

## Cyngor Tref Llangollen Town Council.

### Agenda.

21.05.2024.

- |   |   |
|---|---|
| <p><b>1. Croesawriad a chyhoeddiadau Faer y Dref.</b></p>   | <p><b>Town Mayors welcome and announcements.</b></p>  |
| <p><b>2. Datganiadau gan y cyhoedd.</b><br/>I dderbyn datganiadau oddiwrth y cyhoedd ar faterion ar yr agenda.</p>  | <p><b>Statements from the public.</b><br/>To receive statements from the public on matters on the agenda.</p>   |
| <p><b>3. Datganiadau gan Cyngorwyr y Sir</b><br/>I dderbyn datganiadau gan Cyngorwyr y Sir ar faterion sy'n ymwneud â Llangollen.</p>   | <p><b>Statements from County Councillors</b><br/>To receive statements from County Councillors on matters relating to Llangollen.</p>   |
| <p><b>4. Ymddiheuriadau am absenoldeb.</b><br/>I dderbyn, ystyried a derbyn ymddiheuriadau am absenoldeb.</p>   | <p><b>Apologies for absence.</b><br/>To receive, consider and accept apologies for absence.</p>   |
| <p><b>5. Datganiadau o Fuddiant.</b><br/>I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda.</p>  | <p><b>Declaration of Interest.</b><br/>To receive any known declarations of interest in items on the agenda.</p>  |
| <p><b>6. Cofnodion.</b><br/>Awdurdodi'r Cadeirydd i lofnodi cofnodion cyfarfodydd blaenorol y Cyngor Tref a gynhaliwyd ar 16.04.24, fel cofnod cywir.</p>   | <p><b>Minutes.</b><br/>To authorise the Chair to sign the minutes of the previous meetings of the Town Council held on 16.04.24, as a correct record.</p>   |
| <p><b>7. Adroddiadau ariannol.</b><br/>I dderbyn adroddiadau a gyflwynwyd gan yr Clerc y Dref ac ystyried yr argymhellion ynddo. Mae manylion ariannol yn ddogfennau gwaith ac felly nid ydynt wedi'u cyfieithu.</p> <ul style="list-style-type: none"><li>a) Cronfeydd wrth gefn.</li><li>b) Taliadau Awdurdodedig.</li><li>c) Datganiadau Ariannol.</li><li>d) Cymodi banc.</li></ul> | <p><b>Financial reports.</b><br/>To receive reports submitted to the Town Clerk and considered the recommendations therein. Financial details are working documents and are therefore not translated</p> <p>Reserves.<br/>Authorised Payments.<br/>Financial Statements.<br/>Bank reconciliation.</p> |
| <p><b>8. Adroddiadau Clerc y Dref.</b><br/>I dderbyn adroddiadau a gyflwynwyd gan yr Clerc y Dref ac ystyried yr argymhellion ynddo. Mae adroddiadau yn ddogfennau gwaith ac felly nid ydynt wedi'u cyfieithu.</p> <ul style="list-style-type: none"><li>a) Tîm Trefi Taclus.</li></ul>   | <p><b>Town Clerk's Reports.</b><br/>To receive reports submitted to the Town Clerk and considered the recommendations therein. Reports are working documents and are therefore not translated.</p> <p>Tidy Towns Team.</p>  |

- b) Toiledau cyhoeddus Llangollen.
- c) Colofnau goleuadau newydd: Riverside Walk.

Llangollen Public toilets.  
Replacement lighting columns: Riverside Walk.

- 9. 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. Rheoli staff.**
- 13. Swydd wag staff.**

**Staff management.**  
**Staff vacancy.**

**REPORT AUTHOR: Town Clerk.**  
**SUBJECT: Reserves.**  
**REPORT FOR: Decision.**

**1. Summary.**

1.1 To consider the level and allocation of reserves.

**2. Background.**

2.1 It is the responsibility of the Responsible Finance Officer (RFO) to advise the Town Council about the level of reserves that it should hold and ensure that it has clear protocols for their establishment and use. There is no statutory minimum but there are significant safeguards in place against the Town Council over committing itself financially: -

- The balanced budget requirement.
- The year-end audit report from the Town Council's Internal Auditor
- The External Auditors report on financial standing.

2.2 Llangollen Town Council, on the advice of their RFO, are required to make their own judgements on the level of reserves, considering all relevant local conditions. Local circumstances vary. A well-managed authority with a prudent approach to budgeting should operate with reserves in the Town Council's current range given its emerging service responsibilities. It is the responsibility of the RFO to ensure reserves are spent in line with their purpose. Where expenditure is planned in future accounting periods, it is prudent to build up reserves in advance. The Town Council has therefore resolved that the following reserves should be held: -

- a) A general reserve equating to between 3 and 6 months expenditure
- b) An administrative reserve to cover
- c) A specific assets reserve to be strengthened each year from underspends to reduce the impact of significant expenditure in any one year on the maintenance or improvement of Town Council assets.

2.3 The reserve position defined in 2023-24 was as follows: -

General (6 months of expenditure)	£110,000.00
Administrative	£15,755.00
Assets	£32,000.00
Total	£157,755.00

2.4 At year end a surplus of £22,477 accrued during the financial year as illustrated below

Cost Centre	Budgeted	Actual	Variance
Administration	£31,450	£30,006	£1,444
Asset Management	£70,500	£71,488	-£988
Community	£8,000	£4,950	£3,050
Cost of Democracy	£9,900	£4,388	£5,512
Energy Costs	£28,000	£15,627	£15,627
Office Costs	£6,600	£3,341	£3,259
Staff Costs	£56,150	£54,033	£2,117

Total payments	£210,600	£183,832	£26,768
Income	£210,600	£206,284	-£4,291
Net position			+£22,477

2.5 The surplus was attributed to significant reductions in energy costs than was budgeted and a modest recovery in income generation post the pandemic. In addition to the yearend figures VAT to the value of £13,969.34 has been reclaimed which has also historically been apportioned to reserves. Therefore, the total surplus funds are £36,446.34

### 3. Reserves allocation.

3.1 In the consideration of the allocation of surpluses historic costs commitments have to be taken in consideration. Throughout the year a number of extra costs were incurred due to a number of health and safety issues that needed immediate attention these included electrical repairs to the supply to the Christmas illuminations, tree surgery on the recreation ground on behalf of the from Duffy and recreation ground trustees and the repair of the Chain bridge.

3.2 Given the strong financial position during 2023-24, the health and safety works were able to be covered from the revenue account without having to vire funds from the asset management reserve. However, the works associated with the repair of the chain bridge were not completed until mid-April 2024, due to high river levels, and as a consequence these costs are now falling into this financial year. As previously stated, the intention was to take this from reserves and therefore before allocating transfers from our current account to our reserves account this cost must be taken into account.

3.3 The initial costs of these works were £17,241.00. However, the original survey work, that identified the repairs required, was undertaken in February 2022 and due to the fact that it proved difficult to engage the services appropriate contract until 2024. However, whilst on site, Beaver bridges Limited, identified that additional works needed to be undertaken, as detailed below: -

Repair to vertically displaced timber deck planks causing a trip hazard.	£8,750.00
Replacement of top clamp plate at West chain link which was in a worse condition than the east side plate was already specified for replacement.	£1,542 00
Total replacement of 1 decking board.	£417.00

3.4 In view of the difficulties that had been encountered engaging contractors and the health and safety aspects of the work the Town Clerk in consultation with the Chair of the Asset Management Committee agreed that this additional work should be done whilst that contract was on site. The total cost of these works has therefore increased to £27,950.00.

3.5 It is therefore proposed that the repair costs of the Chainbridge are funded from underspends with the remaining £8,496.34 be transferred to reserves. The resultant reserves would therefore be: -

General (6 moths of expenditure)	£110,000.00
Administrative specific reserve.	£20,428.00
Assets specific reserve	£40,000.00
Total	£170,428.00

3.6 The levels of the specific reserves are felt appropriate given the needs to maintain sufficient reserves for potential election costs and mandatory repayments, if required, and the continued strengthening of the assets reserve; given the experience of the recent costs of repairing the chain bridge.

**4. Recommendations.**

4.1 It is recommended that the Town Council: -

- a) endorses the actions of the Town Clerk in consultation and Chair of the Asset Management Committee agreed to agree the health and safety works to the Chainbridge whilst that contract was on site.
- b) reallocates the underspend and VAT refund held in the current account to reserves as detailed in paragraph 4.5 of this report.

**5. Reasons for recommendations.**

5.1 To ensure effective corporate governance, public safety and financial probity.

## Authorised payments

Taleb/Voucher	Description/Disgrifiad	Cyflenwr/Supplier	Net	TAW/VAT	Gros/Gross
23	Hygiene Services	Cathedral Leasing Ltd	£624.00	£124.80	£748.80
24	Clock servicing	Clockwise Restoration	£0.00	£1,370.00	£1,370.00
25	Cleaning supplies	Ultra Clean	£173.51	£34.70	£208.21
26	Cloud Services	ACS Technology	£190.30	£0.00	£190.30
27	Licence fees	PPL PRS	£185.40	£37.08	£222.48
28	Insurance	Zurich Municipal	£5,610.12	£0.00	£5,610.12
29	Printing	Rawsons Digital	£42.05	£8.41	£50.46
30	Broadband	British Telecom	£54.56	£10.91	£65.47
31	Electricity	Good Energy	£46.14	£2.31	£48.45
32	Electricity	Good Energy	£595.87	£119.17	£715.04
33	Electricity	Good Energy	£26.84	£1.34	£28.18
34	Electricity	Good Energy	£124.58	£6.23	£130.81
35	Gas	Good Energy	£357.13	£17.86	£374.99
36	Business Rates	CSD/DCC	£1,238.00	£0.00	£1,238.00
37	Repairs	Beaver Bridges Ltd	£27,950.00	£5,590.00	£33,540.00
38	PAYE	HMRC	£954.77	£0.00	£954.77
39	Salary	Staff	£1,065.07	£0.00	£1,065.07
40	Salary	Staff	£2,211.11	£0.00	£2,211.11
<b>Total</b>			<b>£41,449.45</b>	<b>£7,322.81</b>	<b>£48,772.26</b>

# Financial statement

14 May 2024 (2024-2025)

## Llangollen Town Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration			0.00 (N/A)	31,550.00	2,229.52	(92%)	29,320.48
Asset Management			0.00 (N/A)	78,800.00	2,168.57	(97%)	76,631.43
Capital Financing			0.00 (N/A)			0.00 (N/A)	0.00
Community			0.00 (N/A)	7,500.00		7,500.00	7,500.00
Cost of Democracy			0.00 (N/A)	9,600.00		9,600.00	9,600.00
Energy Costs			0.00 (N/A)	19,500.00	996.86	(94%)	18,503.14
Income	207,450.00	72,992.27	-134,457.73 (-64%)	2,700.00		2,700.00	-131,757.73
Office Costs			0.00 (N/A)	7,400.00	511.38	6,888.62 (93%)	6,888.62
Staff Costs			0.00 (N/A)	53,600.00	4,514.02	(91%)	49,085.98
Tenancies			0.00 (N/A)			0.00 (N/A)	0.00
<b>NET TOTAL</b>	<b>207,450.00</b>	<b>72,992.27</b>	<b>-134,457.73 (-64%)</b>	<b>210,650.00</b>	<b>10,420.35</b>	<b>(95%)</b>	<b>65,771.92</b>
<b>Total for ALL Cost Centres</b>		72,992.27			10,420.35		
<b>V.A.T.</b>					250.15		
<b>GROSS TOTAL</b>		<b>72,992.27</b>			<b>10,670.50</b>		

**Bank reconciliation.**

14 May 2024

**Llangollen Town Council**

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 30/04/2024</b>			
	Cash in Hand 01/04/2024			217,669.55
	<b>ADD</b> Receipts 01/04/2024 - 30/04/2024			72,992.27
				290,661.82
	<b>SUBTRACT</b> Payments 01/04/2024 - 30/04/2024			10,670.50
<b>A</b>	<b>Cash in Hand 30/04/2024</b> (per Cash Book)			<b>279,991.32</b>
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2024	0.00	
	Llangollen Town Council Current	30/04/2024	118,059.80	
	Llangollen Town Council Instant	30/04/2024	161,931.52	
				<b>279,991.32</b>
	Less unrepresented payments			
				279,991.32
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>279,991.32</b>
	<b>A = B Checks out OK</b>			



**REPORT AUTHOR: Town Clerk.**  
**SUBJECT: Llangollen Tidy Town Team.**  
**REPORT FOR: Decision.**

**1. Summary.**

1.1 To agree a memorandum of understanding with Llangollen Tidy Town Team and provide insurance cover for volunteer members of the Team.

**2. Background.**

- 2.1 The Llangollen Tidy Town Team provides a valuable service to the community in Llangollen, on a voluntary basis. This is a commendable effort, by the whole Team and the Town Council value recognises the role of the Team in the maintenance of the public realm throughout the town and its environs.
- 2.2 Early this year the team found themselves in a difficult position in that their existing insurance providers were unable to continue support. The Team Organiser contacted the Town Clerk outlining the problem they faced. When the Team was originally set up cover had been provided by the Town Council and therefore the Town Clerk has investigated with our current insurers to see if the work undertaken by the volunteers could be covered by the Town Council insurance policy.
- 2.3 Zurich municipal have confirmed that up to 25 volunteers would be covered under our current policy at no additional cost to the Town Council. The Tidy Towns Team Organiser is indicated that they have twenty-two active members and therefore allowing for a few other volunteers that work on behalf of the Town Council in a volunteer capacity within the Town Hall there are sufficient numbers of volunteer spaces to allow the town council to include the current members of the tidy towns team to allow the Team to be covered by the Town Council's insurers.
- 2.4 Whilst it is not a requirement of the insurers, in order to formalise the position, the Town Clerk has drafted the attached memorandum of understanding to provide clear guidance on the support being offered and what is required in return from the Llangollen Tidy Town Team. The Llangollen Tidy Town Team Organiser has seen the memorandum and is content to sign the document once approved by the Town Council

**3. Recommendation.**

- 3.1. It is recommended that the Town Council: -
- a) agrees and signs the attached memorandum of understanding between Llangollen Town Council and the Llangollen Tidy Towns Team.
  - b) provide insurance cover under the current council policy for 22 members of the Llangollen Tidy Towns Team pursuant to their activities compatible with the agreed memorandum of understanding.

**4. Reason for Recommendation.**

4.1 To support local community initiatives and the maintenance of Town Council assets in line with the Town Council's business plan.

## **Memorandum of Understanding**

Between Llangollen Tidy Towns Team and Llangollen Town Council

**Date: 1 June 2024.**

### **Purpose**

This Memorandum of Understanding (MoU) establishes a framework for collaboration between Llangollen Tidy Towns Team (hereinafter referred to as "TTT") and Llangollen Town Council (hereinafter referred to as "LTC") to enhance the environmental, social, and economic aspects of Llangollen town. The aim is to ensure a coordinated and effective strategic approach to areas such as the environment, area enhancement, litter management, biodiversity, sustainability, and projects to improve the public realm of the town including public parks and spaces.

### **Objectives**

The objectives of this collaboration are as follows:

- a. To work together to identify and prioritize projects that contribute to the improvement of the town's environment and public spaces.
- b. To coordinate efforts in litter management, waste reduction, and recycling initiatives.
- c. To promote biodiversity conservation and enhancement within the town.
- d. To implement sustainable practices in town planning, development, and maintenance.
- e. To engage the community in environmental stewardship and enhancement activities.
- f. To secure funding and resources for joint projects and initiatives.
- g. To regularly review and evaluate progress towards shared goals and objectives.

### **Responsibilities**

#### **a. Llangollen Tidy Towns Team:**

- i. Lead and coordinate environmental enhancement projects and initiatives.
- ii. Engage volunteers and community members in TTT activities.
- iii. Conduct regular litter picks and maintenance activities in designated areas.
- iv. Collaborate with LTC on the development and implementation of strategic plans and policies related to environmental sustainability and area enhancement.

#### **b. Llangollen Town Council:**

- i. Provide administrative and logistical support to TTT as needed.
- ii. Allocate resources and funding for joint projects in consultation with TTT.
- iii. Facilitate access to public spaces and amenities for TTT activities.
- iv. Incorporate TTT recommendations and input into town planning and development decisions.
- v. Promote TTT initiatives and events through LTC communication channels.

### **Coordination and Communication**

Both parties agree to maintain regular communication and coordination to ensure the effective implementation of this MoU. Communication channels may include meetings, email correspondence, and shared project management tools. A designated liaison officer from each party shall be responsible for facilitating communication and resolving any issues that may arise during the collaboration.

**Funding and Resources**

Both parties agree to seek external funding and resources to support joint projects and initiatives outlined in this MoU. TTT and LTC shall collaborate on grant applications and fundraising efforts to maximize available resources and leverage complementary strengths and networks.

**Review and Evaluation**

This MoU shall be subject to periodic review and evaluation to assess progress towards shared objectives and identify areas for improvement. Both parties shall conduct joint reviews at least annually and make necessary adjustments to ensure the continued effectiveness of the collaboration.

**Duration and Termination**

This MoU shall enter into force upon signature by both parties and shall remain in effect for a period of [insert duration]. Either party may terminate this MoU by providing written notice to the other party at least [insert notice period] prior to the intended termination date.

Signed:

For Llangollen Tidy Towns Team: \_\_\_\_\_

For Llangollen Town Council: \_\_\_\_\_

Date: \_\_\_\_\_

**REPORT: Llangollen Public Toilets**  
**AUTHOR: Town Clerk**  
**REPORT FOR: Decision**

**1. Summary.**

1.1 To consider Denbighshire County Council Public Toilets Strategy in relation to provision in Llangollen.

**2. Denbighshire County Council Public Toilets Strategy**

2.1 Following the decision of the Town Council that the Town Clerk should contact the County Council's Principal Catering and Cleaning Manager on this matter. The Town clerk has received documentation from Denbighshire County Council.

2.3 In the document the County Council recognises that the Town Council (and many residents and visitors) would be disappointed if the public toilets in Llangollen the toilets were to close and therefore as part of our Local Toilet Strategy review, the County Council are looking to explore other options to ensure that public toilet needs in Denbighshire can continue to be met, even if the county council itself is no longer providing public toilets.

2.4 To aid your discussions, the County Council have attached provided the following documents:

- a) An interim needs assessment, which contains statistical data showing the need (or lack of need) for public toilets in every community in Denbighshire where there is an identified need, or which currently has a County Council-run public toilet.
- b) A portfolio assessment, which includes details of the public toilet assets the County Council are asking you to consider.

2.5 Having been furnished with this information, the County Council would like to ask the Town Council to consider:

- 1. Is the Town Council interested in exploring the transfer of the County Council's existing public toilets in Llangollen to the ownership of the Town Council?
- 2. Is the Town Council interested in funding the full cost of running and maintaining the public toilets in Llangollen so that Denbighshire County Council can continue to keep them open?
- 3. Is the Town Council aware of any businesses that might be appropriate for us to consider for the Community Toilet Scheme, which should be strategically located (i.e., within a short walking distance of the town centre or the busiest tourist areas) and have an appropriate standard of provision.

2.6 The County Council would like to receive a formal response to this letter by 5th July. This is because the County Council plan to take a report to Cabinet in September.

**3. Commentary.**

3.1 Whilst it is very useful to have sight of the interim needs assessment which identifies the level of provision that should be provided within communities in contrast the detail in the portfolio assessment is very sparse although it clearly illustrates the costs of operating the toilets and the income received. Within the assessment for Llangollen two public toilets are identified and the costs are therefore shown below.

Income/expenditure summary

Market Street

Income	£35,808.00
Expenditure	£115,068.00
	<b>-£79,260.00</b>

Riverside Park

Income	£1,061.00
Expenditure	£221.00
	£840.00

- 3.2 Members work will recall that when the initial report on the potential transfer of this asset to the Town Council was considered the Town Council made it clear that that before any decisions was made regarding any transfer the Town Council required assurances over several specific concerns. These included 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. Only 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.
- 3.3 Clearly that level of information has not been forthcoming and whilst it could be argued that there may be some justification in seeking further information it is quite clearly from the figures above a projected losses are considerable (much more than previous anecdotal information received) and if this loss had been added to the budget for the 2024-25 finance year then it would have required in a 57% increase in the precept of £45.26
- 3.4 Within the interim needs assessment the County Council provided a methodology for assessing the need for public toilets in a particular location by using toilet ratios. provided by the awarding body 'Loo of the Year' Awards. The information has been extracted from British Standards and other sources and it provides timings, ratios and recommendations which are useful when designing or refurbishing toilets.
- 3.5 For Llangollen this equates to the following identified needs using the toilet ratios.

Type of toilet facility	Identified need	Current provision	Required provision
Female cubicles	4	10	NIL
Male cubicles	2	3	NIL
Unisex disabled facilities	2	1	+1 required
Unisex baby change facilities (or facilities in both M and F cubicles in the same location)	2	1 in F	+2 required
Changing Places	1	NIL	+1 required

- 3.6 This illustrates that the current facilities are not compliant with the expected standards and therefore if the Town Council were to agree to a transfer, further expenditure would be required to upgrade the facilities to modern day standards.

- 3.7 In response to the County Councils first question the Town Clerk's initial views are that the levels of losses are considerable, and he does not believe that increase in the budget by over 57% to fund the provision of public conveniences is justifiable in the current economic climate.
- 3.8 However, if Members are minded considering seeking further information, then the Town Council could express an interest in exploring the transfer of County Council's existing public toilets in Llangollen to the ownership of the Town Council
- 3.9 In respect of the second question "is the Town Council interested in funding the full cost of running and maintaining the public toilets in Llangollen so that Denbighshire County Council can continue to keep them open". This would place a similar financial burden on the Town Council but without any managerial control over the asset.
- 3.10 In regard to the Community Toilet Scheme where Denbighshire County Council currently offers businesses a flat-rate payment of £500 to belong to the community toilet scheme. The Town Clerk would be willing to undertake a survey of business that fulfil the criteria for consideration by the County Council.

#### **4. Recommendation.**

- 4.1 It is recommended that given the level of losses are considerable Members should: -
- a) carefully consider where the Town Council should explore the transfer of the County Council's existing public toilets in Llangollen to the ownership of the Town Council or covering the full cost of running and maintaining the public toilets in Llangollen so that Denbighshire County Council can continue to keep them open.
  - b) undertake a survey of business that may fulfil the criteria for consideration to be included in the Community Toilet Scheme operated by Denbighshire County Council.

#### **5. Reasons for recommendation.**

- 5.1 To support local initiatives in line with Town Council priorities and maintain financial probity.

**REPORT AUTHOR: Town Clerk.**  
**SUBJECT: Replacement lighting columns: Riverside Walk.**  
**REPORT FOR: Decision.**

**1. Summary.**

- 1.1 To agree a memorandum of understanding with Llangollen Tidy Town Team and provide insurance cover for volunteer members of the Team.

**2. Background.**

- 2.1 Denbighshire County Council's Street Lighting Engineer has contacted the Town Council regarding plans to change the lighting columns along Riverside Walk due to structural deterioration which makes them unsafe to work on from ladders.
- 2.2 The County Council intend to change them for a hinged column to aid future maintenance and have provided a diagram (detailed overleaf) showing the product that they intend to use. They are a hinged heritage style column, the closest match to the existing and the current lanterns will be reused.
- 2.3 Work is unlikely to start until November and will take around a week and the Street Lighting Engineer is seeking the Town Council's views on the replacement columns.

**3. Recommendation.**

- 3.1. It is recommended that the Town Council accepts the practicality of replacing the lighting columns along Riverside Walk with an appropriate similar heritage style column.

**4. Reason for Recommendation.**

- 4.1 To support local community initiatives and the maintenance local assets in line with the Town Council's business plan.

