

**Cyngor Tref Llangollen Town Council.**

**Agenda.**

**17.02.2026.**

- |                                                                                                                                                                                                            |                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Croesawiad a chyhoeddiadau Faer y Dref.</b>                                                                                                                                                          | <b>Town Mayors welcome and announcements.</b>                                                                                                                                              |
| <b>2. Datganiadau gan y cyhoedd.</b><br>I dderbyn datganiadau oddiwrth y cyhoedd ar faterion ar yr agenda.                                                                                                 | <b>Statements from the public.</b><br>To receive statements from the public on matters on the agenda.                                                                                      |
| <b>3. Datganiadau gan Cynghorwyr y Sir.</b><br>I dderbyn datganiadau gan Cynghorwyr y Sir ar faterion sy'n ymwneud â Llangollen.                                                                           | <b>Statements from County Councillors.</b><br>To receive statements from County Councillors on matters relating to Llangollen                                                              |
| <b>4. Ymddiheuriadau am absenoldeb.</b><br>I dderbyn, ystyried a derbyn ymddiheuriadau am absenoldeb.                                                                                                      | <b>Apologies for absence.</b><br>To receive, consider and accept apologies for absence.                                                                                                    |
| <b>5. Datganiadau o Fuddiant.</b><br>I dderbyn unrhyw ddatganiadau o fuddiant ar eitemau ar yr agenda.                                                                                                     | <b>Declaration of Interest.</b><br>To receive any known declarations of interest in items on the agenda.                                                                                   |
| <b>6. Cofnodion.</b>                                                                                                                                                                                       | <b>Minutes.</b>                                                                                                                                                                            |
| <b>a)</b> Awdurdodi'r Cadeirydd i lofnodi cofnodion y chyfarfodydd blaenorol a gynhaliwyd ar 20.01.2026 fel cofnod cywir.                                                                                  | To authorise the Chair to sign the minutes of the previous meetings held by on the 20.01.2026 as a correct record.                                                                         |
| <b>7. Adroddiadau ariannol.</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 yn cael eu cyfieithu  | <b>Financial 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.    |
| <b>a)</b> Datganiadau Ariannol.                                                                                                                                                                            | Authorised Payments.                                                                                                                                                                       |
| <b>b)</b> Taliadau Awdurdodedig.                                                                                                                                                                           | Financial Statements.                                                                                                                                                                      |
| <b>c)</b> Cymodi banc.                                                                                                                                                                                     | Bank reconciliation.                                                                                                                                                                       |
| <b>d)</b> Barn Archwilio Cymru ar y cyfrifon ar gyfer y flwyddyn a ddaeth i ben ar 31 Mawrth                                                                                                               | Audit Wales Opinion on the Accounts for the Year Ended 31 March                                                                                                                            |
| <b>e)</b> Mobile phone contract                                                                                                                                                                            | Mobile phone contract                                                                                                                                                                      |
| <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. | <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. |
| <b>a)</b> Tref Diwylliant y DU 2028.                                                                                                                                                                       | UK Town of Culture 2028.                                                                                                                                                                   |
| <b>b)</b> Llenni awditoriwm.                                                                                                                                                                               | Auditorium curtains.                                                                                                                                                                       |
| <b>9. Cyhoeddiadau Aelodau ac eitemau ar gyfer agenda yn y dyfodol.</b>                                                                                                                                    | <b>Members' announcements and items for future agenda.</b>                                                                                                                                 |

Derbyn er gwybodaeth, cyhoeddiadau  
Aelodau, ac eitemau i'w hystyried gan Glerc  
y Dref ar gyfer agendâu yn y dyfodol.





To receive for information, Members'  
announcements, and items for consideration  
by the Town Clerk for future agendas.




### Authorised Payments January

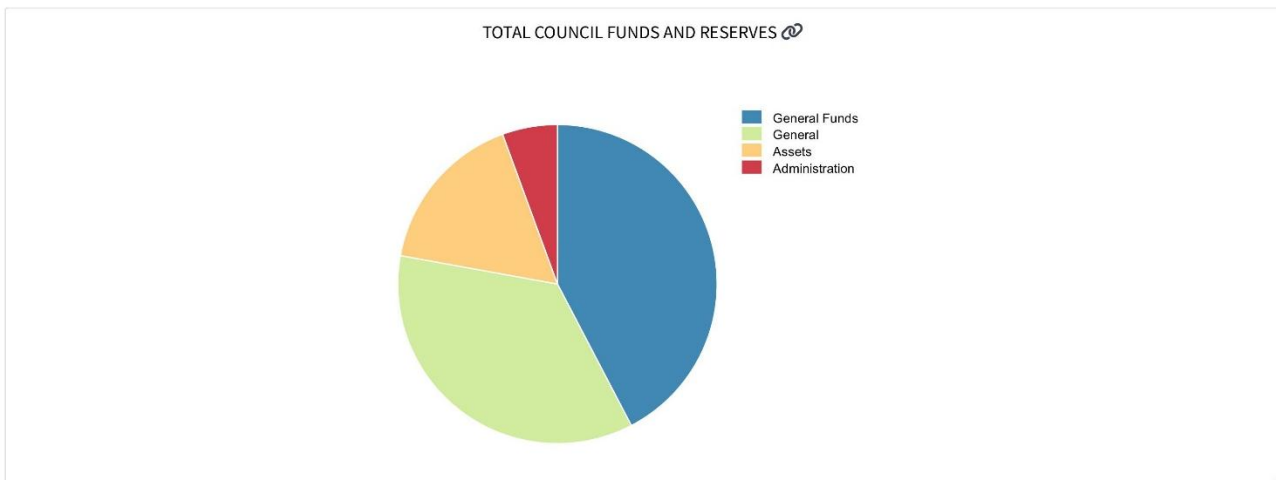
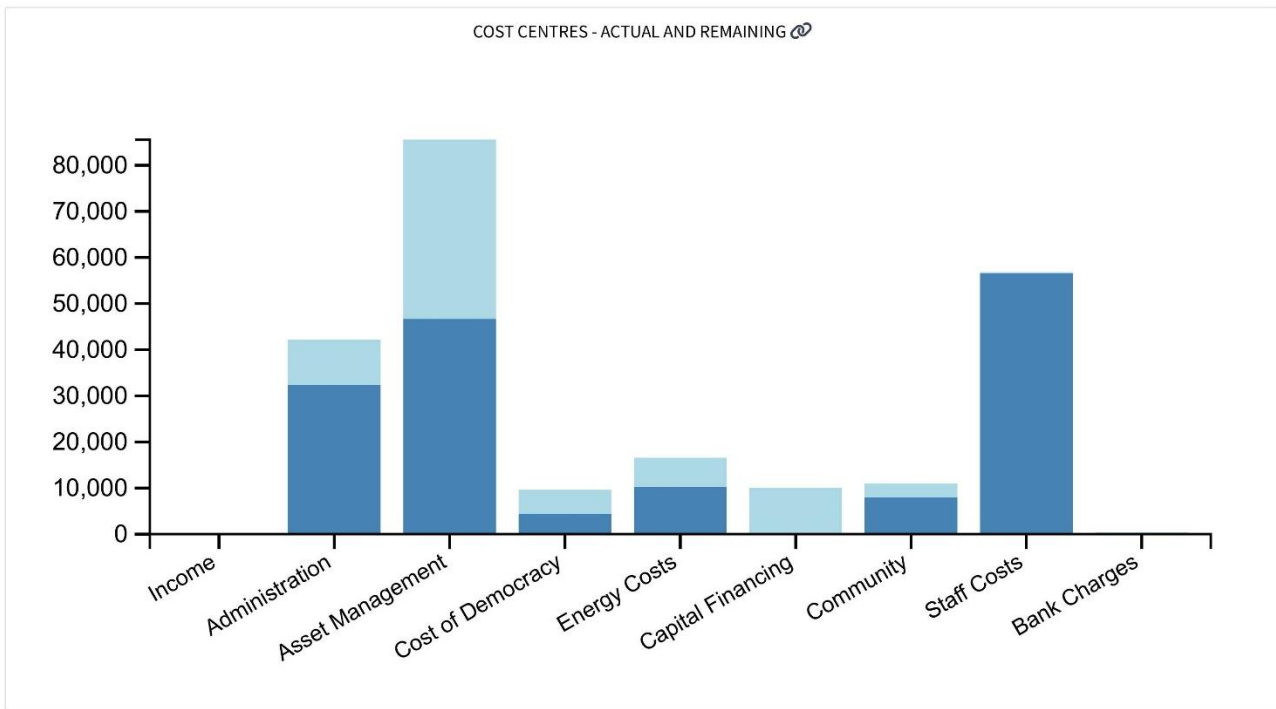
Description/Disgrifiad	Cyflenwr/Supplier	Dull / Method	Net	TAW/VAT	Gros/Gross
Broadband	British Telecom	Direct Debit	£61.22	£12.24	£73.46
Bank charges	Unity Trust Bank	Charge	£10.80	£0.00	£10.80
Cloud Services	ACS Technology	Direct Debit	£242.30	£0.00	£242.30
Cloud services	BrightHR	Direct Debit	£8.44	£1.68	£10.12
Energy	Ecotricity Electricity	Direct Debit	47.75	2.39	50.14
Energy	Ecotricity Electricity	Direct Debit	£592.61	£118.52	711.13
Energy	Ecotricity Electricity	Direct Debit	£189.05	£9.45	£198.50
Energy	Ecotricity Gas	Direct Debit	£574.35	£114.87	£689.22
NNDR	CSD/DCC	Direct Debit	£1,292.00	£0.00	£1,292.00
Pension	Nest	Direct Debit	£76.58	£0.00	£76.58
Photocopier rental	Grenke	Direct Debit	£110.00	£0.00	£110.00
Photocopier rental	Grenke	Direct Debit	£204.00	£40.80	£244.80
Cloud Services	Scribe Accounts	Online	£888.00	£177.60	£1,065.60
Christmas Illuminations	Mega Electrics NW Ltd	Online	£3,950.00	£790.00	£4,740.00
Christmas Illuminations	Mega Electrics NW Ltd	Online	£750.00	£150.00	£900.00
Christmas Illuminations	Mega Electrics NW Ltd	Online	£650.00	£130.00	£780.00
Cleaning	Border Janitorial	Online	£138.78	£27.75	£166.53
Cleaning	Ultraclean	Online	£327.82	£65.56	£393.38
Community Grant	Safe Places Organisation	Online	£395.00	£0.00	£395.00
Grounds	Llangollen Tidy Towns	Online	£350.00	£0.00	£350.00
PAYE M10	HMRC	Online	£1,594.86	£0.00	£1,594.86
Repairs	Watkin and Williams	Online	£121.76	£24.36	£146.12
Repairs	Evans Maintenance	Online	£596.17	£119.23	£715.40
Member training	SLCC	Online	£42.00	£0.00	£42.00
Salary M10	Staff	Online	£4,527.73	£0.00	£4,527.73
		<b>Totals</b>	<b>£17,741.22</b>	<b>£1,784.45</b>	<b>£19,525.67</b>

# Llangollen Town Council

9 February 2026 (2025-2026)

 <p>Income last month</p> <p>£2,668.67</p>	 <p>Expenditure last month</p> <p>£14,032.69</p>	 <p>Outstanding invoices</p> <p>14 (£2,627.00)</p>	 <p>Current bank balance</p> <p>£287,140.70</p>
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 <p>Days since last all bank reconcile</p> <p>9</p>	 <p>Budget spend this year</p> <p>68.4 %</p>	 <p>Assets and total value</p> <p>153 (£492,176.40)</p>
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## Llangollen Town Council

	<b>Bank Reconciliation at 31/01/2026</b>		
	Cash in Hand 01/04/2025		221,386.21
	<b>ADD</b>		
	Receipts 01/04/2025 - 31/01/2026		235,067.94
			456,454.15
	<b>SUBTRACT</b>		
	Payments 01/04/2025 - 31/01/2026		169,313.25
<b>A</b>	<b>Cash in Hand 31/01/2026</b> (per Cash Book)		<b>287,140.90</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2026	0.00	
	Llangollen Town Council Current 31/01/2026	117,883.80	
	Llangollen Town Council Instant 31/01/2026	169,257.10	
			<b>287,140.90</b>
	Less unrepresented payments		
			287,140.90
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>287,140.90</b>
	<b>A = B Checks out OK</b>		

**REPORT AUTHOR:** Town Clerk.  
**SUBJECT:** Audit Wales Opinion on the Accounts for the Year Ended 31 March 2024.  
**REPORT FOR:** Decision.

**1. Purpose of Report.**

1.1 The purpose of this report is to advise Members of the qualified audit opinion received from Audit Wales in respect of the Town Council's accounts for the financial year ended 31 March 2024,

**2. Background.**

2.1 Audit Wales has issued a qualified audit opinion on the Council's 2023/24 Annual Return on the 17 July 2025. The qualification is based on several matters identified during the audit process, alongside the correction of an arithmetic error which has been acknowledged and accepted.

2.2 Following receipt of the draft opinion, the Town Clerk provided a written response to the auditor, Audit Wales, setting out comments and clarification in relation to three substantive points raised in the audit report.

**3. Matters Raised by Audit Wales and Officer Response**

3.1 The auditor noted that the Town Hall, although insured for £4.8 million, is not separately recorded in the Council's asset register or reflected in the asset value reported in Line 12 of the Annual Return (£495,881).

3.2 The Town Clerk has clarified that the Town Hall was transferred to Llangollen Town Council in 2012 from Denbighshire County Council under a community asset transfer arrangement. The consideration paid was £1.00 and based on guidance received during previous audits, the property has been included in the asset register at its transfer value of £1.00. Accordingly, the Town Hall is included within the Line 12 figure at that nominal value.

3.3 The Town Clerk has indicated a willingness to amend this treatment should Audit Wales advise that a different valuation basis is now required.

3.4 In respect of Town Hall Lettings Income Audit Wales reported that it was unable to verify the completeness and accuracy of the Town Hall lettings income figure of £15,369 due to insufficient supporting records.

3.5 In response, the Town Clerk has confirmed that full read-only access was provided to the Council's Scribe accounting system, including the bookings module used to manage all Town Hall hire arrangements. Confirmation has been obtained from Scribe's support team that this access would have enabled a complete review of bookings and associated income. The system records detailed hire information which supports the income figure reported in the accounts.

3.6 Finally the audit report states that the auditor was unable to verify the Clerk's salary against the contract of employment. The Town Clerk has advised that footnote 1 to paragraph 6.1 of the contract refers to the Council's decision to regrade the post to LC2

scale points 29–32, in accordance with Minute HRC/12/18. By the 2023/24 financial year, the Clerk had progressed to the top of this scale at SCP 32. Under the Local Government Services Pay Agreement 2024, SCP 32, which was used in calculating the salary. This rate was evidenced in the payslip provided to the auditor.

#### **4. Current Position.**

- 4.1 The Town Clerk considers that the comments submitted to Audit Wales are reasonable and actually accurate and supported by documentary evidence and established guidance. The qualification does not relate to the accuracy of the accounts as approved by Council, but rather to matters of audit verification and interpretation.
- 4.2 As at the date of this report, no response has been received from Audit Wales to the points of clarification submitted by the Town Clerk, despite four follow-up reminders. The qualified opinion therefore remains unchanged.
- 4.3 The Council is under a statutory obligation to publish the audit opinion within the required timescale. Continued delay may place the Council at risk of non-compliance.

#### **6 Recommendation**

- 6.1 It is recommended that the Town Council:-
  - a) notes the qualified audit opinion issued by Audit Wales for the year ended 31 March 2024.
  - b) notes the representations made by the Town Clerk in response to the matters raised as detailed in the report and includes them in the subsequent minutes of the meeting.
  - c) agrees that, in the absence of further engagement from Audit Wales, the qualified audit opinion be published as received, to meet statutory requirements.

#### **7.0 Reason for the Recommendation**

- 7.1 The Town Council has a legal duty to publish the audit opinion within the prescribed timescale. Further delay, in the absence of any response from Audit Wales despite repeated follow-ups, could place the Council in breach of its statutory obligations.

**REPORT AUTHOR:** Town Clerk.  
**SUBJECT:** Mobile phone contract.  
**REPORT FOR:** Decision.

**1. Purpose of Report.**

- 1.2 The purpose of this report is to review the current mobile phone SIM arrangements for Town Council staff phones.

**2. Background.**

- 2.1 Llangollen Town Council staff currently use mobile phone SIM-only contracts provided by giffgaff, operating on the O2 network. Each SIM is managed individually and is paid for using a debit or credit card through a continuous payment authority as giffgaff does not offer direct debit facilities or a business account structure that allows multiple SIMs to be grouped under a single billing arrangement. As a result, the Council is required to manage multiple card-based payments rather than a single consolidated invoice.
- 2.2 The existing arrangement presents challenges both in terms of financial administration reliance on continuous payment authority payments linked to the Councils credit cards and is not considered as best practice. The absence of consolidated billing increases officer time spent managing payments and monitoring expenditure.
- 2.3 Your Co-op, formerly known as The Phone Co-op, is a UK-based, customer-owned telecommunications co-operative also operates on O2's network, ensuring service coverage and performance comparable to the Council's current provider. Your Co-op offers business SIM-only accounts that support direct debit payments and allow multiple SIMs to be grouped under a single account, with one consolidated monthly invoice.

**3. Financial Consequences.**

- 3.1 The current cost of the Town Council's staff mobile phone SIM arrangements with giffgaff is approximately £18 per month. The proposed move to Your Co-op would increase the direct monthly cost to £36 per month. While this represents an increase in service cost, it should be considered in the context of wider financial, administrative and environmental benefits. Under the proposed arrangement, all staff SIMs would be consolidated into a single business account with payment made by Direct Debit and supported by a single monthly invoice. This would remove the need for multiple card-based payments and Continuous Payment Authorities, reducing officer time spent administering payments, monitoring transactions and managing changes to card details. The improved billing structure also aligns more closely with public sector financial best practice.

**4. Environmental and Ethical Considerations.**

- 4.1 Your Co-op is widely recognised as one of the UK's most ethical telecommunications providers and is frequently rated as a "Best Buy" by Ethical Consumer. As the UK's only customer-owned telecoms co-operative, it prioritises ethical trading, low-carbon operations and community benefit. Each business SIM provided by Your Co-op delivers an estimated reduction of approximately 3kg of CO<sub>2</sub> per month. Based on three staff SIMs, this would equate to an annual carbon reduction of approximately 108kg of CO<sub>2</sub>, providing a clear and measurable contribution to the Town Council's climate and sustainability commitments.

**5. Equality Consequences.**

5.1 No adverse equality impacts have been identified as a result of the proposed change in mobile phone service provider. The proposal is therefore considered to be neutral in terms of equality impact.

**6. Recommendation.**

6.1 It is recommended that Llangollen Town Council approves transferring staff mobile phone SIMs from giffgaff to Your Co-op.

**7. Reasons for recommendation.**

7.1 To strengthens accountability, financial oversight and to support the Town Councils policy in respect of climate change mitigation.

**REPORT AUTHOR:** Town Clerk.  
**SUBJECT:** UK Town of Culture 2028 Competition.  
**REPORT FOR:** Decision.

## **1. Purpose of report**

- 1.1 To consider involvement with the UK Town of Culture 2028 competition.

## **2. Background**

- 2.1 UK Town of Culture is a new Department for Culture, Media and Sport competition inspired by the UK City of Culture programme. It aims to highlight the cultural contribution of towns to the national story and to support culture led place making. The competition is open to towns of all sizes across the UK.
- 2.2 The competition covers three population categories. Small towns are defined as under 20,000 residents. Medium towns are between 20,000 and 75,000 residents. Large towns are over 75,000 residents. A winner will be selected in each category, and one overall UK Town of Culture will be chosen from those winners. The winning town will deliver a cultural programme in 2028 lasting approximately six months. The overall winner will receive £3 million to deliver the programme. Two finalists in the same category will each receive £250,000 to deliver elements of their proposed programme.
- 2.3 The competition aims to celebrate the contribution of towns to the national story, strengthen civic pride, and support communities to use culture and creativity to tell their own story. It seeks to build social cohesion and empower communities to shape cultural activity in their place. Evidence from the UK City of Culture programme shows that more than 70 percent of attendees reported an increased sense of pride in place. Benefits are expected to extend beyond the title year and create a lasting social and cultural legacy.

## **3. Eligibility and Governance requirements.**

- 3.1 Bids must be submitted by a place-based partnership that includes the relevant local authority in a dedicated role. A single Lead Applicant must be identified for communication purposes. The Lead Applicant must be a formally constituted accountable organisation. Partnerships are expected to work collaboratively and actively involve local communities in decision making throughout the process.
- 3.2 If successful, each town must appoint an Accountable Body and a Delivery Body. The Accountable Body will hold overall responsibility for the programme, including financial management, legal compliance, coordination of partners, grant funding, and reporting to DCMS. The Delivery Body will be responsible for planning, commissioning and delivering the cultural programme.
- 3.3 Expressions of Interest opened close on 31 March 2026. Shortlisted places will be announced in spring 2026. The full application phase will run from spring to autumn 2026, followed by panel visits in autumn 2026. Finalists and the winning town will be announced in early 2027. The delivery year will be 2028.

## **4. Stakeholder engagement**

- 4.1 Stakeholder involvement is important because it will strengthen the quality, credibility and impact of the bid and will ensure the bid reflects the real identity, strengths and aspirations of the town, rather than a single organisational view. This leads to a more authentic and compelling narrative.
- 4.2 It further builds local ownership and civic pride. When residents, organisations and businesses help shape proposals, they feel invested in its success and more likely to participate in delivery and events and brings together skills, resources and networks that the Town Council cannot provide alone. Cultural organisations, community groups and businesses add expertise, capacity and reach.
- 4.4 Additionally it demonstrates strong governance and partnership working, which is a key requirement of the competition. DCMS expects evidence of collaboration and community led decision making at every stage, improves deliverability. Early involvement helps identify risks, capacity gaps and practical solutions before the programme begins. Furthermore, It is key to ensure support for a long-term legacy. Partnerships formed can continue beyond 2028, helping sustain cultural activity, volunteering and economic benefits for the town.

## **5. Considerations**

- 5.1 Llangollen faces challenges typical of many small towns: a seasonal economy, limited progression routes for young people, and unequal access to cultural opportunities across different communities. A bid will directly respond to these needs. It will widen participation in culture, particularly among young people, families on lower incomes, and those who do not currently engage with established cultural institutions. It will create pathways into creative skills, volunteering, and employment, supporting confidence, wellbeing, and aspiration.
- 5.2 Seeking designation as the UK Town of Culture 2028 is compatible with Llangollen's status as a Cittaslow town, part of an international movement that champions local distinctiveness, community-led development, cultural heritage, environmental responsibility, and quality of life. Additionally, the common vision of adopted place plan Caru Lovre Llangollen recognised an objective to direct future decisions, resources and investments within Llangollen to maximise regeneration opportunities as defined in the aim to establish a community that values, protects and promotes its heritage, scenic beauty and natural environment.
- 5.3 A stakeholder meeting has been held where 65 individuals attended, and there was overwhelming support to proceed with an Expression of Interest. In advance of this and any stakeholder meetings the Town Clerk, in consultation with the Town Mayor, the Town Clerk has registered Llangollen and the Town Council as a bidder with DCMS. This acts as the primary point of contact for the competition at this early stage and does not commit the Town Council to anything other than become the contact for future communication.

## **6. Recommendations**

- 6.1 That the Town Council agrees in principle to proceed with an Expression of Interest and takes on the role of Accountable Body.

## **7. Reasons for recommendations**

7.1 To support local priorities in respect of culture, community pride and place making,

**REPORT AUTHORS:** Deputy Town Clerk.  
**SUBJECT:** Auditorium curtains.  
**REPORT FOR:** Decision.

**1. Purpose of the Report**

- 1.1 To consider a motion to overturn a decision of the Asset Management Committee in relation to works to the auditorium curtains.

**2. Background.**

- 2.1 The Asset Management Committee considered a number of major and minor works that needed to be taken forward at a meeting held in October 2025, one of which was new auditorium curtains. Quotations have also been received for minor works. Six companies had been asked to provide quotations but by the due date for the submission but only one provide a price of £11,000
- 2.2 Since that meeting staff were contacted by that company as they were not aware that whilst the specification require the curtains to be serge acoustic flame-retardant curtain fabric and equivalent material could be provided. Therefore, the proprietor has now come back with a revised quotation which indicates a cost reduction of £3000 from the previous quotation.
- 2.3 In researching the new materials the company also indicated that the costs of the material had significantly increased over the period from when the original quotations were prepared, and that this is a likely trend going forward. Conscious of this the Committee agreed that it would be reconsider the previous decision to defer expenditure on these items. Under standing orders 7, a resolution shall not be reversed within six months except by a motion moved in pursuance of the recommendation of a committee or a sub-committee.

**3. Financial consequences.**

- 3.1 as there is a likelihood of further increase in material cost there would be merit in secure the fabric at an early stage to take advantage of cost savings.
- 3.2 As the financial year draws to a close, due to cost reductions elsewhere is unlikely that the asset management cost centre budget will be spent this year. This would leave sufficient funds available to purchase the fabric within the current financial year.
- 3.3 The company from Llangollen have indicated that their forward work programme would not allow for the completion of the manufacture of the curtain before the end of March. Therefore, these aspects can still be deferred. But would reduce the call on funds in 2026.27.

**4. Environmental consequences.**

- 4.1 The proposed installation of auditorium curtains is expected to have positive effects on energy efficiency and light management, contributing to the overall sustainability goals of the building.

**5. Equality consequences.**

- 5.1 There are no equality related implications or consequences that require consideration.

**6. Recommendations.**

- 6.1 The Asset Management Committee recommends to the Town Council that it agrees to reverse the resolution of the Committee to allow for the purchase the fabric for the auditorium curtains to secure cost savings.

**7. Reason for recommendations.**

- 7.1 To. comply with standing orders and to ensure fiscal probity presents a motion to the next Town Council meeting to facilitate this.

