

AGENDA ITEM 4



MOLD TOWN COUNCIL / CYNGOR TREF YR WYDDGRUG

Mayor engagements since 29th May – 26th June 2024

Date	Event
30-May	North West Cancer Research on May 23rd.
31-May	Face Mold 24hr challenge in aid of Dementia UK
07-Jun	D-Day Celebratory Afternoon Tea at the Daniel Owen Centre
07-Jun	Mold Basketball presentation evening
08-Jun	D-Day on Mold Market and Daniel Owen Centre
09-Jun	Medieval Day at Bailey Hill
22-Jun	The Trefoil Guild Coffee Morning
25-Jun	Official Launch Mold Museum
26-Jun	Mayor & Deputy Mayor visits to Sandwich Bar, Spud Sensation and other Market businesses re Mold Promotion

AGENDA ITEM 5.1

MOLD TOWN COUNCIL

Minutes of the Mold Town Council Meeting held at St David's Church Hall, St David's Lane at 6pm on Wednesday 22nd May 2024 (also, by Video conferencing).

PRESENT:

Councillors: Cllrs. Brian Lloyd (Mayor and Chairman), Paul Beacher (Deputy Mayor), Teresa Carberry, Robin Guest, Chris Bithell, Tina Claydon and Joanne Edwards.

Via Zoom: Cllrs. Bryan Grew, Catherine Francis Claydon-Hill and Megan Lloyd Hughes.

Officers: Jo Lane, Town Clerk & Finance Officer and Lynette Buntain, Support Officer

PUBLIC PARTICIPATION: No members of the public present.

14. APOLOGIES FOR ABSENCE: Cllr Haydn Jones and Pete Dando.

15. DECLARATIONS OF INTEREST

None.

16. MAYORS ANNOUNCEMENTS

Mayors appointments since the last meeting were **noted**.

The Mold Spring Clean went well.

Rally Revival was a well-organised event with approximately 65 cars in attendance.

17. MINUTES

RESOLVED: that;

- (a) The Minutes of the Town Council Meeting held on 24th April 2024 be received and **approved** as a correct record;
- (b) The Minutes of the Planning Committee Meeting held on the 7th May 2024 be received and **approved** as a correct record.
- (c) The Minutes of the Annual Meeting held on 8th May 2024 be received and **approved** as a correct record.

18. CORRESPONDENCE

- I. It was **RESOLVED** that this should involve the town i.e. youth groups and schools should be involved and should be judged by the Mayor / Deputy Mayor. This should be passed to Jane to share with schools.
- II. It was **RESOLVED** that match funding requested from Aura Leisure and Libraries for the sum of £10,000 for Lon Cae Del Play area improvement be **approved**.

III. The Bryn Gwalia Estate Community Conference date was **noted**.

19. OFFICER REPORT

The Events and Communities Officer Report was **noted**, questions were asked regarding the use of Market Square on a Sunday to host a farmer's market. It was also questioned why the Farmers Market is ceasing to trade – possibly speak to the organisers for answers.

It was noted that the Mold Community Awards was a well-organised, pleasant evening. Councillors wished to thank the Events and Community Engagement Officer.

20. ACTION LIST

New actions to the Action List **noted**.

21. CITTASLOW BEST PRACTICES AND CONFERENCES

Information received from Cllr. Catherine Francis Claydon-Hill was **noted**.

Cllr Catherine Francis Claydon-Hill agreed to share the finished video with Councillors.

22. ANNIVERSARY OF MOLD TOWN COUNCIL

This item was discussed. It was **RESOLVED** to add as an agenda item at the next Town Council Meeting.

23. TERMS OF REFERENCE FOR NEW FINANCE COMMITTEE

It was **RESOLVED** that the Terms of Reference for the Finance Committee be approved.

24. MOTION RECEIVED FROM COUNCILLOR SARAH TAYLOR

Cllr Taylor was not in attendance therefore the item is deferred to the next Town Council Meeting.

25. STAFFING MATRIX WORKING GROUP

It was **noted** that Cllrs. Teresa Carberry, Paul Beacher, Robin Guest, Tina Claydon, Megan Lloyd-Hughes and Catherine Francis Claydon-Hill agreed to be members of this group.

It was **agreed** that an email would be sent to any absentees regarding joining the group.

It was **agreed** that a date would be set for the meeting once confirmation of membership confirmation.

26. NOTIFICATION OF PLANNING DECISIONS

Planning Decisions were **noted**.

27. ACCOUNTS / PAYMENTS

The Council considered the schedules previously circulated.

Month 1 Community Bank account CB1 £46,585.49 (excl. VAT)

Month 1 Events Bank account £4,584.02

Month 1 Prepaid Mastercard £529.35

Month 1 Mayors Charity Account £8.00

Month 1 Business Money Manager Account £40,000

It was **RESOLVED** that that the schedules of payments be approved.

28. EXCLUSION OF PUBLIC AND PRESS

It was **RESOLVED** to exclude the public and press.

29. PART 2 – STAFFING MATTERS

Verbal update received from Town Clerk.

It was **RESOLVED** that temporary staff would be employed to cover long term sickness.

It was **RESOLVED** that the quote for the Tourism Information Panels be accepted as a one-off and for future, someone could learn how to do this.

30. PART 2 – TERMS OF REFERENCE FOR PERSONNEL COMMITTEE

It was **RESOLVED** to agree the Terms of Reference for the Personnel Committee with the added addition to section 4 of the Terms of Reference that appointments to be agreed with the Mayor or Deputy Mayor.

31. PART 2 – HANGING BASKET QUOTES

It was **RESOLVED** to accept the quote from Jaltec Engineering for £6,000 which includes insurance for the hanging baskets while in situ.

It was discussed that next year, the baskets could possibly be sponsored and maintained by shop owners. To be added to CDR Agenda for further discussion.

32. PART 2 – INSURANCE QUOTES

It was **RESOLVED** to accept the quote from Zurich for a period of 1 Year at the cost of £3,816.92.

33. PART 2 – WORKNEST

Service Proposal received from Worknest was noted. It was agreed that additional support with Health and Safety and HR maybe required an additional 2 quotes to be sought for discussion at the next Policy and Audit Committee Meeting.

Meeting closed at 7.20pm

Mayor's signature: Date:

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S
CODE OF CONDUCT**

MOLD TOWN COUNCIL		DATE: 22nd May 2024	
MEMBER	ITEM	MINUTE NO. REFERS	

WORD/MINUTES/MTC/MIN/ JE10/04/24

AGENDA ITEM 5.2

MOLD TOWN COUNCIL

Minutes of the Planning Committee Meeting held by Video Conferencing on 3rd June 2024.

PRESENT: Councillors Sarah Taylor, Brian Lloyd (Mayor), Paul Beacher (Deputy Mayor), Tim Maunders, Bryan Grew, Pete Dando, Joanne Edwards and Catherine Francis Claydon-Hill

APOLOGIES: Cllrs Teresa Carberry.

1. CHAIR OF PLANNING COMMITTEE

It was **RESOLVED** to elect Councillor Sarah Taylor as the Chair of the Planning Committee for the forthcoming Municipal year.

2. APOLOGIES

Apologies were received from Councillor Teresa Carberry.

3. DECLARATIONS OF INTEREST

None received.

4. MINUTES

RESOLVED: That the Minutes of the meeting held on 7th May 2024 be **approved** as a correct record.

5. PLANNING APPLICATIONS

(a) PLANNING APPLICATION CONSULTATION - COU/000404/24

PROPOSAL: Change of use of holiday let to residential unit

LOCATION: Primrose Cottage, Bryn Yr Haul Cottage, Rhydygaled, New Brighton, Mold, Flintshire, CH7 6QG

TARGET DETERMINATION DATE: 16 Jul 2024

<https://planning.agileapplications.co.uk/flintshire/application-details/68342>

No comments were made.

(b) PLANNING APPLICATION CONSULTATION - COU/000356/24

PROPOSAL: Proposed conversion of a old chapel, which is now a commercial premises, into 5 one bedroom apartments.

LOCATION: 91, THE OLD CHAPEL, Wrexham Street, Mold, CH7 1HQ

TARGET DETERMINATION DATE: 12 Jun 2024

<https://planning.agileapplications.co.uk/flintshire/application-details/68289>

No comments were made.

(c) PLANNING APPLICATION CONSULTATION - DET/000355/24

PROPOSAL: Application for Approval of Details Reserved by Condition No. 3, Planning Ref: FUL/000163/24

LOCATION: 9, DODDS, Chester Street, Mold, CH7 1EG

TARGET DETERMINATION DATE: 01 Jul 2024

<https://planning.agileapplications.co.uk/flintshire/application-details/68290>

No comments were made.

(d) TO CONSIDER ANY OTHER APPLICATION PRESENTED PRIOR TO MEETING

No additional applications were presented.

6. CORRESPONDENCE RECEIVED

Correspondence received on the following applications, which can be viewed on the portal - <https://planning.agileapplications.co.uk/flintshire>

- (i) Correspondence Case – FUL/000690/23**
- (ii) Correspondence Case – COU/000356/24**
- (iii) Correspondence Case - LBC/000691/23**
- (iv) Correspondence Case - FUL/000307/24**

No comments were made on the above correspondence received.

Meeting closed: 18.03pm

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S
CODE OF CONDUCT**

PLANNING COMMITTEE	DATE: 03.06.2024
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MEMBER	ITEM	MINUTE NO. REFERS

Chair's signature: Date:

AGENDA ITEM 5.3

MOLD TOWN COUNCIL

Minutes of the Meeting of Finance Committee held on the 4th June 2024 in the Council Chambers, Town Hall, Earl Road and via Zoom.

PRESENT: Councillors Brian Lloyd (Mayor), Paul Beacher (Deputy Mayor), Chris Bithell, Haydn Jones and Robin Guest

VIA ZOOM: Councillors Teresa Carberry and Tina Claydon

Officers: Jo Lane, Town Clerk and Finance Officer

1. CHAIR OF FINANCE COMMITTEE

It was **RESOLVED** to elect Councillor Robin Guest as the Chair of the Finance Committee for the forthcoming Municipal year.

2. APOLOGIES AND WELCOME

No apologies were received all committee members were in attendance.

3. DECLARATIONS OF INTEREST

None

4. NEW FINANCE TERMS OF REFERENCE

The Finance Terms of Reference were discussed. Points 2 and 9 of the Terms of Reference require Delegated Powers. The Finance Committee **RESOLVED** that the new Terms of Reference be accepted and added on to the next Full Town Council agenda to confirm new delegated powers.

5. MOLD TOWN COUNCIL MAYORS CHARITY BANK ACCOUNT

The Clerk advised the Finance Committee that a physical bank account for the Mayors Charitable Fund is no longer required. Funds raised during the Mayoral year are recorded using the Rialtas Finance System. Most payments are made and received via the Town Councils 'Community Bank Account'. The Bank Charges for the Mayors Charity Account is currently £8.00 per month. The Clerk recommended that the Charity Account be closed.

It was **RESOLVED** to recommend to the Town Council to close the Mayor's Charity Bank Account.

6. COMMUNITY GRANTS/ FINANCIAL ASSISTANCE

The Finance Committee reviewed the 'Draft Community Grants Policy'.

A number of suggestions were made and agreed by the committee. Once the relevant changes have been made it was **RESOLVED** to recommend the new Grants Policy to the Policy and Audit Committee.

The Finance Committee reviewed the updated draft Application form for Community Grants. It was **RESOLVED** to recommend the new Grants Application form to the Policy and Audit Committee once the agreed changes had been made.

7. FINANCE REPORT

The Finance Report was **DISCUSSED** and **NOTED**.

8. EAR MARKED RESERVES

The Ear Marked Reserves report was discussed. It was **RESOLVED** the Clerk to undertake some additional exploring into spends that had taken place over previous years from EMR and report back to the next Finance Committee Meeting.

Further discussion regarding Ear Marked Reserves to take place at the next Finance Committee where recommendation would be agreed and taken to Full Town Council.

Meeting ended at 19.38pm

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S
CODE OF CONDUCT**

FINANCE COMMITTEE	DATE: 04.06.24
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MEMBER	ITEM	MINUTE NO. REFERS

Chairman's signature: Date:

AGENDA ITEM 5.4

YOUTH AND CHILDREN'S COMMITTEE

Minutes of the meeting of the **Youth and Children's Committee**, held via Zoom on Monday 17th June 2024 at 6.00pm

PRESENT:

Councillors: Catherine Frances Claydon-Hill, Megan Lloyd Hughes, Chris Bithell, Teresa Carberry and Pete Dando.

Officers: Jo Lane, Clerk and Finance Officer

1. CHAIR FOR THE YOUTH AND CHILDREN'S COUNCIL COMMITTEE

It was **resolved** that Councillor Megan Lloyd Hughes would continue as chair for the Municipal Year 2024/25.

2. WELCOME AND APOLOGIES

Councillor Megan Lloyd-Hughes welcomed the committee to the meeting. All committee members were in attendance. No apologies given.

3. DECLARATION OF INTEREST

None.

4. MINUTES FROM PREVIOUS MEETING

It was **resolved** that the Minutes from the meeting held on the 19th March 2024 were accepted as a true record.

5. UPDATE ON ACTION POINTS FROM FEBRUARY'S MEETING

Councillor Bithell advised he has written on behalf of the committee to the Headteacher of Ysgol Maes Garmon, requesting a named contact for the schools School Council for use by this committee.

Councillor Carberry and Dando met with St David's Primary School who are keen to be involved in Mold Town Youth Council. Currently awaiting on information for a named contact.

The Town Clerk has spoken with the representative of Mold Alun who has agreed to host the next meeting for Secondary Schools.

Councillor Lloyd Hughes has now received the contact email for Bryn Coch School and will forward on to the Town Clerk.

6. TO SET DATES FOR THE NEXT PRIMARY AND SECONDARY SCHOOL MEETINGS.

After discussion it was **resolved** that it is too late to plan another meeting for Primary and Secondary schools for this academic year.

It was **resolved** that meetings will now be scheduled for the new academic year on the following dates:

September 19th 2024 – Primary Schools
September 26th 2024 – Secondary Schools

December 5th 2024 – Primary Schools
December 12th 2024 – Secondary School

Meeting times will be 3.30pm to 5pm. The Town Clerk will contact Ysgol Bryn Gwalia to ask if they will host the September meeting and contact Mold Alun with regards to holding the Secondary School Meeting.

Letters to be sent to all schools regarding the new dates – the letter to include sincere thanks for school's involvement so far.

7. TO AGREE AGENDA ITEMS FOR UPCOMING MOLD YOUTH TOWN COUNCIL MEETINGS

The agenda items agreed at the March meeting were confirmed:

1. Provide update on actions from the first meeting (Secondary School only).
2. To discuss safety within the community – how safe do children and young people feel? (i.e. drugs/ knife crime)
3. To discuss environmental issues i.e. recycling, biodiversity.
4. Town Centre Place Plan
5. Voting (Secondary School only)
6. What activities would you like to see available within the community, outside of school?

It was also **resolved** to add the following items to the list:

1. Climate Change
2. Hate Crime

A decision on what agenda items will be included in the first academic year meeting will be decided at the next Youth and Children's Council Committee Meeting.

8. DATE OF NEXT MEETING

It was **resolved** to keep the current date scheduled for the next meeting – 3rd September 2024.

Meeting Closed at 18.26pm.

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH MOLD TOWN COUNCIL'S
CODE OF CONDUCT**

Youth and Children's Committee	DATE: 17.06.24
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MEMBER	ITEM	MINUTE NO. REFERS

Chair's signature: Date:

DRAFT

AGENDA ITEM 6(i)



20 May 2024

Dear Clerk

Community and Town Councils - Councillor Allowances - Homeworking arrangements and consumables

The Panel has received the following guidance from HMRC, regarding the treatment of tax on councillor allowances:

[Section 316A of the Income Tax \(Earnings and Pensions\) Act 2003](#) states no liability to income tax arises in respect of a payment an employer makes to an employee in respect of reasonable additional household expenses which the employee incurs in carrying out duties of the employment at home under homeworking arrangements. **This arrangement applies to the £156 payment made under the Determination of the Independent Remuneration Panel.** It does not exempt any additional household expenses that a Councillor may seek to claim.

The following two conditions must apply:

1. The first provision is that there must be a formal arrangement between the individual councillor and Community and Town Council.
2. Secondly, each individual councillor must declare in writing they work from home regularly under these arrangements and that they are not already claiming a tax allowance for working from home against another source of taxable income, for example, another employment, public appointment, or self employment.
3. This arrangement should be set out and a template letter is attached for your use.

The IRP has determined that Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively Councils must enable members to claim full reimbursement for the cost of their office consumables.

The Panel has also received confirmation from HMRC that an exemption may be applied (from 5/4/2023) to the flat rate consumables payment. **Where a Council has taken the decision to pay a flat rate reimbursement of £52, then this amount is considered exempt from PAYE arrangements.**

It is advised that you send a short note outlining this to each Councillor and a template letter is attached. I also attach a Frequently Asked Questions note which I hope will help you answer any questions from your councillors. Clerks should also be mindful of any changes of circumstances, for example, when a Councillor ceases working from home, or otherwise are no longer eligible, which would mean these payments no longer fall within the exemptions.

Should you have any queries on the above, please contact [IRP Mailbox](#).

Kind regards



Frances Duffy
Chair
Independent Remuneration Panel for Wales

Letter template to be sent to councillors from Community and Town Council:

Dear Councillor

In carrying out your duties as a Community and Town councillor, the Independent Remuneration Panel for Wales (IRP) recognises that there will be a requirement for you to work from home on a regular basis. In these circumstances, the Community and Town Council will provide a standard contribution to the costs incurred of £156 per annum (or £3 per week). This arrangement falls within the HMRC definition of "homeworking" arrangements and therefore may not be subject to PAYE where the following condition applies:

You must confirm in writing to the Clerk that you regularly work from home on your official duties as a Councillor and that you are not already claiming a tax allowance for home working expenses against another source of income.

The IRP has also determined that Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively Councils must enable members to claim full reimbursement for the cost of their office consumables. Where a Council has taken the decision to pay a flat rate reimbursement of £52, then this amount is considered exempt from PAYE arrangements.



Independent Remuneration Panel for Wales

Community and Town Councils

Frequently Asked Questions on the taxation of Community and Town Councillors remuneration

1. For the tax element of the £156 allowance how far back can this now be reclaimed? **The payment was introduced from April 2023. Any tax paid can be reclaimed from HMRC if the relevant conditions apply.**
2. Do you know if HMRC Tax exemption applies to payments paid to councillors in respect of the 'Attendance Allowance'. **All payments made to councillors are taxable. The *only* exceptions are where the working from home allowance against the £156 payment is appropriate and the £52 consumables exemption is applied.**
3. Is there any further guidance regarding Mayor, Chair and Senior payments, are they now exempt from PAYE? **All additional payments made to councillors are subject to PAYE.**
4. From my understanding of your letter, payments of £156 to councillors are made from payroll, with no tax liability. In other words, councillors are treated as employees? **Councillors are appointed office holders. Whilst not employees, their remuneration is still subject to PAYE rules. Section 316A ITEPA 2003 states no liability to income tax arises in respect of a payment an employer makes to an employee in respect of reasonable additional household expenses which the employee incurs in carrying out duties of the employment at home under homeworking arrangements. This arrangement will apply to the £156 payment made under the Determination of the Independent Remuneration Panel.**
5. Councillors have agreed to receive payment of £20 in respect of attendance at monthly council meetings. Could you please confirm if the same PAYE exemption applies to this payment? What about the Chair allowance, currently £500 as well. **Any attendance allowance, as with all other payments, are subject to PAYE. The only exceptions are the £156 and**

£52 mandatory payments, where the conditions for the allowance/exemption are met.

6. Should we ask all Councillors to sign a declaration which states that in paying the £156 allowance tax free, they will not exceed the £26 per month / £312 annual limit imposed by HMRC? The maximum allowance that can be claimed is set at £6 per week / £26 per month / £312 per annum. **Agreed, and this is now more explicit in the template letter.**
7. Please will you confirm that the £156 (formerly £150) allowance should never have been taxed & that all Councillors who have ever had tax deducted should be reimbursed, not just payments relating to 1 April 2023 onwards. If so, do you know what the mechanism for doing this will be for prior years and particularly in regard to councillors who have now resigned? **The payments made to councillors, whether the £150 or the revised £156 have always been taxable, but since 2023, councillors may be eligible for a £156 deduction for the costs of working from home.**
8. How does this impact on the council where councillors have completed a tax return and claimed the working from home allowance & have therefore effectively already had the tax refunded? **Where an individual has claimed the full working from home allowance elsewhere (e.g. against another employment or if self-employed) then they cannot claim it again against this income. This is made more explicit in our Guidance and template letters.**
9. Is the £52 flat expense fee also to be claimed or refused? **As with all remuneration determined by the Panel, an individual councillor may opt out of receiving it.**
10. If they claim the Flat expense fee (for providing a home office), I assume they can still claim out of pocket expenses for items purchased for the council? Examples this year include gate chain, film DVD's for film club which we support, items purchased for minor repairs etc. – **Items paid for by councillors for use by the Council, should be paid for by the Council's central budget. If an individual councillor incurs the expense on behalf of the Council, then subject to appropriate receipts etc., they can be refunded.**
11. How does printer ink get claimed? The Councillor running the film club also prints notices for the Community Notice Boards and will use over £52 worth a year. Sorry, this seems obvious - I assume he just claims as out of pocket. – **The £52 consumables allowance covers consumables used by the Councillor individually. Where they incur expenses on behalf of the full Council, then subject to appropriate receipts etc., they can be refunded.**

AGENDA ITEM 6(ii)

Jo Lane

From: Darren Morris <Darren.Morris@flintshire.gov.uk>
Sent: 11 June 2024 10:00
Cc: Romaine Halfpenny-Williams; Tom Collins; Rhys Hughes
Subject: Summer Playscheme Update

Bore da pawb,

I hope this email finds you well. I wanted to provide an update on this year's Summer Playscheme developments:

1. **Promotional Flyers:** We have printed 10,000 generic flyers for distribution. If you would like a stock, please let us know, and we will send some to you.
2. **Banners:** You have the opportunity to purchase banners for your areas. If you haven't ordered yet and wish to do so, please let me know as soon as possible.
3. **Staff Recruitment and Site Allocation:** We have recruited 40 staff members for this summer and allocated sites accordingly. A site list is provided below for your reference. As noted in my original email from November, we will be delivering 3-week sites throughout the entire summer, rather than only during the first three weeks, due to staffing capacity.
4. **Promotional Graphics and Social Media:** Our graphics team is working on promotional materials for each council's social media. Our social media platform is now live on Facebook. Please search for "**Chwarae Sir y Fflint / Play Flintshire**" and share the page with your residents for up-to-date information before and during the summer.
5. **Risk Assessments:** We are currently re-writing and updating the risk assessments.
6. **Activities Team:** New this year, we will have a dedicated Activities Team visiting all sites over the summer, offering various activities in addition to unstructured play opportunities.
7. **Buddy Scheme:** Due to funding cuts, the Buddy Scheme for children with disabilities and/or ALNs will be delivered differently this year. We will have three designated sites for morning and afternoon sessions with specific teams/staff members providing stimulating and sensory play opportunities.

Please let me know if you have any questions or need further information.

Cynlluniau 6-wythnos

6-week Schemes

Safleoedd 6-wythnos / 6-week Sites
(AM: 10.30-12.30, PM: 2-4)

AM	PM
QuayPlay Cei Connah / Connah's Quay	Coed Onn Y Fflint / Flint
	Clwb 33 Club Shotton
	Holway
	Gladstone Penarlâg / Hawarden
Pheonix Park Leeswood	Penyffordd
Mynydd Y Fflint Flint Mountain	Albert Avenue Y Fflint / Flint
Castell Y Fflint Flint Castle	Parc Cornist Cornist Park
Aston	Mancot
Sealand Manor	Garden City
Carmel	Carmel

Cynlluniau 3-wythnos

3-week Schemes

Safleoedd 3-wythnos / 3-week Sites
(AM: 10.30-12.30, PM: 2-4)

Wythnos / Week 1-3		Wythnos / Week 4-6	
AM	PM	AM	PM
Llaneurgain / Northop	Mynydd Isa / New Brighton	Sychdyn	Northop Hall
Fron Road (6)	Bagillt Vic Rd	Fron Road (6)	Bagillt Ysgol Merllyn
Bwcle / Buckley Lyme Grove	Bwcle / Buckley Westwood	Bwcle / Buckley Common	Parc Drury Park
Pontybodkin(Llun/Mon-Mer/Wed) Cymau (Iau/Thur-Gwe/Fri)	Abermorddu (Llun/Mon-Mer/Wed) Ffrith (Iau/Thur-Gwe/Fri)	Sandycroft	Yr Hôb Hope
Gwernaffield	Yr Wyddgrug / Mold Parkfield	Yr Wyddgrug / Mold Gas Lane	Gwernymynydd
Penarlâg / Hawarden Lvl Rd (6)	Saltney	Penarlâg / Hawarden Lvl Rd (6)	Brychdyn / Broughton
Rhosesmor (6)	Caerwys	Rhosesmor (6)	Mostyn

AGENDA ITEM 6 (iii)

Jo Lane

From: Josh McEwan <josh.mcewan@aura.wales>
Sent: 19 June 2024 11:19
Subject: Fit, Fed & Read Timetable
Attachments: FFR 2024 Timetable.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning

I hope you are well.

Thanks again for the £1,000 donation for your respective area to support this summer's Fit, Fed & Read programme. Please find the timetable for the summer attached. Apologies, I only have the online copy in an English version. I have hard copies of the timetable and I also have individual site-specific flyers for your relevant areas. These are printed back-to-back in English and Welsh versions. Please let me know if you would like me to drop some off with you, so you can share within your area.

If possible, could I request that you share on your platforms, as well as sharing with colleagues to promote this and make all residents aware within your area that this will be taking place over the summer holidays.

If you require any further information about the programme, please let me know.

Kind regards,

Josh McEwan
Cyd-drefnu Chwaraeon Ysgolion a'r Gymuned | School & Community Sports Coordinator

Datblygu Chwaraeon | Sports Development

hamdden a llyfrgelloedd
aura
leisure & libraries

Ffôn | Tel 01352 704099

Ebost | Email Josh.Mcewan@aura.wales

www.aura.cymru | www.aura.wales



[/aura.wales](https://www.facebook.com/aura.wales)



[/aura_wales](https://twitter.com/aura_wales)



Mae Aura Leisure and Libraries Limited wedi'i gofrestru dan Deddf Cymdeithasau Cydweithredol a Budd Cymunedol 2014 (Rhif cofrestru 7610).

Aura Leisure and Libraries Limited is registered under the Cooperative and Community Benefit Societies Act 2014 (Registration No. 7610).

FIT, FED & READ SUMMER 2024

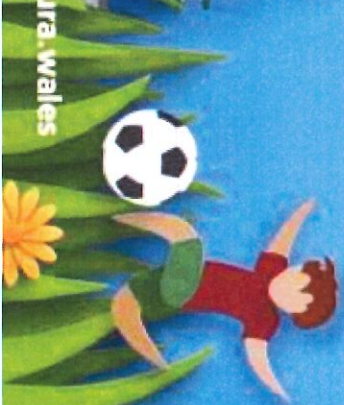
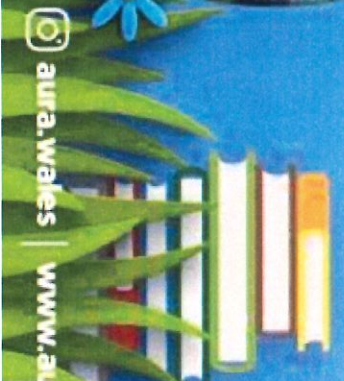
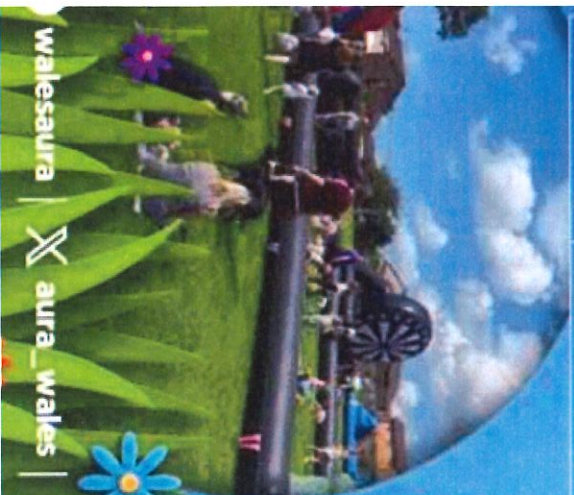


No
Bookings
Required

Monday	Tuesday		Wednesday		Thursday		Friday	
Flint 2:00-3:30pm Flint Castle CH6 5PE Grassed area either side of the Castle	Saltney 11:00am-12:30pm Park Avenue Rec CH4 8LT Enter via alleyways on Park Avenue, Salsbury Avenue and Ashleigh Close	Connah's Quay 2:00-3:30pm Scout Hut Field CH5 4RO Playing field below Deeside Maval Club	Buckley 11:00am-12:30pm Princess Avenue CH7 2LP Playing field between Princess Avenue and Alyn Road	Aston 2:00-3:30pm Central Drive CH5 1LR Opposite the Melrose Inn	Mostyn 11:00am-12:30pm Mostyn Football Pitch CH8 9PE Playing field opposite the community centre	Holywell 2:00-3:30pm Fron Park CH8 7TQ Behind the leisure centre	Treuddyn 11:00am-12:30pm Village Hall Field CH7 4LU Behind the village hall	Mold 2:00-3:30pm Maes Bodlonta CH7 1DR On the Rec playing field
22 July 29 July 5 August 12 August 19 August	23 July 30 July 6 August 13 August 20 August	24 July 31 July 7 August 14 August 21 August	25 July 1 August 8 August 15 August 22 August	26 July 2 August 9 August 16 August 23 August				

FREE community sport and physical activity for all ages. Summer Reading Challenge, crafts, with food, snacks and drinks provided!

Contact Josh.Mcewan@aura.wales for more information





AGENDA ITEM 7

Events and Community Officer Update Report

June 2024

Item 7

Report from the Events and Community Engagement Officer

Town Trading:

VOD Music is moving into the former Mati & Meg shop on New Street

New business moving into former Bliss shop on Earl Road

Daniel Owen Precinct –

Polka Dot Travel have closed and all bookings transferred to the Wrexham store.

Morrisons – trolleys and rubbish complaints. I have spoken to owner of DOP as well as the Manager of Morrisons to discuss the complaints. The details of DOP agents have been given to the Morrisons Manager so he can direct them to Morrisons Head Office to request that they look at the situation. Currently the trolleys and rubbish are stored outside the shop alongside the Town Council notice board during shop open hours and taken into store at close time.

NEWCIS store up for let due to relocation (relocation site to be confirmed at next month's meeting)

Indoor Market: Two new business have opened.

- The Sandwich Box – sandwiches, salads, paninis, toasties and cakes
- Direct Outdoors - outdoor and camping clothing and equipment

All units are now occupied

Update on Vacant Units and Business for Sale

Marketed By	Address of Unit	Tenant	Sale/ Rent	Status	Additional Information
Legat Owen	New Street	Eddy's Barbers	For Sale	Available	Retail unit and upstairs flat
BA Commercial	Bus Station	Former Brewbox	To Let	UNDER OFFER	empty
Unknown	Chester Street	Former Hallows Solicitors	Unknown	Unknown, no to let or for sale sign	Unit empty
Private Let	Chester Street	Former MP Office	To Let	Available	

Harris Lamb	Unit 10 Daniel Owen Precinct	NEWCIS Shop	For Let		Due to relocation
Reid & Roberts	Wrexham Street	Hawkeye Entertainment	For Sale	Business still trading	Business only for sale (not building)
Reid & Roberts	King Street	Truly Scrumptious	For Sale	Business still trading	Business only for sale (not building)
Reid & Roberts	Daniel Owen Precinct	Tasters Delicatessen	For Sale	Business still trading	Business only for sale (not building)
No details	47 High Street	Former Paolos Pizzeria	Unknown	Business has closed	
Private owner	51 High Street	Former Tails a Waggin	Unknown	The ground floor shop unit is empty	Current tenants above shop: Sbarkles dog grooming and Accountant firm

General information

Hanging Baskets – went up on 16th June. 11 baskets have been unable to be put up due to a number of reasons; scaffolding around business, missing brackets and damaged brackets. It has been agreed by the CDR Committee that the plants in these 11 baskets are to be used for the Kings Street tub which Rick Lee from the Gathering will plant and install weekend of 22nd June. Rick Lee maintains the Kings Street baskets as business sponsor. The Gateway signs will be planted up by volunteers Cllr. Beacher and Jim Evans.

2025 Hanging basket contract and request for businesses to contribute will be reviewed and proposal taken to CDR meeting for consideration.

Mold Hospital celebrates their 40th anniversary on 25th July and are asking people to share with them old photos of the work being done at the old cottage to new community hospital, old uniforms, stories of people working in the hospital, staying in the hospital, any stories or memorial of either hospital would be appreciated.

Mold Museum reopens on 25th July in the afternoon to the general public and will be open Mon - Sat when the library is open

Meetings attended:

Save the Highstreet meeting - verbal update to be given

Round Table and Streetscene – Round Table have expressed an interest in volunteering to plant and maintain tubs and flower beds in the town – verbal update to be given after meeting on 25th June.

CCTV Gas Lane – CCTV suite have received a number of complaints from residents regarding the new camera, they are concerned that it is looking into their property. CCTV Suite have reassured residents that this is not the case and Cllr. Carberry has asked to advise residents in the area that the camera is focused on the play area and will not be viewing private properties.

MTC Forth Coming MTC Events

7th July – Mold Carnival, Volunteers are needed for this event from 6am through to 10.30pm, currently short on volunteers from 1pm. H&S Guidelines specify 1 volunteer per 100 attendees.

31st August – Bryn Gwalia information day – a number of groups / clubs will be invited to attend to showcase what is available to children / teenagers within the area

Other Events

Charity Football Match 29th June at Mold Alex

MOLD TOWN COUNCIL ADDENDUM TO MINUTES

CURRENT ACTION LIST

2023-2024

MINUTE NO.	DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	SIGN OFF DATE
168	April 2023	CITTASLOW	Cllr Hill would contact OVV and SLCC to try to encourage councils to join. Interpretation boards could be re-done. Clerk to request update on catenary maintenance.	In hand. Would be worked on. Requested updated report from MEGA.	
58	July 2023	CHRISTMAS LIGHTS	Cllr Carberry to send a response to the letter.		Completed
150. (ii)	November 2023	Letter from Yscefiog Community Council	Clerk to contact Flintshire County Council requesting update with regards to 'Active Travel'		Ongoing
162.	November 2023	20mph	Clerk to send link to councillors to complete for road exemptions.	Email sent to FCC requesting feeder roads to be excluded. List of agreed feeder roads needed from Town Council	Completed Ongoing
202.	February 2024	Creation of rota for monthly reconciliation	To create a rota for Councillors to undertake monthly reconciliation with Town Clerk	To be arranged after financial year end.	Ongoing.
227.	March 2024	Tree Carving Cemetery	To progress with obtaining quotes for Tree Carving in the Cemetery and proceed using Cittaslow Funds.	This has now been passed to the Cemetery Superintendent.	Ongoing.
224.	April 2024	VAT Training	Town Clerk to email Councillors to gain numbers for VAT Training. Town Clerk to email neighbouring Town/Community Councils regarding VAT Training.	Email to Councillors sent 23.05.24. Contacts for surrounding town and community councils collated.	Ongoing
249.	April 2024	New Training Policy and Plan	Town Clerk to upload on to Website.		Completed
254.	April 2024	Temp Staff Member	Clerk along with Chair of Personnel Committee to arrange a temp office worker for a maximum of 12 weeks.		Completed

1753 00

18. i.	May 2024	Correspondence	This should involve the town i.e. youth groups and schools should be involved and should be judged by the Mayor / Deputy Mayor. This should be passed to Jane to share with schools.		Ongoing
18. ii.	May 2024	Correspondence	Match funding requested from Aura Leisure and Libraries for the sum of £10,000 for Lon Cae Del Play area improvement	Email confirming match funding sent to Aura 05.06.24. Awaiting on Invoice.	
25.	May 2024	Staffing Matrix Working Group	Cllrs. Teresa Carberry, Paul Beacher, Robin Guest, Tina Claydon, Megan Lloyd-Hughes and Catherine Francis Claydon-Hill agreed to be members of this group. Email to be sent to any absentees regarding joining the group. Date to be set for next meeting once membership is agreed.	Working Group Formed. First meeting scheduled for 1 st July.	Completed
33.	May 2024	Worknest	Service Proposal received from Worknest, an additional 2 quotes to be sought for discussion at the next Policy and Audit Committee Meeting.	Additional 3 quotes were obtained. Quotes were discussed at the Policy and Audit Committee. Recommendation being made to Town Council	Completed

Jo Lane

From: Jane Evans
Sent: 10 June 2024 13:38
To: Jo Lane; Brian Lloyd; Bryan Grew; Catherine Hill; Chris Bithell
(chris.bithell@hotmail.com); Chris Bithell FCC email
(christopher.bithell@flintshire.gov.uk); Geoff Collett - FCC email
(geoff.collett@flintshire.gov.uk); Haydn Bateman (haydnbateman18@gmail.com);
(haydnjones@outlook.com) (haydnjones@outlook.com); Jo Edwards; Megan Lloyd
Hughes; paul.beacher@btinternet.com; Pete Dando; Robin Guest; Sarah Taylor
(sarah.taylor8044@gmail.com); Teresa Carberry (llr.teresa.carberry@gmail.com);
Tim Maunders (timmaunders@icloud.com); Tina Claydon
Subject: refuse collections - June agenda.

Dear Members

I would like to propose that FCC refuse collections is added to June agenda.

I have just witnessed the collections along Clayton Road and once again the way the operatives discard the empty bags and bins is infuriating, not only on a personal level but as a Town Council representative. This is surely counter productive? The amount of rubbish is increasing in the town and along the roadsides and this is somewhat down to the way the recycling is carried out.

Today the operatives were emptying the bags and just throwing them backwards, not even looking where the bags were landing, I saw one box being kicked where it bounced off the wall and ended up in the middle of the pavement. I have had reason to complain personally regarding my own collections at home as I witnessed one guy spin my recycling bags around his finger and then threw it up into the air, not caring where it landed – it actually landed on the Main Road in New Brighton! The week after I complained regarding this, our bags were folded neatly and placed back on our front wall with the brick, that we put out to hold them in place, on top of the bags to stop them from blowing away. Sadly this was a one off and they have now reverted to being left all over the pavement once again.

As I have seen today, most residents carefully put their bags out, securing them onto railings / gates to stop them from blowing away. Is there a reason why FCC Operatives can not replace the bags as they find them?

As this is happening across Mold (and the county), can this please be addressed, FCC procedures on refuse collection needs to be looked at, especially in the light of potential 4 week collections and the increase in household waste.

Kind regards
Jane

--

Jane Evans
Events & Community Engagement Officer / Swyddog Digwyddiadau ac Ymgysylltu â'r Gymuned
Mold Town Council / Cyngor Tref yr Wyddgrug
Town Hall / Neuadd y Dref
Earl Road / Ffordd yr Iarll
Mold / Yr Wyddgrug
CH7 1AB

Tel / Ffôn: 01352 758532
www.totallymold.org.uk
www.moldtowncouncil.org.uk

ITEM 12 (i)

FINANCE COMMITTEE		MAY 2024
Mayor and Deputy Mayor + 5 Members		Quorum: 3
	Function of Committee Column One	Delegation of Function Column Two
1	To monitor the Council's annual budget	Committee/ Town Clerk in accordance with Financial Regulations.
2	Approval of variations, overspend and virement in accordance to Financial Regulations	Committee/ Town Clerk in accordance with Financial Regulations.
3	To make recommendations to the Council on budget and precept requirements	Committee Town Clerk to prepare a draft budget
4	To advise Council on borrowing policy and investment management	None – final approval remains with Full Council
5	To monitor the performance of all funds invested	Committee/ Town Clerk in accordance with Financial Regulations.
6	To supervise the Council's insurance arrangements	Town Clerk - final approval remains with Full Council
7	To supervise the Council's banking arrangements	Committee/ Town Clerk in accordance with Financial Regulations.
8	To consider reports on outstanding debts due to the Council and undertake recovery or write off	Committee in accordance with Financial regulations.
9	To administer the Council's Grant Scheme in accordance with its policy	Committee to approve grants up to £1,000 and within budget.
10	To advise on the formulation and amendment to Grant Policy	Committee
11	Maintenance of the Asset Register	Town Clerk to update – Committee to Monitor

Finance Committee – June 2024

Finance Report – End of Year Budget 2023-2024

Salaries, National Insurance and Pension

Mold Town Council's Salaries, National Insurance and Pension is split across four Cost Centre's within the budget. These are:

101 Administration – which covers office staff (Town Clerk, Events Officer and previously a % of the BRPO role)

103 Town Hall – covers the % of cost of the Caretaker/ Cleaner

104 Cemetery – which covers Cemetery Staff

110 Bailey Hill – which covers % cost of the Caretaker/Cleaner (and previously a % of the BRPO role).

For the financial year 2023/24 £219,292 was budgeted in total to cover staff salaries, National Insurance and Employer Pension contributions. The actual spends for 2023/24 was £184,679. The difference from budget and actual spend was £34,613 underspend, this is due a change in staffing and not having the BRPO member of staff for the last 6 months.

Telephone and Internet

Telephone and Internet expenses are covered over three Cost Centre's within the budget, these are:

101 Administration – covers the Town Hall 3 telephones, 2 mobile phones and Internet.

104 Cemetery – cover the cost of telephone and internet in the Cemetery Office.

110 Bailey Hill Centre – covers the cost of the Bailey Hill Centre's telephone and internet.

For the financial year 2023/24 £4,200 was budgeted for telephones and internet in the above buildings. The actual spend was £6,625, resulting in a £2,425 overspend.

For 2024/25 the budget is set for £5,180 to cover all telephone and internet use – this is £1,445 lower than actual spend last financial year. Telephone and Internet use is a necessity to operate the Town Council's services, this will need to be monitored over the coming financial year. When the council have the ability to enter into a longer-term agreement to achieve a better rate may alleviate this costing.

Staff Training

Staff Training budget for 2023/2024 was £1,000, actual spend was £1,675 which was a £675 overspend. The overspend was due to the new Town Clerk attending a number of training sessions with Rialtas.

For the financial year 2024/25 the budget has been set at £1500, the increase to budget was agreed to expected staff changes within the staff team.

We are currently exploring VAT training for staff and Councillors (12 people total) at a cost of £1,125+VAT. The cost per person would be £93.75. Three members of staff wish to attend this training and the number of Councillors wishing to attend is currently being explored, any remaining places will be offered out to surrounding Town and Community Council employees. The cost for this training can be split between the Staff Training Cost Code and Members Conference/ Training Budget (£1,500 allocated in this budget).

Photocopier

The photocopier budget 2023/24 was £800, actual expenditure amounted to £1,332 resulting in being over budget by £532 by year end. The budget for 2024/25 has been set £1,500 as a result.

Other Costs

Within Cost Centre 103 Town Hall under cost code Other Costs no funds were budgeted for 2023/24. A spent against this cost code was made for professional fees for the Condition Survey of the Town Hall from Legat Owen to the amount of £3,250.

Similarly, for this financial year no budget has been assigned to this cost code. If additional professional services are required relating to the Town Hall, it would be of benefit to consider using Ear Marked Reserves to cover such costs.

Rent

104 Cemetery Cost Centre, cost code 4100 rent £0 budget was set for 2023/24 – this cost code is to cover the cost of fees for the Tool Store storage on Gas Lane for larger Cemetery equipment. Therefore, the over spend for this was £1,170. The full cost of rent of this space per annum is £2,340 but is split between the Cemetery and Events Cost Codes as event equipment is also stored there.

The budget for 2024/25 financial year has been set to £1,170 so will not result in an overspend for this financial year.

Electricity Store

The Electricity store budget was over spent by £563 last financial year as the budget set was £250. The budget for this financial year has been raised to £695.

Waste Collection

Waste Collection is split between two Cost Centre – 104 Cemetery and 110 Bailey Hill. £600 was budgeted for the Cemetery in 2023/24 – actual spend was £1,222. £1,800 was budgeted for the Bailey Hill and actual spend was £2,021.

Budget for each cost centre for this financial year is – Cemetery £2,500 and Bailey Hill £1,200. With the change in Welsh Government Law these budgets will need to be monitored throughout the year.

Grave Excavations

There was an overspend on Grave Excavations for 2023/24 – budget set was £1,500 but actual spend was £2,158.

Events

Historically all events income and expenditure are not budgeted for each financial year as our events create enough income to cover their expenditure.

Currently there is Ear Marked Reserves of £37,383.60, starting from April of the new financial year all income created and expenditure spent for all events will be costed against the EMR code.

Income and Expenditure

The full income and expenditure for 23/24 can be found on the attached report.*

Finance Report for Year 2024/25 – Quarter 1

Insurance

The Town Council Insurance expires at the end of May 2024. 2 Quotes were obtained to cover 2024/25 and both were significantly higher than the last Financial Year.

Last years actually spend for insurance was £1,879, therefore £2,000 was budgeted for 24/25. It was resolved at the May Town Council meeting to accept the quote from Zurich at a cost of £3,816.92. Cost to be noted and considered when discussing the budget for 25/26.

HR & HS

At the May Town Council Meeting the possibility of engaging and external agency to help support in the creating and updating of Health and Safety and HR policies. This item will be going to the Audit and Policy for Committee for further discussion before a recommendation can be made to Full Council.

£3,000 has been budgeted for HR and HS for this Financial Year. Based on a quote already received from an external agency offering this service, the cost is likely to be more than budgeted.

Christmas Lighting

Christmas Light and Tree expenditure for last year was £29,161 which was over the budget set. However, additional lighting was purchased as agreed by the Council for the Daniel Owen Precinct.

£15,000 has been budgeted for the current financial year which potentially may be too low for the actual costs needed. However, there is £8,241.07 in EMR for Christmas Lighting which can be used for any shortfall.

ITEM B(i)

Mold Town Council Tree Policy

Adopted by Mold Town Council on

Summary

This policy sets out Mold Town Council's position regarding trees on its land. It does not apply to trees located on land owned by Flintshire County Council or any other organisation or individual.

It sets out the broad principles of how existing trees will be managed and where new tree planting may take place.

The Well-being of Future Generations (Wales) Act 2015 contains well-being goals that public bodies, including Town Councils, must work to achieve. One of the seven well-being goals is to maintain and enhance biodiversity and ecological resilience.

The Council is committed to the preservation of existing trees and the appropriate planting of new trees where this supports the local and national strategies in respect of tree planting.

Policy Statement:

The only land owned by Mold Town Council is Mold Cemetery. The trees planted in the Cemetery contribute to the vital function of reducing pollution, absorbing rainfall, binding soil and providing an environment for local flora and fauna as well as playing an important role with regards to wellbeing of local residents and visitors.

Existing Trees

Mold Town Council is committed to the maintenance of its trees.

The pruning or felling of trees will only be considered when one or more of the following apply:

- To maintain the tree in a healthy condition.
- Where the tree is diseased and will not recover.
- Where a tree is touching or about to touch a structure with the likelihood of damage to that property.
- The tree has become dangerous to the point where there is an unacceptable risk to people or property.
- Where it is necessary as part of the development of the Council's assets, and full consideration has been given to alternatives.
- When trees are obstructing a road or path.
- When it has been advised by a suitably qualified Arboriculturist.

Trees will not be felled for (these items are in keeping with Flintshire County Councils 'Urban Tree and Woodland Plan – 2018-2033'):

- Allegedly too tall
- Shade (unless oppressive)
- Loss of view
- Dropping leaves or other seasonal debris
- Interfering with TV reception
- Affecting the efficient working of solar panels

- Touching overhead telecommunication wires
- Overhanging branches

Planting of Trees

When planting new trees on Mold Town Council owned land there will be regard to the surroundings. Consideration will be given to the proximity of buildings or structures that might be overshadowed or could suffer from root damage from newly planted trees. Where planting is in proximity to other trees or habitat, such planting will have regard to the existing ecology so as to enhance rather than damage this.

Risk Management

Mold Town Council instructs a Tree Safety Survey to be completed every three years by a qualified contractor. Following this survey if needed, all remedial work is instructed to ensure the safety of residents, visitors and surrounding structures.

The Council does not employ its own arboriculturist and relies on contractors to undertake examination and tree surgery. Officers are responsible for identifying potential risks, but advice on tree condition and associated management will require specialist input. A budget for tree management is in place and is reviewed annually.

Complaints and Requests

All complaints or requests are to be directed to the Town Clerk – townclerk@moldtowncouncil.org.uk. Complaints and requests will be considered in line with this policy at Cemetery Committee Meetings of the Town Council.

Common Law Right

Property owners have a Common Law right to remove nuisance associated with trees.

The following advice is given to anyone wishing to exercise their Common Law right:

- a) You can only consider removing parts of the tree from the point where they cross the boundary of your property. You have no legal right to cut or remove any part of a tree that does not overhang your property.
- b) You are strongly advised to consult with an Arboricultural Association Registered tree surgeon for guidance on how best to prune back encroaching trees, unless the works are small enough to do with hand secateurs or similar.
- c) Before you consider doing any works to a tree(s) you must find out if it is protected by a Tree Preservation Order or whether it is within a Conservation Area. If the trees are protected, you will need to gain consent by making an application/ give notice to Flintshire County Council. If you fell or prune a tree that is protected, you may be subject to prosecution and unlimited fines.
- d) Whilst the law requires you to offer any wood back to the tree owner, where the wood is not wanted, you are responsible for making adequate provision to dispose of any wood or cuttings at your own cost. For clarity ***Mold Town Council does not require the return of the wood or cuttings. Please do not place, return or tip this on to Mold Town Council land. If you do so the Council will seek to recover the cost of***

disposal and associated administration costs which are likely to be higher than your own cost of disposal.

ITEM B (ii)

Mold Town Council

GRANTS POLICY

Adopted by Mold Town Council on

Introduction

Mold Town Council community grants are available to local voluntary or charitable groups based and/or working in Mold which provides a direct benefit for Mold residents.

The general premise is that the work of the group should benefit some or all of the residents of Mold. The Council has the power to provide financial grant aid in accordance with Section 137 of the Local Government Act 1972.

Mold Town Council considers applications at its quarterly Finance Meetings, dates of which can be found on our website: www.moldtowncouncil.org.uk

Mold Town Council Grants Programme

Mold Town Council sets aside £3,350 per financial year for its Grants Programme.

Eligibility for a Grant;

- Your project/ event/ activity must benefit the people of Mold.
- You can be an informal group
- Demonstrate how the activity/ community group or organisation links to one of the 7 Well Being Goals for Wales (Well-being of Future Generations Act, 2015):
 - A prosperous Wales
 - A resilient Wales
 - A healthier Wales
 - A more equal Wales
 - A Wales of cohesive communities
 - A Wales of vibrant culture and thriving Welsh language
 - A globally responsible Wales
- Groups can only receive grant once in a financial year.

Examples of activities and items we can support:

1. The capital costs, or a contribution towards the costs of, any new or replacement equipment that may be required to assist the group in its activities.
2. The costs, or a contribution towards the costs involved in the presentation of an event, concert, performance or specific activity produced by a local group.
3. The costs involved in the establishment of a new local voluntary or charitable group.

In addition, Mold Town Council will consider requests for grants towards the general running costs of any group. The Town Council will consider giving a commitment for a contribution for up to a period of three years towards these general running costs. These applications will only be considered at the last Financial Committee Meeting of the Financial year.

What will not be fund;

- Staffing costs
- Projects or events that have already taken place
- Projects or events which are not for the benefit of the community of Mold.

- If a grant has already been received from the Town Council in the same Financial Year.

Applying for a Grant

Visit www.moldtowncouncil.org.uk to download the application form to apply for a grant. Alternatively, you can email: townclerk@moldtowncouncil.org.uk and request a Grant Application Form.

All sections of the form must be completed and returned to the Town Clerk no later 7 working days before a Finance Committee Meeting.

The Finance Committee will consider the application in line with the criteria for a grant and will make a recommendation to the Town Council.

The final decision on awarding the grant will be made by Mold Town Council at their Full Town Council Meeting.

The Town Clerk will contact the applicant as soon after this meeting as possible to advise the outcome for the application.

Monitoring and Evaluation

All successful grant applications will be required to feedback to Mold Town Council on the outcome of the activity/ project or event. This should include:

- A summation of the project outcomes – positives and what could be improved.
- Photographs, links to website, caste studies, tags in Social media Stories.
- Quotes from people who have benefitted from the project, event or activity.
- Numbers of people who benefitted from the funding and if there are any next steps.

The Town Council requires all successful applicants to provide the above information within 6 months of receiving the grant.

Funding Application Terms and Conditions

- An award of a grant must give direct benefit to some or all of the residents of the Town.
- The Town Council does not affiliate to any political party and legally cannot provide grant or support to any party-political activity.
- The Council does not affiliate to any religious group; however, applications will be considered where there is a clear community wide benefit.
- Applications will only be considered when made on a formal application form.
- Applicants will be required to state the amount of grant sought from the Council and provide details of other grants ort awards applied for or gained, which must be disclosed in full.
- Payment will be made against a formal acceptance of the grant and terms.
- An evaluation of the project/ activity or event must be provided once within six months of the grant giving and evidence is to be provided of the benefits and outputs that have been achieved.

- The Council will advertise its Grant Scheme widely to ensure an equitable distribution of resources.
- The applicant acknowledges and agrees that all decisions made by the Council for such a grant request are solely the matter for and at the discretion of the Council. The applicant will provide to the Council all such assistance as is reasonably necessary to enable the Council to comply with its requirements under the Freedom of Information Act.
- Please be aware that if your project involves working with children and/ or vulnerable people we will need to be assured that they are safeguarded and so my come back to you for more information prior to a decision being made.
- Where an application is successful, the terms and conditions must be accepted in writing with the same financial year in which the grant is offered.
- That Mold Town Council's support of the group/ activity/ event is recognised on associated publicity and information material. The MTC logo will be provided.
- That all successful grant applications with social media accounts, tag the Town Council in posts related to this grant funding and where possible use the hashtag #TotallyMold
- That the grant is to be used only for the defined purposes as stated in the grant applications.
- That successful grant applications agree to details of their project/ activity/ event to go on to the Mold Town Council Website, Social Media Pages and any other promotional literature.

ITEM B (iii)

**MOLD TOWN COUNCIL
CYNGOR TREF YR WYDDGRUG**



www.moldtowncouncil.org.uk

Application for Community Grant

Mold Town Council Community Grants Programme

Eligibility for a Grant;

- Your project/ event/ activity must benefit the people of Mold.
- You can be an informal group
- Demonstrate how the activity/ community group or organisation links to one or more of the 7 Well Being Goals for Wales (Well-being of Future Generations Act, 2015):
 - A prosperous Wales
 - A resilient Wales
 - A healthier Wales
 - A more equal Wales
 - A Wales of cohesive communities
 - A Wales of vibrant culture and thriving Welsh language
 - A globally responsible Wales
- Groups can only receive grant once in a financial year.

Examples of activities and items we can support:

1. The capital costs, or a contribution towards the costs of, any new or replacement equipment that may be required to assist the group in its activities.
2. The costs, or a contribution towards the costs involved in the presentation of an event, concert, performance or specific activity produced by a local group.
3. The costs involved in the establishment of a new local voluntary or charitable group.

In addition, Mold Town Council will consider requests for grants towards the general running costs of any group. The Town Council will consider giving a commitment for a contribution for up to a period of three years towards these general running costs. These applications will only be considered at the last Financial Committee Meeting of the Financial year.

Jo Lane
Clerk and Finance Officer
Clerc a Swyddog Cyllid

Neuadd y Dref, Ffordd yr Iarll
Yr Wyddgrug CH7 1AB
Ffôn 01352 758532
Ffacs 01352 755804
townclerk@moldtowncouncil.org.uk
www.moldtowncouncil.org.uk

Town Hall, Earl Road
Mold, CH7 1AB
Tel. 01352 758532
Fax 01352 755804
townclerk@moldtowncouncil.org.uk
www.moldtowncouncil.org.uk

Application for Grant

Contact Details

Applicant Name:	
Organisation:	
Address:	
Contact number:	
Email address:	

Project/ Groups Details

Organisation:	
Location of organisation:	
Project name:	
Short project description:	
If you receive a grant, briefly tell us what difference it will make to your organisation/ area:	

Will your project be provided/ advertised bilingually?	
Please state which Well-being Goal(s) your project/ activity or event links with.	

Project/ Groups Costs

Total cost of project:	
Amount requested from Mold Town Council:	
Amount of any confirmed matched funding (this is preferred but not essential)	
Outstanding balance:	
If there is a balance outstanding, please tell us how the shortfall will be met:	
Please provide bank details for grant payment if successful:	Account Name: Sort Code: Account Number:

Project beneficiaries

Please tell us how many people you expect to benefit if you are successful with your community grant application:	
Please tell us how many people you expect to benefit if you are successful with your community grant application specifically from the Town of Mold:	
Where will the project/ activity take place?	
How many people from Mold are members of your group:	
What is the approximate age group of members?	

Supporting documentation

Please complete the following table to indicate if you have the supporting documents. You do not need to send these documents in with your application (apart from your Governing Document which must be supplied with your application form) but we may request copies at a later date.

Up to date Annual accounts/ income and expenditure	
Copy of your Governing Document (signed)	
Planning Permission (if needed for your project)	
Relevant insurances	
Safeguarding Policies	
Quotes/ estimates for equipment	
Affiliation to a Governing Body	
Equalities and Inclusion Policy	

Data protection and consent

Please ensure you read this section before submitting your application.

Part or all of the information you supply will be held on our IT system. This information will be used for the administration of grant applications and for statistical analysis. Copies of your application, but with personal details redacted, will be provided at the relevant council meetings for consideration of awarding the community grant.

For transparency purposes, information about successful grant applications is added to our website and made available to local press. The press may request contact details of someone able to provide additional information.

Please indicate below if you consent to us passing on your name and contacts to the local press for this purpose.

YES / NO

Declaration

I certify that to the best of my knowledge all the information contained within this application is current. I confirm that I understand, agree and accept the terms and conditions of this grant as set out in Mold Town Council's Community Grants Policy.

Signed:	
Date:	
Name:	
Email Address:	
Contact Number:	
Position in group:	

Please return completed application to:
Mold Town Council, 1st Floor, Town Hall, Earl Road, Mold, Flintshire CH7 1AB

For further information or help completing the Community Grant Application Form, please contact:
Jo Lane, Town Clerk and Finance Officer
townclerk@moldtowncouncil.org.uk
01352 751819

ITEM 15(a)



Mold Town Council

Internal Audit 2023/24

Year-end Report

JDH BUSINESS SERVICES LTD

Registered to carry on audit work by the Institute of Chartered Accountants in England and Wales

INTERNAL AUDIT REPORT MOLD TOWN COUNCIL

The internal audit of Mold Town Council is carried out by undertaking the following tests as specified in the Annual Return for Local Councils in Wales:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year-end testing on the accuracy and completeness of the financial statements

The interim internal audit provides evidence to support the annual internal audit conclusion in the AGAR Annual Return for councils.

Conclusion

On the basis of internal audit work carried out, which was limited to the tests above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, except for the recommendations reported in the action plan. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

JDH Business Services Limited 13/06/2024

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

ISSUE	RECOMMENDATION	FOLLOW UP
2023/24 Year-end internal audit		
1 Actual expenditure against budget has only been reported once to council throughout 2023/24. The minutes of the January 2024 meeting record that this will be introduced on a quarterly basis. This has not been introduced for 2023/24.	<i>The Council must ensure that it monitors its financial position against the approved budget periodically through the financial year.</i>	<i>A new Finance Committee has been established and the first meeting took place on the 4th June 2024. Full budget was provided to Committee Members along with a report from the Town Clerk. Each Committee with delegated responsibilities now has budget as a standard agenda item – (Town Clerks comments)</i>
2 The fidelity cover of £500k does not cover the maximum projected cash balances calculated as approximately £567k (calculated as year-end cash plus first precept installment).	<i>The Council should review the level of their fidelity cover.</i>	<i>Town Clerk to look into and increase fidelity cover - (Town Clerks comments)</i>
3 The petty cash records show a £250 withdrawal of cash for 'Events petty cash'. No petty cash records were provided for this money or evidence showing the cash being repaid into the bank.	<i>The Council must ensure that records are maintained for all petty cash with supporting receipts. The balance of 'Events petty cash' remaining as at 31/3/24 should be included within the Total cash and investments balance and included within the bank reconciliation.</i>	<i>Town Clerk did investigate and was unable to find any information - (Town Clerks comments)</i>

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

	A balance for Events petty cash is not included within the bank reconciliation as at 31/3/24.		
4	The asset register is detailed and contains the required information about assets however it uses an estimated value for the valuation rather than the purchase cost. It was not possible to reconcile the movement of assets on the asset register as a list of additions and disposals in year had not been prepared.	<i>When an asset is added to the asset register the purchase cost (net of VAT) should be used as the valuation. A statement should be provided for audit explaining the movement on fixed assets (ie. Increase/decrease due to revaluation, additions, disposals).</i>	
2023/24 Interim internal audit			
1	The Council have not carried out a reconciliation of accounting records for events to the postings in the general ledger for both income and expenditure. During the audit, we reconciled the 'Novemberfest' income records to the general ledger and identified the following issues: <ul style="list-style-type: none"> VAT had not been deducted from the cash of £6,075 banked on 20/12/2023 relating to 	<i>The accounting records for each event must be reconciled to the general ledger to ensure that any errors are identified and corrected. If the monies banked on 20/12/23 relate to Vatable income as the income records suggest, an adjustment must</i>	<i>Reconciliation of Events accounts has started in the new Financial Year (Town Clerks comments)</i>

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

	<p>Novemberfest. The income records indicate that this was for vatatable income. If vatatable, the amount of VAT due to HMRC would be £1012.50.</p> <ul style="list-style-type: none"> The cash amount of £6075 is in excess of the standard money cover of £2500 shown in the 22/23 insurance policy schedule for monies held in a locked safe. The festival took place on the 1st and 12th of November 2023, however, cash from the event was not banked until December 20th. 	<p><i>be posted to the ledger to correct VAT and the next VAT return should include an adjustment to ensure any outstanding VAT identified is remitted to HMRC.</i></p> <p><i>The Council must ensure they have adequate money insurance cover in place.</i></p> <p><i>Cash should be banked promptly and ensuring that appropriate care is taken regarding the security and safety of individuals banking cash (see Financial Regulation 9.9).</i></p>	<p>Implemented – evidence in the accounts of an adjustment to VAT for this event</p> <p><i>This has been increased to £5000 (Town Clerks comments)</i></p> <p><i>Prompt banking is now in place after/ during each event (Town Clerks comments)</i></p>
2	<p>A review of the Carnival accounts identified that £3990.86 of income had been posted to an expenditure code within the ledger therefore understating both council income and expenditure by this amount.</p> <p>The difference between income recorded in the ledger and the Carnival accounts was £950.</p>	<p><i>An adjustment should be posted to the ledger to ensure that the year-end accounts are not understated. Income should not be netted off expenditure in the accounts.</i></p> <p><i>The ledger should be reconciled to the Carnival accounts to identify if the difference is due to cash payments being made out of takings, mis-postings, sponsorship invoices remaining unpaid or any other reason. Any errors identified should be rectified in the council accounts.</i></p>	<p>Implemented – adjustments were posted in year to correct this.</p> <p><i>Reconciliation of Events accounts has started in the new Financial Year (Town Clerks comments)</i></p>

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

<p>3</p> <p>A review of the 'Live on the square' event identified that VAT had only been charged on a very small amount of ticket sales. If VAT is due on all the ticket sales this would amount to £1,296 of VAT due to HMRC.</p>	<p><i>The council must ensure that they are charging VAT where appropriate. If there is uncertainty on whether VAT should be charged on a particular event or income category, guidance should be obtained from or a Local Government VAT expert. Clearly, it would be of benefit for officers to receive local council VAT training.</i></p>	<p>Year-end update: Evidence in the accounts of an adjustment to VAT for this event</p>
<p>4</p> <p>Testing of payments identified a £1000 payment to the Mold Food Festival that had not been authorised by the required two signatures before payment, although, the funding had been included within the annual budget.</p>	<p><i>All online payments should be approved by two signatories before payment and evidence should be retained showing which members authorised the payment.</i></p>	
<p>5</p> <p>One of the council authorisation controls is for the Rialtas monthly schedules to be approved each month at the Council meeting and the total amounts approved to be recorded in the minutes.</p> <p>The minutes for October 2023 and November 2023 record the payments have been approved but do not record the total amounts approved.</p>	<p><i>The minutes should record the total payments approved to agree to corresponding schedules. We note that this took place in the January 2024 minutes.</i></p>	<p><i>Has been in place since January 2024 (Town Clerks comments)</i></p>
<p>2022/23 Year end internal audit recommendations</p>		

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

1	<p>The Council records in the January 2023 minutes the decision to increase the precept by 5% for 2023/24 but does not formally state the amount of the precept request.</p>	<p>Implemented</p>
2	<p>Actual expenditure against budget has only been reported once to council throughout 2022/23.</p>	<p><i>The Council must ensure that it monitors its financial position against the approved budget periodically through the financial year.</i></p> <p>Outstanding</p> <p><i>A new Finance Committee has been established and the first meeting took place on the 4th June 2024. Full budget was provided to Committee Members along with a report from the Town Clerk (Town Clerks comments)</i></p>
3	<p>Monitoring controls over burial income have improved and regular checks of burial receipts are made between the cemetery officer and the town clerk. An overall reconciliation of the burial records to the ledger identified a minor (£70) difference between the burial accounts book and the entries in the ledger.</p>	<p><i>Any differences identified in the overall reconciliation should be investigated to ensure entries in both records are correct.</i></p> <p>The Clerk has started reconciling cemetery records to bankings.</p>
3	<p>A review of the events income records found that reconciliations had not taken place at the year-end to identify the differences between the income records and the ledger.</p>	<p><i>As recommended previously: Event income should be reconciled after every event to the amounts</i></p> <p>Outstanding – see issues 1-3 in 23/24 interim audit</p> <p><i>Reconciliation of Events accounts has started in the new</i></p>

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

<p>The differences were as follows:</p> <p>Novfest - The spreadsheet shows income of £12080.51 but the ledger records income of £11416.80.</p> <p>Live on the Square</p> <p>The spreadsheet shows income of £7064.18 but the ledger records income of £7347.14</p> <p>Carnival</p> <p>The spreadsheet shows income of £9289.67 but the ledger records income of £8310.74.</p> <p>Some of the differences may be due to transaction fees as we reported last year that income was posted net of transactions fees into the ledger.</p>	<p><i>recorded in the general ledger and any discrepancies investigated.</i></p>	<p><i>Financial Year (Town Clerks comments)</i></p>
<p>4</p> <p>The asset register does not agree to the balance on the annual return.</p> <p>Please see issue 4 from the 2021/22 year-end internal audit. The annual return was not amended following our audit and the balance has been carried forward for 2022/23.</p>	<p><i>The asset register should agree to the annual return.</i></p> <p><i>If a valuation of an asset has changed due to a revaluation, the previous year's balance should be restated. The previous year's balance should also be restated for assets not previously included in the register</i></p>	<p>See issue 4 in 2023/24 year end audit</p>

**INTERNAL AUDIT REPORT
MOLD TOWN COUNCIL**

		<p><i>which were purchased prior to 31/3/22.</i></p> <p><i>Assets should be added to the asset register at the purchase cost net of VAT.</i></p>	
2022/23 interim internal audit recommendations			
1	<p>Invoices for payments made via online banking are signed by two signatories. This is done after the payment is made rather than before.</p>	<p><i>Two signature approval should be obtained before an online payment is made.</i></p> <p><i>When it is impractical to obtain signatures, alternatives such as emailed approval can be obtained.</i></p>	<p>The Clerk has confirmed that this control is now in place.</p>

ITEM 15(ii)

Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2024

Accounting statements 2023-24 for:

Name of body: Mold Town Council

	Year ending		Notes and guidance
	31 March 2023 (£)	31 March 2024 (£)	
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	376,215	367,254	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	289,280	304,500	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	146,332	154,168	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	225,574	181,805	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, taxable allowances, PAYE and NI (employees and employers), pension contributions and termination costs. Exclude reimbursement of out-of-pocket expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	218,999	213,430	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	367,254	430,687	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	22,121	6,533	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	371,666	460,170	All accounts: The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	26,533	36,015	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	367,254	430,687	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	290,714	303,313	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Council, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2024, that:

	Agreed?		'YES' means that the Council:	PG Ref	
	Yes	No*			
1. We have put in place arrangements for: <ul style="list-style-type: none"> effective financial management during the year; and the preparation and approval of the accounting statements. 	Yes		Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12	
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	Yes		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7	
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council to conduct its business or on its finances.	Yes		Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6	
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	Yes		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23	
5. We have carried out an assessment of the risks facing the Council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes		Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9	
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	Yes		Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8	
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Council and, where appropriate, have included them on the accounting statements.	Yes		Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6	
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	Yes		Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23	
9. Trust funds – The Council acts as sole trustee for and is responsible for managing trust fund(s)/assets. We exclude transactions related to these trusts from the Accounting Statement. In our capacity as trustee, we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	Has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.	3, 6

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

<p>The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement</p>	
<p>1. Expenditure under S137 Local Government Act 1972 and S2 Local Government Act 2000</p> <p>Section 137(1) of the 1972 Act permits the Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Section 137(3) also permits the Council to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2023-24 was £9.93 per elector.</p> <p>In 2023-24, the Council made payments totalling £2,900 under section 137. These payments are included within 'Other payments' in the Accounting Statement.</p>	
<p>2.</p>	
<p>3.</p>	

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statement and/or the annual governance statement.

Council approval and certification

The Council is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

<p>Certification by the RFO</p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Council, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2024.</p>	<p>Approval by the Council</p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:</p>
<p>RFO signature:</p>	<p>Minute ref:</p>
<p>Name:</p>	<p>Chair signature:</p>
<p>Date:</p>	<p>Name:</p>
	<p>Date:</p>

Annual internal audit report to:

Name of body: MOLD TOWN COUNCIL

The Council's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2024.

The internal audit has been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	✓				
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	✓				
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓				
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	✓ *				* EXCEPT FOR ISSUE 1 IN INTERNAL AUDIT REPORT
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓ *				* EXCEPT FOR ISSUES 1, 2 AND 3 IN INTERIM INTERNAL AUDIT REPORT (FOLLOWS YEAR-END ISSUES IN REPORT).
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.		✓			SEE ISSUE 3 IN INTERNAL AUDIT REPORT
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓ *				* EXCEPT FOR ISSUE 4 IN INTERNAL AUDIT REPORT

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
9. Periodic and year-end bank account reconciliations were properly carried out.	✓				
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	✓				
11. Trust funds (including charitable trusts). The Council has met its responsibilities as a trustee.			✓		

For any risk areas identified by the Council (list any other risk areas below or on separate sheets if needed) adequate controls existed:

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
12.					
13.					
14.					

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Council are included in my detailed report to the Council dated 13/06/2024.] * Delete if no report prepared.

Internal audit confirmation

I/we confirm that as the Council's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2022-23 and 2023-24. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	JDM BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	JDM Business Services Ltd
Date:	13/06/2024

ITEM 15(ii)

Council contact details and other core information

Please provide the following contact details for the Council.

	Current details
Clerk's name	Jo Lane
Clerk's address	First Floor, Town Hall, Earl Road, Mold CH7 1AB
Clerk's contact telephone	01352 851819
Clerk's email address	townclerk@moldtowncouncil.org.uk
Council website	www.moldtowncouncil.org.uk

Accounting records

Please indicate the format in which the Council keeps its accounting records

	Yes / No
Manuscript cashbook / receipts and payments book	
Spreadsheet	
Accounts software packages:	
• Rialtas	Yes
• Sage	
• Scribe	
• Xero	
• Other (Please specify)	

Bank reconciliation

COUNCIL NAME: Mold Town Council

COUNTY : Flintshire

		£
A	Balance on the bank statement at 31 March (taken from bank statement)	
	Cashbook 1 – Community Bank Account	£23,075.93
	Cashbook 7 – Events Account	£23,550.97
	Cashbook 9 – Prepaid Mastercard	£1,904.52
	Cashbook 8 – Mayor’s Charity bank Account	£68.92
	Cashbook 4 – Deposit Bond 2	£15,000.00
	Cashbook 5 – Deposit Bond 3	£15,000.00
	Cashbook 3 – Deposit Bond 1	£15,000.00
	Cashbook 2 – Business Money Manager Account	£366,564.27
	Outstanding items	
B	Less unpresented cheques (List each outstanding cheque)	£0
C	Plus uncleared payments into bank (to agree with attached list)	
D	Petty cash	
	Plus any petty cash balance held at 31 March	
	Cashbook 6 – Petty Cash	£4.91
E	Balance in the cash book (Authority’s own records) at 31 March (Calculated as A-B+C+D=E and agrees with Box 9 on the Annual Return)	£460,169.52 (£460,170 - rounded up to nearest £ on Annual Return).

Explanation of variances

Working out what variances need to be explained

Line in section 1	Last Year £	This Year £	Variance Increase (+) or decrease (-) (This Year minus Last Year) £	% (Variance divided by Last Year figure multiplied by 100)	Explanation required? Less than 15% - NO More than 15% - YES
Line 3 Total other receipts	£146,332	£154,168	+£7,836	5.35%	No
Line 4 Staff costs	£225,574	£181,805	-£43,769	19.4%	Yes
Line 5 Loan interest/ capital repayments	£0	£0	£0	0%	No
Line 6 Total other payments	£218,999	£213,430	-£5,569	2.54%	No
Line 8 Debtors and stock balances	£22,121	£6,533	-£15,588	70%	Yes
Line 10 Creditors	£26,533	£36,015	£9,482	35.7%	Yes
Line 12 Total fixed assets and long term assets	£290,714	£303,313	£12,599	4.33%	No
Line 13 Total borrowing	£0	£0	£0	£0	No

Suggested layout for explanations

One sheet to be prepared for **each variance** that requires explanation.

Line 4 – Staff costs	£
Figure in This Year column	£181,805
Figure in Last Year column	£225,574
Variance (This Year figure less Last Year figure) A positive figure is an increase, a negative figure is a decrease	-£43,769

Reasons (as many as are applicable)	Amount £
Reason 1 – Kickstart Scheme Placement was for 6 months in 2022/23	£7,184.35
Reason 2 – Business Officer (PT) left the Council in Sept 22. Role was merged with an existing role and not replaced.	£12,929.56
Reason 3 – Business Regeneration Project Officer (FT) was successful with application for Town Clerk role and started Oct 23. Business Regeneration Project Officer has not been replaced	£16,472.52
Reason 4	
Unexplained	£7,182.57
Confirm unexplained amount is less than 15% of Last Year figure	Yes

Suggested layout for explanations

One sheet to be prepared for **each variance** that requires explanation.

Line 8 Debtors and stock balances	£
Figure in This Year column	£6,533
Figure in Last Year column	£22,121
Variance (This Year figure less Last Year figure) A positive figure is an increase, a negative figure is a decrease	-£15,588

Reasons (as many as are applicable)	Amount £
Reason 1 – Final recharge Funding for 2022-2023 was outstanding at the end of year accounts.	£16,891.46
Reason 2	
Reason 3	
Reason 4	
Unexplained	
Confirm unexplained amount is less than 15% of Last Year figure	Yes

Suggested layout for explanations

One sheet to be prepared for **each variance** that requires explanation.

Line 10 Creditors	£
Figure in This Year column	£36,015
Figure in Last Year column	£26,533
Variance (This Year figure less Last Year figure) A positive figure is an increase, a negative figure is a decrease	£9,482

Reasons (as many as are applicable)	Amount £
Reason 1 – More funds were held in the Mayors Charity Fund in 2023.	£5,613
Reason 2 – Pre-payments for Carnival Event taking place in Financial year 24/25 had been received in financial year 23/24.	£1,090
Reason 3	
Reason 4	
Unexplained	£2,779
Confirm unexplained amount is less than 15% of Last Year figure	Yes

Standing Orders and Financial Regulations

Mold Town Council Standing Orders are attached and can be found using the following link:

<http://www.moldtowncouncil.org.uk/Mold-TC/UserFiles/Files/Standing%20Orders%20Revised%20June%202021.pdf>

Mold Town Council Financial Regulations are attached and can be found using the following link:

<http://www.moldtowncouncil.org.uk/Mold-TC/UserFiles/Files/Financial%20Regulations%20June%202021.pdf>

The Standing Orders and Financial Regulations were both agreed at the 27th March 2019 Town Council Meeting (attached) or can be found using the following link:

<https://view.officeapps.live.com/op/view.aspx?src=http%3A%2F%2Fwww.moldtowncouncil.org.uk%2FMold-TC%2FUserFiles%2FFiles%2FMain%2520Council%2520Minutes%2FMTC%2520Min%2520190327.doc&wdOrigin=BROWSELINK>

Minute Number: 163 (a) and (b).

Your application search results

You can see below the application search results based on your search criteria.

Reference	Proposal	Location	Registration date	Decision	Decision date	Ward	Grid reference
TPO/000402/24	To remove split limb from tree, this limb is now resting on one of the lower l	38, Lon Cae Del, Mold, CH7 1QX	07 Jun 2024	A01 Approved	14 Jun 2024	Flintshire Ward Mold South	322704, 363508
DET/000355/24	Application for Approval of Details Reserved by Condition No. 3, Planning Ref: F	9, DODDS, Chester Street, Mold, CH7 1EG	07 May 2024	A01 Approved	29 May 2024	Flintshire Ward Mold East	323849, 363913
TPO/000344/24	Removal/felling of two Corsican Pine trees on the grounds of Sunnybank	SUNNYBANK, King Street, Mold, CH7 1LA	02 May 2024	A01 Approved	12 Jun 2024	Flintshire Ward Mold East	323864, 364117
TCA/000314/24	Fell one Sycamore tree on northern boundary of house location	Rivendell, Denbigh Road, Mold, CH7 1BL	19 Apr 2024	Z05 No Objections Raised	22 May 2024	Flintshire Ward Mold West	323504, 364477
COU/000302/24	Full Planning Application for change of use from Use Class A1 (Shop) to Use Clas	New Unit 4, DANIEL OWEN PRECINCT, Daniel Owen Precinct Pedestrianised Area, Mold, Deeside, CH7 1AP	18 Apr 2024	A01 Approved	11 Jun 2024	Flintshire Ward Mold Broncoed	323713, 363873
LDP/000280/24	Conservatory to the rear of property	40 , Ffordd Trebeirdd, Mold, CH7 1FJ	16 Apr 2024	A01 Approved	04 Jun 2024	Flintshire Ward Mold South	323401, 362992
FUL/000191/24	Variation of Condition 10 Ref; FUL/498/22	KFC, Chester Road, Mold, CH7 1UF	19 Mar 2024	Z01 Withdrawn	11 Jun 2024	Flintshire Ward Mold East	324263.7, 363983.78

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 [Accessibility \(https://www.flintshire.gov.uk/en/Resident/About-Flintshire/Accessibility.aspx\)](https://www.flintshire.gov.uk/en/Resident/About-Flintshire/Accessibility.aspx) |
 [Privacy Notice \(https://www.flintshire.gov.uk/en/Resident/Contact-Us/Privacy-Notice.aspx\)](https://www.flintshire.gov.uk/en/Resident/Contact-Us/Privacy-Notice.aspx) |
 [Cookies Policy \(https://www.flintshire.gov.uk/en/Resident/Contact-Us/Cookies-Policy.aspx\)](https://www.flintshire.gov.uk/en/Resident/Contact-Us/Cookies-Policy.aspx) |
 [Comment on this Page \(https://www.flintshire.gov.uk/en/Resident/Council-Apps/Feedback/Feedback-on-proposed-new-look.aspx\)](https://www.flintshire.gov.uk/en/Resident/Council-Apps/Feedback/Feedback-on-proposed-new-look.aspx)

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ITEM 17

Date: 04/06/2024

Mold Town Council Current Year

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Time: 17:05

Cashbook 2

User: JL

Business Money Manager Account

For Month No: 2

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		438,933.93					438,933.93	
	Banked: 22/05/2024	15,000.00						
4712	Deposit Bond 1	15,000.00			202		15,000.00	MMK Account
	Banked: 22/05/2024	15,000.00						
1667	Deposit Bond 2	15,000.00			203		15,000.00	MMK Account
	Banked: 22/05/2024	15,000.00						
9536	Deposit Bond 3	15,000.00			204		15,000.00	MMK Account
	Banked: 22/05/2024	208.35						
	HSBC	208.35			1090	101	208.35	Gross Interest 4712
	Banked: 22/05/2024	208.35						
	HSBC	208.35			1090	101	208.35	Bank Interest 1667
	Banked: 22/05/2024	208.35						
	HSBC	208.35			1090	101	208.35	Bank Interest 9536
Total Receipts for Month		45,625.05	0.00	0.00			45,625.05	
Cashbook Totals		484,558.98	0.00	0.00			484,558.98	

Date: 04/06/2024

Mold Town Council Current Year

Page: 2

Time: 17:05

Cashbook 2

User: JL

Business Money Manager Account

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
22/05/2024	Deposit Bond 1	4712	15,000.00			202		15,000.00	Re-investment
22/05/2024	Deposit Bond 2	9536	15,000.00			203		15,000.00	Re-investment
22/05/2024	Deposit Bond 3	1667	15,000.00			204		15,000.00	Re-investment
24/05/2024	Community Bank Account	TFR	10,000.00			200		10,000.00	Top Up Account
Total Payments for Month			55,000.00	0.00	0.00			55,000.00	
Balance Carried Fwd			429,558.98						
Cashbook Totals			<u>484,558.98</u>	0.00	0.00			<u>484,558.98</u>	

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		24,234.44					24,234.44	
	Banked: 07/05/2024	700.00						
	Aelwyd Y Pentan	700.00			530		700.00	Mayor Charity Concert
	Banked: 08/05/2024	7,375.00						
	Cash Banked	5,210.00		868.33	1070	105	4,341.67	Live on the Square Tickets
					324		4,341.67	Live on the Square Tickets
					6001	105	-4,341.67	Live on the Square Tickets
	Cash Banked	1,672.24			530		1,672.24	Mayors Concert
	Cash Banked	492.76			1071	105	492.76	Easter Tombola
					324		492.76	Easter Tombola
					6001	105	-492.76	Easter Tombola
	Banked: 10/05/2024	40.00						
	Cheque	40.00			1014	110	40.00	Bailey Hill Donation
	Banked: 10/05/2024	72.00						
	Boys and Gilrs Club	72.00			1013	110	72.00	April Hire BH centre
	Banked: 13/05/2024	1,400.00						
	Peter Morris Funeral Directors	1,400.00			1000	104	1,400.00	Burial Fees
	Banked: 16/05/2024	682.00						
	Town and Country lettings	682.00			1011	110	682.00	BH Lodge Rent
	Banked: 17/05/2024	220.00						
	Cash Banked	220.00			530		220.00	Mayors Concert
	Banked: 17/05/2024	2,000.00						
Top Up	Prepaid Mastercard	2,000.00			208		2,000.00	To correct a mistake
	Banked: 19/05/2024	520.00						
	Peter Morris Funeral Directors	520.00			1000	104	520.00	Burial Fees
	Banked: 19/05/2024	1,040.00						
	Peter Morris Funeral Directors	1,040.00			1000	104	1,040.00	Burial Fees
	Banked: 19/05/2024	4,719.50						
	Flintshire CC	4,719.50			1910	104	4,719.50	Child Burial Grant
	Banked: 24/05/2024	10,000.00						
TFR	Business Money Manager Account	10,000.00			201		10,000.00	Top Up Account
	Banked: 30/05/2024	2,800.00						
	Peter Morris Funeral Directors	2,800.00			1000	104	2,800.00	Burial Fees
Total Receipts for Month		31,568.50	0.00	868.33			30,700.17	
Cashbook Totals		55,802.94	0.00	868.33			54,934.61	

Date: 04/06/2024

Mold Town Council Current Year

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Cashbook 1

User: JL

Community Bank Account

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/05/2024	Flintshire County Council	DD	797.00			4101	103	797.00	Nat Dom Rates - TH - May
01/05/2024	Flintshire County Council	DD	118.00			4101	104	118.00	Nat Dom Rates - Cem - May
01/05/2024	Flintshire County Council	DD	181.00			4101	110	181.00	Nat Dom Rates - BHC- May
07/05/2024	Lyreco UK Ltd	BACS	225.23		37.54	4107	101	187.69	Stationary - May
07/05/2024	Daniel Owen Community Assoc.	BACS	330.00			4169	101	330.00	Storage - Jan, Feb, Mar
07/05/2024	Sian Jones	BACS	114.06			4117	101	114.06	Translation costs
07/05/2024	ASH Waste Services Ltd	BACS	129.31		21.55	4153	110	107.76	April Waste Collection
07/05/2024	WiSSCare	BACS	504.00			4151	102	504.00	TotallyMold Website
07/05/2024	Karen Waring	BACS	650.00			4156	105	650.00	The Whipperginnies - BH Mediev
						324	0	-650.00	The Whipperginnies - BH Mediev
						6000	105	650.00	The Whipperginnies - BH Mediev
07/05/2024	Phs Group	BACS	93.60		15.60	4102	110	78.00	Phs Payment 2024
07/05/2024	Phs Group	BACS	93.60		15.60	4102	110	78.00	Phs maintenance 2023
07/05/2024	Phs Group	BACS	78.98		13.16	4102	110	65.82	Phs Maintenance 2022
07/05/2024	C Baglin	BACS	250.00			4156	105	250.00	Professor Llusern BH Medieval
						324	0	-250.00	Professor Llusern BH Medieval
						6000	105	250.00	Professor Llusern BH Medieval
09/05/2024	Marcus Roberts	BACS	100.00			4121	101	100.00	Photography Comm Awards
10/05/2024	Microshade Business Consultant	BACS	217.62		36.27	4105	101	181.35	May Invoice
10/05/2024	Adam Leech Landscapes	BACS	448.00			4003	104	448.00	30th April, 1,7,8 May
11/05/2024	HSBC Bank	CHG	11.00			4200	101	11.00	Bank Charges
14/05/2024	Clwyd Pension Fund	BACS	607.35			4002	101	417.50	May Pensions
						4002	104	189.85	May Pensions
14/05/2024	HMRC	OBP	3,038.11			4000	101	1,226.78	Apr Tax/ NI
						4001	101	665.81	Apr Tax/ NI
						4000	103	120.84	Apr Tax/ NI
						4001	103	20.62	Apr Tax/ NI
						4000	104	543.20	Apr Tax/ NI
						4001	104	366.55	Apr Tax/ NI
						4000	110	80.56	Apr Tax/ NI
						4001	110	13.75	Apr Tax/ NI
17/05/2024	JEA2	BACS	2,223.54			4000	101	2,223.54	Salaries - May
17/05/2024	MWC10	BACS	2,409.33			4000	104	2,409.33	Salaries
17/05/2024	Snowdonia Fire & Security	BACS	103.61		17.27	4908	110	86.34	Fire Alarm Maint 1
17/05/2024	ICCM	BACS	100.00			4108	104	100.00	2024 membership
17/05/2024	Huw Davies	BACS	504.00			4909	110	504.00	Mens Shed Tools
						333	0	-504.00	Mens Shed Tools
						6000	110	504.00	Mens Shed Tools
17/05/2024	Huw Davies	BACS	1,800.00			4909	110	1,800.00	MS - June/July
						333	0	-1,800.00	MS - June/July
						6000	110	1,800.00	MS - June/July

Continued on Page 3

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
17/05/2024	Prepaid Mastercard	Top Up	2,000.00			208		2,000.00	Top Up Equals Card
17/05/2024	Prepaid Mastercard	Top Up	2,000.00			208		2,000.00	Top up Equals Card
18/05/2024	MXG2	BACS	1,456.38			4000	104	1,456.38	Salaries - May
18/05/2024	JLB	BACS	2,523.84			4000	101	2,523.84	Salaries - May
18/05/2024	PJT/B	BACS	805.66			4000	103	483.40	Salaries - May
						4000	110	322.26	Salaries - May
24/05/2024	Zurich Municipal	BACS	3,816.92			4112	101	3,816.92	Insurance 24/25
24/05/2024	IViD Digi Security	BACS	1,440.00		240.00	4137	109	1,200.00	12 months Data Plan x2
24/05/2024	Mega Electrical Services	BACS	420.00		70.00	4139	105	350.00	Testing DO PA System
						324	0	-350.00	Testing DO PA System
						6000	105	350.00	Testing DO PA System
28/05/2024	IData Com Ltd	DD	311.21		51.87	4105	101	194.50	Apr Invoice
						4105	104	64.84	Apr Invoice
28/05/2024	Mold RFC	BACS	852.00		142.00	4121	101	710.00	Mold RFC
28/05/2024	IData Com Ltd	DD	84.90		14.15	4105	110	70.75	May Invoice
30/05/2024	Your Repair gas	DD	29.64			4126	104	29.64	May Cover
30/05/2024	North West Cancer Research	BACS	36.00			4115	101	36.00	Charity Lunch Tickets x2
Total Payments for Month			30,903.89	0.00	675.01			30,228.88	
Balance Carried Fwd			24,899.05						
Cashbook Totals			<u>55,802.94</u>	<u>0.00</u>	<u>675.01</u>			<u>55,127.93</u>	

Date: 04/06/2024

Mold Town Council Current Year

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Cashbook 3

User: JL

Deposit Bond 1

For Month No: 2

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	15,000.00					15,000.00	
	Banked: 22/05/2024	15,000.00						
4712	Business Money Manager Account	15,000.00				201	15,000.00	Re-investment
Total Receipts for Month		15,000.00	0.00	0.00			15,000.00	
Cashbook Totals		<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

Date: 04/06/2024

Mold Town Council Current Year

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Cashbook 3

User: JL

Deposit Bond 1

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
22/05/2024	Business Money Manager Account	4712	15,000.00				201	15,000.00	MMK Account
Total Payments for Month			15,000.00	0.00	0.00			15,000.00	
Balance Carried Fwd			15,000.00						
Cashbook Totals			<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

Date: 04/06/2024

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Cashbook 4

User: JL

Deposit Bond 2

For Month No: 2

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	15,000.00					15,000.00	
	Banked: 22/05/2024	15,000.00						
9536	Business Money Manager Account	15,000.00				201	15,000.00	Re-investment
Total Receipts for Month		15,000.00	0.00	0.00			15,000.00	
Cashbook Totals		<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

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Date: 04/06/2024

Mold Town Council Current Year

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Cashbook 4

User: JL

Deposit Bond 2

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
22/05/2024	Business Money Manager Account	1667	15,000.00			201		15,000.00	MMK Account
Total Payments for Month			15,000.00	0.00	0.00			15,000.00	
Balance Carried Fwd			15,000.00						
Cashbook Totals			<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

Date: 04/06/2024

Mold Town Council Current Year

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User: JL

Deposit Bond 3

For Month No: 2

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	15,000.00					15,000.00	
	Banked: 22/05/2024	15,000.00						
1667	Business Money Manager Account	15,000.00				201	15,000.00	Re-investment
Total Receipts for Month		15,000.00	0.00	0.00			15,000.00	
Cashbook Totals		<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

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Mold Town Council Current Year

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Cashbook 5

User: JL

Deposit Bond 3

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
22/05/2024	Business Money Manager Account	9536	15,000.00				201	15,000.00	MMK Account
Total Payments for Month			15,000.00	0.00	0.00			15,000.00	
Balance Carried Fwd			15,000.00						
Cashbook Totals			<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>30,000.00</u>	

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	20,596.96					20,596.96	
	Banked: 01/05/2024	30.00						
	Loretta Evans	30.00		5.00	1070	105	25.00	LOS Tickets
					324		25.00	LOS Tickets
					6001	105	-25.00	LOS Tickets
	Banked: 02/05/2024	20.00						
	Jayne Chamberlain	20.00		3.33	1070	105	16.67	LOS Tickets
					324		16.67	LOS Tickets
					6001	105	-16.67	LOS Tickets
	Banked: 02/05/2024	108.07						
	Barclays via Square	108.07			1080	105	108.07	Carnival Stall
					324		108.07	Carnival Stall
					6001	105	-108.07	Carnival Stall
	Banked: 02/05/2024	70.00						
	Carolyn Davies	70.00		11.67	1070	105	58.33	LOS Tickets
					324		58.33	LOS Tickets
					6001	105	-58.33	LOS Tickets
	Banked: 02/05/2024	10.00						
	J&D Butler	10.00		1.67	1070	105	8.33	LOS Tickets
					324		8.33	LOS Tickets
					6001	105	-8.33	LOS Tickets
	Banked: 03/05/2024	20.00						
	C Ryder	20.00		3.33	1070	105	16.67	LOS Tickets
					324		16.67	LOS Tickets
					6001	105	-16.67	LOS Tickets
	Banked: 04/05/2024	20.00						
	S Allcroft	20.00		3.33	1070	105	16.67	LOS Tickets
					324		16.67	LOS Tickets
					6001	105	-16.67	LOS Tickets
	Banked: 09/05/2024	1,846.58						
	Hafod	1,846.58			1070	105	1,846.58	Donation LOS
					324		1,846.58	Donation LOS
					6001	105	-1,846.58	Donation LOS
	Banked: 12/05/2024	30.00						
	E Plunkett	30.00			1080	105	30.00	Carnival Stall
					324		30.00	Carnival Stall
					6001	105	-30.00	Carnival Stall
	Banked: 13/05/2024	40.00						
	Angela Heaps	40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
	Banked: 15/05/2024	180.00						

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Celtic Financial	180.00		30.00	1080	105	150.00	Carnival Sponsorship
					324		150.00	Carnival Sponsorship
					6001	105	-150.00	Carnival Sponsorship
	Banked: 15/05/2024	600.00						
	Barnard Engineering	600.00		100.00	1080	105	500.00	Carnival Sponsorship
					324		500.00	Carnival Sponsorship
					6001	105	-500.00	Carnival Sponsorship
	Banked: 17/05/2024	150.00						
	PB Lyons	150.00			1070	105	150.00	Donation LOS
					324		150.00	Donation LOS
					6001	105	-150.00	Donation LOS
	Banked: 21/05/2024	30.00						
	Flintshire CC	30.00			1080	105	30.00	Carnival Stall
					324		30.00	Carnival Stall
					6001	105	-30.00	Carnival Stall
	Banked: 29/05/2024	446.00						
	The Giddy Mare	446.00			1070	105	446.00	Donation LOS
					324		446.00	Donation LOS
					6001	105	-446.00	Donation LOS
Total Receipts for Month		3,600.65	0.00	158.33			3,442.32	
Cashbook Totals		<u>24,197.61</u>	<u>0.00</u>	<u>158.33</u>			<u>24,039.28</u>	

Payments for Month 2

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/05/2024	NEWSAR	BACS	250.00			4146	105	250.00	50 Hertz LOS
						324	0	-250.00	50 Hertz LOS
						6000	105	250.00	50 Hertz LOS
06/05/2024	R L Vaughan-Jones	BACS	250.00			4146	105	250.00	The Establishment LOS
						324	0	-250.00	The Establishment LOS
						6000	105	250.00	The Establishment LOS
06/05/2024	Emlyn Law	BACS	250.00			4146	105	250.00	My Eleventh Toe LOS
						324	0	-250.00	My Eleventh Toe LOS
						6000	105	250.00	My Eleventh Toe LOS
06/05/2024	Kevin Thomas	BACS	250.00			4146	105	250.00	Six Ton Dog LOS
						324	0	-250.00	Six Ton Dog LOS
						6000	105	250.00	Six Ton Dog LOS
06/05/2024	Amy Tasker	BACS	50.00			4146	105	50.00	Amy Tasker LOS
						324	0	-50.00	Amy Tasker LOS
						6000	105	50.00	Amy Tasker LOS
06/05/2024	David Podmore	BACS	250.00			4146	105	250.00	Trigger Hounds LOS
						324	0	-250.00	Trigger Hounds LOS
						6000	105	250.00	Trigger Hounds LOS
06/05/2024	Mr A J Jaggs	BACS	250.00			4146	105	250.00	Audio Drones LOS
						324	0	-250.00	Audio Drones LOS
						6000	105	250.00	Audio Drones LOS
06/05/2024	Graeme Hahn	BACS	50.00			4146	105	50.00	Graeme Hahn LOS
						324	0	-50.00	Graeme Hahn LOS
						6000	105	50.00	Graeme Hahn LOS
06/05/2024	Mali Sigsworth	BACS	50.00			4146	105	50.00	Mali Sigsworth LOS
						324	0	-50.00	Mali Sigsworth LOS
						6000	105	50.00	Mali Sigsworth LOS
09/05/2024	Dominic Roberts	BACS	215.00			4146	105	215.00	Medical Ass LOS
						324	0	-215.00	Medical Ass LOS
						6000	105	215.00	Medical Ass LOS
09/05/2024	Dominic Roberts	BACS	1,600.00			4146	105	1,600.00	Security LOS
						324	0	-1,600.00	Security LOS
						6000	105	1,600.00	Security LOS
09/05/2024	Pete Dando	BACS	83.96			4146	105	83.96	Wristbands LOS
						324	0	-83.96	Wristbands LOS
						6000	105	83.96	Wristbands LOS
11/05/2024	HSBC Bank	CHG	8.00			4200	101	8.00	Bank Charges
14/05/2024	Wall Signs (NW) Ltd	BACS	72.00		12.00	4121	101	60.00	Comm Awards Labels
Total Payments for Month			3,628.96	0.00	12.00			3,616.96	
Balance Carried Fwd			20,568.65						
Cashbook Totals			24,197.61	0.00	12.00			24,185.61	

Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	60.92					60.92	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>60.92</u>	<u>0.00</u>	<u>0.00</u>			<u>60.92</u>	

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Mayor's Charity Acc

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Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
11/05/2024	HSBC Bank	CHG	8.00			4200	101	8.00	Bank Charge for Apr
Total Payments for Month			8.00	0.00	0.00			8.00	
Balance Carried Fwd			52.92						
Cashbook Totals			<u>60.92</u>	<u>0.00</u>	<u>0.00</u>			<u>60.92</u>	

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Prepaid Mastercard

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Receipts for Month 2

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	1,375.17					1,375.17	
	Banked: 17/05/2024	2,000.00						
Top Up	Community Bank Account	2,000.00			200		2,000.00	Top Up Equals Card
	Banked: 17/05/2024	2,000.00						
Top Up	Community Bank Account	2,000.00			200		2,000.00	Top up Equals Card
Total Receipts for Month		4,000.00	0.00	0.00			4,000.00	
Cashbook Totals		<u>5,375.17</u>	<u>0.00</u>	<u>0.00</u>			<u>5,375.17</u>	

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Prepaid Mastercard

For Month No: 2

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
05/05/2024	Iceland	MCD	26.75			4146	105	26.75	Supplies for LOS
						324	0	-26.75	Supplies for LOS
						6000	105	26.75	Supplies for LOS
07/05/2024	Amazon EU	MCD	18.90		3.15	4139	105	15.75	Wire Cutters Events General
						324	0	-15.75	Wire Cutters Events General
						6000	105	15.75	Wire Cutters Events General
08/05/2024	Amazon EU	MCD	63.74		10.63	4118	101	53.11	Bins for Office
08/05/2024	EDF Energy	MCD	67.44		3.21	4907	110	64.23	April Invoice
09/05/2024	Tesco	MCD	200.95			4115	101	200.95	Mayors Reception
11/05/2024	SLCC	MCD	348.00			4108	101	348.00	Membership Fee 2024/25
11/05/2024	Euro Garages	MCD	57.87		9.65	4132	104	48.22	Petrol
17/05/2024	Community Bank Account	Top Up	2,000.00			200		2,000.00	To correct a mistake
23/05/2024	KMA Tool Hire & Sales	MCD	116.64		19.44	4007	104	66.60	Machinery and Parts/ PPE
						4133	104	30.60	Machinery and Parts/ PPE
27/05/2024	The Purple Guide	MCD	30.00		5.00	4108	101	25.00	Membership 24/25
Total Payments for Month			2,930.29	0.00	51.08			2,879.21	
Balance Carried Fwd			2,444.88						
Cashbook Totals			5,375.17	0.00	51.08			5,324.09	