

At the hybrid **MEETING of COUNCIL** held on Wednesday 18<sup>th</sup> March 2026, commencing at 6pm.

## **PRESENT**

Councillor A. Walker (Mayor)

Councillors M. Blackwell, Mrs M. A. Blakeley-Walker, Mrs E. M. Chard, Mrs J. M. Evans, S. Feeney, A. R. James, J. Kenney, Mrs D. L. King, B. Mellor, W. Price, Ms R. S. Roberts, Ms V. Roberts, and Miss C. L. Williams

Mrs H. J. Mead – Town Clerk  
Mr A. O. Williams – Finance Officer  
Mrs T. A. Jones – Deputy Town Clerk

### **155. OPENING OF MEETING & APOLOGIES**

The Mayor referred to the sad passing of Councillor Mrs Jeanette Chamberlain-Jones, a past Mayor who had represented the Derwen ward on the town council for nearly 22 years.

The meeting observed a minute's silence.

Apologies for non-attendance were received on behalf of Councillors Mrs J Butterfield JP MBE, Mrs S. L. Connolly, K. R. Jones, Ms J. L. McAlpine, A. J. Rutherford, and D. Simmons.

### **156. DECLARATIONS OF INTEREST**

The Mayor asked if members had any personal or personal and prejudicial interests to declare with regard to any of the business to be considered on the agenda?

Councillor Mrs D. L. King declared a personal interest in agenda item no.11 (Co-option of Community Councillor – Cefndy Ward) as a County Councillor on the ward.

Councillor A. R. James declared a personal interest in agenda item no.11 (Co-option of Community Councillor – Cefndy Ward) as one of the applicants was an ex-colleague of his.

### **157. MINUTES**

Meeting of Council - 18<sup>th</sup> February 2026 - Min Nos. 141 - 154

Proposed by Councillor A. Walker and seconded by Councillor A. R. James and **RESOLVED** as a correct record.

Meeting of Planning - 18<sup>th</sup> February 2026 - Min Nos. 33 - 37

Proposed by Councillor A. Walker and seconded by Councillor Mrs V. Roberts and **RESOLVED** as a correct record.

## 158. MAYOR'S REPORT

The Mayor referred to the report (circulated with agenda) advising that Colwyn Bay Town Council's St David's Day parade and church service had attracted a good crowd including the participation of four local schools, and was an enjoyable event.

## 159. PAYMENTS AND RECEIPTS REPORT MAY 2025 (SCHEDULE A)

The Mayor referred to the Town Clerk and Finance Officer's report (circulated with agenda) detailing the schedule of payments made and income received.

Voucher No	Supplier Name	Amount £	Description of Services Provided
2164	BT	87.06	BT Town Hall - System Rental Phones
2165	BT	378.00	Town Hall Broadband Services
N/A	Tesco	3.00	Mobile Phone Insurance
2166	O2	52.20	Mobile Phone Rental
N/A	Tesco	9.00	Mobile Phone Rental
2170	RTC Staff	9,059.37	Net Pay for 4 Staff Feb 2026
2168	HMRC	3,455.94	PAYE for Jan 2026
2169	Clwyd Pension Fund	3,280.52	Pensions Contributions for Jan 2026
2034	Benefits Advice Shop	1,255.83	Benefits Appeals Officer 11 of 12 for 2025/26
N/A	Tesco	3.00	Mobile Phone Insurance
	<b>Total Payments</b>	<b>17,583.92</b>	

Category	Description	Amount £
Santander	Interest on 31 Day Notice Account	187.70
HSBC	Interest on 1 month Deposit	867.95
	<b>Total Income</b>	<b>1,055.65</b>

**RESOLVED** that the report was approved.

## 160. AUTHORISATION OF PAYMENTS/ADDITIONS TO APPROVED SUPPLIERS LIST (SCHEDULE B)

Further to min.no.143 of the meeting of Council held on 15<sup>th</sup> March 2017 and in accordance with the council's adopted financial regulations, the Chair referred to the Town Clerk and Finance Officer's submitted schedule B (a list of non-regular payments to be released over the coming month) (circulated with agenda).

Voucher No	Supplier	Details of Supply	Amount £
2193	Denbighshire CC	Grounds Maintenance Contract 2025/26	£42,362.11

2194	Denbighshire CC	Remembrance Gardens Contract 2025/26	£6,090.56
2195	Holywell Town Council	3 x Tickets to Charity Event	£90.00
2196	Sandra Willams	Translation Services November 2025 (late invoice)	£289.60
2197	Sandra Williams	Translation Services Jan & Feb 2026	£213.91
	<b>Total Schedule B</b>		<b>£49,046.18</b>

**RESOLVED** that the schedule was approved for payment and signed by two councillors.

**161. REGULAR PAYMENTS (SCHEDULE A) FOR 2026/27**

The Town Clerk referred to her and the Finance Officer's report (circulated with agenda) detailing the schedule of regular payments to be made from 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2027, for members' approval and authority to spend.

<b>Supplier &amp; Description</b>	<b>Frequency</b>	<b>Estimated Cost for Year excluding VAT</b>
RTC Staff Net Salaries	Monthly	114,000
HMRC Salary Deductions	Monthly	40,000
Flintshire CC Clwyd Pension Scheme	Monthly	54,000
<b>Total for Staff Costs</b>		<b>208,000</b>
Denbighshire CC - NNDR (10 months)	Monthly	9,000
O2 & Tesco Mobile Phones	Monthly	680
BT Telephones & Internet Services	Monthly	4,920
Benefits Advice - Appeals Officer	Monthly	16,000
Citizens Advice - Fuel Poverty Worker	Quarterly	9,000
Denbighshire County Council SC2 Loan	3 per annum	96,111
Denbighshire County Council CCTV Partnership	Annually	17,000

**RESOLVED** that the report was approved and signed by the Town Clerk and two councillors.

**162. ANNUAL INVESTMENT STRATEGY 2026/27**

The Town Clerk referred to her and the Finance Officer's report (circulated with agenda) for members' approval of the strategy, which was expected to generate around £15,000 of interest for the council.

**RESOLVED** that the strategy was approved, with thanks to the Finance Officer.

**163. QUESTION TIME**

No members of the public were present.

**164. EXCLUSION OF PRESS AND PUBLIC**

***RESOLVED** that the Press and Public be excluded from the Meeting for consideration of the following items of business in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, on the grounds of confidentiality.*

**165. CO-OPTION OF COMMUNITY COUNCILLOR – CEFNDY WARD**

The Town Clerk made reference to her confidential report and to the applications received (circulated with agenda) for members' consideration.

***RESOLVED** that the Town Clerk to contact the successful applicant and send out the necessary documents.*

**166. ANNUAL INTERNAL CONTROLS REVIEW**

The Town Clerk referred to the confidential report of the Risk Assessment Sub-Committee (circulated with the agenda), as introduced in accordance with advice within the Internal Auditor's Interim report, for members' approval.

***RESOLVED** that the Internal Controls Annual Review for 2025/26 was approved.*

**167. ANNUAL RISK REVIEW 2025/26 AND FORWARD PLAN 2026/27**

The Town Clerk referred to the confidential report of the Risk Assessment Sub-Committee (circulated with the agenda) outlining the work it had undertaken over the past year and the proposed work plan for 2026/27, for members' approval.

***RESOLVED** that the Risk Review for 2025/26 and forward Work Plan for 2026/27 was approved.*

**168. TOWN COUNCIL BUDGET FOR 2026/27**

The Town Clerk referred to her and the Finance Officer's confidential report (circulated with the agenda) for members' approval.

***RESOLVED** that the budget for 2026/27 was approved.*

**169. CONFIDENTIAL MINUTES**

The following minutes were submitted (circulated with agenda) for members' information and approval of the recommendations contained therein:

Strategic & Operational - 14<sup>th</sup> July 2025 - Min.Nos. 1 – 6  
Planning (SOP) Committee

**RESOLVED** that the minutes were approved.

**170. RELOCATION OF TOWN COUNCIL OFFICES UPDATE**

The Town Clerk provided a confidential verbal update on the progress of the town council's office move to the Town Hall, for members' information.

**171. ADDITIONAL INFORMATION ITEM: 'OUR RHYL' BOARD**

The Town Clerk reported receipt of correspondence from the Chair of the Board, Mr Craig Sparrow, advising on the Board's restructure in line with UK Government guidance for its membership to consist of more non-elected community representation.

[Councillor Ms R. S. Roberts left the meeting at 18.25pm]

**172. CLOSURE OF MEETING**

There being no further items of business, the Mayor declared the meeting closed.

Mayor: .....

Date: .....