

Cyngor Cymuned Mostyn Mostyn Community Council



Note: The following meeting will be a hybrid meeting. If members of the public or press wish to attend remotely, they should use the following link or email the clerk: clerk@mostyn-council.wales for further guidance.

<https://teams.microsoft.com/meet/343969886155167?p=2LUeu7MZ2xJ3PRRxfd>

Dear Councillor / Annwyl Gynghorydd,

You are summoned to a hybrid meeting of Mostyn Community Council to be held at Mostyn Community Centre on Monday 15th June 2026 at 6.00 pm. The meeting will consider the items below:

A handwritten signature in black ink, appearing to be 'CL' or similar initials.

Mrs Collette Lowry – Clerk / Clerc

Agenda 15th June 2026 / 15ed Mehefin 26

1. a) **To record attendance:**
 - b) **Apologies for absence:**
Councillor Ray Knight
2. **Chair 's Remarks:**
3. **Declarations of interest:**
To receive any declarations made by Members in accordance with Council's Code of Conduct.
4. **Public Speaking:**
Representatives to present proposal of Flintshire Community Conference.
5. **Minutes & Meetings:**
 - a) To approve the minutes of the 18th May 2026 full council meeting.
 - b) To receive any updates arising from those minutes.
6. **Clerk's Updates, Requests and Communications:**
The Clerk reports that:
 - Members allowances will be on hold until all payment declarations have been received.

Requests:

- Members to consider repeating the tradition of providing personalised drinking bottles for Year 6 leavers – Ysgol Bryn Pennant.

Email Communications:

Sender	Item	Date circulated
Flintshire County Council	Summer Playschemes 2026 – Update and Support with Promotion	09/06/2026
Flintshire County Council	Place name signs - Tre Mostyn	10/06/2026
One Voice Wales	TRAINING DATES - JUNE - SEPTEMBER 2026	10/06/2026
Gwella	Match funding 2026-27	10/06/2026

*Members are welcome to raise an agenda item regarding any topics emailed throughout the month.

7. Planning Matters:

Members to report any further developments on existing matters.

a) Applications:

Planning Application Number	Proposal	Address
FUL/000301/2 6	EXTEND THE USE OF THE SLEEPER UNITS FOR A FURTHER 12 MONTHS.	Mostyn Lodge Hotel, Mostyn, Holywell, CH8 9HF

* Report accurate at time of dissemination – additional applications may be presented at the meeting and duly recorded within the minutes.

* Viewing of the applications on the Flintshire County Council website is recommended.
<https://planning.agileapplications.co.uk/flintshire>

b) Decisions:

None

c) Updates:

None

8. Accounts & Finances:

To approve the May 2026 accounts paid:

Payments made May 2026	Supplier	Item	Amount inc VAT	Form of payment	Minute reference	Slip ref:	Power
31/03/2026	One Voice Wales	Annual Subscription fee	£391.00	BACS	25/194d	4	#121
31/03/2026	ICO	Data protection annual fee	£47.00	DD	25/14	7	#4
17/04/2026	Mega Electrical NW Ltd	Faults and repair	£841.19	BACS	25/194b	8	#80
24/04/2026	MiJan Ltd	Easy PC Accounting annual fees	£108.00	BACS	26/14	10	#144
24/04/2026	Multiple	Staffing costs	£855.70	BACS	26/14	12,13	***

11/052026	Ecotricity	Streetlighting Oct 25-April 26	£2,491.14	DD	26/14	14	#80
26/05/2026	Ecotricity	Streetlighting April-May 26	£239.69	DD	26/14	15	#80
		Total	£4,973.72				

*Payments may have been made using email authorisation/pre-authorisation (Financial Regulations 6.6)

To review June 2026 accounts for payment:

To authorise June 2026	Supplier	Item	Amount inc VAT	Form of payment	Minute reference	Slip ref:	Power
26/05/2026	Ionos Cloud Ltd	Monthly hosting fees	£7.20	DD	26/14	16	#141
01/06/2026	Zurich Insurance	Annual insurance	£590.64	BACS	at meeting	17	#67,68
06/06/2026	Ecotricity	Streetlighting 01/05-01/06	£198.95	DD	26/14	18	#80
25/06/2026	Multiple	Staffing costs	£1,456.06	BACS	26/14	19,20,21	***, **/ /
		Total	£2,252.85				

POWER TO MAKE PAYMENTS		
PURPOSE	AUTHORITY	CODE
Salaries	LGA 1972 s 112(2)	***/
Anything conducive to discharge of councils functions	LGA 1972 s.III	#4
Insurance - property	LGA 1972 s.III	#67
Insurance - public liability , employers liability , defamation	L GA 1972 s.III	#68
Lighting of highways, footpaths	PCA 1957 ss.3(1) & 7, HA 1980 s.301	#80
Subscription to LG associations (GAPTC, SLCC, NALC	HA 1980 s.146 1)	#121
Web site; creation & running costs	1923 LGA 1948 s.133(2)	#141
a local authority shall have power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions	LGA 1972 s.111	#144

*Report accurate at time of dissemination – additional payments may be presented at the meeting and duly recorded within the minutes.

May 2026 Income:

None

Other Financial Matters:

- Ecotricity account has now been updated and historical bills received. Ear marked reserve funds have now been moved back to General Reserves to accommodate this billing.

- Due to Council laptop still undertaking repairs, the HMRC payroll tools has been inaccessible for a 2nd month. Payroll costs have again been estimated. There has been a double estimated payment to HMRC within the month of June as May had been placed on hold for this reason.
- Council Insurance – to review quotes for the year 2026-2027.

9. Police matters:

Members to report matters arising.

10. Lighting & Streetscene:

Members to report matters arising.

11. Environmental Matters:

Members to report matters arising.

12. Internal Audit Conclusion:

Members to note Annual Return Internal Audit report. Chair to sign before submission to Audit Wales. (Annual Accounts presented at April Full Council).

The report concluded 2 matters for attention and the action since taken by the Clerk:

INTERNAL AUDIT REPORT 2025/2026
MOSTYN COMMUNITY COUNCIL

ACTION PLAN

	ISSUE	RECOMMENDATION	FOLLOW UP
1	In April 2025 a duplicate payment was made in respect of the One Voice Wales membership amounting to £374.00. This was repaid to the council.	<i>Internal controls should be in place to prevent duplicate payments.</i>	Future actions: Clerk to ensure previous bank statements/pending BACS payments are checked before payment of invoices. Implemented.
2	We have not seen confirmation of the receipt of the following grant made via online banking: <ul style="list-style-type: none"> • Mostyn community Centre £2000 	<i>Confirmation of receipt (by letter or email) should be obtained for grants.</i>	Future actions: Clerk to ensure applicants follow the awards policy regarding request to provide receipt of payment. Implemented: (Additional note placed on application form)

13. One Voice Wales Training:

Members to refer to email circulated and consider attendance, noting costs of training and availability of free spaces/bursary.

14. Match Funding 26-27:

Members to refer to quotes/plan from Gwella and consider approving the proposal for a cableway.

15. County Councillors reports:

To receive County Councillor updates on any relevant County issues not otherwise covered on the agenda.

16. Community Councillors reports:

To receive Community Councillor updates from members.

17. Q&A with Darren Millar (MS) 7.00pm

18. Close of Meeting



MOSTYN COMMUNITY COUNCIL

Minutes of the Annual Meeting and Full Council Meeting held at Mostyn Community Centre / Hybrid Meeting on Monday 18 May 2026 at 6.00 pm

ANNUAL MEETING

26/01 ELECTION OF CHAIR - MUNICIPAL YEAR 2026/27

The retiring Chair invited nominations for Chair of the Council for the municipal year 2026/27. Members were reminded that the Chair would be required to sign the declaration of acceptance of office and receive the sealed contingency access information referred to in Financial Regulations 6.11.

Councillor Meg Howells was nominated. No further nominations were recorded. Members confirmed their support by unanimous vote.

Resolved: That Councillor Meg Howells be elected Chair of Mostyn Community Council for the municipal year 2026/27. All Members present voted in favour.

Action: The Chair to complete the declaration of acceptance of office and receive the sealed contingency access information in accordance with Financial Regulations 6.11.

26/02 TO RECORD ATTENDANCE

Attendance was recorded at the commencement of the meeting. Eight Members were present at the start of the meeting, together with the Clerk and one member of the public. The Council was quorate. Councillor Tom Beal left the meeting at 7.10 pm; quorum remained present thereafter.

Councillor / Officer	Present / Apologies	Notes
Cllr Meg Howells	Present	Elected Chair for 2026/27
Cllr Mike Lewis Jones	Present	Elected Vice Chair for 2026/27
Cllr Ray Knight	Present	
Cllr Tom Beal	Present	Left the meeting at 7.10 pm
Cllr Steve Upton	Present	
Cllr Hayley Jones	Present	
Cllr Pam Banks	Present	Declared prejudicial interest in FC06, Planning
Cllr Patrick Heesom	Present	
Cllr David Seddon	Apologies	
Cllr Steve Tomlinson	Apologies	
Cllr Alex Barons	Apologies	
Clerk, Mrs Collette Lowry	Present	
Members of public	1	

Quorum: The meeting was quorate at commencement and remained quorate throughout the business conducted.

26/03 APOLOGIES FOR ABSENCE

Apologies for absence were received and considered. The reasons for non-attendance were accepted for the purposes of section 85 of the Local Government Act 1972.

Resolved: That the apologies received from Councillors David Seddon, Steve Tomlinson and Alex Barons be accepted.

2 – Chair's Signature



Absences: No further absences were recorded beyond those listed above.

26/04 RETIRING CHAIR'S CLOSING REMARKS

The agenda provided for the retiring Chair to report on the previous month's activities and provide closing remarks. No retiring Chair's closing remarks were recorded.

No resolution was required.

26/05 INCOMING CHAIR'S REMARKS

The incoming Chair was invited to address the Council. No incoming Chair's remarks were recorded.

No resolution was required.

26/06 DECLARATIONS OF INTEREST

Members were invited to declare any personal or prejudicial interests in accordance with the Council's Code of Conduct. Councillor Pam Banks declared a prejudicial interest in agenda item FC06, Planning, in relation to application FUL/000307/26.

Action: The declared interest to be recorded in the minutes. Councillor Pam Banks to withdraw from the room during consideration of the relevant planning application.

26/07 ELECTION OF VICE CHAIR - MUNICIPAL YEAR 2026/27

The Chair invited nominations for Vice Chair for the municipal year 2026/27. Councillor Mike Lewis Jones was nominated. No further nominations were recorded and Members indicated agreement.

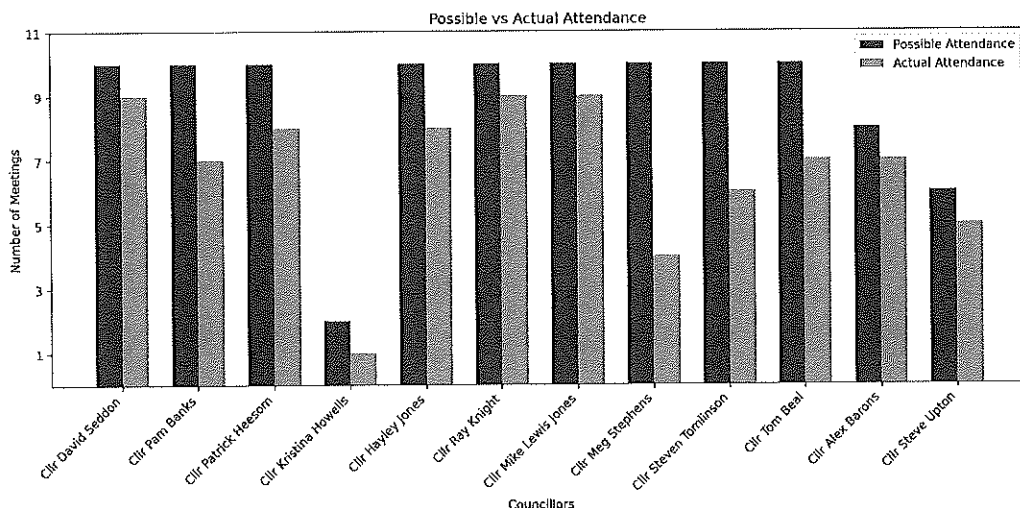
Resolved: That Councillor Mike Lewis Jones be elected Vice Chair of Mostyn Community Council for the municipal year 2026/27. All Members present were in agreement.

Action: The Vice Chair to complete the declaration of acceptance of office.

26/08 ATTENDANCE REPORT 2025/26

Members received the attendance report for the 2025/26 municipal year. The agenda included a chart comparing possible and actual attendance for Members during the year. Members noted the report for the record.

**Cyngor Cymuned Mostyn
Mostyn Community Council**



No amendments to the attendance report were recorded.

26/09 RECORD OF INTERESTS FOR THE YEAR 2025/26

Members reviewed the record of interests for 2025/26 as included in the agenda. The following declarations were recorded for the year:

Name	Date of Meeting	Agenda Item no	Agenda Item	Purpose of Agenda Item	Nature of Interest
Cllr Meg Howells	10/20/2025	4	Member co-option	To co-opt member for Mostyn ward	Personal
Cllr David Seddon	2/16/2026	12	Financial Assistance	Community requests for donations	Personal (trustee)

Members noted the record of interests. No amendments were recorded.

26/10 COMMITTEES AND OUTSIDE BODIES

Members reviewed appointments to committees and outside bodies for the municipal year 2026/27 and arrangements for reporting back. The prior year appointments were considered for reference. Members agreed the appointments listed below.

Committee / Outside Body	Appointment / Note
West Flintshire Town & Community Councils Working Group	Cllr David Seddon
Minor Authority School Governor	Cllr David Seddon
LEA School Governors	Cllrs Pam Banks and Mike Lewis Jones
North & Mid Wales Association of Local Councils	Cllr Patrick Heesom; substitute Cllr Steve Upton
Planning Committee	Cllrs Meg Howells, Patrick Heesom, Steven Tomlinson, Hayley Jones, David Seddon, Alex Barons and Steve Upton. To be re-assessed at Full Council in July 2026.
Environmental Representative	Cllr Ray Knight
Working Group for Bowling Green land development	Currently paused pending further steps

Resolved: That the committee and outside body appointments for 2026/27 be approved as recorded above.

Action: Planning Committee membership to be re-assessed at the July 2026 Full Council meeting.

26/11 RENEWAL OF DELEGATION OF FUNCTIONAL POWER TO THE CLERK

Members considered the renewal of delegated authority to the Clerk. The agenda set out that the Clerk, in consultation with the Chair or Vice Chair if the Chair is unavailable, may act on behalf of the Council in cases of urgency between

**Cyngor Cymuned Mostyn
Mostyn Community Council**



meetings. Members considered that the delegation supports continuity of routine services, urgent operational decision-making and effective administration between meetings.

Ref	Delegated matter
I	The day to day administration of services, together with routine inspection and control
II	Day to day supervision and control of all staff employed by the Council
III	The day to day administration and oversight for organised events and activities
IV	Authorisation of routine expenditure within the agreed budget
V	Emergency expenditure up to £5,000 outside the agreed budget in accordance with Financial Regulations
VI	Matters specifically delegated by Council or Committee

Resolved: That the delegated authority to the Clerk, in consultation with the Chair or Vice Chair if required, be renewed for urgent business between meetings and routine operational matters as set out in the policy.

26/12 TO REVIEW AND ADOPT CODE OF CONDUCT, STANDING ORDERS AND FINANCIAL REGULATIONS

Members reviewed the Council's Code of Conduct, Standing Orders and Financial Regulations. The Clerk advised that, although all audits remained unqualified, the Council was currently ineligible to claim General Power of Competence status because the Clerk did not hold CiLCA. Members noted the governance position and considered the adoption or amendment of the governance documents as appropriate.

Resolved: That the Code of Conduct, Standing Orders and Financial Regulations be reviewed and adopted or amended as agreed, and that approved copies be uploaded to the Council website.

Action: The Clerk to arrange publication of the approved governance documents on the Council website.

26/13 POLICIES FOR REVIEW / INTRODUCTION SCHEDULE 2026/27

Members considered the policy review and introduction schedule for 2026/27. The annual review items and scheduled renewals were considered as follows:

Annual Review at Annual Meeting	Status
Code of Conduct	Reviewed at Annual Meeting
Standing Orders	Reviewed at Annual Meeting
Financial Regulations	Reviewed at Annual Meeting
Annual Investment Policy	Reviewed at Annual Meeting
Scheme of Delegation	Reviewed at Annual Meeting
Annual Report	Reviewed at Annual Meeting
Risk Assessment	Reviewed at Annual Meeting
Adopted Policies for renewal	Renewal Date
Participation Policy	Jun-26
Document Retention Policy	Jun-26
Social Media & Communications Policy	Jul-26
Local Resolution Procedure	Jul-26
Data Protection Policy	Sep-26
Hybrid Meetings Policy	Sep-26
Financial Assistance Policy	Oct-26
Training Policy	Oct-26
Publication Scheme	Nov-26
Policies to be developed	
Website Accessibility Statement	
Carbon Footprint Policy	
Employment Policy	

Resolved: That the policy review and introduction schedule for 2026/27 be approved.



26/14 AUTHORITY FOR SIGNING ORDERS FOR PAYMENT

Members considered the banking mandate and arrangements for signing cheques and other orders or instructions, including BACS. The current authorised Member signatories were noted as Councillors David Seddon, Mike Lewis Jones and Meg Howells. Members also considered contractual direct debits and pre-authorisation of contracted variable recurrent payments in accordance with Financial Regulations.

Contractual / recurrent payment category
Salaries
PAYE/NI
Streetlighting (Direct Debit)
ICO (Direct Debit)
Microsoft Office 365
Website hosting/domain renewal (Direct Debit)
Device Security
Meeting room hire
Bank Charges
Accounting fees
Meeting refreshment reimbursement

Resolved: That Lloyds Bank be authorised to honour cheques and other orders or instructions, including BACS, signed on behalf of the Council by two Members and/or the Clerk as required.

Resolved: That the contractual direct debits and variable recurrent payments listed above be approved in accordance with Financial Regulations.

26/15 ANNUAL INVESTMENT STRATEGY

Members considered the Annual Investment Strategy. The purpose of the strategy was to provide a formal framework for management of Council funds and balances.

Resolved: That the Annual Investment Strategy be approved.

26/16 ANNUAL RISK ASSESSMENT

Members considered the Annual Risk Assessment. The assessment was reviewed as part of the Council's annual governance cycle.

Resolved: That the Annual Risk Assessment be approved.

26/17 DEMOCRACY AND BOUNDARY COMMISSION CYMRU - DETERMINATIONS 2026/27

Members considered the Democracy and Boundary Commission Cymru Annual Remuneration Report 2026 to 2027 and discussed Member payment options. It was noted that Councillors may decline all or part of any payment to which they are entitled by writing to the Clerk. The Chair's allowance, Deputy Chair allowance and senior allowance were noted to be taxable, excluding expenses and donations. Members noted that the mandatory senior roles allowance was not applicable to the Council.

Determination / Payment Type	Council decision / note
Extra costs payment	Mandatory £156 for all members
Senior role	Not applicable to this Council; mandatory senior roles allowance not applicable
Mayor or Chair	Optional allowance considered; Chair to receive £400 taxable allowance
Deputy Mayor or Chair	No payment recorded
Attendance allowance	No payment recorded
Financial loss	Optional; to be considered where applicable
Travel and subsistence	To be assessed on a case by case basis
Costs of care or personal assistance	Mandatory where applicable
Office consumables	Mandatory reimbursement where applicable

Cyngor Cymuned Mostyn
Mostyn Community Council



Resolved: That Member payment options for 2026/27 be approved as agreed, with Members able to decline all or part of any payment in writing to the Clerk, the Chair to receive a £400 taxable allowance, and travel costs to be assessed on a case by case basis.

26/18 CONFIRMATION OF INSURANCE COVER

Members noted that the Council held liability insurance with Zurich Municipal for all insurable risks. The Clerk reported that quotes were underway for insurance cover from June 2026 onwards.

No resolution was required.

Action: The Clerk to continue obtaining insurance quotations for June 2026 onwards.

26/19 ASSET LIST

Members reviewed the asset list and considered whether it was accurate. Members identified the omission of a salt bin on The Nant and requested removal of planters due to wear and tear.

Asset	Custodian / Location	Valuation
Chairman's Chain of Office	Mostyn Community Council (MCC); Location: Chairman's home	£7,000.00
Notice Board (indoor)	MCC; Location: Mostyn Community Centre	£50.00
Outdoor Notice Board	MCC; Location: Rhewl	£463.00
Bench	MCC; Location: Hafod Y Ddol	£500.00
Community Shield's	MCC	£565.14
Community Street Lighting	MCC; Location: Mostyn & Rhewl	£17,955.00
Flower boxes	MCC; 2015; Location: Mostyn	£600.00
Planter	Hafod y Ddol	£687.00
Planter Donation	Halendy	£1.00
Bench (donation from Warwick International)	MCC 2016; The Cab	£1.00
Salt Bins	Rock Hill; Downing Road; Penrho Estate near No. 32; Mostyn shops; Mostyn Community Centre; Isglan Road near Mertyn Hall; The Quays, Mostyn off A548; Tre Mostyn	£1,019.00
Dog waste bag dispensers	Penrho Estate (Top)	£158.00
Dog waste bag dispensers	Glan y Don Playing Fields	£158.00
Dog waste bag dispensers	Wirral View, Rhewl	£158.00
Dog waste bag dispensers	Rhewl Cemetery	£158.00
Dog waste bag dispensers	Mostyn shops	£158.00
Dog waste bag dispensers	2 awaiting installation, stored with Mega Electrical	£316.00
Christmas tree lights	Mostyn	£125.00
Christmas tree lights	Rhewl	£26.40
Zoll Defibrillator	Front entrance outside Mostyn Community Centre	£1,349.00
Zoll Defibrillator	Grass verge free standing pole near 1 Bryn Tirion CH8 9QW	£1,293.20
Defibrillator	Lloyd's Crescent, Tre-Mostyn	£1.00
Defibrillator Cabinet	Lloyd's Crescent, Tre-Mostyn	£377.00
Xerox printer/copier/scanner	Clerk's home and registered office	£132.44
Shredder machine	Clerk's home and registered office	£30.00
Lenovo Thinkpad	Clerk's home and registered office	£605.00
Meeting screen/monitor	Clerk's home and registered office	£94.00
TOTAL		£33,980.18

Resolved: That the asset list be approved as accurate, subject to the addition of the salt bin on The Nant and the removal of planters due to wear and tear.

Action: The Clerk to update the asset list to include the salt bin on The Nant and remove planters identified as no longer serviceable.

26/20 MEETING DATES 2026/27

Members considered the proposed meeting dates for 2026/27 before publication on the Council website.

Meeting Dates 2026-27
Monday 18 May 2026
Monday 15 June 2026
Monday 20 July 2026

**Cyngor Cymuned Mostyn
Mostyn Community Council**



August recess - no ordinary meeting
Monday 21 September 2026
Monday 19 October 2026
Monday 16 November 2026
December - no meeting
Monday 18 January 2027
Monday 15 February 2027
Monday 15 March 2027
Monday 19 April 2027
2027/28: Monday 17 May 2027

All Full Council meetings usually take place in Mostyn Community Centre at 6.00 pm. Additional special and finance meetings may be called as necessary and publicly displayed in accordance with the Local Government Act 1972.

Resolved: That the meeting dates for 2026/27 be approved for publication on the Council website.

Action: The Clerk to publish the approved meeting dates on the Council website.

26/21 ANNUAL REPORT 2025/26

Members reviewed the Annual Report 2025/26 before publication.

Resolved: That the Annual Report 2025/26 be approved for publication.

Action: The Clerk to arrange publication of the Annual Report 2025/26.

26/22 SECTION 137 ANNUAL REPORT 2025/26

Members received the Section 137 Annual Report 2025/26. It was noted that section 137 of the Local Government Act 1972 authorises a local council to spend money, subject to the statutory limit, for the direct benefit of its area or inhabitants. The maximum expenditure for 2025/26 was noted as £11.10 per elector.

Section 137 expenditure / allocation	Amount / note
Air Ambulance	£50
Mostyn Arts & Crafts	£200
Mostyn Community Centre	£2,000
Mostyn Food Bank	£250
Ysgol Bryn Pennant (transport for swimming)	£250
Gwella additional play provision	£500
Robert Davis Memorial Trust Fund	£250 set aside in Earmarked Reserves, awaiting charity status and bank account
Total	£3,500

The report was noted. No further resolution was required.

FULL COUNCIL MEETING

26/23 MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the previous meeting of the Council held on 20 April 2026. No amendments were recorded.

Resolved: That the minutes of the Full Council meeting held on 20 April 2026 be confirmed as a correct record and signed by the Chair.

26/24 PUBLIC SPEAKING

The agenda recorded that there were no public speaking items. One member of the public was present. No public representations were recorded.

8 – Chair’s Signature



No resolution was required.

26/25 LIGHTING AND STREETSCENE

Members reported matters relating to lighting and streetscene. It was noted that the Wirral View lighting matter had been reported to Scottish Power. No additional streetscene resolutions were recorded.

Action: The Clerk to continue to monitor the Wirral View lighting issue and follow up as required.

26/26 POLICE ITEMS

Members raised ongoing concerns regarding off road bikers within the wards

The Police and Crime Commissioner's attendance at the July meeting was also noted under the Clerk's report.

Action: Members to continue reporting incidents of off road biking through the appropriate police channels. The matter to be raised as appropriate when the Police and Crime Commissioner attends the July meeting.

26/27 CLERK'S REPORT

Members received the Clerk's report, including communications, updates and requests circulated with the agenda.

Date	Sender	Subject / Communication
13/05/2026	Planning Inspectorate	Connah's Quay Low Carbon Power Project
13/05/2026	One Voice Wales	REMINDER - TRAINING DATES - MAY - JUNE 2026
13/05/2026	Gwella	Summer Playscheme request

The Clerk reported that the VAT claim had been submitted and that internal audit work was ongoing. Members noted that the Police and Crime Commissioner had confirmed attendance at the July meeting. The Clerk further reported that the Council laptop had become faulty and was awaiting repair. Authorisation was requested to purchase a replacement if necessary, to ensure continuity of Council administration.

Resolved: That the purchase or repair costs for the Council laptop be authorised as necessary.

Members considered the request from Gwella for the Summer Playscheme to move to the school grounds. Members had no objection to the request.

Resolved: That the Council raise no objection to the Gwella Summer Playscheme moving to the school grounds.

Action: The Clerk to inform Gwella that the Council has no objections to the Summer Playscheme moving to the school grounds.

26/28 PLANNING

Planning applications received were considered as circulated. Councillor Pam Banks had declared a prejudicial interest in application FUL/000307/26 and withdrew from the room for consideration of the relevant application. Members considered each application in turn and agreed the consultation responses recorded below. No planning updates or amendments were recorded.

Planning Application Number	Proposal	Address	Council response
FUL/000197/26	Retrospective change of use of land to a traveller site including the siting of static caravans, associated hardstanding, access arrangements and ancillary works.	Land adjacent to Limebank Cottages, Mostyn, Holywell, CH8 9QB	Object
FUL/000090/26	Erection of four lodges on land off Llwyn-lfor Lane, together with access via the existing field access, internal access road, parking, refuse storage, and associated infrastructure including a septic tank.	Land adjacent to Llwyn lfor Bach, Llwyn-lfor Lane, Whitford, Holywell, CH8 9ES	Object
FUL/000307/26	Single storey rear extension including partial demolition of existing extension. New first floor extension over existing utility room.	Glenhurst, Mostyn, Holywell, CH8 9DX	Support

**Cyngor Cymuned Mostyn
Mostyn Community Council**



Resolved: That the Council's responses to the planning applications be submitted as follows: FUL/000197/26 - Object; FUL/000090/26 - Object; FUL/000307/26 - Support.

Action: The Clerk to submit the agreed planning consultation responses to the Local Planning Authority.

26/29 ACCOUNTS

Members received the record of payments made in April 2026, considered the submitted accounts for May 2026 payment and noted income received in April 2026. It was noted that regular payments may be pre-authorized in accordance with the Annual Meeting minute on authority for signing orders for payment. No other financial matters were recorded.

Invoice date	Supplier	Item	Amount inc VAT	Form of payment	Minute reference	Slip ref	Power
03/10/2026	Viking Direct Ltd	Office supplies for new financial year	£80.31	BACS	25/180	107	#4
03/10/2026	Viking Direct Ltd	Printer toner	£77.03	BACS	25/180	108	#92
14/04/2026	Cllr Mike Lewis Jones	March FC meeting & drop in day refreshments	£5.94	BACS	25/14	1	#4
23/03/2026	Mostyn Community Centre	Meeting room hire - Jan - March FC meetings	£60.00	BACS	25/14	3	#63
24/04/2026	Multiple	Staffing costs	£1,155.88	BACS	25/14	5,6	***
30/04/2026	Ionos Cloud Ltd	Monthly hosting fees	£7.20	DD	25/14	9	#141
Total			£1,386.36				

Submitted accounts for May 2026 payment:

Invoice date	Supplier	Item	Amount inc VAT	Form	Minute ref	Slip ref	Power	Notes
14/04/2026	Microsoft	Annual Office 365 licence	£115.20	CARD	25/14	2	#32	Signed April FC
31/03/2026	One Voice Wales	Annual Subscription fee	£391.00	BACS	25/194d	4	#121	
31/03/2026	ICO	Data protection annual fee	£47.00	DD	25/14	7	#4	Signed April FC
17/04/2026	Mega Electrical NW Ltd	Faults and repair	£841.19	BACS	25/194b	8	#80	Signed April FC
24/04/2026	MiJan Ltd	Easy PC Accounting annual fees	£108.00	BACS	26/14	10	#144	
13/05/2026	Cllr Meg Howells / HMRC	Chair's allowance	£365.52	BACS	25/18	11	***	
24/04/2026	Multiple	Staffing costs	£1,155.88	BACS	26/14	12,13	***	
11/05/2026	Ecotricity	Streetlighting Oct 25 - May 26	£2,481.14	DD	26/14	14	#80	
Total			£5,517.93					

Powers to make payments:

Payment purpose	Power	Code	
Salaries	LGA 1972 s.112(2)	***	
Chairman's allowance	LGA 1972 ss.15(5) & 34(5)	***	
Anything conducive to discharge of Council's functions	LGA 1972 s.111	#4	
Computer; purchase and maintenance of, purchase of software	LGA 1972 s.137	#32	
Hire of hall or room	LGA 1972 s.134(4)	#63	
Lighting of highways, footpaths	PCA 1957 ss.3(1) & 7; HA 1980 s.301	#80	
Office equipment; purchase and maintenance of	LGA 1972 s.111	#92	
Subscription to Local Government associations	HA 1980 s.146(1)	#121	
Website; creation and running costs	LGA 1948 s.133(2)	#141	
Power to do anything calculated to facilitate, conducive or incidental to discharge of functions	LGA 1972 s.111	#144	
Date	Description	Supplier / customer	Total
30/04/2026	Precept (1 of 3)	Flintshire County Council	£14,571.67
		Total	£14,571.67

Resolved: That the submitted accounts for May 2026 payment totalling £5,517.93 be approved.

The record of payments made in April 2026 totalling £1,386.36 and income received in April 2026 totalling £14,571.67 were noted.



26/30 ENVIRONMENTAL MATTERS

Members considered the Community Council Biodiversity Report and received environmental updates. Councillor Ray Knight reported work in relation to One Voice Wales biodiversity packs. Members agreed that Councillor Knight would enhance the biodiversity report before submission.

Resolved: That the Community Council Biodiversity Report be considered and enhanced by Councillor Ray Knight before submission.

Action: Councillor Ray Knight to enhance the Biodiversity Report before submission. The Clerk to support submission as required.

26/31 COUNTY COUNCILLOR REPORTS AND TOWN COUNCILLOR INFORMATION ITEMS

County Councillor reports were noted. Town Councillor information items were received and noted, including a report that a large tree had been felled in Mostyn/Rhewl woods. No decision was required.

No resolution was required.

26/32 DURATION OF MEETING

There being no further business, the Chair closed the meeting at 7.47 pm.

Meeting closed: 19.47.

Annual Return for the Year Ended 31 March 2026

Accounting statement 2025-26 for:

Name of body: Mostyn Community Council

	Year ending		Notes and guidance
	31 March 2025 (£)	31 March 2026 (£)	
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	26,989	34,945	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	37,000	41,647	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	2,900	2,017	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	12,152	13,520	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	19,792	15,593	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	34,945	49,496	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	0	0	Income and expenditure accounts only: Enter the value of debts owed to the body at the year-end.
9. (+) Total cash and investments	34,945	49,496	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	0	0	Income and expenditure accounts only: Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	34,945	49,496	Total balances should equal line 7 above: Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	34,390	33,980	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, that for the year ended 31 March 2026:

	Agreed?		'YES' means that the Council:	Toolkit
	Yes	No*		
1. In consultation with the community, we have developed a vision and purpose for the Council and used this vision to inform the Council's plans, budget and activities.		✓	Has consulted with the community and focussed its activities to meet the community's needs	A, C
2. We have adopted a Code of Conduct for members and officers and implemented an appropriate training plan for members to ensure all councillors understand their role and responsibilities.	✓		Ensures that councillors understand and are equipped to deliver their roles and responsibilities.	B
3. We have ensured that we electronically publish the information the Council is required to publish by law, on its website at [insert name of website].	✓		Is transparent about its activities and provides the public with all information required by law	A, C, D, E
4. We have taken all reasonable steps to ensure that the Council complies with relevant laws and regulations when exercising its functions, including employment of staff and payment of allowances to members.	✓		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 does so	
5. We have adopted standing orders, financial regulations and terms of reference and ensure that these are followed when conducting business including functions delegated to committees.	✓		Has adopted rules and procedures to govern how the Council conducts its business including procurement of goods and services.	B, E
6. We have put in place arrangements for: <ul style="list-style-type: none"> • Effective financial management including the setting and monitoring of the Council's budget and preparation and approval of the annual accounts • Maintenance and security of accurate and up to date accounting and other financial records • Identifying potential liabilities, commitments, events and transactions that may have a financial impact on the Council. 	✓		Calculated its budget requirement in accordance with the law and properly monitors its financial position throughout the year and has prepared and approved its accounts in accordance with legislation	D
7. We have maintained an adequate system of internal control and management of risk, including: <ul style="list-style-type: none"> • measures designed to prevent and detect fraud and corruption including clearly documented procedures for authorising and making payments • assessment and management of risks facing the Council • an adequate and effective system of internal audit and reviewed the effectiveness of these arrangements. 	✓		Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge including arranging 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.	D, E
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	✓		Considered and taken appropriate action to address weaknesses /issues brought to its attention by internal and external auditors.	D, E
9. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.	✓		Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit issued by the Auditor General.	E
10. General power of Competence – The Council has resolved to adopt the General Power of Competence set		✓	Meets the eligibility criteria to exercise the general Power of	E

* Please include an explanation for any 'No' answers

Additional disclosure notes

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.

The following information is provided to assist the reader to understand the accounting statement and/or the Annual Governance Statement

1. Expenditure under S137 Local Government Act 1972

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 2025-26 was £11.10 per elector.

In 2025-26, the Council made payments totalling £ 3,250 under section 137. These payments are included within 'Other payments' in the Accounting Statement.

2.

1 – The council does not formally consult but holds drop in community days for community comments and involvement, and communicates via social media & website. Community may also attend meetings to comment.


10 – GPOC – Clerk does not hold CiLCA

Trust Funds

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.
---	-----	----	--------------	---

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.

Certification by the RFO 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 2026.	Approval by the Council I confirm that these accounting statements and Annual Governance Statement were approved by the Council under minute reference:
RFO signature: 	Minute ref:
Name: Collette Lowry	Chair signature:
Date: 30/05/2026	Name:
	Date:

* Please include an explanation for any 'No' answers

INTERNAL AUDIT REPORT 2025/2026
MOSTYN COMMUNITY COUNCIL

The internal audit is carried out by the following testing of the internal controls specified on 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
- Where the Council is sole trustee of a charity, checking that the Council has procedures in place to meet its responsibilities as a sole trustee

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan overleaf. 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 09/06/2026

INTERNAL AUDIT REPORT 2025/2026
MOSTYN COMMUNITY COUNCIL

ACTION PLAN

	ISSUE	RECOMMENDATION	FOLLOW UP
1	In April 2025 a duplicate payment was made in respect of the One Voice Wales membership amounting to £374.00. This was repaid to the council.	<i>Internal controls should be in place to prevent duplicate payments.</i>	
2	We have not seen confirmation of the receipt of the following grant made via online banking: <ul style="list-style-type: none"> • Mostyn community Centre £2000 	<i>Confirmation of receipt (by letter or email) should be obtained for grants.</i>	
Follow up of 2024/25 internal audit recommendations			
1	The Council did not carry out an annual risk assessment in 2024/25.	<i>The risk assessment should be carried out annually and approved by Council.</i>	Implemented
Follow up of 2023/24 internal audit recommendations			
1	The asset register doesn't record the date of disposal or addition of assets. We do note, however, that amendments to the asset register in year are recorded in the register.	<i>The information in the asset register could be improved by recording the date of additions and disposals of assets.</i>	Implemented

INTERNAL AUDIT REPORT 2025/2026
MOSTYN COMMUNITY COUNCIL

ISSUE	RECOMMENDATION	FOLLOW UP

Annual internal audit report to:

Name of body:

MOSTYN COMMUNITY 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 2026.

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.	✓				
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓				
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.			✓		NO PETTY CASH
7. Salaries to employees and allowances to members were paid in accordance with contracts/ minuted approvals, and PAYE and NI requirements were properly applied.	✓				
8. Asset and investment registers were complete, accurate, and properly maintained.	✓				

* Please include an explanation for any 'No' answers

	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 09/06/2026] * 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 2024-25 and 2025-26. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of person who carried out the internal audit:	JDH BUSINESS SERVICES LTD
Signature of person who carried out the internal audit:	<i>JDM Business Services Ltd</i>
Date:	09/06/2026

* Please include an explanation for any 'No' answers




Sales - Budget Quote

Richard Roberts
Flintshire County Council
Children's Serv. And Rec.
Deeside Leisure Centre
Chester Road West
Deeside, Flintshire
CH5 1SA

Quote No. SQ322720-1
Sell-to Contact No. 42815
Quote Date 10-06-2026
Expiration Date 10-07-2026

Salesperson Millie Vozza
Email AmeVoz@Kompan.com

Project Name EN382400 Maes Pennant Cableway

No.	Description	Quantity	Unit of Measure	Unit Price	Amount
<u>KCW80101-0901</u> 	KOMPAN Single Cableway for Sloped Surroundings inground	1	Pieces	5,100.00	5,100.00
<u>ELE400022-01</u> 	KOMPAN Hopper Seesaw Inground 40cm	1	Pieces	2,640.00	2,640.00
<u>PCM803-CUSTOM</u> 	PCM803 Custom Variant 20491765	1	Pieces	990.00	990.00
FREIGHT	Freight	1	Pieces	1,134.90	1,134.90

Subtotal	9,864.90
Project Discount Amount	-2,182.50
Total GBP Excl. VAT	7,682.40
20% VAT	1,536.48
Total GBP Incl. VAT	9,218.88

Payment Terms Net 30 days

The colour and surface texture of products and surfacing manufactured with the recycled content are influenced by the differences within the used recycled, raw materials. Therefore, minor differences in the visuality and texture not only occur, but are to be expected.

Customer responsible for offloading; however KOMPAN can provide a quotation for a Hiab delivery upon request.

All pricing is inclusive of MCD

KOMPAN Standard Invoicing & Payment Terms *effective from 10/10/2022.

Please see below the standard invoicing and payment terms offered by KOMPAN. If your project has specific invoicing or payment criteria, please discuss this with us at the time you place your order.

Public Sector Customers:

Full value of the project will be invoiced upon project completion, payable within 30 days from invoice date.

Private Sector Customers:

For all new customers, a request for credit terms can be made when placing your order.

If successful, the Customer will be invoiced 50% of the KOMPAN equipment value for standard and variant products at the point of order and requires pre-payment prior to release into production. The remaining 50% of equipment value and 100% of freight is invoiced upon dispatch from the factory, payable within 30 days from invoice date.

Bespoke products created by KOMPAN Design Studio are invoiced 100% at the point of order and require pre-payment prior to release into production.

The remaining order value will be invoiced upon project completion, payable within 30 days.

If credit terms cannot be offered, then the Customer will be invoiced for 100% of the KOMPAN equipment value at the point of order, having 5 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

House Builders/Developers:

Invoiced for 100% of the KOMPAN equipment value at the point of order, having 30 days to make payment to secure order being placed with the factory.

The remaining order value will be invoiced upon project completion, payable within 30 days from invoice date.

Please note order value is only valid for 30 days.



Flintshire County Council Ty
Dewi Sant
St Davids Park
Ewloe
CH3 3FF

10-June-2026



20 m

Scale = 1:653.940



© Crown copyright [and database rights], 2025. OS licence 100023386.
Use of this data is subject to terms and conditions.

