

## Cyngor Tref Llangollen Town Council.

### Agenda.

17-09-2024.

- 1. Croesawiad a chyhoeddiadau Faer y Dref.** **Town Mayors welcome and announcements.**
- 2. Datganiadau gan y cyhoedd.** **Statements from the public.**  
I dderbyn datganiadau oddiwrth y cyhoedd ar faterion ar yr agenda. To receive statements from the public on matters on the agenda.
- 3. Datganiadau gan Cynghorwyr y Sir.** **Statements from County Councillors.**  
I dderbyn datganiadau gan Cynghorwyr y Sir ar faterion sy'n ymwneud â Llangollen. To receive statements from County Councillors on matters relating to Llangollen.
- 4. Ymddiheuriadau am absenoldeb.** **Apologies for absence.**  
I dderbyn, ystyried a derbyn ymddiheuriadau am absenoldeb. To receive, consider and accept apologies for absence.
- 5. Datganiadau o Fuddiant.** **Declaration of Interest.**  
I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda. To receive any known declarations of interest in items on the agenda.
- 6. Cofnodion.** **Minutes.**  
a) Awdurdodi'r Cadeirydd i lofnodi cofnodion y Cyfarfod Blynyddol a gynhaliwyd ar 20-08-24. To authorise the Chair to sign the minutes of the Meeting held on the 20-08-24.
- 7. Adroddiadau ariannol.** **Financial reports.**  
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. To receive reports submitted to the Town Clerk and considered the recommendations therein. Financial details are working documents and are therefore not translated.  
a) Taliadau Awdurdodedig. Authorised Payments.  
b) Datganiadau Ariannol. Financial Statements.  
c) Cymodi banc. Bank reconciliation.
- 8. Adroddiadau Clerc y Dref.** **Town Clerks reports**  
Dyddiau parcio am ddim Free parking days
- 9. Ceisiadau Cynllunio.** **Planning Applications.**  
I ystyried ceisiadau cynllunio a gyfeiriwyd at y Cyngor a gwneud unrhyw benderfyniadau angenrheidiol arno. To consider planning applications referred to the Council and make any necessary decisions thereon.

**Cais. 03/2024/1198**

**Lleoliad:** Manesty, 5 Fron Castell, Fron Bache.

**Cynnig / Proposal:** Codi estyniad yn y cefn a newidiadau i storfa dros garej i ddarparu llety byw ychwanegol.

**Cais: 03/2024/1209**

**Lleoliad:** Old Berwyn Works, Berwyn Street.

**Cynnig:** Repair and replace existing roof, doors and windows including the alteration and insertion of new window openings. Rendering of buildings exterior and associated works (Partly Retrospective)

**Cais: 03/2024/1215**

**Lleoliad:** Tan Y Graig Sun Bank.

**Cynnig:** Codi estyniad ystafell ardd i flaen yr annedd a gwaith cysylltiedig.

**Application: 03/2024/1198**

**Location:** Manesty, 5 Fron Castell, Fron Bache.

**Proposal:** Erection of extension to rear and alterations to store over garage to provide additional living accommodation

**Application: 03/2024/1209**

**Location:** Old Berwyn Works, Berwyn Street.

**Proposal:** Repair and replace existing roof, doors and windows including the alteration and insertion of new window openings. Rendering of building's exterior and associated works (Partly Retrospective)

**Application: 03/2024/1215**

**Location:** Tan Y Graig Sun Bank.

**Proposal:** Erection of a garden room extension to front of dwelling and associated works.

### Authorised Payments July

Taleb/Voucher	Description/Disgrifiad	Cyflenwr/Supplier	Net	TAW/VAT	Gros/Gross
65	Cloud Services	ACS Technology	£190.30	£0.00	£190.30
66	Repairs	AW Renewables Ltd	£140.00	£28.00	£168.00
67	Cleaning supplies	Border Janitorial	£96.06	£19.21	£115.27
68	Broadband	British Telecom	£54.56	£10.91	£65.47
69	Corporate Card	Barclaycard Commercial	£27.27	£0.00	£27.27
70	Floral displays	Derwen	£1,535.00	£307.00	£1,842.00
71	Electricity	Good Energy	£52.21	£2.61	£54.82
72	Electricity	Good Energy	£243.50	£12.18	£255.68
73	Electricity	Good Energy	£33.06	£1.65	£34.71
74	Electricity	Good Energy	£98.28	£4.91	£103.19
75	Gas	Good Energy	£270.66	£13.53	£284.19
76	Copier Lease	Grenke Leasing Limited	£204.00	£40.80	£244.80
77	Water charges	Hafren Dyfrdwy	£251.75	£0.00	£251.75
78	Skip Hire	Lelo Skip Hire	£170.00	£34.00	£204.00
79	Training	One Voice Wales	£40.00	£0.00	£40.00
80	Ground works	T P Edwards	£750.00	£0.00	£750.00
81	Payroll	Rowan Organisation	£384.00	£0.00	£384.00
82	Cleaning supplies	Ultra Clean	£243.75	£48.75	£292.50
83	Audit	Audit Wales	£1,716.00	£0.00	£1,716.00
84	Repairs	Watkin and Williams	£49.31	£9.86	£59.17
85	Business Rates	CSD/DCC	£1,238.00	£0.00	£1,238.00
86	PAYE	HMRC	Awaited		
87	Salary	Staff	£2,211.11	£0.00	£2,211.11
88	Salary	Staff	Awaited		
89	Salary	Staff	Awaited		
<b>Total</b>			<b>£9,998.92</b>	<b>£533.41</b>	<b>£8,321.12</b>

### Authorised Payments August.

Taleb/Voucher	Description/Disgrifiad	Cyflenwr/Supplier	Net	TAW/VAT	Gros/Gross
90	Audit	Audit Wales	£396.60	£0.00	£396.60
91	Cloud Services	ACS Technology	£190.30	£0.00	£190.30
92	Broadband	British Telecom	£54.56	£10.91	£65.47
93	Business Rates	CSD/DCC	£1,238.00	£0.00	£1,238.00
94	Corporate Card	Barclaycard Com	£6.00	£0.00	£6.00
95	Electricity	Good Energy	£54.50	£2.72	£57.22
96	Electricity	Good Energy	£41.96	£2.10	£44.06
97	Electricity	Good Energy	142.6	7.13	149.73
98	Gas	Good Energy	389.77	19.49	409.26
99	Electrical installation	I Ball	£283.80	£0.00	£283.80
100	Ground works	T P Edwards	£750.00	£0.00	£750.00
101	Cleaning supplies	Ultra Clean	£243.75	£48.75	£292.50
102	Pension	Nest	£203.65	£0.00	£203.65
103	PAYE	HMRC	£1,005.28	£0.00	£1,005.28
104	Salary	Staff	£2,211.11	£0.00	£2,211.11
105	Salary	Staff	£361.63	£0.00	£361.63
106	Salary	Staff	£505.94	£0.00	£505.94
107	Contract Cleaning	Ultraclean	£287.65	£57.53	£345.18
109	Pension	Nest	£283.07	£0.00	£283.07
110	Sara Protection	ICO	£35.00	£0.00	£35.00
111	Bank Charges	Unity	£0.90	£0.00	£0.90
112	Bank Charges		£32.55	£0.00	£32.55
113	Licence fee	dcc	£180.00	£0.00	£180.00
114	Corporate Card	Barclaycard Com	£0.00	£0.00	£6.00
115	Business Rates	CSD/DCC	£1,238.00	£0.00	£1,238.00
116	Broadband	British Telecom	£54.56	£10.91	£65.47
<b>Total</b>			<b>£10,191.18</b>	<b>£159.54</b>	<b>£5,264.85</b>

**Authorised Payments September.**

<b>Taleb/Voucher</b>	<b>Description/Disgrifiad</b>	<b>Cyflenwr/Supplier</b>	<b>Net</b>	<b>TAW/VAT</b>	<b>Gros/Gross</b>
118	Cloud Services	ACS Technology	£190.30	£0.00	£190.30
119	Broadband	British Telecom	£54.56	£10.91	£65.47
120	Corporate Card	Barclaycard Com	£6.00	£0.00	£6.00
121	Business Rates	CSD/DCC	£1,238.00	£0.00	£1,238.00
122	Ground works	T P Edwards	£750.00	£0.00	£750.00
123	Electricity	Good Energy	£54.50	£2.72	£57.22
124	Electricity	Good Energy	£41.96	£2.10	£44.06
125	Electricity	Good Energy	£142.60	£7.13	£149.73
126	Gas	Good Energy	£389.77	£19.49	£409.26
127	Pension	Nest	£203.65	£0.00	£203.65
128	PAYE	HMRC	£1,005.28	£0.00	£1,005.28
129	Salary	Staff	£2,211.11	£0.00	£2,211.11
130	Salary	Staff	£361.63	£0.00	£361.63
131	Window cleaning	J Williams	£150.00	£0.00	£150.00
132	Contract Cleaning	Ultraclean	£243.75	£48.75	£292.50
<b>Total</b>			<b>£7,718.71</b>	<b>£187.22</b>	<b>£7,905.93</b>

**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)	33,050.00	17,322.99	15,727.01 (47%)	15,727.01
Asset Management			0.00 (N/A)	78,800.00	38,276.06	40,523.94 (51%)	40,523.94
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	40.00	9,560.00 (99%)	9,560.00
Energy Costs			0.00 (N/A)	19,500.00	4,517.00	14,983.00 (76%)	14,983.00
Income	207,450.00	140,946.47	-66,503.53 (-32%)	2,700.00		2,700.00	-63,803.53
Office Costs			0.00 (N/A)	7,400.00	1,261.61	6,138.39 (82%)	6,138.39
Staff Costs			0.00 (N/A)	52,100.00	22,101.15	29,998.85 (57%)	29,998.85
Tenancies			0.00 (N/A)			0.00 (N/A)	0.00
<b>NET TOTAL</b>	<b>207,450.00</b>	<b>140,946.47</b>	<b>-66,503.53 (-32%)</b>	<b>210,650.00</b>	<b>83,518.81</b>	<b>(60%)</b>	<b>60,627.66</b>
<b>Total for ALL Cost Centres</b>		140,946.47			83,518.81		
<b>V.A.T.</b>		28.00			9,796.00		
<b>GROSS TOTAL</b>		<b>140,974.47</b>			<b>93,314.81</b>		

<b>REPORT AUTHOR:</b>	<b>Town Clerk.</b>
<b>SUBJECT:</b>	<b>Bank Reconciliation</b>
<b>REPORT FOR:</b>	<b>Decision.</b>

**1. Summary.**

1.1 To note the position regarding bank reconciliation.

**2. Background.**

2.1 During August underpayments were made in respect of some invoices which were processed using the Scribe Accounting package.

2.2 Adjustments should have been made before the invoices were processed as paid and therefore the reconciliation for August 2024 show a discrepancy of -£78.00, as illustrated below. The adjustment will be made by the RFO on his return to work in association with the support Teams at Scribe as the Locum does not have the appropriate authority to action this.

**3. Recommendation.**

3.1 It is recommended that the discrepancy in the bank reconciliation for August is noted along with the remedial actions that will take place to rectify the position

**4. Reasons for recommendation.**

4.1 To ensure financial probity.

	<b>Bank Reconciliation at 31/07/2024</b>		
	Cash in Hand 01/04/2024		217,669.55
	<b>ADD</b> Receipts 01/04/2024 - 31/07/2024		83,637.30
			301,306.85
	<b>SUBTRACT</b> Payments 01/04/2024 - 31/07/2024		84,799.08
<b>A</b>	<b>Cash in Hand 31/07/2024</b> (per Cash Book)		<b>216,507.77</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/07/2024	0.00	
	Llangollen Town Council Current A 31/07/2024	53,544.02	
	Llangollen Town Council Instant Ac 31/07/2024	163,041.75	
			<b>216,585.77</b>
	Less unrepresented payments		
			216,585.77
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>216,585.77</b>
	<b>Error A does NOT equal B</b>		
	<b>ERROR IS</b>	<b>£-78.00</b>	



<b>REPORT AUTHOR:</b>	<b>Town Clerk.</b>
<b>SUBJECT:</b>	<b>Free parking days 2024</b>
<b>REPORT FOR:</b>	<b>Decision.</b>

**1. Summary.**

1.1 To consider taking up the offer of free parking days.

**2. Background.**

2.1 Every year the County Council gives each City/Town Council 5 free parking days a year to use as they wish. County Officers are therefore seeking details of the days that the Town Council would like to allocate for 2024.

2.2 Over the last few years the Town Council has used these days over the weekend of the Christmas festival and in the run to Christmas to assist retail activity in the town and from last year the Llangollen Food Festival which have proved popular

2.3 It is and therefore suggested the days for this year should be.

1	Saturday	12 October 2024	Llangollen Food Festival
2	Sunday	13 October 2024	Llangollen Food Festival
3	Saturday	30 November 2024	Llangollen Christmas Festival
4	Monday	23 December 2024	Christmas shopping
5	Tuesday	24 December 2024	Christmas shopping

**3. Recommendation.**

3.1 It is recommended that the scheduled of free parking days detailed above, be submitted to the County Council.

**4. Reasons for recommendation.**

4.1 To support local retailers and the hospitality sector and reduce travel to satellite towns