing staff, and whether the Transfer of Undertakings Protection of Employment rights (TUPE) the law that protects employees, and their benefits, when their employment changes hands.
- 5.3 These factors would have to be clearly defined as there would be considerable implications of taking on staff contracts and responsibilities, including training, management, and compliance with employment regulations and pension arrangements. As the County Council is ceasing to provide public convenience services directly and instead grant leases or transfer freeholds of the public

conveniences of community councils the risk of TUPE applying is very low but would still need to be considered independently by each council involved.

6. Ongoing operational considerations:

- 6.1 Before any decisions is made regarding the transfer of the public conveniences to the Town Council in-depth consideration must also be given to the condition of the facilities and any repairs or upgrades required to ensure they meet health and safety standards and provide a satisfactory experience for users.
- 6.2 Based on the experience in regard to the previously mentioned transfer of the Town Hall, there are lessons to be learned in terms of ensuring that the fabric of the building is in good repair, so that the Town Council is not faced with the transfer of an asset that requires significant investment as was the case with the Town Hall. In addition, in respect of this transfer the Town Council should insist on the provision of a lump sum fund to enhance the asset management reserves in order to facilitate future works that may be needed to the existing facilities.
- 6.3 In relation to the regular maintenance and management of the building structure a complete breakdown of all the current and historical operating costs will be required to provide a detailed analysis of the projected costs necessary to determine the budget required for ongoing maintenance and operation. Furthermore, the current levels of revenue generation and the potential to explore opportunities for revenue generation or partnerships with local businesses to offset operational costs should be a factor in any decision.

8. Conclusion.

- 8.1 The decision to agree to an asset transfer of the public toilets in Llangollen requires careful consideration of various factors, including financial viability, operational implications, community impact, legal and regulatory compliance, and long-term planning for the management and maintenance of the public toilets, considering factors such as population growth, changing demographics, and evolving community needs.
- 8.2 By thoroughly assessing these factors and engaging stakeholders in the decision-making process, Llangollen Town Council can make an informed decision that best serves the interests of the community while ensuring the sustainable management of this amenity.

9. Recommendation.

- 9.1 If Members are minded to consider the transfer of this asset to the Town Council, they authorises the Town Clerk to contact the County Council's Principal Catering and Cleaning Manager to enter into an open exchange of information, as outlined in this report, for future consideration by the Town Council.

10. Reasons for recommendation.

10.1 To support local initiatives in line with Town Council priorities.