

**MOLD TOWN COUNCIL
CYNGOR TREF YR WYDDGRUG**

Unit 10
Daniel Owen Precinct
Mold
Flintshire
CH7 1AP

Telephone: 01352 758532
Fax: 01352 755804



www.moldtowncouncil.org.uk

Uned 10
Canolfan Daniel Owen
Yr Wyddgrug
Sir y Fflint
CH7 1AP

Ffôn: 01352 758532
Ffacs: 01352 755804

Members of Mold Town Council

23rd July 2026

Members of the Council

Dear Councillor

You are hereby summoned to attend the meeting of Mold Town Council to be held at **6.00pm on 29th July, 2026** at Town Council Offices, Unit 10 Daniel Owen Precinct or via Video Conferencing see link below.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jane', is written over a horizontal line.

Town Clerk and Finance Officer

AGENDA

PUBLIC PARTICIPATION

Members of the public are welcome to speak on items listed on the agenda. Up to 15 minutes is allocated, with a maximum of 5 minutes per subject.

At the Chair's discretion, a member of the public may raise a matter not on the agenda for up to 5 minutes. The Council cannot make decisions or debate non-agenda items at the meeting, but these may be noted for future consideration.

The Chair may intervene to maintain order, stop irrelevant or disorderly remarks, or adjourn the meeting if necessary.

1. APOLOGIES FOR ABSENCE

To **receive** apologies for absence.

2. DECLARATIONS OF INTEREST

To **receive** any known declarations of interest in items on the agenda.

3. MAYOR'S ANNOUNCEMENTS

To **receive** the Mayor's Announcements.

4. MINUTES

4.1 To **receive** and approve as a correct record the Minutes of the Community, Development and Regeneration Committee Meeting held on the 22nd June, 2026.

4.2 To **receive** and approve as a correct record the Minutes of the Town Council Meeting held on the 24th June, 2026.

4.3 To **receive** and approve as a correct record the Minutes of the Planning Committee Meeting held on the 29th June, 2026.

4.4 To **receive** and approve as a correct record the Minutes of the Extra Cemetery Committee Meeting held on the 6th July, 2026.

4.5 To **receive** and approve as a correct record the Minutes of the Personnel Committee Meeting held on the 7th July, 2026.

4.6 To **receive** and approve as a correct record the Minutes of the Finance Committee Meeting held on the 13th July, 2026.

4.7 To **receive** and approve as a correct record the Minutes of the Policy & Audit Committee Meeting held on the 14th July, 2026.

5. UPDATE FROM DAVE JOLLY (FCC) AND SIMON SHERBERSKY (BELONG NETWORK)

To **receive** an update from Dave Jolly (FCC) and Simon Sherbersky (Belong Network) and **consider** any actions arising from the discussion.

6. ACTION LIST

To **note** the attached updated Action List.

7. OFFICER REPORTS

(i) To **receive** a report from the Events and Community Engagement Officer (attached).

the public park that residents understand was proposed as part of the development.

15. TOWN COUNCIL SURGERIES: FINAL ARRANGEMENTS AND INFORMATION

To **note** the final arrangements for the Town Council Surgeries starting in September 2026 and **approve** the proposed operational arrangements.

16. CEMETERY STORAGE CONTAINER AND FUNDING ALLOCATION

The Cemetery Committee has agreed to appoint a contractor to install the required concrete base for the new cemetery storage container at a cost of £2,968.00 excluding VAT. This expenditure will be met from EMR 344 – Cemetery Maintenance.

The Committee has also agreed the preferred supplier for the storage container at a cost of £2,250.00 excluding VAT, including delivery.

To preserve sufficient funds within the Cemetery Maintenance earmarked reserve for any unforeseen repairs or maintenance issues, the Cemetery Committee recommends that the cost of the container is funded from EMR 320 – Cittaslow, which currently has an available balance of £2,500.00.

Recommendation:

That Council approves the transfer and use of £2,250.00 from EMR 320 – Cittaslow to fund the purchase and delivery of the cemetery storage container.

17. COMMUNITY GRANT APPLICATIONS

To consider the attached Community Grant applications from:

- (i) Parkfields Community Centre (£500)
- (ii) Outside Lives Ltd – Likeminded (up to £450).

These applications were considered by the Finance Committee at its meeting held on 13 July 2026. However, during consideration of these items, a Councillor declared an interest and withdrew from the meeting. This resulted in the Committee becoming inquorate and therefore unable to determine the applications.

The Finance Committee therefore resolved to refer both applications to the next meeting of the Town Council for determination.

18. POLICY & AUDIT COMMITTEE RECOMMENDATIONS – POLICIES AND DOCUMENTS

To consider the recommendations of the Policy & Audit Committee regarding the adoption of the following policies and documents.

Updated Policies and Documents

- a) Guidance for Members of the Public Attending Formal Town Council Meetings
- b) Learning and Development Policy and Training Plan (Version 3)

(ii) To **receive** a report from the Town Clerk and Finance Officer (attached).

8. PUBLIC SPACES PROTECTION ORDER (PSPO) CONSULTATION

To **consider** the proposed Public Spaces Protection Order consultation affecting Mold and agree Mold Town Council's formal response for submission to Flintshire County Council.

9. DEMOCRACY AND BOUNDARY COMMISSION CYMRU QUESTIONNAIRE

To **consider** the questionnaire from Democracy and Boundary Commission Cymru and to determine whether Mold Town Council wishes to submit a response.

10. FLINTSHIRE PLACE MAKING STAKEHOLDER PARTNERSHIP

To **consider** the invitation to join the Flintshire Place Making Stakeholder Partnership, determine whether Mold Town Council wishes to participate and appoint a representative to attend meetings on the Council's behalf.

11. PLAY AREA MATCH FUNDING WITH GWELLA/ FCC

(i) To consider the proposed Play Area Match Funding with Gwella/ FCC for 2026/27 and determine Mold Town Council's participation;

(ii) To note the update provided on the 2025/26 Play Area Match Funding programme.

12. ONE VOICE WALES INNOVATIVE PRACTICE CONFERENCE

To note the details of the upcoming One Voice Wales Innovative Practice Conference and determine whether to nominate a representative(s) to attend on behalf of Mold Town Council.

13. ANTI SOCIAL BEHAVIOUR INCIDENT IN MOLD

To consider concerns raised by Councillor Haydn Jones regarding a recent incident of alleged anti-social behaviour at Evans Veterinary Practice, Clayton Road.

Members are requested to consider whether Mold Town Council should write to North Wales Police seeking clarification as to why police assistance was not provided and requesting information on the response to incidents of this nature within the town.

14. CONCERNS RAISED REGARDING MAES GWERN ROAD

To **consider** concerns raised by Councillor Richard Clarke following representations received from local residents regarding Maes Gwern Road. The concerns relate primarily to the condition of the road and the provision of

- c) Volunteer Registration Form
- d) Volunteer Policy

New Policies and Documents

- a) Business Continuity Plan
- b) Community Cohesion and Engagement Policy
- c) Memorial Safety Policy (Cemetery)
- d) Accessibility Statement, Audit and Inclusion Policy (Cemetery)
- e) Scheme of Delegation (Cemetery)

Recommendation:

That the Town Council adopts the above updated and new policies and documents as recommended by the Policy & Audit Committee.

19. NOTIFICATION OF PLANNING

To **note** the attached report.

20. ACCOUNTS/ PAYMENTS

To **approve** the attached schedules showing all accounts – Month 3, noting that payments are made in accordance with the powers of local councils.

21. EXCLUSION OF THE PRESS AND PUBLIC

To **consider** that in accordance with Section1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the remainder of the meeting during consideration of the following items on the grounds that they involve the likely disclosure of exempt or commercially sensitive information.

22. FLOTEK IT SERVICES AGREEMENT

To **consider** the quotation received from Flotek Group and determine whether to enter into a 12 month or 36 month IT Services and Licenses Agreement (Citrix/ Microsoft packages)

23. LEGIONELLA MONITORING EQUIPMENT

To **consider** the attached report of quotations received for the purchase of two Legionella devices (both types needed) and determine preferred supplier.

ZOOM INSTRUCTIONS

Join Zoom Meeting

<https://us02web.zoom.us/j/81710049564?pwd=NvWQANBADjcJTz7uTnx9QoLsV8FCx1.1>

Meeting ID: 817 1004 9564

Passcode: 391069

3



MOLD TOWN COUNCIL / CYNGOR TREF YR WYDDGRUG

Mayor engagements since 25th June – 29th July 2026

Date	Event
28-Jun	Sunday Gathering Emergency & Uniformed Services Day
28-Jun	Historic Tour
29-Jun	Judging Spring Clean schools competition
30-Jun	Time2Shine Auditions
03-Jul	British Final of One Act Plays – Wales & N. Ireland
04-Jul	British Final of One Act Plays (Civic Reception) – England & Scotland
04-Jul	Northop Summer Fair
04-Jul	British Final of One Act Plays (Evening)
05-Jul	Mold Carnival
10-Jul	School visits re. winners of Spring Clean competition and presentation to winners
10-Jul	Visit to WUC (Uniform Store)
25-Jul	20th Anniversary Community Open Day of The Church of Jesus Christ of Latter-day Saints
25-Jul	Rhyl Mayor Cllr Joan Butterfield Charity virtual horse racing night
26-Jul	Chair of Connah's Quay Cllr. Andy Dunbobbin Civic Service

Deputy Mayor engagements since 25th June – 29th July 2026

Date	Event
19-Jul	Flint Town Council Civic Service

MOLD TOWN COUNCIL

COMMUNITY, DEVELOPMENT AND REGENERATION COMMITTEE

Minutes of the Community, Development & Regeneration Committee held virtually via Zoom at 6.00pm on Monday 22nd June 2026.

PRESENT: Councillors Joanne Edwards (Mayor), Pete Dando (Deputy Mayor), Nanette Davies, Haydn Jones, Robin Guest, Chris Bithell

Officers: Jo Lane (Town Clerk and Finance Officer), Jane Evans (Events and Community Engagement Officer) and Emma Lyth (Support Officer)

ABSENT:

1. APPOINTMENT OF CHAIR

It was **resolved** that Councillor Nanette Davies be appointed as Chair of the Community, Development and Regeneration Committee.

2. APOLOGIES

Councillors Paul Beacher, Geoff Collett and Teresa Carberry.

3. DECLARATIONS OF INTEREST

Councillor Nanette Davies declared an interest in agenda item 10 - Friends of Maes Bodlonfa Park Report.

4. TERMS OF REFERENCE

The terms of reference for the Community, Development and Regeneration Committee were **noted**.

5. MINUTES

The minutes of the Community, Development and Regeneration Committee meeting held on Wednesday 18th March were **noted**.

6. BAILEY HILL INTERIM VISIT REPORT

The interim visit report carried out by We've Got The Keys on the Bailey Hill Lodge on 26th May 2026 was **noted**.

7. CHRISTMAS LIGHTS DRAFT TENDER DOCUMENT

The 'invitation to tender' contract for the installation, maintenance, removal and storage of the Christmas lights was discussed:

Section 2.2 Maintenance and Repair – it was **agreed** that the response time for emergency/dangerous fault should be 5 hours, and 24 hours for a non-emergency fault.

Section 4 Contractor Requirements – it was **agreed** that the Liability Insurance be minimum £10 million.

Section 7 Evaluation Criteria – the weighting percentages were **agreed**.

Sections 8 and 10 to be completed by the Town Clerk and Finance Officer at the time of sending out the document.

8. BUDGET MONITORING REPORT

The CDR budget monitoring report – quarter 1 2026/27 was **noted**.

9. CORRESPONDENCE – INTERPRETATION PANELS

Members discussed the Correspondence Report in relation to the existing interpretation panels within Mold and potential opportunities for additional heritage interpretation panels.

Given that Lidl and Tesco are situated near to the panels, it was suggested that these supermarkets be contacted to see if they would be willing to contribute to the refurbishment of the panels.

Further discussion required which Councillor Bithell requested to be part of.

It was **resolved** that the Town Clerk and Finance Officer will approach the Museum Curator to see if there is additional funding that could be applied for.

10. FRIENDS OF MAES BODLONFA PARK REPORT

Members considered the report on Friends of Maes Bodlonfa and expressed concern over a potential increase in workload for the Town Clerk / Mold Town Council. The Town Clerk stressed that it would be a joint arrangement between Flintshire County Council and Mold Town Council. The Friends Group would fall under Mold Town Council.

The Events and Community Engagement Officer alerted members to point 11 on the site map which is labelled as an emergency exit on events documentation, therefore emergency vehicles must still be able to gain access.

Members **resolved** to agree all recommendations.

11. DEFIBRILLATORS – LOCATION AND CURRENT STATUSES

Members considered the report from the Support Officer regarding the current status of the defibrillators in the community which have been funded by Mold Town Council.

Councillor Joanne Edwards (Mayor) mentioned that Nationwide Building Society (High Street) will soon be acquiring a new defibrillator.

It was **resolved** that Mold Town Council purchase replacement pads for the defibrillators at the Daniel Owen Centre and Parkfields Community Centre on the basis that they take full responsibility for them.

It was **resolved** that the Support Officer contact those in ownership of a defibrillator that is not being actively managed and request they register it on The Circuit or return to Mold Town Council by a certain date.

Meeting ended at 6.45pm

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

Community, Development & Regeneration Committee		DATE: 22.06.26
MEMBER	ITEM	MINUTE NO. REFERS
Cllr Nanette Davies	Friends of Maes Bodlonfa Park Report	10

Chairman's signature: Date:
CDR/MIN 22/06/26 EL

MOLD TOWN COUNCIL

Minutes of the Mold Town Council Meeting held at Town Council Offices, Unit 10 Daniel Owen Precinct, Mold at 6pm on Wednesday 24th June 2026 (also, by Video conferencing).

PRESENT:

Councillors: Joanne Edwards (Mayor), Pete Dando (Deputy Mayor), Brian Lloyd, Chris Bithell, Geoff Collett, Haydn Jones, Nanette Davies, Paul Beacher, Richard Clarke, Robin Guest and Sarah Taylor.

Via Zoom: Cllrs. Suzanne Thomas, Catherine Frances Claydon and Tina Claydon.

Absent: Cllr. Megan Lloyd Hughes

Officers: Jo Lane, Town Clerk & Finance Officer; Jane Evans Events & Community Engagement Officer.

PUBLIC PARTICIPATION: 8 Members of the public in attendance.

37. APOLOGIES FOR ABSENCE:

Cllr Teresa Carberry and Leila Jones, Support Officer.

38. DECLARATIONS OF INTEREST

No declarations declared.

39. MAYOR'S ANNOUNCEMENTS

The Mayor's appointments were **noted**.

40. MINUTES

RESOLVED: that;

- 40.1 The Minutes of the Town Council Meeting held on 27th May 2026 be received and **approved** as a correct record;
- 40.2 The Minutes of the Planning Committee Meeting held on 1st June 2026 be received and **approved** as a correct record;
- 40.3 The Minutes of the Cemetery Meeting held on 10th June 2026 be received and **approved** as a correct record;

41. ACTION LIST

The ongoing Action List was **noted**. Confirmed by Town Clerk that completed items will be removed from the Action List after each Town Council meeting.

Action Item 116: Town Clerk confirmed that a Policy regarding salt bins was being implemented and this will include conditions of the salt bins placement. The Town Clerk was asked to contact Flintshire County Council for confirmation of their Winter preparations.

Action Item 150: Town Clerk reminded members request with regards to 'Active Travel' was initially sent to Flintshire County Council in October 2023 and further emails had been sent, but the action was still ongoing. Cllr. Bithell confirmed he would take forward with Katie Wilby Head of Streetscene

RESOLVED: The Town Clerk will contact Flintshire County Council regarding Winter preparations. Update on actions would be added to Action List for next meeting.

42. CORRESPONDENCE

Members **noted** the previously circulated correspondence;

- (i) Darren Morris, Play Development at Flintshire County Council regarding Summer Playschemes 2026 programme.
- (ii) Community Review 2025 – Final Recommendations report

Cllr. Bithell informed members that he had addressed concerns with Flintshire Electoral Officer regarding the East Ward boundary as shown on the updated maps, the Electoral Officer had confirmed the maps were correct. Cllr. Bithell would now take forward with the Boundary Commission directly.

RESOLVED:

- (i) A letter of thanks be sent to Darren in recognition of the excellent organisation of the Playschemes. Members agreed that, where possible they would attend sessions over the Summer holidays to enable them to provide feedback.
- (ii) Cllr. Bithell would contact the Boundary Commission.

43. OFFICER REPORTS

- (i) Members **noted** the previously circulated Events and Community Engagement Officer report and verbal update was received.

Cllr. Bithell confirmed he was in discussions with Flintshire Planning Officers regarding the recent refusal of change of use based on increase of phosphorus entering the River Dee and Bala Lake and would report back to members on his discussions at the next Council meeting.

- (iii) Members **noted** the previously circulated Town Clerk report and verbal update from the Town Clerk was received.

Town Clerk thanked Cllrs Chris Bithell and Pete Dando for their support during the filming of the One Voice Wales and Audit Wales Podcast.

Town Clerk thanked Cllr Robin Guest for his support regarding the Cemetery Land Registry meeting.

Members **considered** the proposal for the refurbishment works to replace the Mold Bus Station benches' slats with timber replacement slats and stain or purchase and install composite replacement slats.

RESOLVED:

- (i) Members **requested** that officers contact owners of vacant units (Santander and Halifax) to ask them to improve the exterior of the properties.
- (ii) Members **approved** the bench refurbishment using timber slats.

44. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2025/26

Members considered the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2026 and;

RESOLVED: Members approved

- (a) The Annual Governance Statement
- (b) The Accounting Statements
- (c) The Mayor be authorised to sign the AGAR on behalf of the Council
- (d) The Notice of Electors' Rights be approved and published in accordance with statutory requirements.

Members expressed thanks to the Town Clerk for work carried out on the AGAR

45. HEALTH AND SAFETY ACTION PLAN

Members considered the Health and Safety Action Plan prepared following the annual Health and Safety audit undertaken by the Councils Health and Safety consultants.

RESOLVED: Members **approved** the Health and Safety Action Plan.

46. HEALTH AND SAFETY POLICY AND MANUAL

Members considered the Health and Safety policy and manual following the annual Health and Safety audit undertaken by the Councils Health and Safety consultants.

RESOLVED: Members **approved** the Health and Safety policy and manual.

47. TOWN COUNCIL SURGERIES

Members considered and discussed the options within the report.

RESOLVED: Members **approved** monthly central surgeries, commencing September 2026, held on the second Saturday of each month from 10am – 11am at the Town Council office. A Councillor from each ward requested to be in attendance, with option for all County Councillors to attend each month. The Town Clerk was asked to arrange key holders, risk assessment and surgery promotion.

48. MOLD CEMETERY 150TH ANNIVERSARY

Members considered the report, previously presented at the Cemetery committee on 10th June, regarding the 150th anniversary of Mold Cemetery.

Members **approved** working group to develop proposals and costings. Members approved Cllrs Edwards, Dando, Clarke, Bithell, Davies, Jones, Beacher, Thomas and Taylor form working group and extend invite to Mold Civic Society.

49. NOTICE OF PLANNING

Members **noted** the previously circulated report.

50. ACCOUNTS / PAYMENTS

Members **considered** the schedules previously circulated.

Members **noted** that payments are made in accordance with the powers of local councils.

Month 2 – Community Bank account CB1 £45,385.17 (excl. VAT)

Month 2 – Business Money Manager Account £65,000 (internal transfers)

Month 2 – Events Bank account £6,369.04
 Month 2 – Prepaid Mastercard £482.38
 Month 2 – Mayor’s Charity £0.00
 Month 2 – Petty Cash £1.62
 Month 2 – Deposit Bond 1 £15,000 (internal transfers)
 Month 2 – Deposit Bond 2 £15,000 (internal transfers)
 Month 2 – Deposit Bond 3 £15,000 (internal transfers)

RESOLVED: That the schedules of payments be **approved**.

Meeting ended: 18:48

Mayor’s signature: Date:

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

MOLD TOWN COUNCIL		DATE: 25 th May 2026
MEMBER	ITEM	MINUTE NO. REFERS

WORD/MINUTES/MTC/MIN/JE

MOLD TOWN COUNCIL

Minutes of the Planning Committee Meeting held by Video Conferencing on 29th June 2026

PRESENT: Councillors Joanne Edwards (Mayor), Pete Dando (Deputy Mayor), Richard Clarke, Brian Lloyd, Sarah Taylor and Haydn Jones

Officer: Jo Lane, Town Clerk and Finance Officer

Absent: Councillor Megan Lloyd Hughes

7. APOLOGIES

No apologies were received.

8. DECLARATIONS OF INTEREST

None

9. MINUTES

It was resolved that the minutes of the Planning Committee Meeting held on the 1st June 2026 are agreed as a correct record.

10. PLANNING APPLICATIONS

To following applications were considered:

(a) PLANNING APPLICATION CONSULTATION - FUL/000493/26

PROPOSAL: The proposed replacement of 3no. radio antennas with 3no. new antennas, the re-positioning of 3no. existing antennas on the existing antenna support poles and tripod support frame, the replacement of 1no. cabinet with a new cabinet in the same position as the existing, and the installation and removal of ancillary apparatus and development upon the rooftop.

LOCATION: TELEPHONE EXCHANGE, Chester Street, Mold, CH7 1EG

TARGET DETERMINATION DATE: 31 Jul 2026

Citizen Portal Planning - application details

No comments were made by the Planning Committee.

(b) PLANNING APPLICATION CONSULTATION - FUL/000494/26

PROPOSAL: Single storey extension of kitchen to improve wheelchair accessibility and turning space.

LOCATION: 30, GLENVINE, Bryn Awelon, Mold, CH7 1LU

TARGET DETERMINATION DATE: 06 Aug 2026

Citizen Portal Planning - application details

No comments were made by the Planning Committee.

(c) PLANNING APPLICATION CONSULTATION - LBC/000484/26

PROPOSAL: Listed Building Application : Conversion of part of the ground floor and upper floors to form 8 apartments (Use Class C3), subdivision of the existing

ground floor retail unit to form 3 retail units (Use Class A1), and associated external alterations and installation of 8 no. electrical meter boxes.

LOCATION: 1-3, Wrexham Street, Mold, CH7 1ET

TARGET DETERMINATION DATE: 06 Aug 2026

Citizen Portal Planning - application details

(d) PLANNING APPLICATION CONSULTATION - FUL/000478/26

PROPOSAL: Conversion of part of the ground-floor and upper floors to form 8 apartments (Use Class C3), subdivision of the existing

ground floor retail unit to form 3 retail units (Use Class A1), and associated external alterations and installation of 8 no. electrical meter boxes.

LOCATION: 1-3, Wrexham Street, Mold, CH7 1ET

TARGET DETERMINATION DATE: 06 Aug 2026

Citizen Portal Planning - application details

Agenda Items 4(c) and 4(d) were considered together as both related to the same planning proposal.

The Committee considered the planning application together with representations received from local residents.

Members noted the concerns raised regarding waste management, noise, heritage, parking and future occupancy of the apartments. Having considered the submitted plans, supporting documentation and relevant planning policies, Members concluded that the proposal represented an appropriate reuse of a Grade II listed building, with no material planning grounds upon which to object.

It was noted that the application included suitable refuse storage arrangements and limited external alterations, and that specialist officers at Flintshire County Council would consider matters relating to heritage, highways and environmental health as part of the determination process.

RESOLVED: That Mold Town Council has no objection to Planning Application FUL/000478/26 and Listed Building Consent Application LBC/000484/26.

(e) **PLANNING APPLICATION CONSULTATION - FUL/000335/26**

PROPOSAL: Application for variation of conditions 2 & 13 following Grant of Planning Permission FUL/00003/23 **LOCATION:** FRON DEG, Clayton Road, Mold, CH7 1SU

TARGET DETERMINATION DATE: 06 Aug 2026

Citizen Portal Planning - application details

11. CORRESPONDENCE RECEIVED

- (i) Correspondence Case – FUL/000493/26 – agenda item 4(a)
- (ii) Correspondence Case – OUT/000494/26 – agenda item 4(b)
- (iii) Correspondence Case – FUL/000335/26 – agenda item 4(e)

No further comments were made regarding the above items as they have already been considered in the agenda items.

- (iv) Email received from Stuart Body, FCC (Attached)

Following consideration of the additional information provided by the Forestry Officer, the Committee noted the professional advice received regarding the condition of the tree and the recommendation that consent be granted for its removal.

RESOLVED: That the Town Clerk write to the Stuart Body confirming that the Committee has no objection to the proposed felling of the tree and requesting that, should consent be granted, a replacement tree be secured as a condition of the approval to ensure the long-term contribution of the site to the local landscape and biodiversity.

Meeting closed at 6.32pm

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

PLANNING COMMITTEE	DATE: 29.06.26
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MEMBER	ITEM	MINUTE NO. REFERS

Chair's signature: Date:

WORD/MINUTES/PLANNING JL

MOLD TOWN COUNCIL

Minutes of the Meeting of Extra Cemetery Committee held on 6th July 2026 via Zoom.

PRESENT: Councillors Joanne Edwards (Mayor), Pete Dando (Deputy Mayor), Richard Clarke (Chair), Haydn Jones, Chris Bithell, Nanette Davies and Sarah Taylor

Officers: Jo Lane, Town Clerk and Finance Officer

13. APOLOGIES

It was **resolved** that Councillor Pete Dando take the chair for this meeting.

Apologies were received from Matthew Williams-Cooke, Cemetery Superintendent and Councillor Paul Beacher

14. DECLARATIONS OF INTEREST

None.

15. MINUTES

It was **resolved** that the minutes from the previous meeting held on 10th June 2026 were approved.

16. EXCLUSION OF PUBLIC AND PRESS

It was **resolved** that the public and press be excluded from the meeting during the consideration of the following item by virtue of the Public Bodies (Admission to Meetings) Act 1960, Section 1(2), due to the confidential nature of the business to be transacted.

17. STORAGE CONTAINER BASE – QUOTATIONS AND FUNDING

The Committee considered the quotations received for the construction of a concrete base for the proposed storage container at Mold Cemetery.

It was **resolved**:

- a) To accept the quotation submitted by Ben Gerrard in the sum of £2,968.00 excluding VAT. It was noted that the Council is able to reclaim the VAT incurred.
- b) That the Town Clerk arrange an onsite meeting with the contractor, the Chair of the Cemetery Committee and the Cemetery Superintendent prior to the commencement of works to discuss the specification and programme of works.
- c) That the cost of the concrete base be met from EMR 334 – Cemetery Maintenance.

d) To recommend to Full Council that funding for the purchase of the storage container be allocated from an alternative Ear Marked Reserve or the General Reserve, thereby retaining sufficient funds within EMR 334 – Cemetery Maintenance should they be required for future cemetery maintenance or expansion works.

e) That the Town Clerk amend the title of EMR 334 – Cemetery Maintenance to EMR 334 – Cemetery Maintenance and Expansion.

Meeting ended at 6.17pm

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

CEMETERY COMMITTEE	DATE: 06.07.26
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MEMBER	ITEM	MINUTE NO. REFERS

WORD/MINUTES/CEMETERY/CEMETERY/JL

Chairman's signature: Date:

MOLD TOWN COUNCIL

Minutes of the meeting of the Personnel Committee held via Video Conferencing at 6pm Tuesday 7th July, 2026.

PRESENT:

Councillors: Joanne Edwards (Mayor), Haydn Jones and Pete Dando

Zoom: Councillors Catherine Frances Claydon, Tina Claydon, Sarah Taylor and Suzanne Thomas

Officer: Jo Lane, Town Clerk and Finance Officer

1. CHAIR OF PERSONNEL COMMITTEE

It was **resolved** that Councillor Sarah Taylor would Chair the Personnel Committee for the Municipal year 2026/27.

2. APOLOGIES

None

3. MINUTES

It was **resolved** that the minutes of the Personnel Committee Meeting held on the 19th January 2026 are accepted as a true record.

4. EXCLUSION OF PUBLIC AND PRESS

It was **resolved** that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting due to the confidential nature of the business to be transacted.

18.05pm Councillor Suzanne Thomas joined the meeting.

5. STAFF ANNUAL REVIEWS

It was **resolved** that:

The Chair of the Personnel Committee (Cllr Sarah Taylor) and the Mayor (Cllr Joanne Edwards) would undertake the annual appraisal of the Town Clerk.

The Chair of the Personnel Committee (Cllr Sarah Taylor) and the Town Clerk would undertake the annual appraisals for all other members of staff.

ACTION: The dates for the appraisal meetings will be agreed between those involved.

ACTION: Town Clerk tot circulate the Staff Appraisal Policy and the appraisal documentation to members of the Personnel Committee.

6. FACILITIES OFFICER 6 MONTH REVIEW MEETING

It was **resolved** that the Chair of the Personnel Committee and the Town Clerk would undertake the Facilities Officer's six-month review meeting.

ACTION: The Town Clerk and Chair of the Personnel Committee to arrange a mutually convenient date for the review meeting.

7. STAFF ONE TO ONE MEETINGS

The Committee thanked the Town Clerk for the report outlining the discussions that had taken place during the recent one to one meetings with all members of staff.

The report was **noted**

8. VOLUNTEER MATTERS

The Committee considered a confidential report regarding volunteer governance and the review of the Council's volunteer documentation.

It was **resolved** that the volunteer's details be removed from the Council's volunteer contact database.

The Committee also considered the proposed amendments to the Volunteer Registration Form and Volunteer Agreement. Members raised comments regarding aspects of the wording within the Code of Conduct section.

It was **resolved** that the revised Volunteer Registration Form and Volunteer Agreement be referred to the Policy and Audit Committee for further consideration before being recommended to Full Council for adoption.

9. STAFFING REQUEST

The Committee considered a confidential report regarding a request from a member of staff to reduce their contracted hours with effect from March 2027.

It was **resolved** to approve the request. Additional event administration duties will be redistributed amongst the administrative team to accommodate the revised working hours.

ACTION: The Town Clerk to prepare a Flexible Working Policy for consideration and adoption by the Council.

ACTION: The Chair of the Personnel Committee and the Town Clerk to review the current staffing structure and staff roles, and to submit a report with any recommendations to a future meeting of the Personnel Committee.

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

PERSONNEL COMMITTEE	DATE: 07.07.26
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MEMBER	ITEM	MINUTE NO. REFERS

Chairman's signature: Date:

MOLD TOWN COUNCIL

Minutes of the Meeting of Finance Committee held on the 13th July 2026 in the Town Council Offices, Unit 10, Daniel Owen Precinct, Mold and via Zoom.

PRESENT: Councillors Joanne Edwards (Mayor) and Nanette Davies

VIA ZOOM: Councillor Tina Claydon

Officers: Jo Lane, Town Clerk and Finance Officer

Absent: Councillors Chris Bithell and Robin Guest

1. CHAIR OF FINANCE COMMITTEE

It was **resolved** that Councillor Tina Claydon would Chair the Finance Committee for the 2026/27 Municipal year.

2. APOLOGIES

Apologies were received from Councillors Pete Dando and Teresa Carberry.

3. DECLARATIONS OF INTEREST

Councillor Tina Claydon declared an interest in Item 6 (b) and 6 (c).

4. MINUTES

It was **resolved** that the minutes from the previous meeting held on 17th March 2026 were approved.

5. REQUEST FOR FINANCIAL SUPPORT FROM GWYL DANIEL OWEN FESTIVAL

Members **noted** that Financial Support for the 2026 Gŵyl Daniel Owen Festival was formally agreed at the Annual Meeting.

It was **resolved** that the Town Clerk be authorised to make payment.

6. COMMUNITY GRANT APPLICATIONS – ROUND 1 (£3,350)

The Community Grant Applications were considered:

It was **resolved**:

To award a grant of £400 to (a) Three Bags Full.

In respect of the applications from 6(b) Parkfields Community Centre (£500) and 6(c) Outside Lives Ltd – Likeminded (up to £450), a Councillor declared an interest and withdrew from the meeting for the consideration of these items. This resulted in the meeting becoming inquorate for the transaction of this business.

It was therefore **Resolved** that agenda items 6(b) and 6(c) be referred to the next meeting of the Town Council for determination.

7. FINANCE REPORT AND 2025/26 BUDGET

The Councillor rejoined the meeting prior to consideration of this item.

The Town Clerk presented the Finance Report and provided a verbal update.

It was **Resolved** to accept the Finance Report, including the current budget position.

8. EAR MARKED RESERVES

The Ear Marked Reserves overview was **noted**.

9. VAT RETURN 01/02/2026 TO 30/04/2026

Members **noted** the VAT return for 01.02.26 to 30.04.26

Meeting ended at 18.21pm

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

FINANCE COMMITTEE	DATE: 13.07.26
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MEMBER	ITEM	MINUTE NO. REFERS
Councillor Tina Claydon	6 (b) and 6 (c)	6 (b) and 6 (c)

Chairman's signature: Date:

MOLD TOWN COUNCIL

Minutes of the meeting of Policy and Audit Committee held at Mold Town Council Offices and via Video Conferencing on Tuesday 14th July 2026.

PRESENT:

Councillors: Councillors Joanne Edwards (Mayor), Sarah Taylor and Nanette Davies.

Zoom: Councillor Tina Claydon

Officers: Jo Lane, Town Clerk and Finance Officer

1. CHAIR OF POLICY & AUDIT COMMITTEE

It was **resolved** that Councillor Sarah Taylor would chair the Policy and Audit Committee for the 2026/27 Municipal Year.

2. APOLOGIES

Apologies were **received** from Councillor Teresa Carberry.

3. DECLARATIONS OF INTEREST

None.

4. MINUTES

The Minutes from the previous Policy and Audit Committee Meeting which took place on the 10th March 2026 were **noted**.

5. TO CONSIDER THE BELOW UPDATED POLICIES AND DOCUMENTS

- a) Guidance for Members of the Public Attending Formal Town Council Meetings
- b) Learning and Development Policy and Training Plan (v3)
- c) Volunteer Registration Form
- d) Volunteer Policy

It was **resolved** to recommend to Full Council that the updated policies, as outlined above, be approved.

6. TO CONSIDER THE BELOW NEW DRAFT POLICIES AND DOCUMENTS

- (a) Business Continuity Plan
- (b) Community Cohesion and Engagement Policy
- (c) Memorial Safety Policy (Cemetery)
- (d) Accessibility Statement, Audit & Inclusion Policy (Cemetery)
- (e) Scheme of Delegation (Cemetery)

It was **resolved** to recommend to Full Council that the above new policies, as outlined above, be approved.

7. FINANCE AND GOVERNANCE TOOLKIT

The Committee **noted** the significant progress made in completing actions identified within the Finance and Governance Toolkit, recognising that this has placed the Council in a much stronger governance position. The remaining outstanding actions were also **noted**.

It was agreed that the next priority should be the preparation of a Council Constitution setting out the Council's overall governance arrangements.

Action: The Town Clerk to prepare a draft Constitution for consideration at the next meeting of the Policy & Audit Committee.

It was further agreed that, once all actions within the Finance and Governance Toolkit have been completed, a report should be presented to Full Council summarising the work undertaken and the governance improvements achieved.

8. YEAR END AUDIT 2025/26

The Committee acknowledged that the comments raised were already being addressed. The Town Clerk advised that the 2025/26 External Audit remains in progress and that the submission deadline is **7 August 2026**.

The Year End Audit was **noted**.

The meeting closed at 18.33pm

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

POLICY & AUDIT COMMITTEE		DATE: 14.07.26
MEMBER	ITEM	MINUTE NO. REFERS
None		

WORD/MINUTES/COMMITTEE/POLICYAUDIT/JL

Chairman's signature: Date:

MOLD TOWN COUNCIL ADDENDUM TO MINUTES

CURRENT ACTION LIST – JULY 2026

2023-2024

MINUTE NO.	2023-2024 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
150. (ii)	November 2023 October 2024	Letter from Ysceifiog Community Council	Cllr Carberry to send a response to the letter. Clerk to contact Flintshire County Council requesting update with regards to 'Active Travel'	Email sent to active.travel@flintshire.gov.uk 08.07.24 Follow up email sent 17.10.24 Email sent: 10.04.26 24.Jun.2026 MTC meeting. Cllr Bithell to take 'Active Travel' forward to FCC, Katie Wilby Head of Streetscene. (See Action 41. / Jun 2026)	Town Clerk Cllr Bithell	Completed Ongoing

2024-2025

MINUTE NO.	2024-2025 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
145.	January 2025	Draft Events Calendar 2025	Events and Community Engagement Officer to send an email to Members to ask for volunteers to have a small working group to review the Medieval Day and to look at alternatives during inclement weather	Leila and Emma tasked with arranging. Meeting to be arranged for early 2026. 7.May.26. Email to Tripartite re: BH Meet the Partners Day Sunday 16 th Aug 2026. Request for rep from each Partner for planning day committee.	Leila & Emma Leila	Ongoing

2025-2026

Action List - 2026 July MTC Meeting - DRAFT - JL

MINUTE NO.	2025-2026 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
75.	September 2025	Wrexham Street Mini Market / Vape Shop – Enforcement Concerns	Town Clerk to invite Sian Jones – Flintshire County Council Enforcement to a meeting to discuss and plan a way forward for the enforcement concerns.	Dates are being discussed. Will be in the New Year. Email sent – arranging a date for them to attend Town Council Meeting. Will be attending Sept 2026 meeting.	Town Clerk	Ongoing
107 (b)	November 2025	Public Toilet Consultation	Town Clerk to invite FCC Asset Transfer officers to a meeting with the Town Council Working Group after the 2nd December 2025 closing date of the Public Toilet Consultation. The following members will form the Public Conveniences Working Group: Councillors Brian Lloyd, Richard Clarke, Tina Claydon, Nanette Davies, Sarah Taylor, Robin Guest, Chris Bithell, Geoff Collett and Haydn Jones.	Email requests sent: 27.11.25 09.12.25 12.12.25 13.01.26 Response received – Working Group meeting scheduled for 23.03.26 Awaiting on additional information from FCC. Update in Town Clerk's report. Teams Meeting arranged for the 19.06.26 with FCC representatives and Mayor and Deputy Mayor.	Town Clerk	Ongoing
109 (i)	November 2025	Officer Reports	Events and Community Engagement Officer to work with the Mold Independent Group and that the Group be allowed to use the Totally Mold logo and colours within their branding and promotion (to tie in with the Totally Mold website and current branding for the town).	This has been put on indefinite hold by organiser.	Events & Community Engagement Officer	CURRENTLY ON HOLD
112	November 2025	Motion From Councillor Haydn Jones	Town Clerk to look at new signage at New Street Car Park to direct visitors to the nearest Public Conveniences (Daniel Owen Community Centre).	Possible to include in the TIPS On hold until outcome of Bus Station Toilets has been confirmed.	Town Clerk	Ongoing

MINUTE NO.	2025-2026 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
116	November 2025	Preparations for the Coming Winter	Include the information on the already existing Tourism Information Panel on the wall of Travis Perkins. Town Clerk to draft a new Salt Bin Policy for Mold Town Council for use when considering future requests for the purchase and placement of salt bins in new locations. It should include criteria such as; distance from nearest existing salt bin, is the road on an incline (safety concerns), whether FCC has responsibility for placing a salt bin at that location.	24.Jun.2026 MTC meeting, Town Clerk to contact FCC regarding Winter preparations.	Town Clerk	
121	November 2025	New Website – Tender Consideration	Town Clerk to move forward with the quotation from WiSS for Mold Town Council's new website.	WiSS currently working on new website.	Town Clerk	Ongoing
153	February 2026	Mold Town Council Uniform Recycling Initiative	Explore alternative storage and distribution for the Uniform Recycling Initiative	Kidsbank will take the non-logo uniform. Date is being arranged.	Events & Community Engagement Officer	Ongoing, some uniform has been taken to Kidsbank – awaiting July / August uniform stall dates
155	February 2026	Consideration Of Cittaslow Membership	Town Clerk to arrange the cease of Cittaslow membership for 2026/27	Email to UK Cittaslow Working Group has been sent 13.05.26 – awaiting date for meeting to organise official handover of documents and bank account. Meeting arranged for the 05.08.26	Town Clerk	Ongoing
157	February 2026	Garden Of Remembrance And	Events & Community would take forward the proposals to Flintshire	Silent Solder has been relocated.	Events & Community	Completed

MINUTE NO.	2025-2026 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
		Silent Soldier – Bailey Hill	County Council to seek permission and obtain costings.	Awaiting on options available.	Engagement Officer	Ongoing
167	March 2026	Action List	Item 150: Town Clerk to again request update from FCC with regards to 'Active Travel'.	Email sent 10.04.26	Town Clerk	Ongoing
168	March 2026	Officer Reports	Support Officer to write to the current defib holders to advise them of the discontinuation and recommend they look into purchasing the ZOLL AED Plus Semi-Automatic Defibrillator (as recommended by Ambulance Service).	All owners have been notified. Websites for the purchase of ZOLL defib have been recommended. A report is due to be presented to CDR Committee in June 2026.	Support Officer - Emma	Completed
91	April 2026	Memberships	(iii) Town Clerk to renew the Mayors for Peace membership at a cost of 2,000 Japanese Yen (£10.14 approx.).		Town Clerk	
94	April 2026	Notice of Motion – Cllr Sarah Taylor	Town Clerk to liaise with Bailey Hill Centre Working Group members – Cllrs: Sarah Taylor, Robin Guest, Paul Beacher to provide updated information.	Meeting arranged for the 6 th June at 4pm – BHC Actions agreed and ongoing.	Town Clerk	Ongoing

2026-2027

MINUTE NO.	2026-2027 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
27	May 2026	Concerns Regarding Waste Management – Town Hall	Town Clerk to enquire with FCC if they would consider signage about CCTV in operation and fly tipping will be prosecuted.	Email sent to AL 08.06.26, awaiting response	Town Clerk	Ongoing
36	May 2026	Hanging Baskets 2026	Arrange with successful contractor, The Club House,	Discussions have commenced between Clubhouse and contractor for the installation	Support Officer - Emma	Completed

MINUTE NO.	2026-2027 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
			for planting of hanging baskets.	and maintenance of the hanging baskets regarding timescales and logistics. Some of the baskets were dropped off at the Clubhouse on 08.06.26 for planting to begin, with the remainder due to be delivered there on 12.06.26		
41	June 2026	Action List	Action Item 116 (Nov2025): Contact FCC regarding Winter preparations.		Town Clerk	
41	June 2026	Action List	Action Item 150 (Nov2023): Cllr Bithell to take 'Active Travel' forward to FCC, Katie Wilby Head of Streetscene.		Cllr Chris Bithell	
42 (i).	June 2026	Correspondence	Send letter of thanks to Darren Morris, Play Development at FCC in recognition of the excellent organisation of the Summer Playschemes 2026 programme.	Email sent 20.07.25	Town Clerk	Completed
42 (ii)	June 2026	Correspondence	Cllr Bithell to contact the Boundary Commission re: concerns with the East Ward boundary as shown on the updated Electoral maps.		Cllr Chris Bithell	
43 (i)	June 2026	Officer Reports	Contact owners of vacant units (Santander and Halifax) to ask them to improve the exterior of the properties.	Events Officer has sent emails and awaiting a response.	Events & Community Engagement Officer	Ongoing
43 (ii)	June 2026	Officer Reports	Arrange Mold Bus Station bench refurbishment using timber slats.	Facilities Officers currently sourcing materials needed.	Town Clerk	Ongoing

MINUTE NO.	2026-2027 DATE	ITEM	ACTION TAKEN	RESULT (IF ANY)	RESPONSIBLE OFFICER	SIGN OFF DATE
47	June 2026	Town Council Surgeries	Arrange key holders, risk assessment and surgery promotion for Members' monthly central surgeries which are commencing September 2026.	All documents drafted ready to be presented at the July Town Council Meeting	Town Clerk	Completed
48	June 2026	Mold Cemetery 150 th Anniversary	Working Group to develop proposals and costings for commemorating the anniversary, including potential events, activities, publications and community engagement opportunities. Working Group Members: Cllrs J Edwards, P Dando, R Clarke, C Bithell, N Davies, H Jones, P Beacher, S Thomas, S Taylor		Working Group Cllrs	
48	June 2026	Mold Cemetery 150 th Anniversary	Working Group to extend invite to Mold Civic Society		Working Group Cllrs	



Officer Update Report – June 2026

Item 7 (i)

Report from the Events and Community Engagement Officer

TOWN TRADING/ INFORMATION:

The Coffee House is opening in the former Bodycare unit is now advertising for staff

Top Steak and the Breakfast House has now opened (in former Just Steak)

The Sandwich Box has opened opposite Iceland (walkway to car park), offering takeaway sandwiches, salads and snacks.

Cosy Coffee opening at the end of August and is recruiting staff

Former Gregory's Unit (54 High St) has recently been let – tenant unknown at present

Indoor market –

- Beauty Bloom has closed
- Currently 2 units vacant

MEETINGS ATTENDED / OTHER INFORMATION

29th June - Spring Clean School recycling competition, along with the Mayor, Deputy Mayor and Carolyne from Keep Wales Tidy, we visited St Davids, Bryn Coch, Bryn Gwalia and Maes Garmon. Due to the number of entries, it was decided to award winner £150 to the winning entry from St Davids and award two runners up prizes of £75 to the Girls Club from Maes Garmon and pupils from Bryn Coch. The prize money is awarded to the school. Presentation to the winners and runners up was held on 10th July

MTC EVENTS

Sunday Gathering Markets and Armed Forces & Emergency Service Day was held on Sunday 28th June, and was very well attended with all those who attended from the AF&ES providing feedback that they had excellent community engagement and was great to see so many in attendance. Will look at doing again next year

Mold Carnival Sunday 5th July – was one of the busiest we have had and volunteers gave 388 hours to ensure the smooth set up and take down and running of the event. We have received so much positive feedback, that I thought I would share just some of the comments received with you (attached on last page of report). I am awaiting invoice from FCC regarding road closures, which is expected to be between £700 - £1200. Without the FCC invoice included, the carnival accounts for the event, approx £6k excl vat cost to MTC.

Other Events

21st August Tour of Britain Women - Stage 3 starting from Mold, race will begin on Mold High Street, with the route finishing in Llandudno (Great Orme).

UPDATE ON VACANT UNITS AND BUSINESS FOR SALE

Marketed By	Address	Tenant	Sale/ Rent	Status	Additional Info
CBRE	High Street	Empty	To Let	Available	Former Halifax
Legat Owen	St David's Building	Empty	For Let	Available	First and second floor offices
Legat Owen	11 Daniel Owen Centre	Hughes Pharmacy	For Let	Available Aug/Sept	Pharmacy due to relocate Aug / Sept
Unknown	Chester Street	Empty	Unknown	Unknown	Unit empty / former Hallows Solicitors
Reid & Roberts	Wrexham Street	Hawkeye Entertainment	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)
Reid & Roberts	Chester Street	Empty	For Let	Available	Former Gold Vape
Reid & Roberts	Wrexham Street	Empty	For Let	Available	Former Sliding Robes
Multiple agents	Ambrose Lloyd Centre	Poundland	To Let	Available	Business still trading
Forge Property Consultants Ltd	51 High Street	Former Tails a Waggin	For Sale	Under offer	Current tenants above shop
Mason Owen	New Street	Empty	To Let	First floor offices above Iceland	Former Newcis

Carnival 2026 feedback

Sam Trader - Thank you for your email and for all the hard work that yourself and the volunteers put into making this year's carnival such a success. We had a fantastic day trading at Mold Carnival and received great feedback from customers throughout the event. The atmosphere was brilliant and everything ran very smoothly from our perspective.

Ben Trader - It was another great carnival. Well done!! It honestly makes some of the other events we go to look like a shambles.

Dawn Trader - I had a fantastic day. Such a fabulous venue, amazing energy, lots of lovely connections made. I look forward to joining you again next year.

Neil Trader - Thank you so much for squeezing me in hope you have me back again next year. The team you had was amazing

Ian Trader - Thank you for your email, could I please send my compliments on how well organised and how well the carnival went, on the day. The organisation is the best that I have been too! I would indeed like to show again next year.

Lisa Trader - Thanks so much for having us really was a special event ,girls loved it great energy on the field.

Ian Trader - As always AMAZING Thanks to all concerned

Lindsay Trader - Just a quick note to thank you. We had a great day and got to speak with people with stomas. And we raised almost £200. Brilliant

Dylan Trader - Just a quick one to say thank you so much for Sunday, amazing turnout and well organised. Couldn't fault one thing! All the team were absolutely amazing in the day and helpful throughout

Mel – Knockout Team - What a fabulous day we had yesterday. On behalf of us all at V2, I just wanted to say thank you. Mold Council really did Mold proud and we loved being part of the day.

Wreccsam Rhinos – Knockout Team - 🐘WHAT A DAY AT Mold Carnival! 🐘🐘 A massive thank you to every single person who came over, cheered us on, or stopped for a chat today – your support means the absolute world 🐘

We entered two teams out of 11 total competing... and we came away with 1st place AND 3rd place overall – we are so proud of our Crash! 🐘🐘 It was all about fun, laughter and great team spirit, and we had buckets of all of that!

Met so many amazing people today – new faces, old friends, and everyone who's curious about inclusive rugby – thank you for making it such a special day 🐘 Huge shoutout and love to V2 Physique– absolute legends, such great sports for letting us lift your mascot and have a bit of fun! 🐘 We came home tired but so happy – this is what being part of the Rhinos is all about!

Olivia Visitor - I attended the carnival on Sunday and I have to say it was brilliant – so well organised!!

Lynne Visitor - The atmosphere was fantastic and we had such a lovely, enjoyable day

Yvette Visitor - It was the prefect day and I wasn't expecting the sun to come out as it did

Christine Time2Shine - Just wanted to say a huge thank you for the experience you gave my girls and friend with the time2shine at Mold carnival. They had the best time, gained so much confidence and made us so proud. Something we will never forget.

Candance Time2Shine - Thank you Mold Carnival for having us perform second up in the time2shine final! Xxx we loved it and had so much fun! Xxx we can't wait to audition hopefully again next year! Xxx thank you all again!! And thank you Davina Edwards for helping us to find the courage and be brave and do this big competition xxx we love you all xxx

BT Big Band - What a fantastic gig - and an amazing crowd! Thank you to all that came to listen and to all those who sang along with us! And thank you to Mold Carnival for having us 🎸🎸🎸

Buckley Cheerleaders - A big thank you to everyone at BCC who came to Mold Carnival today 🎉 Events like this are a great opportunity to give something back to our local community, and it's always a pleasure to be part of such a fantastic day. It was brilliant to see so many of our cheerleaders out there representing the club and showcasing everything they've been working on. The sun certainly made an appearance and it turned into a very warm afternoon, so thank you to all of our cheerleaders, volunteers and parents for sticking with it.

Emma - I'd just like to say thank you for letting me take part in the volunteering on Sunday I thoroughly enjoyed it! The carnival was a huge success and it's all thanks to you and everyone else involved in organising the event!

Becca Martin MS -It was a thoroughly enjoyable event, please pass over my thanks and congratulation to the town council and the army of volunteers who made the day a resounding success.

Andrea Volunteer - all the comments I had as a volunteer from visitors and stall holders were really complimentary. The It's a Knock out guys were very pleased with how it had gone and a couple of the fair rides said they'd had a good day. Two members of the public said how pleased they were that the fair rides were not too expensive as it meant their children had been able to go on them. Lovely to be involved in such a successful, well organised event

Town Clerk's July 2026 Report

One-to-One Staff Reviews

One-to-one meetings have now been completed with all members of staff. The meetings provided an opportunity to discuss performance, wellbeing, training and development, health and safety, annual leave and TOIL, and any operational issues or suggestions for service improvement.

Overall, the reviews confirmed a committed and motivated staff team, with no significant performance concerns identified. A number of training opportunities and operational improvements were identified and will be progressed through regular management meetings.

One Voice Wales National Conference and Awards

Cllr Sarah Taylor and I attended the One Voice Wales National Conference, providing an opportunity to hear about developments affecting the local government sector, share best practice with councils from across Wales and identify new ideas that could benefit Mold.

The conference concluded with the One Voice Wales Awards, where Mold Town Council received national recognition across eight award categories, achieving three Highly Commended awards and five Commended awards. The awards recognised a wide range of Council initiatives, including community engagement, governance, tourism, youth engagement, heritage, support for older people, digital innovation and cost of living support.

The recognition reflects the breadth of projects delivered by the Town Council and acknowledges the contribution of Members, staff, volunteers and partner organisations in delivering positive outcomes for the community.

Green Flag Award – Mold Cemetery

As you are aware Mold Cemetery has been awarded the prestigious Green Flag Award, recognising it as one of the country's best managed green spaces. This is a significant achievement for the Council, with Mold Cemetery becoming the first and only cemetery in Flintshire to receive this nationally recognised accreditation.

The award recognises the high standards of maintenance, environmental management, biodiversity, visitor experience and overall management of the cemetery. It is a testament to the dedication and professionalism of the Cemetery Team, together with the ongoing support and commitment of the Cemetery Committee.

This national recognition is a significant milestone for the Council and reflects our continued commitment to maintaining the cemetery as a respectful place of remembrance while enhancing its value as an important green space for the community.

Mold's UK Town of Culture Bid

The Council received confirmation that Mold was not shortlisted for the inaugural UK Town of Culture 2028 competition. The competition attracted 398 expressions of interest from across the UK, with only 15 towns progressing to the next stage.

The shortlisted towns are Basildon, Birkenhead, Corby, Great Yarmouth, Grimsby, Ilfracombe, Isle of Bute, Leith, Lerwick, Pontypridd, Port Talbot, Rotherham, Sandown, Stockton Town Centre Ward and Strabane.

Although naturally disappointed not to progress further, the bid provided an excellent opportunity to showcase Mold's heritage, culture, community spirit and partnership working on a national stage. Following the announcement, I was invited to speak on BBC Radio Wales Breakfast, providing an opportunity to promote Mold and highlight the town's cultural offer to a national audience.

The bid has strengthened relationships with local partners, raised the profile of Mold nationally and provided a strong foundation for future collaborative projects. I would like to thank all Members, staff, partner organisations, businesses, volunteers and community groups who contributed to the bid and helped demonstrate everything that makes Mold a vibrant place to live, work and visit.

Benches Mold Bus Station

The Council has now invoiced Flintshire County Council for its agreed £400 contribution towards the refurbishment of the bus station benches.

The Facilities Officer is currently procuring the required materials and a phased work programme is being developed. To minimise disruption to residents and visitors, the refurbishment will be undertaken on two benches at a time, ensuring seating remains available throughout the works.

Where possible, existing wooden slats suitable for reuse will be removed and refurbished off site. Undertaking as much of the maintenance work as possible away from the bus station will reduce health and safety risks and minimise disruption within this busy public area.

Friends of Maes Bodlonfa

Two community drop-in sessions have now taken place, with a number of residents signing up to become Friends of Maes Bodlonfa. It has been encouraging to see such positive interest from the local community, and further engagement sessions are planned.

Work is also underway with Flintshire County Council to develop a Service Level Agreement (SLA) to ensure that the partnership arrangements and responsibilities are clearly defined and appropriate for the activities the Friends group will undertake.

I would also like to thank Cllr Nanette Davies for taking the lead on this initiative and for her continued support in helping to establish the Friends group.

Tour of Britain Women – 21 August 2026

Preparations continue for the Tour of Britain Women, which will start in Mold on 21 August 2026. The Events and Community Engagement Officer and I have been attending planning meetings with Flintshire County Council and other partners to coordinate arrangements for the event.

Flintshire County Council anticipates that Mold could welcome between 5,000 and 10,000 visitors, providing a significant opportunity to showcase the town and support the local economy.

The Town Council will be encouraging local businesses to decorate their shop windows to celebrate the occasion and help create a vibrant atmosphere throughout the town. In addition, I have offered the use of the Town Council Offices as the event's media centre, as our central location provides an ideal base for the organisers and media representatives on the day.

Police Liaison Meeting

Cllr Suzanne Thomas and I attended a Police Liaison Meeting on 16 July 2026, alongside representatives from other town and community councils.

The meeting provided an overview of how North Wales Police identifies policing priorities and allocates resources across the area, with neighbourhood policing activity focused on identified hotspots. Officers explained that the Community Policing Team works to a planned schedule where operational priorities allow, including high-visibility patrols at school start and finish times, attendance at Mold Market on Wednesdays and Saturdays, and regular patrols at Tesco after school in response to shoplifting concerns.

An update was also provided on Pubwatch, which continues to operate successfully with ongoing police support, together with Operation Bobcat, an initiative delivered in primary schools to educate young people about the consequences of anti-social behaviour and encourage positive decision-making.

Members were also updated on the issues surrounding the illegal use of e-scooters and e-bikes. Whilst officers have powers to seize these vehicles, they explained that they will not pursue riders where doing so could create a greater risk to public safety. Instead, neighbourhood officers seek to identify offenders through patrols and follow-up visits to their home addresses where appropriate.

The Police also reminded attendees that they regularly hold 'Cuppa with a Copper' sessions at Mold Police Station, providing residents with an informal opportunity to raise local concerns and speak directly with neighbourhood officers.

Mold Town Council Facebook Page

I am currently making a concerted effort to increase Mold Town Council's presence on social media as part of its commitment to openness and transparency and was a recommendation from the Youth Council.

The Facebook page is being used to share information on Council activities, events and initiatives funded by the Town Council, celebrate community achievements and provide factual information to help address common misconceptions about the role of Town Councils and Town Councillors.

Public engagement continues to be positive, with posts reaching a growing audience and generating constructive interaction from residents. Social media has become an important communication tool, enabling the Council to keep residents informed and promote the wide range of services and projects being delivered across the town.

If Members have any events, initiatives or achievements they would like to promote through the Council's social media channels, please let me know and I will be happy to arrange this.

Staff Annual Leave

For Members' information, the following annual leave has been booked:

Events and Community Engagement Officer

- 23 July – 3 August 2026 (returning Tuesday 4 August 2026)
- 26 August – 16 September 2026 (returning Thursday 17 September 2026)

Town Clerk & Finance Officer

- 10 August – 16 August 2026 (returning Monday 17 August 2026)
- 20 August – 31 August 2026 (returning Tuesday 1 September 2026)

Appropriate arrangements have been made to ensure that Council services continue to operate during these periods, with priority matters being monitored and dealt with as required.

8

David Fitzsimon
Prif Swyddog Lle a Thwf | Chief Officer
Place and Growth
Cyngor Sir y Fflint | Flintshire County
Council



To: All Town & Community Councils in Flintshire

Your Ref/Eich Cyl

Our Ref/Ein Cyf PSPOs 2026

Date/Dyddiad 24th June 2026

Ask for/Gofynner arr

Direct Dial/Rhif Union
01352 703440

E-mail/ebost
PSPO@flintshire.gov.uk

Dear Councillor,

Consultation to renew Alcohol Control and Dog Control Public Spaces Protection Orders (PSPO) in Flintshire, 24 June 2026 to 31 July 2026

I write to inform you that a consultation concerning Flintshire's Public Spaces Protection Orders (PSPOs) has commenced.

PSPOs are interventions to prevent individuals or groups committing anti-social behaviour in public spaces. These powers were introduced as part of the Anti-Social Behaviour, Crime and Policing Act 2014.

Councils may grant a PSPO after consultation with the Police, the Police and Crime Commissioner and appropriate community representatives. They can be enforced by council officers, police officers or suitably authorised police community support officers. At present, there are two PSPOs in place in Flintshire which relate to dog control and the consumption of alcohol.

PSPOs can last for a maximum of three years before a review is required. As part of the statutory process we are now conducting a consultation on the current orders. Below is a brief outline of the prohibitions associated with the Dog Control and Alcohol Control Orders:

Ty Dewi Sant, St Davids Park
Ewloe, Flintshire. CH5 3FF
www.flintshire.gov.uk

Ty Dewi Sant, Parc Dewi Sant,
Ewlo, Sir Y Fflint. CH5 3FF
www.siryfflint.gov.uk

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.
Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-oed i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.

Dog Control PSPO

The Dog Control PSPO requires dog owners to:

- Remove their dogs' waste from all public places within Flintshire;
- Have with them a suitable means of collecting and disposing of dog waste;
- Place their dog on a lead when asked by an authorised officer, if the dog was causing a nuisance;
- Prohibit dogs from entering the playing areas of public marked sports pitches, formal recreation areas including but not exclusively bowling greens and tennis courts, fenced equipped children's play areas and all areas within school grounds;
- Keep their dog on a lead in cemeteries; and
- Prohibit the access of dogs in specified locations in the county; at present these areas are The Rosie, Wepre Park, Connah's Quay, and Mold Memorial Gardens (also known as the Ornamental or Flower Gardens, Mold).

Alcohol PSPO

The Alcohol Control PSPO allows police officers the power to request members of the public to surrender alcohol if a member of the public is believed to be causing a nuisance in a public place. This is not a total alcohol ban in public areas and is not applicable to licensed premises.

Any local authority that has a PSPO in place, may extend the period for which it has effect, if it is satisfied, on reasonable grounds, that doing so is necessary to prevent an occurrence or recurrence of the activities identified in the Order.

How to take part in our consultation

We value your opinion and would be grateful for your response to both surveys, which can be found using the following links:

<https://www.smartsurvey.co.uk/s/DF-PSPO-2026/> (Dog Control) and;
<https://www.smartsurvey.co.uk/s/A-PSPO-2026/> (Alcohol Control).

The consultation will be open between **24 June 2026 and 31 July 2026**.

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www.sirymfflint.gov.uk

Yours sincerely



Chief Officer (Place and Growth)

Ty Dewi Sant, St Davids Park
Ewloe, Flintshire. CH5 3FF
www.flintshire.gov.uk

Ty Dewi Sant, Parc Dewi Sant,
Ewlo, Sir Y Fflint. CH5 3FF
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9

Jo Lane

From: Tracy Gilmartin <tgilmartin@onevoicewales.wales>
Sent: 09 July 2026 16:31
To: Tracy Gilmartin
Subject: Questionnaire from Democracy and Boundary Commission Cymru

Follow Up Flag: Follow up
Flag Status: Flagged

I have been asked to send you this email because it appears some clerks have not received the communication direct

Subject: Ymchwil CDFfC - DBCC Research
Date: 2026-06-19 11:10
From: Rhydian Fitter <rhydian.fitter@dbcc.gov.wales>
To: Rhydian Fitter <rhydian.fitter@dbcc.gov.wales>

Dear Council,

The Democracy and Boundary Commission Cymru (DBCC) has been asked to explore attitudes and perceptions of Town and Community Councillors with particular consideration to their views on the size and structure of such councils and how they vary according to local circumstances.

This online questionnaire forms one part of a review and will ask for information about your area, and your views and experiences of being a Councillor. The questionnaire is being carried out on DBCC's behalf by Opinion Research Services (ORS), an independent research company and will take around 15 minutes to complete.

Your feedback will help DBCC make recommendations on whether there is an appetite for a review of the size and structure of such councils across Wales. We welcome and encourage responses from individual councillors as well as agreed submissions from Councils as a whole.

The information you provide will be processed securely by ORS and whilst Council based responses will be shared with DBCC, any individual responses will be anonymised.

The link to the English survey can be accessed here - [www.opinionresearch.co.uk/DBCC Town and Community Council Survey](http://www.opinionresearch.co.uk/DBCC_Town_and_Community_Council_Survey)

Additional information on the survey can be found here - [DBCC Town and Community Council survey – Frequently Asked Questions - Opinion Research Services](#)



DBCC - Survey of Town and Community Councils in Wales

The Democracy and Boundary Commission Cymru (DBCC) has been asked to explore attitudes and perceptions of Town and Community Councillors with particular consideration to their views on the size and structure of such councils and how they vary according to local circumstances.

This online questionnaire forms one part of a review and will ask for information about your area, and your views and experiences of being a Councillor. The questionnaire is being carried out on DBCC's behalf by Opinion Research Services (ORS), an independent research company and will take around 15 minutes to complete.

Your feedback will help DBCC make recommendations on whether there is an appetite for a review of the size and structure of such councils across Wales. We welcome and encourage responses from individual councillors, clerks, and RFOs, as well as agreed submissions from Councils as a whole. If you currently hold more than one role as a Town or Community Councillor, please submit a separate response for each role. The information you provide will be processed securely by ORS and whilst Council based responses will be shared with DBCC, any individual responses will be anonymised.

This questionnaire is carried out in accordance with all Data Protection legislation and the MRS Code of Conduct. Unless you agree otherwise, any information which could identify you as an individual will be held securely by ORS and deleted within 3 months following the completion of the project. For more information, see [our privacy notice](https://www.ors.org.uk/privacy-notice/) (<https://www.ors.org.uk/privacy-notice/>) or the [DBCC privacy policy](https://www.dbcc.gov.wales/data-protection-and-privacy-policy) (<https://www.dbcc.gov.wales/data-protection-and-privacy-policy>)

Please note that you can exit and return to the questionnaire at any time by clicking on the 'save for later' icon at the bottom of each page and you can choose to withdraw at any point. However, please be aware that any responses you enter could possibly be used in the analysis even if you don't complete and submit the survey.

Should you have any queries about the questionnaire, please contact Catherine Wall at ORS on Catherine.Wall@ors.org.uk (<mailto:Catherine.Wall@ors.org.uk>) or 01792 535300. If you would like to speak to somebody at DBCC, or if you have any data protection or GDPR queries, please email enquiries@dbcc.gov.wales (<mailto:enquiries@dbcc.gov.wales>)

To check that ORS are a genuine research practice, you can contact the Market Research Society (MRS) on 0800 975 9596.

Navigation and Privacy

Navigate through the questionnaire using the **Next** and **Back** buttons. Do not use the browser's forward or back buttons.

Whenever you press **Next** or **Back**, the answers that you have provided will be saved and may be included in the results.

If at any stage you decide that you do not want your answers to be included in the results, you can press **Delete my responses**.



EN

This will clear all answers you have submitted up to that point.

Start

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Submission Type

Are you answering this survey as a council or an individual councillor?

*

i We are interested in receiving individual responses from all councillors whether or not there is also a council level submission. If you are responding as an individual clerk or RFO, please select 'Individual councillor submission'

☒ Council agreed submission

x

☐ Individual councillor submission

What is the name of your Town or Community Council?

i Please enter your response below

0 of 100 characters used

Did the full council or a sub-committee complete this response?

i Please choose one of the following options

☐ Full council

☐ Sub committee

☐ Other

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About your Council

What type of Council are you?

i Please choose one of the following options

☒ Town

x

☐ Community

Within which local authority is your council located?

i Please choose one of the following options

☐ Blaenau Gwent

☐ Bridgend

☐ Caerphilly

☐ Cardiff

☐ Carmarthenshire

☐ Ceredigion

☐ Conwy

☐ Denbighshire

☒ Flintshire

x

☐ Gwynedd

☐ Isle of Anglesey

☐ Merthyr Tydfil

☐ Monmouthshire

☐ Neath Port Talbot

☐ Newport

☐ Pembrokeshire

☐ Powys



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☐ Rhondda Cynon Taf

☐ Swansea

☐ Torfaen

☐ Vale of Glamorgan

☐ Wrexham

Thinking about the area served by your Council, which of the following best describes the type of area it is?

i If the area covers a mix of urban and rural areas, please consider the predominant landscape of the area.

☐ Urban (inner city or town)

☐ Suburban (outskirts of city or town)

☐ Rural (village)

☐ Rural (isolated dwellings)

Is the area served by your Council coastal?

i Please choose one of the following options

☐ Yes

☐ No

Would you describe the area your Council serves as having...?

i If it covers areas with differing levels of deprivation, please consider the predominant make-up of the area.

☐ High levels of deprivation

☐ Medium levels of deprivation

☐ Low levels of deprivation

☐ Not sure

To what extent does the population of the area served by your Council change throughout the year due to tourism or second home ownership?

 Please choose one of the following options

- ☐ A great deal
- ☐ To some extent
- ☐ Not very much
- ☐ Not at all



EN

How many seats are on your Council?

 Type in number of seats

0 of 3 characters used

Are the seats on your Council contested at elections?

 Please choose one of the following options

- ☐ Yes - always
- ☐ Yes - usually
- ☐ Yes - sometimes
- ☐ No

Does your Council ever co-opt people onto the Council?

 I.e. Councillors are appointed by existing members rather than elected

 Please choose one of the following options

- ☐ Yes - often
- ☐ Yes - sometimes
- ☐ No - never

Community and town councils have the power to appoint up to 2 youth representatives (aged 16 to 25) to join the council to represent the interests of young people who live, work or receive education or training in the area. Do you have any youth representatives on your Council?

 Please choose one of the following options

- ☐ Yes

☐ No



EN

Does your Council employ any staff other than the Clerk?

i Please choose one of the following options

☐ Clerk only

☐ Other staff (please specify number)

How many electors are there in the area served by your Council?

i Please choose one of the following options

☐ Less than 1,000

☐ 1000 - 1,999

☐ 2,000 - 4,999

☐ 5,000 - 9,999

☐ 10,000 - 19,999

☐ More than 20,000

☐ Don't know

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About your Council

How far do you agree or disagree that all Town and Community Councils should serve a similar sized electorate population (allowing for some variation by population density and natural boundaries)?

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

Do you think your Council has the right number of members to serve the community and deliver the activities that you think are important?

i Please choose one of the following options

- ☐ Too many members
 - ☐ About the right number of members
 - ☐ Too few members
 - ☐ Don't know
-

How far do you agree or disagree that all Town and Community Councils should have a similar number of Councillors (allowing for some variation by population density and natural boundaries)?

i Please choose one of the following options

- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree nor disagree

☐ Disagree



EN

☐ Strongly disagree

☐ Don't know

How well do you think your Council serves the local community?

i Please choose one of the following options

☐ Very well

☐ Quite well

☐ Neither well nor poorly

☐ Quite poorly

☐ Very poorly

To what extent do you think the aims of the Council are clearly defined?

i Please choose one of the following options

☐ Very clearly defined

☐ Fairly clearly defined

☐ Not very clearly defined

☐ Not at all clearly defined

☐ Not sure

Do you think local residents know and understand the Council's aims and responsibilities?

i Please choose one of the following options

☐ Yes

☐ No

☐ Not sure

Which of the following duties or services does your Council actively support?

i Please check any that apply

☒ Provision and maintenance of community transport schemes



EN

☐ Local youth projects

☐ Tourism activities

☐ Leisure facilities

☐ Car parks

☐ Village greens

☐ Public lavatories

☐ Litter bins

☐ Biodiversity schemes

☐ Burial grounds

☐ Allotments

☐ Bus shelters

☐ Commons and open spaces

☐ Footpaths and bridleways

☐ Crime reduction measures

☐ Provision of village hall or contributing to another body that provides a facility

☐ Preservation or restoration of old objects or buildings

☐ Tidying land of unknown ownership

☐ Christmas trees

☐ Competitions, flower shows, festivals and fairs

☐ Contributions to organisations such as play groups and youth clubs; meals on wheels; and assistance for the disabled etc

☐ Other - please specify

☐ None of the above

Are there any services you would like your council to provide which are not currently being done?

i Please choose one of the following options

☒ Yes

☐ No

☐ Not sure



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About your Council

The General Power of Competence (GPoC) allows eligible Welsh local councils to do anything an individual can do, provided it is not prohibited by law, giving them broad authority to act innovatively for their communities.

To be eligible to act under General Power of Competence, councils need at least two thirds of their councillors to have been elected, a qualified clerk and unqualified accounts. Is your Council eligible under the General Power of Competence (GpoC)?

i Please choose one of the following options

☐ Yes

☐ No

☐ Not sure

Do you think there are any barriers to delivering your responsibilities?

i Please choose one of the following options

☐ Yes

☐ No

☐ Not sure

Approximately how much income did your council receive through the local council tax precept in the last year (2025/26)?

i Type in amount in £

☐ Don't know

0 of 8 characters used

Does your Council have any income beyond the local council tax precept?

i Please choose one of the following options

☐ Yes



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About your Council

Generally, which of the following best describes how roles and tasks are managed between the councillors on your Council?

i Please choose one of the following options

- ☐ Each councillor has a defined role/area and works independently
- ☐ Work that comes in is considered by the Clerk and subsequently split between each councillor
- ☐ Work that comes in is considered /discussed between councillors at Council meetings and subsequently split between each councillor
- ☐ Work that comes in is considered /discussed between councillors on an ad-hoc basis and subsequently split between each councillor
- ☐ Depends on the amount/type of work that arises and the skills of/resources available to each councillor

Do you feel that duties are currently managed between the councillors in your Council effectively...?

i Please choose one of the following options

- ☐ All of the time
- ☐ Some of the time
- ☐ Rarely
- ☐ Never

Do you think your Council is efficiently run?

i Please choose one of the following options

- ☐ Yes
 - ☐ No
 - ☐ Not sure
-

Do you feel that your Council receives enough support and guidance?



EN

 Please choose one of the following options

☐ Yes

☐ No

☐ Don't know

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Working with Other Bodies

This section asks about how you work with other bodies including the local authority, other town and community councils and voluntary bodies.

A local authority town and council charter (often called a town and community council charter) is a formal, voluntary partnership agreement between a principal council (local authority) and the local grass-roots councils (town or community councils).

These charters aim to formalise working practices, improve communication, and define the relationship between these two distinct tiers of local government to ensure better service delivery for citizens.

Do the Councils in your area have an agreed charter with the Local Authority?

i Please choose one of the following options

☐ Yes

☐ No

☐ Not sure

Are you aware that charters vary between local authorities?

i Please choose one of the following options

☐ Yes

☐ No

How often do you think such a charter should be reviewed and renewed?

i Please choose one of the following options

☐ Every 5 years

☐ Every 5-10 years

☐ Less often

How far do you agree or disagree that it would be useful for local authority charters to be more consistent across Wales?

 Please choose one of the following options



EN

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
-
- ☐ Don't know

How far do you agree or disagree with each of the following statements?

Our Council has a good relationship with the local authority

 Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
-
- ☐ Don't know

How far do you agree or disagree with each of the following statements?

The local authority appreciates the services we deliver

 Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
-
- ☐ Don't know

How far do you agree or disagree with each of the following statements?



EN

There is good communication between our Council and the local authority

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

How far do you agree or disagree with each of the following statements?

It can be difficult to get the voice of our Council heard

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

How far do you agree or disagree with each of the following statements?

I know who to contact in the local authority about Town and Community Council issues

i Please choose one of the following options

- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

☒ Strongly disagree

☐ Don't know



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Working with Other Bodies

Do you ever co-operate with neighbouring Town and Community Councils?

i Please choose one of the following options

- ☐ Yes, often/frequently
 - ☐ Yes, sometimes/occasionally
 - ☐ No
 - ☐ Not sure
-

How far do you agree or disagree that...?

Local co-operation can help us to deliver better services

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

How far do you agree or disagree that...?

Local co-operation offers some economies of scale

i Please choose one of the following options

- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree

☐ Strongly disagree



EN

☐ Don't know

How far do you agree or disagree that...?

Local co-operation would offer opportunities for sharing of best practices

i Please choose one of the following options

☐ Strongly agree

☐ Agree

☐ Neither agree nor disagree

☐ Disagree

☐ Strongly disagree

☐ Don't know

How far do you agree or disagree that...?

It is better to concentrate on our local area

i Please choose one of the following options

☐ Strongly agree

☐ Agree

☐ Neither agree nor disagree

☐ Disagree

☐ Strongly disagree

☐ Don't know

What do you think are/would be the main advantages or disadvantages of joined up working with other local Town and Community Councils?

i Please enter your response below

How far do you agree or disagree it would be useful to receive guidance on cross boundary working?



EN

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

Do you ever co-operate with voluntary bodies to help deliver services?

i Please choose one of the following options

- ☐ Yes
 - ☐ No
 - ☐ Not sure
-

How far do you agree or disagree that...?

Working with voluntary bodies helps to deliver better services to the local community

i Please choose one of the following options

- ☐ Strongly agree
 - ☐ Agree
 - ☐ Neither agree nor disagree
 - ☐ Disagree
 - ☐ Strongly disagree
 - ☐ Don't know
-

How far do you agree or disagree that...?

It can be time consuming to build relationships with voluntary groups

i Please choose one of the following options

☐ Strongly agree



EN

☐ Agree

☐ Neither agree nor disagree

☐ Disagree

☐ Strongly disagree

☐ Don't know

How far do you agree or disagree it would be useful for all Town and Community Councils to receive the same guidance on working with voluntary bodies?

i Please choose one of the following options

☐ Strongly agree

☐ Agree

☐ Neither agree nor disagree

☐ Disagree

☐ Strongly disagree

☐ Don't know

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Further Research

As part of the research, ORS will be undertaking informal focus groups with councillors and clerks over the next few weeks to further explore views and opinions around the size of town and community councils. If you would like to register your interest in taking part, please leave your contact details below and a researcher from ORS will be in touch. Please note that depending on the level of interest, we cannot guarantee that everyone will be re-contacted for further discussion.

Any contact details you provide will be held securely by ORS for no longer than is necessary for the purpose of inviting you to take part in further research and will be deleted no later than 3 months after the completion of the project.

i Please enter your responses below

Name

Name of your Town or Community Council

Your telephone number

Please enter a valid phone number, beginning with 0.

Your email address

Please enter a valid email address.

Back

Submit Questionnaire

Load my saved responses (<https://online.ors.org.uk/questionnaire/3541/load>)

Save for later

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EN

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Company number 2904006

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10

Jo Lane

From: Karen Whitney-Lang <K.Whitney-Lang@flintshire.gov.uk>
Sent: 14 July 2026 13:49
To: townclerk@flinttowncouncil.gov.wales, Gellatley, Shotton Town Clerk, Jo Lane, Joan Baker, Town Clerk, clerk@queensferrycommunitycouncil.gov.uk, GATC, Clerk
Cc: Regeneration; Charlotte Wilcock
Subject: Invitation for Town Council's to join Flintshire's Place Making Stakeholder Partnership Group

Follow Up Flag: Follow up
Flag Status: Flagged

To Clerks of town/ community council's for: Buckley, Connah's Quay, Flint, Holywell, Mold, Queensferry, Shotton.

Good afternoon,

I am e-mailing regarding the development of all 7 Place Making Plans for Buckley, Connah's Quay, Flint, Holywell, Mold, Queensferry and Shotton, which, I'm pleased to say, have now largely been completed (with just 2 Plans for Flint and Mold to be considered for approval by Flintshire County Council's Cabinet, at its meeting in October 2026).

Sincere thanks for your involvement in the development of the Place Making Plan for your town. Town Councils have played a key role in shaping the Place Making Plans, and for those already approved by Cabinet, also the 1-2-Year Action Plans, both in terms of shaping the actions and leading on some of these for your respective towns too.

Over the last two years, many meetings have been held to steer, challenge and support the development of each of the 7 plans and ensure local needs are reflected in content of the plans. As you're aware, this has included meetings between FCC Regeneration colleagues and Town Councils, which to date, have been separate to meetings with county councillors, and the following three groups:

- 1) People's Group – which has comprised a range of internal FCC colleagues and colleagues from external organisations such as Gwella, FLVC, Betsi Cadwaladr UHB, North Wales Police, Theatr Clwyd, National Resource Wales, NE Wales GP Cluster Group (to name a few) have played an important role in helping to shape and establish each of the Plans.
- 2) Places Group – an internal officer working group within FCC comprising representation from across service areas and portfolios.
- 3) FCC Regeneration and Welsh Government, with support from the Design Commission for Wales (DCfW) at key intervals.

In drawing the Place Making development phase of work to a close imminently, Flintshire County Council's Regeneration Team has reviewed the governance structure for Place Making. In doing so, we've identified key stakeholders that have been involved in the development work, continue to be important partners to collaborate with in the future.

Moving forwards, to ensure the Place Making governance is suited to the operational delivery of the Plans and Action Plans, it is proposed that the above mentioned 'People's Group' is replaced with a new 'Place Making Stakeholder Partnership Group' which will include representation from external organisations, Town Council's and FCC Officer attendance, as required/ agenda suits. FCC Regeneration Team will continue to chair and servicing future meetings.

The Places Group will also continue but will be renamed and refocussed to be the 'Place Making Working Group' moving forwards.

I wish to invite a member/officer of your Council to join the new 'Place Making Stakeholder Partnership Group', the first meeting of which will be held on **Friday 16 October 2026 between 10.30am and 12 midday, online via Teams**. I would be most grateful if your organisation could nominate one representative to join the group (assuming you wish to do so), and ideally, an alternative representative who could attend if the nominated representative is unable to.

Confirmed nominations are requested via e-mail reply, by no later than 1 September 2026.

It is proposed that the 'Place Making Stakeholder Partnership Group' will meet four times a year (the schedule of dates will be agreed after the first meeting in October 2026).

The focus of these partnership meetings will be on:

- operational delivery regarding of projects, particularly those contained in each of the town's 1-2-year Action Plans,
- oversight of activity
- information sharing regarding projects, funding opportunities
- generating positive PR and communications
- networking amongst key stakeholders
- sharing successes and best practice

I'd also like to ensure meetings are as accessible and effective as possible. **Please let me know your preference for in-person meetings, online meetings, or a combination of both – I'd be grateful of any thoughts via e-mail reply along with your nominated representative and alternate.**

If your council does not wish to have representation the future Place Making Stakeholder Partnership Group, I would appreciate confirmation of this via e-mail reply.

Thank you for your continued support of the Place Making programme across Flintshire. We look forward to continuing to work with each of the Town/ Community Councils, as we move into this important delivery phase.

Kind regards,
Karen

Rheolwr Adfywio | Regeneration Manager
Tîm Adfywio | Regeneration Team
Gwasanaeth Menter ac Adfywio | Enterprise and Regeneration Service
Portffolio Lle a Thwf | Place and Growth Portfolio
Cyngor Sir Y Fflint | Flintshire County Council

Ffôn | Tel: Sgwrsod | English: 01950 700111 | Symudod | Mobile: 0777 487700
Cyffwrdd | Webcam: 01950 999100
E-bost | Email: tim.adfywio@csyffflint.gov.uk | karen.white@flintshire.gov.uk



<http://www.twitter.com/csyffflint> | <http://www.twitter.com/flintshirecc>

Cofnodi a thracio eich ymholiadau i'r Cyngor drwy 'Fy Nghyfrif' - ymwelwch â www.sirffflint.gov.uk/fy-nghyfrif am ragor o wybodaeth neu os hoffech chi gofrestru.

Log and track your Council enquiries through 'My Account' - go to www.flintshire.gov.uk/My-Account for more information and to register.

11(i)

Jo Lane

From: Richard Roberts <richard.roberts@gwella.wales>
Sent: 07 July 2026 12:30
To: Jo Lane
Subject: RE: Match funding 2026-27
Attachments: screenshot - 2026-07-06T164013.009.png; Alun parc Mold .png

Good afternoon, Jo,
Please see attached a Match funding proposal for your consideration for Parc Alun play area .
The main improvement is the provision of a range of new agility play elements [see images attached] The new play items replace the older climbing structure and seesaw which have come to the end of their economic life due to normal wear and tear .
This proposal will also include replacing the loose fill play bark surfacing for rubber mulch safer surfacing, this improves access for all users .
This can be achieved for £20,000 with 50/50 Match funding of 10k each.
If this meets with your approval ,we will place orders and aim to implement this work in the Autumn .
Regards
Richard

Richard Roberts

Swyddog Dylunio Chwarae | Play Design Officer



Ffôn | Tel 014952 732133 / 07771 400044

Ebost | Email richard.roberts@gwella.wales

From: Jo Lane <townclerk@moldtowncouncil.org.uk>
Sent: 01 April 2026 15:20
To: Richard Roberts <richard.roberts@gwella.wales>
Subject: RE: Match funding 2026-27

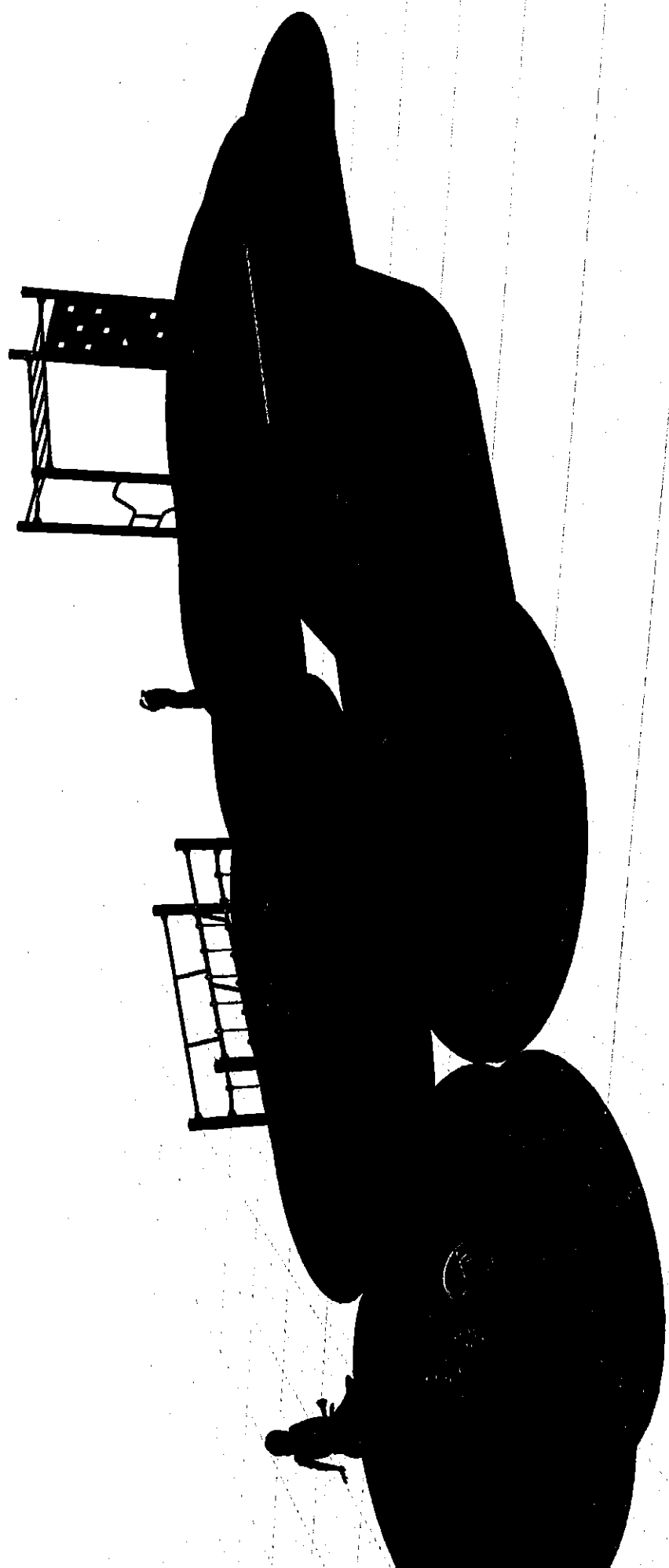
CAUTION: This email has reached Flintshire County Council from an external source. Please be extra cautious prior to opening any links or attachments, particularly if you weren't expecting the email or don't recognise the sender.

Dear Richard,

I am please to advise that Mold Town Council has resolved to continue with match funding for 2026/27 up to the value of £10,000. The Council would also like to request a copy of the independent play assessment for all play areas in Mold, if possible, to assist with ongoing planning and prioritisation of future improvements.

[illegible]

... (1979) ...





11(ii)

Jo Lane

From: Richard Roberts <richard.roberts@gwella.wales>
Sent: 08 July 2026 10:14
To: Jo Lane
Subject: RE: Match funding 2026-27
Attachments: 20260626_122508.jpg; 20260626_122411.jpg; 20260626_122848.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Jo,

For information, the Match funding work at Parkfield's was completed a few weeks ago , the work included a new double bay swing with 4 flat seats and a new pathway was provided linking up to the existing play elements improving access for all. This also included a new picnic table and a seat with backrest .

Thank you for continued support of the Match funding scheme .

Additionally a new pathway has been constructed running through the Maes Bodlonfa play area as well ,this was funded through a play grant it also included new seats with backrests .

Regards
Richard

Richard Roberts

Swyddog Dylunio Chwarae | Play Design Officer



Ffôn | Tel 01952 732100 / 01774 1100014

Ebost | Email richard.roberts@flintshire.gov.uk

From: Jo Lane <townclerk@moldtowncouncil.org.uk>
Sent: 07 July 2026 12:34
To: Richard Roberts <richard.roberts@gwella.wales>
Subject: RE: Match funding 2026-27

CAUTION: This email has reached Flintshire County Council from an external source. Please be extra cautious prior to opening any links or attachments, particularly if you weren't expecting the email or don't recognise the sender.

Hi Richard,

Thank you for the email – will place on the July agenda for agreement from the Town Council. Will be in touch as soon as possible following the meeting.

Kindest regards

● ~~_____~~ ●

● ~~_____~~ ●

● ~~_____~~ ●







12

  One Voice Wales – Innovative Practice Conference PLANNING AHEAD FOR THE POST ELECTION PERIOD Wednesday 30th September 10:15am – 3:45pm Hafod a Hendre, Royal Welsh Showground, Builth Wells		
10:15	Welcome	Cllr Mike Theodoulou, Chair One Voice Wales
10:20	Setting the Scene for Today's Conference	Lyn Cadwallader, Chief Executive, One Voice Wales
10:30	What are the priorities for the community and town council sector in the period from the 2027 Ordinary Elections	Sian Gwenllian, Cabinet Minister for Local Government, Housing and Planning (TBC)
11:00	The Effective use of Artificial Intelligence in support of the work of local councils	Lewis Anderson, Director Lewis Anderson Enterprises Ltd
12:00	The importance of play in the development of our children	Marianne Mannello, Assistant Director: Policy, Support and Advocacy, PLAY WALES
1:30	Subject area to be agreed by Cloudy IT Systems who will sponsor the conference	Cloudy IT Systems to select a speaker
2:00	Asset Management – An effective approach to managing existing assets and asset transfers from principal councils	Richard Baker, Deputy Director (Land Division) – Welsh Government. (TBC)
2:40	Break Out Groups: Four of our annual awards winners will present at the following workshops: Community Engagement Improving our local environment Addressing the needs of older persons (subject to confirmation) Engaging with younger people	Criccieth Town Council Mumbles Community Council Rossett Community Council Abergavenny Town Council One Voice Wales to co-ordinate
3:25	Plenary Session – To receive short feedback reports from Leaders of Break Out Groups	
3:45	Conclusion of Conference	Cllr Mike Theodoulou, Chair One Voice Wales
Conference Sponsor – Cloudy IT CloudyIT®		

Booking Form

Innovative Practice Conference Wednesday 30 September 2026

NAME OF COUNCIL:

Please make us aware if any of the attendees would like any reasonable adjustments to support their attendance. e.g. bringing refreshments to them to prevent them from queuing.

Name of attendee:

Email:

In which language do you want your papers?

English / Welsh / Bilingual

Any dietary or other requirements?

Name of attendee:

Email:

In which language do you want your papers?

English / Welsh / Bilingual

Any dietary or other requirements?

Name of attendee

Email

In which language do you want your papers?

English / Welsh / Bilingual

Any dietary or other requirements?

Name of attendee

Email

In which language do you want your papers?

English / Welsh / Bilingual

Any dietary or other requirements?

Delegate tariffs	No. of Delegates	Price per delegate	Cost £
OVW member councils		£70	
Non-member councils		£109	

BACS: sort code 30-94-85 Account number 16689360 or by cheque payable to One Voice Wales

Please note this booking form constitutes a legally binding contract. In the unlikely event of the conference being cancelled, One Voice Wales will automatically make a full refund but disclaim any further liability.

Cancellations not notified two weeks prior to the conference date will still be charged at the full rate.

Please return your completed form to:

tgilmartin@onevoicewales.wales or One Voice Wales, 24c College Street, Ammanford, Carmarthenshire, SA18 3AF



1



● ●

Last night at the end of our evening surgery after a very hot and busy day at Evans Vets on Clayton road we had the pleasure of experiencing three youths two males and one female, who firstly made their way to the staff car park at the back of the surgery, one trying his luck with one of the staff cars , when they were asked to leave of course we got told they wouldn't leave and what were we going to do about it, but not in words as polite as I am describing, they then went to the front car park trying to gain access to our lock boxes, again with menace, and peering into our windows, at that point we secured the premises, and the police were called , but the most disturbing part is that one of the youths then began to make sexual gestures through the window at a female member of staff, which is very disturbing as an out of hours practice, staff have to attend sometimes late at night, due to this incident security will now be upgraded, but it's disturbing to think that this one particular youth is walking the streets of Mold at night , so please be careful as antisocial behaviour for us last night took a very dark turn, hopefully the police will track them down soon, unfortunately the police did not attend even after I was describing the sexual gestures to the police the youth was making while on the phone to them so trapped inside a hot building until the three decided leave after half an hour, then followed by a phone call from the police while driving home apologising for not turning up, unbelievable



206

109 comments

Like

Comment

Send

Most relevant ▼



_____ the park is quite _____

3w Like Reply

2

View all 4 replies



~~_____~~
~~_____~~

3w Like Reply

21 

View 1 reply

[illegible]14 

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

15



Mold Town Council – Councillor Surgery Programme 2026/27

Venue: Mold Town Council Offices, Unit 10, Daniel Owen Precinct, Mold

Time: 10am to 11am

Frequency: Second Saturday of each month

Date	Broncoed Ward	East Ward	South Ward	West Ward
12.09.26	Cllr Teresa Carberry (FCC)	Cllr Sarah Taylor	Cllr Haydn Jones	Cllr Joanne Edwards (Mayor)
10.10.26	Cllr Pete Dando (Deputy Mayor)	Cllr Chris Bithell (FCC)	Cllr Robin Guest	Cllr Brian Lloyd
14.11.26	Cllr Richard Clarke	Cllr Paul Beacher	Cllr Geoff Collett (FCC)	Cllr Megan Lloyd Hughes
12.12.26	Cllr Nanette Davies	Cllr Suzanne Thomas	Cllr Catherine Claydon	Cllr Tina Claydon (FCC)
09.01.26	Cllr Teresa Carberry (FCC)	Cllr Sarah Taylor	Cllr Haydn Jones	Cllr Joanne Edwards (Mayor)
13.02.26	Cllr Pete Dando (Deputy Mayor)	Cllr Chris Bithell (FCC)	Cllr Robin Guest	Cllr Brian Lloyd
13.03.26	Cllr Richard Clarke	Cllr Paul Beacher	Cllr Geoff Collett (FCC)	Cllr Megan Lloyd Hughes
10.04.26	Cllr Nanette Davies	Cllr Suzanne Thomas	Cllr Catherine Claydon	Cllr Tina Claydon (FCC)

Please Note:

- Flintshire County Councillors are welcome to attend all surgeries, regardless of whether they are listed on the rota that month.
- Town Councillors who are unable to attend their allocated surgery are asked to arrange for another Town Councillor from their ward to take their place and advise the Town Clerk of the change.
- The Council's Facilities Officer will act as the key holder, opening the Council Offices before each surgery and securing the building afterwards. In the event that the Facilities Officer is unavailable another member of Council staff will undertake these duties.

MOLD TOWN COUNCIL



TOWN COUNCILLOR SURGERY HANDBOOK

Version: 1.0

Adopted:

Review Date:

CONTENTS

1. Introduction
2. Purpose of the Councillor Surgeries
3. Objectives
4. Roles and Responsibilities
5. Preparing for a Surgery
6. During the Surgery
7. Managing Resident's Enquiries
8. Difficult Conversations
9. Confidentiality and Data Protection
10. Safeguarding
11. Health & Safety
12. Referrals
13. Recording and Monitoring Issues
14. Reporting to Full Council
15. Frequently Asked Questions

1. Introduction

Mold Town Council is committed to engaging with residents, listening to local concerns and working collaboratively with partner organisations to improve the quality of life within the town.

Monthly Councillor Surgeries provides an opportunity for residents to meet directly with their elected representatives in an informal setting to discuss local issues, seek advice and raise concerns.

This handbook provides guidance for Councillors participating in the surgeries and sets out the procedures to ensure that enquiries are handled consistently, professionally and in accordance with the Council's governance arrangements.

2. Purpose of the Councillor Surgeries

The surgeries are intended to:

- Provide an opportunity for residents to speak directly with their Town Councillors.
- Improve communication between the Council and the community.
- Identify local issues requiring attention.
- Enable residents to receive guidance on the services provided by the Town Council and other partner agencies.
- Improve transparency and accountability.

The surgeries are **not** decision making meetings.

Councillors should not make promises or commitments on behalf of the Council.

3. Objectives

The surgeries aim to:

- Listen to residents' concerns
- Provide information where appropriate.
- Record issues accurately.
- Refer matters to the appropriate organisation.
- Keep residents informed of progress where possible.
- Identify recurring issues affecting the community.
- Provide information to assist the Council when setting priorities.

4. Roles and Responsibilities

Town Councillors

Councillors attending surgeries should:

- Arrive promptly.
- Welcome residents professionally.
- Listen respectfully.
- Remain impartial.
- Treat all residents equally.
- Record issues accurately.
- Avoid making promises that cannot be guaranteed.
- Refer matters appropriately.
- Maintain confidentiality.

- Comply with the Councillor Code of Conduct.

Flintshire County Councillors

At least one Flintshire County Councillor will be in attendance at each surgery.

Their attendance provides residents with the opportunity to discuss matters relating to both Town Council and Flintshire County Council services where appropriate.

Where an enquiry relates to a Flintshire County Council service, the County Councillor may:

- Explain the role and responsibilities of Flintshire County Council.
- Provide advice on County Council policies, services and procedures.
- Assist in directing or referring enquiries to the appropriate County Council department of officer.
- Provide updates on County Council matters affecting Mold, where appropriate.

All Councillors attending the surgery, whether serving solely as Town Councillor or also Flintshire County Councillors, should work together to ensure residents receive appropriate advice, support and signposting.

Town Clerk

The Town Clerk will:

- Prepare and maintain the Councillor Surgery rota.
- Promote the Councillor surgeries through the Council's website, social media platforms and other appropriate communication channels to encourage public awareness and attendance.
- Ensure Councillors are provided with the necessary documentation and guidance prior to each surgery.
- Maintain the Surgery issue Tracking Register and monitor the progress of all recorded enquiries.
- Liaise with Town Council offices, Flintshire County Council and other partner organisations where referrals are required.
- Monitor outstanding enquiries and follow up where appropriate to help ensure issues are progressed.
- Report outcomes, trends and recurring issues to full Council as appropriate.
- Ensure all records are stored securely and retained in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and the Council's Data Retention policy.
- Periodically review the effectiveness of the Councillor surgeries and make recommendations to Full Council for any improvements to the service.

Facilities Officer

The Facilities Officer will:

- Open the Council Offices prior to each surgery.
- Prepare the meeting area.
- Ensure the building is secure following the surgery.
- Provide assistance where required.

Should the Facilities Officer be unavailable, another member of staff will undertake these duties.

5. Preparing for a Surgery

Prior to each surgery Councillors should:

- ✓ Review any outstanding issues.
- ✓ Familiarise themselves with current Council projects.
- ✓ Bring relevant paperwork if required.
- ✓ Ensure they have sufficient Surgery record Forms
- ✓ Arrive at least 10 minutes before the advertised start time.

6. During the Surgery

Councillors should:

- Introduce themselves.
- Explain the purpose of the surgeries.
- Allow residents sufficient time to explain their concerns.
- Ask questions to clarify issues.
- Record factual information only.
- Explain what action will be taken.
- Thank the resident for attending.

7. Managing Residents' Enquiries

Typical enquiries may relate to:

- Highways
- Street Lighting
- Parking
- Parks
- Open Spaces
- Planning
- Public Toilets
- Cemetery
- Bailey Hill
- Environmental Issues
- Trees
- Fly tipping
- Anti-Social Behaviour
- Community Grants
- Events

Councillors should identify whether the issue is the responsibility of:

- Mold Town Council
- Flintshire County Council
- North Wales Police
- Welsh Water
- Utility Companies
- Natural Resource Wales
- Another organisation

8. Difficult Conversations

Occasionally residents may become frustrated or upset.

Councillors should:

- Remain calm
- Listen without interrupting
- Avoid arguments
- Remain professional
- Explain what the Council can and cannot do.
- End the meeting politely if behaviour becomes unacceptable.

If there is any concern for personal safety:

- Seek assistance from fellow Councillors
- Contact the Police where appropriate.

Councillors should never place themselves in a situation where they feel unsafe.

9. Confidentiality and Data Protection

Councillors must comply with:

- UK GDPR
- Data Protection Act 2018
- Mold Town Council's Data Protection Policy

Personal information should only be recorded where necessary and with permission.

Residents should be advised how their information will be used.

Completed Surgery Record Forms should be returned to the Town Clerk as soon as practicable following the surgery to enable enquiries to be logged, monitored and followed up where appropriate.

The original completed form will be retained securely by the Town Council in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and the Council's Data Retention Policy.

Where a Councillor needs to pursue an enquiry with Flintshire County Council or another organisation on behalf of a resident, they may retain or receive the relevant information necessary to progress the matter, provided it is handled securely, used only for the purpose for which it was obtained and disposed of appropriately once the enquiry has been concluded.

Where personal information is to be shared with another organisation to progress an enquiry, the resident's consent should be obtained wherever practicable.

10. Safeguarding

If a safeguarding concern is disclosed:

- Remain calm
- Listen carefully
- Do not promise confidentiality
- Record exactly what has been said

- Inform the Town Clerk

Where there is an immediate risk of harm: Call **999**

11. Health and Safety

The Council has completed a Risk Assessment for Councillor Surgeries.

The Council Offices provides:

- Accessible entrance
- First Aid Kit
- Automated External Defibrillator (AED)
- Fire Alarm
- Fire Evacuation Procedures
- Welfare Facilities

Councillors should familiarise themselves with emergency exits before each surgery.

12. Referrals

Enquires should be referred as soon as possible.

Typical referrals may include:

Organisation	Examples
Mold Town Council	Cemetery, Bailey Hill, Grants, Events
Flintshire County Council	Highways, Waste, Trees, Planning
North Wales Police	Crime, Anti-Social Behaviour
Welsh Water	Drainage

All referrals should be recorded on the Surgery Record Form.

13. Recording and Monitoring Issues

Every enquiry should be recorded using the Councillor Surgery Record Form.

Information recorded should include:

- Nature of enquiry
- Responsible organisation
- Officers referred to
- Date referred
- Outcome
- Date resident updated

The Town Clerk will maintain an Issue Tracking Register to monitor progress.

14. Reporting to Full Council

The Town Clerk will prepare a periodic report for Full Council summarising:

- Number of surgeries held
- Number of residents attending
- Types of issues raised
- Referrals made
- Outstanding issues

- Emerging trends

This information will help the Council identify priorities and monitor community concerns.

15. Frequently Asked Questions

Can the Councillors made decisions during surgeries?

No

Can residents remain anonymous?

Yes

Can complaints be made?

Yes, although residents should also be directed to the Council's Complaints Procedure where appropriate.

What if an issue is not the Town Council's Responsibility?

Many of the issues raised during Councillor Surgeries relate to services provided by other organisations, most commonly Flintshire County Council, North Wales Police or the Welsh Government.

Where this is the case, Councillors will explain which organisation is responsible and where appropriate, provide residents with the relevant contact details or reporting methods so they can raise the matter directly.

Where it is considered beneficial, or where the circumstances warrant additional support, the Town Council may also refer the matter to the appropriate organisation or make enquiries on the resident's behalf. However, residents are encouraged to report issues directly wherever possible, as this often results in the quickest resolution and ensures they receive updates from the organisation responsible for delivering the service.

The Town Council will continue to monitor significant or recurring issues affecting the community and where appropriate, raise these through established partnership arrangements or directly with the relevant authority.

APPENDIX A

UNDERSTANDING WHO DOES WHAT

One of the most common questions likely raised during Town Councillor Surgeries is “Who is responsible?”

Local government can sometimes be confusing, with responsibilities shared between the Welsh Government, Flintshire County Council and Mold Town Council. Understanding which organisation is responsible for a particular service helps ensure enquiries are directed to the appropriate organisation and resolved as quickly as possible.

This appendix provides a brief overview of the roles and responsibilities of each organisation.

Welsh Government

The Welsh Government is responsible for setting national policy, legislation and funding across Wales.

Examples include:

- NHS and Health Services
- Education Policy
- Public Transport Strategy
- Fire and Rescue Policy
- National Planning Policy
- Housing Strategy
- Climate Change
- Economic Development
- Welsh Language Policy

The Welsh Government does not provide day-to-day local services.

Flintshire County Council

Flintshire County Council is the principal authority responsible for delivering most local government services.

These include:

- Roads, pavements and highways
- Street lighting
- Waste and recycling collections
- Parks and public open spaces
- Children's Services
- Adult Social Care
- Education
- Planning applications
- Environmental Health
- Housing
- Licensing
- Public Rights of Way
- Traffic management
- Trading Standards
- Council Tax
- Blue Badge Scheme

Where an enquiry relates to one of these services, Town Councillors will assist residents by directing or referring the matter to the appropriate Flintshire County Council department where appropriate.

Mold Town Council

Mold Town Council is the tier of local government closest to the community and works to enhance the quality of life within Mold through the delivery of local services, facilities and community initiatives.

The Council's responsibilities include:

Community Leadership

- Representing local residents.
- Supporting community organisations.
- Working with partner organisations.
- Developing projects that improve Mold.

Planning

- Considering planning applications affecting Mold and submitting comments to Flintshire County Council.

Mold Cemetery

- Managing and maintaining Mold Cemetery.
- Burial administration.
- Cemetery improvements and development.

Bailey Hill

- Managing Bailey Hill Centre.
- Supporting heritage activities.
- Providing community access to the Centre.
- Working with volunteers and partners to enhance the site.

Community Events

The Council organises and supports numerous community events including:

- Mold Carnival
- Live on the Square
- Christmas Lights Switch-On
- Remembrance
- Civic Events
- Community engagement activities

Community Grants

- Providing financial assistance to local organisations delivering projects which benefit the community.

Community Assets

The Council manages and maintains several community assets including:

- Bailey Hill Centre
- Mold Cemetery
- Public seating (where owned by the Town Council)
- Floral displays and hanging baskets
- Salt bins (Green are Town Council responsibility)
- Community noticeboards
- Tourism Information Boards

Public Toilets

The Council is currently in discussions with **Flintshire County Council** regarding the potential Community Asset Transfer of the Mold Bus Station Public Toilets, with the aim of securing their long-term future for the benefit of residents and visitors

Communications

Providing information through:

- Council website
- Social media
- Community newsletters
- Public consultations
- Resident engagement

Civic Leadership

- Supporting the Mayor and Deputy Mayor in representing the town and promoting civic pride.

Strategic Development

The Council works with residents, businesses and partner organisations to deliver projects that strengthen Mold, improve community wellbeing and enhance the town for future generations. Current priorities include community assets, public facilities, communications, governance, events and partnership working.

What Town Councillors Can Do

Town Councillors can:

- ✓ Listen to residents' concerns.
- ✓ Raise issues with the relevant organisation.
- ✓ Help residents understand which organisation is responsible.
- ✓ Work with officers and partner organisations to seek resolutions.
- ✓ Represent the interests of the community.
- ✓ Influence decisions through Council meetings and partnership working.
- ✓ Signpost residents to the most appropriate service.

What Town Councillors Cannot Do

Town Councillors cannot:

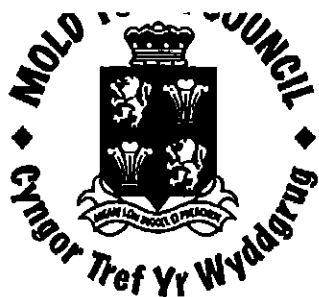
- ✗ Make decisions on behalf of Flintshire County Council.
- ✗ Direct Council Officers from another authority.

- ✗ Overturn planning decisions.
- ✗ Resolve neighbour disputes.
- ✗ Instruct contractors working for another organisation.
- ✗ Promise that an issue will be resolved.
- ✗ Become involved in matters that are subject to legal proceedings or confidential personnel matters.

Working Together

Many issues raised by residents involve more than one organisation. Mold Town Council works closely with Flintshire County Council, North Wales Police, Welsh Government, voluntary organisations, businesses and community groups to help improve services and achieve the best possible outcomes for residents.

Councillor Surgeries provide an opportunity for residents to discuss local issues, ask questions and receive guidance on the most appropriate course of action. Whilst not every issue can be resolved directly by the Town Council, Councillors will seek to ensure that concerns are recorded, referred where appropriate and monitored through to an outcome wherever possible.



MOLD TOWN COUNCIL SURGERY ISSUE RECORD FORM

Thank you for speaking with us today.
Please complete this form to help us action the issue raised.

DATE OF SURGERY:	TIME:	WARD:
------------------	-------	-------

DETAILS OF PERSON RAISING THE ISSUE (Optional)

Name: _____ Contact Tel: _____
Email: _____ Address: _____
If you would prefer to remain anonymous, please tick here ☐

DETAILS OF ISSUE RAISED

Summary of issue:

Location of issue: _____

When did the issue occur / how long has it been an issue? _____

Any additional information / details:

Is immediate action required? Yes ☐ No ☐ If yes, please provide details: _____

WHO HAS THIS BEEN PASSED TO?

(Please tick appropriate box and provide details)

- ☐ Town Council Officer / Department
(Please specify): _____
- ☐ Flintshire County Council Officer / Department
(Please specify): _____
- ☐ Other Organisation / Agency
(Please specify): _____
- ☐ No action required (advice given only)

Name of Officer / Contact: _____

Organisation / Department: _____

Date passed: _____

Method of Contact:

- ☐ Email ☐ Phone ☐ In Person ☐ Online
☐ Other: _____

OUTCOME / ACTION TAKEN (To be completed by officer / councillor after issue has been actioned)

Action taken / outcome: _____

Date action completed / outcome known: _____

REPORTED BACK TO RESIDENT

Date resident informed: _____

By (name): _____

Method: ☐ Email ☐ Phone ☐ In Person ☐ Letter
☐ Other: _____

Outcome of feedback: ☐ Resolved ☐ Partially Resolved ☐ Not Resolved
☐ Other: _____

Recorded by (name): _____ Position: _____



MOLD TOWN COUNCIL MONTHLY SURGERIES

Your opportunity to meet your Town Councillors,
discuss local issues and share your views.



WHEN?

Second Saturday
of each month
10:00am – 11:00am



WHERE?

Mold Town Council
Offices
Unit 10 Daniel Owen
Precinct, Mold
CH7 1AP



WHO?

Town Councillors
from all wards
will be in
attendance.



WHY?

To listen, to help
and to work
together for
our community.



At least one Flintshire County Councillor
will be in attendance at each surgery.

We look forward to seeing you!



No appointment
necessary –
just drop in!



For more information
please contact us:
01352 758532
townclerk@moldtowncouncil.org.uk



www.moldtowncouncil.org.uk



@moldtowncouncil

Location: Mold Town Council Offices		Dept.: Main Office	Task: Monthly Town Council Surgeries																							
Assessed by: Jo Lane		Position: Town Clerk and Finance Officer	Signature(s): 																							
Date completed: 20.07.2026	Date for revision: 20.07.2027		Likelihood (L) x Severity (S) = Risk rating (RR).																							
<table border="1"> <tr> <td>Likelihood</td> <td>Severity</td> </tr> <tr> <td>1 = Extremely unlikely</td> <td>1 = Minimal Loss</td> </tr> <tr> <td>2 = Unlikely</td> <td>2 = Minor Injury</td> </tr> <tr> <td>3 = Likely</td> <td>3 = Long Term Accident</td> </tr> <tr> <td>4 = Very Likely</td> <td>4 = Serious injury</td> </tr> <tr> <td>5 = Extremely likely</td> <td>5 = Fatality</td> </tr> </table>					Likelihood	Severity	1 = Extremely unlikely	1 = Minimal Loss	2 = Unlikely	2 = Minor Injury	3 = Likely	3 = Long Term Accident	4 = Very Likely	4 = Serious injury	5 = Extremely likely	5 = Fatality										
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<table border="1"> <tr> <td colspan="2">Type of PPE:</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					Type of PPE:																					
Type of PPE:																										
Note. PPE must only be considered as, when other control measures, such as guarding, local exhaust extraction, preventing noise at source, eliminating the need to work at height etc. are not possible. PPE should always be considered as a last resort option. PPE should only be worn when there is reasonable justification for doing so.																										

Location/Dept: Mold Town Council Office			Date Assessed: 20.07.26		Assessed by: Jo Lane	
Task/ Activity: Monthly Town Council Surgeries			Review Date: 20.07.27		Reference Number: TC001	
Risk Assessment						
		Persons at Risk	Severity of Injury	Control Measures	Frequency of Review	Responsible Person
Arrival and Departure from the building	Slips, trips and falls	Councillors, Staff, Public	2	2	2	Continue routine inspections
Access to Council Offices	Unauthorised access	Staff, Councillors, Public	2	2	1	None.
Reception/ waiting area	Slips, trips, falls	Public, Councillors, Staff	2	2	2	Continue monitoring
Meeting members of the public	Aggressive or abusive behaviour	Councillors, Staff	3	3	2	Councillors reminded not to meet alone where possible.
Lone Working	Personal Safety	Councillors	3	3	1	Maintain rota arrangements

				Councillors will be present for each surgery.			
Manual Handling	Moving chairs/ tables	Staff		- Furniture kept to a minimum - Staff trained in safe handling	2	1	None
Electrical Equipment	Electric Shock	Staff, Public, Councillors		- Portable electrical equipment visually inspected. - PAT testing undertaken in accordance with Council Policy	4	1	Continue inspection programme.
Fire	Injury from fire or smoke	Staff, Public, Councillors		- Fire Alarm installed - Fire extinguishers serviced - Clearly marked fire exits - Fire evacuation procedure in place	5	1	Annual fire risk assessment maintained
Medical Emergency	Illness or injury	Public, Councillors, Staff		- Fully stocked First Aid Kit - Defib located on site - Emergency Services to be contacted when required - Accident reporting procedure in place	5	1	Continue checks of First Aid Kit and defib

Safeguarding/ confidentiality	Disclosure of sensitive information	Public, Councillors	- Discussions held discreetly where possible. Personal Information handled in accordance with GDPR and the Council's Data Protection policy. - Matters requiring officer follow-up referred appropriately.	3	2	Remind Councillors of confidentiality obligations.
----------------------------------	---	------------------------	---	---	---	--

Please sign below to confirm that you have read and understood this Risk Assessment.

Town Clerk:

Signed:

Date:

Mayor of Mold:

Signed:

Date:

17(i).

**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:	Gill Norris
Organisation:	Parkfields Community Centre
Address:	Ash Grove, Mold, CH7 1TB
Contact number:	[REDACTED]
Email address:	[REDACTED]

Project/ Groups Details

Organisation:	Parkfields Community Centre
Location of organisation:	Mold
Project name:	Community Defibrillator
Short project description:	Based in the heart of the Bryn Gwalia Estate, Parkfields Community Centre delivers classes and support to local people based in the area. Due to the nature of some of the classes being exercise, or some older people attending, it is important to have a defibrillator on-site. This will also be important for the local community, to have this at the centre for use in an emergency.
If you receive a grant, briefly tell us what difference it will make to your organisation/ area:	It will allow us to provide support to local people in the case of an emergency, both those who attend the centre for classes and support and those in the wider community.
Will your project be provided/ advertised bilingually?	Yes it will be advertised on social media platforms, shared with partners and attendees and posters in the centre in both Welsh and English
Please state which Well-being Goal(s) your project/ activity or event links with.	A healthier wales

Project/ Groups Costs

Total cost of project:	£1,100 inc VAT
Amount requested from Mold Town Council:	£500
Amount of any confirmed matched funding (this is preferred but not essential)	None confirmed as yet from applications sent
Outstanding balance:	£1,100
If there is a balance outstanding, please tell us how the shortfall will be met:	Various applications have been sent – FLVC Community Chest and Esmee Fairburn Trust
Please provide bank details for grant payment if successful:	Account Name: [REDACTED] Sort Code: [REDACTED] Account Number: [REDACTED]

Project beneficiaries

Please tell us how many people you expect to benefit if you are successful with your community grant application:	It will support approximately 10.000 people incase of any emergency, those who attend the centre throughout the year and local community
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:	As above
Where will the project/ activity take place?	CH7 1TB
How many people from Mold are members of your group:	9,500
What is the approximate age group of members?	Birth to 90 years of age

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

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

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:	Gill Norris
Date:	24/05/26
Name:	Gill Norris
Email Address:	[REDACTED]
Contact Number:	[REDACTED]
Position in group:	Funding Manager

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

17 (ii) .

**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.~~
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- 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

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Yr Wyddgrug CH7 1AB
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Mold, CH7 1AB
Tel. 01352 758532
Fax 01352 755804
townclerk@moldtowncouncil.org.uk
www.moldtowncouncil.org.uk

Application for Grant

Contact Details

Applicant Name:	Heather Collin
Organisation:	Outside Lives Ltd
Address:	Aberduna Hall, Maeshafn, Mold, CH7 5LE
Contact number:	[REDACTED]
Email address:	[REDACTED]

Project/ Groups Details

Organisation:	Outside Lives Ltd
Location of organisation:	Mold
Project name:	Likeminded
Short project description:	Likeminded is a dementia-friendly community group providing a welcoming, supportive and inclusive environment for people living with dementia, memory difficulties along with their families, friends and carers. The group meets twice weekly at Mold Rugby Club and Parkfields Community Centre, offering meaningful social activities, conversation, refreshments, reminiscence sessions, music, games, peer support and opportunities to build friendships. The group helps reduce loneliness and social isolation while supporting people to remain active, engaged and connected within their local community.
If you receive a grant, briefly tell us what difference it will make to your organisation/ area:	The resources we are requesting are specifically chosen to support dementia-friendly activities that provide long-term value and sustainability, rather than one-off sessions or consumable items. These resources will become part of a growing community library of dementia-friendly materials that can be stored, reused, and shared across multiple groups. As part of our wider community wellbeing and inclusion work, we will make these resources available to other community groups, organisations, and volunteers through a lending and sharing system. This approach will maximise the impact of the funding by ensuring that many people can benefit from the resources over a prolonged period, creating a lasting legacy beyond the initial project.

The resources requested include items such as conversation cards, reminiscence kits, microscopes, musical instruments, and practical activity resources that encourage social interaction, sensory engagement, creativity, curiosity, and meaningful participation. We have carefully researched these materials to ensure they are recognised as dementia-friendly and appropriate for people living with dementia, their carers, and wider community members.

In addition, we have requested a selection of books and reference materials containing activity ideas, guidance, and best practice for supporting people living with dementia. These resources will help volunteers, community leaders, and family members develop their confidence and skills in delivering inclusive and engaging activities.

To further extend the reach of the project, we will review and showcase the resources through our social media channels and community networks. We will share practical ideas, activity suggestions, and feedback on how the resources have been used, enabling other groups across to learn from our experiences and replicate successful approaches.

This combination of resource sharing, knowledge exchange, and community collaboration will help ensure the project reaches as many people as possible, supports greater dementia awareness and inclusion, and creates a sustainable legacy that continues to benefit communities across Flintshire long after the initial funding period.

Will your project be provided/ advertised bilingually?

Whilst the project's main promotional material is in English, alternative Welsh versions can be provided on request.

Please state which Well-being Goal(s) your project/ activity or event links with.

Likeminded contributes directly to several of the Well-being of Future Generations (Wales) Goals:

- **A Healthier Wales** – improving mental wellbeing, reducing isolation and encouraging active participation.
- **A More Equal Wales** – ensuring people living with dementia can access inclusive community activities regardless of their circumstances.
- **A Wales of Cohesive Communities** – bringing people together in a safe, supportive environment and strengthening local community networks.
- **A Resilient Wales** – supporting individuals living with dementia and carers, helping people remain connected within their communities for longer.

Project/ Groups Costs

Total cost of project:	£600 (see attached document listing all items on our wishlist)
Amount requested from Mold Town Council:	Up to £450 (any contribution towards this would be gratefully received)
Amount of any confirmed matched funding (this is preferred but not essential)	£150 - Mold Community Chest
Outstanding balance:	
If there is a balance outstanding, please tell us how the shortfall will be met:	Donations, additional grant applications,
Please provide bank details for grant payment if successful:	Account Name: Outside Lives Project Account Sort Code: XXXXXXXXXX Account Number: XXXXXXXXXX

Project beneficiaries

Please tell us how many people you expect to benefit if you are successful with your community grant application:	Approx 40-50 people including people living with dementia and carers.
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:	Approx 30-40 people.
Where will the project/ activity take place?	Sessions take place at Mold Rugby Club and Parkfields Community Centre.
How many people from Mold are members of your group:	25
What is the approximate age group of members?	Primarily 60+ although we are seeking to engage with individuals diagnosed with young onset dementia.

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

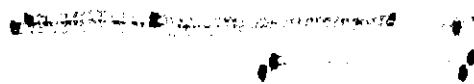
Declaration

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:	I I Collin
Date:	03/07/2026
Name:	I eather Collin
Email Address:	[REDACTED]
Contact Number:	[REDACTED]
Position in group:	Dementia Coordinator

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

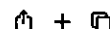
For further information or help completing the Community Grant Application Form, please contact:
Jo Lane, Town Clerk and Finance Officer
townclerk@moldtowncouncil.org.uk
01352 751819



11:21 Fri 6 Jun



makingsensedo.co.uk



Wake-up Call with JBI Outside Lives Events

Grants - Community Foundation Wales



Reminiscence Cards - Making Sense CIC



donate

Cymraeg

English



home

projects

news

training

shop

support us

contact us

Home > making sense shop > Reminiscence resource card pack > Reminiscence Cards



Reminiscence Cards

£25.00

Reminiscence Cards Making Sense CIC

Featuring 50 Bilingual object reminiscence cards designed to help start conversations and trigger memories.

For anyone caring for older people, especially people living with dementia.

Price includes UK postage and Packaging

1

Add to Cart

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Order in LUCY
Maid CH7 8

All

really useful plastic boxes



Order in LUCY
Account for Outside Lives L...

Rebates
& Orders

All Prime Day Get the app End of Academic Year Business Essentials Add users Buy Again Gift Cards Business Savings Add users IT products Collect your vouchers

Add back to wishlist, save time Lists Try Prime B

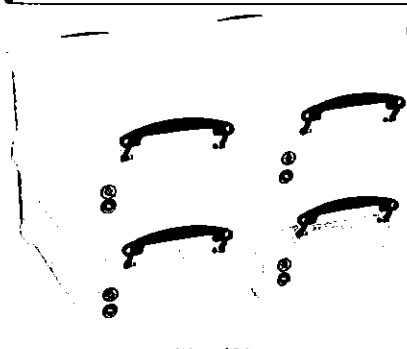
Stationery & Office Supplies Bookshelves Desks Printer Ink Office Electronics Office Furniture Office Supplies Organisation Stationery School Supplies Paper Gifting



4x 45 Litre Plastic Storage Boxes with Lids Set of 4, Clear Multipurpose Nestable Stackable Dis... #32

Home & Kitchen > Storage & Organisation > Bookshelves & Desks > Storage Boxes

Purchased 11 times
You last purchased this item on 29 Jan 2026
Style Name (Pack of 4) | View order



Really Useful Box 9 Litre Plastic Storage Box Clear, Multi-purpose stacking storage, with a lid and clip lock handles, Ideal for home, office, school and arts and crafts storage (Pack of 4)

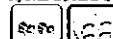
Visit the Really Useful Box Store
All 4 in 1 & 1 (1,799) | Search this page
11+ bought in past month

RSP: £51.99 (each)
Price: £22.49 each, VAT
(£26.99 each) / (each) incl. VAT
You Save: £4.50 (14%)

Available at a lower price from other sellers that may not offer free Prime shipping.

Buying multiple items? Go to multi-select

Style Name (Pack of 4)



prime business

Enjoy fast, free shipping on this
order with Prime Business.

Add benefit

£22.49 (26.99 incl. VAT) (5.75 /
each)

FREE Returns

FREE delivery Wednesday, 10
June on orders dispatched by
Amazon over £25. Details

Or fastest delivery Tomorrow, 8
June. Order within 13 hrs 50
mins. Details

Delivery to Outside - Maid CH7 8

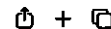
In stock

Quantity: 1

11:22 Fri 6 Jun



amazon.co.uk



Really Useful Plastic Storage Box Bonus Pack 3x35 Litre Clear : Amazon.co.uk: Home & Kitchen

amazon business

Deliver to LUCY
Hold CH7 5

All Really useful plastic boxes



Hello, LUCY
Account for Outside Lives L...

Returns
& Orders



All Prime Day Get the app End of Academic Year Business Essentials Add users Buy Again Gift Cards

Prime Day: June 23-26 Lists Try Prime Business

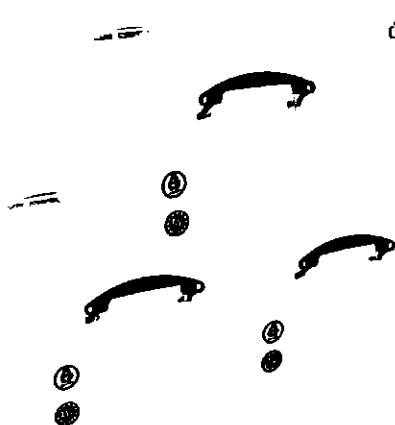
Stationery & Office Supplies Bestsellers Deals Printer Ink Office Electronics Office Furniture Office Supplies Organisation Stationery School Supplies Paper Gifting

SONGMICS Storage Ottoman Bench, Storage Chest, Folding Foot Rest Stool, Easy Assembly, for... £34.99
4.2 ★★★★★ 20

Sponsored

Home & Kitchen Storage & Organisation Baskets & Bins Storage Boxes

Purchased 16 times
You last purchased this item on 13 Nov 2025
Size Name: 3 x 35 Litre | View order



Really Useful Plastic Storage Box Bonus Pack 3x35 Litre Clear

Visit the Really Useful Box Store
4.7 ★★★★★ (8,248) | Search this page
2K+ bought in past month

RRP: £46.92 Details
Price: **£34.17** excl. VAT
£41.00 (£13.67 / count) incl. VAT
You Save: **£5.92** (13%)

Pay £41.00 £0.00 for this order. Get a £50 Amazon Gift Card upon approval for the Amazon Business Amex Card. Representative 37.6% APR Variable. Amazon is a credit broker.

Available at a lower price from other sellers that may not offer free Prime shipping.

Buying multiple items? [Go to multi-select](#)

Size Name: 3 x 35 Litre

1 x 35 Litre £34.17
3 x 35 Litre £102.51

prime business

Enjoy fast, free shipping on this order with Prime Business.

[Add benefits](#)

£34.17 (41.00 incl. VAT) (£13.67 / count)

FREE Returns

FREE delivery Monday, 8 June. [Details](#)

Or fastest delivery Tomorrow, 6 June. Order within 12 hrs 37 mins. [Details](#)

Deliver to Outside - Hold CH7 5

In stock

Quantity: 1

amazon business

Deliver to LUCY
Hold CH7 5

All microscope

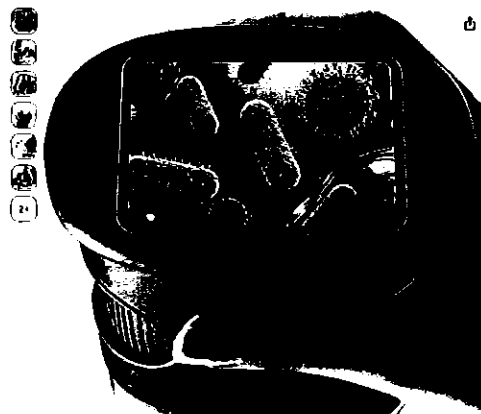
All Prime Day Get the app End of Academic Year Business Essentials Add users Buy Again Gift Cards Business Savings Add users IT products Collect your vouchers Recommendations

Pet Supplies Brands Best Sellers Pet Health Subscription & Sales Dogs Cats Small Animals Fish & Aquatics Birds Reptiles & Amphibians



doAO Microscope for Kids, 1200X Magnification Science Microscope Kit with LED Light, Mobile P... -5% £22.99 Was: £23.99
4.6 ★★★★★ 176

Toys & Games Learning & Education Optics Microscopes



1000X Handheld Digital Microscope for Kids: Portable Miniscope with 2.0" IPS Screen - STEM Outdoor Toys for Age 4-12 - Birthday Gifts for Girls Boys - Science Gadget Edu Kits

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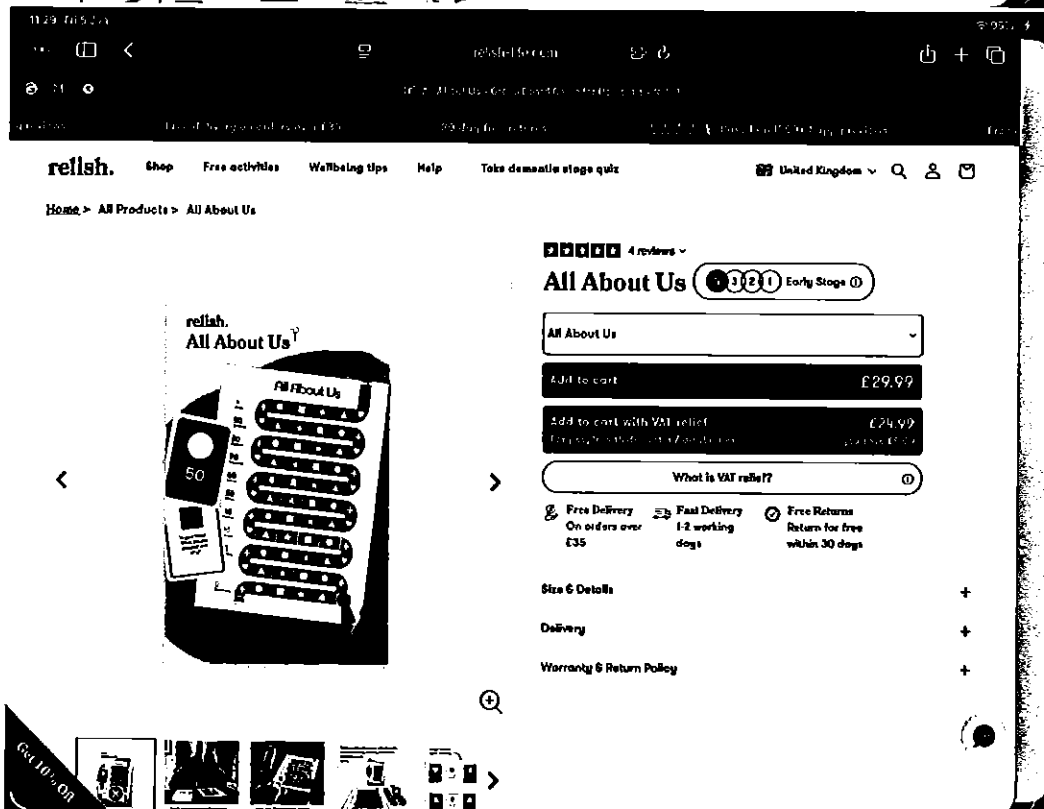
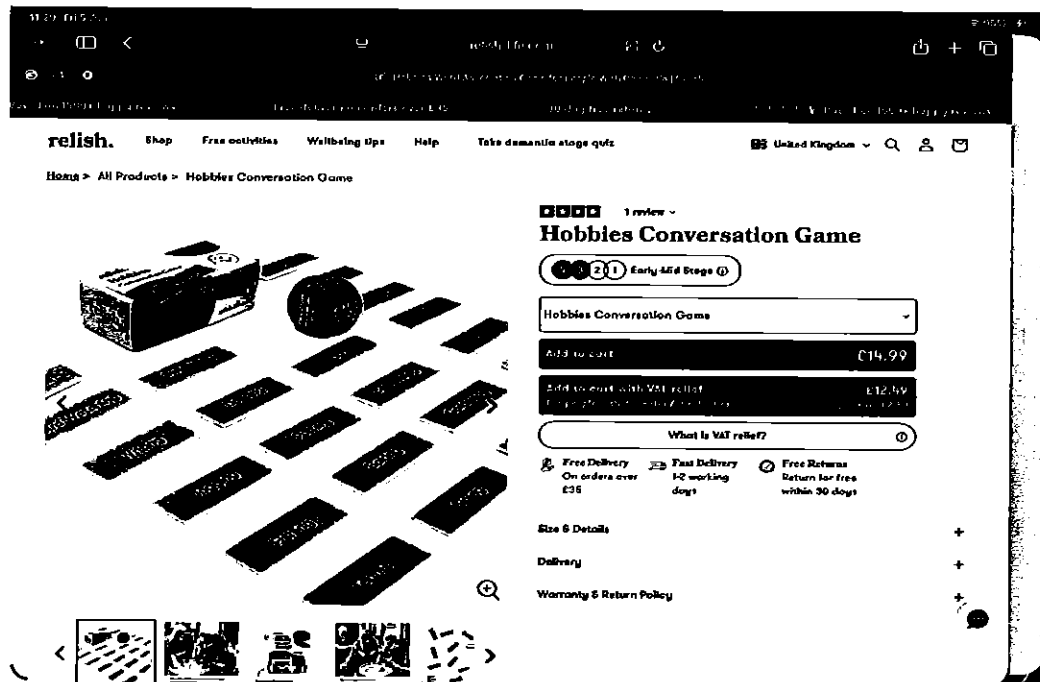
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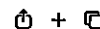
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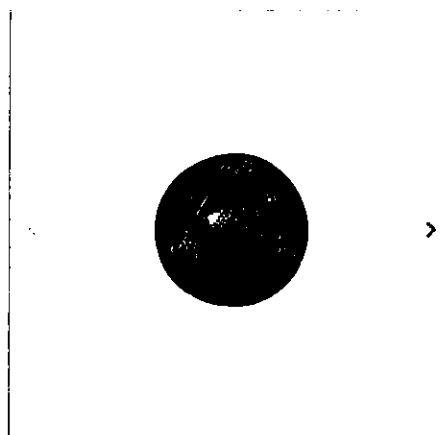
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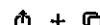
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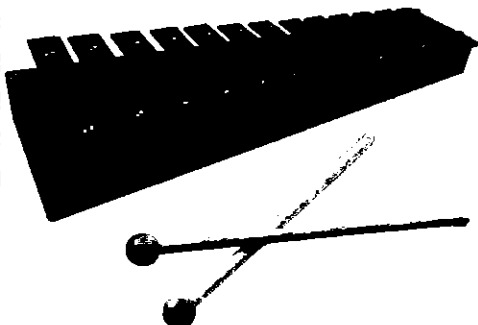
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The Multi-Sensory Reminiscence Activity Book: 52 Weekly Group Session Plans for Working with Older Adults

Paperback – Illustrated, 21 Nov. 2017
by Sophie Jopling and Sarah Mousley (Author)
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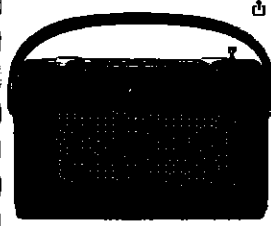
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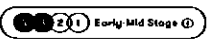
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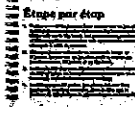
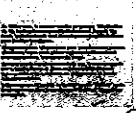
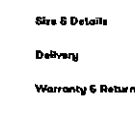
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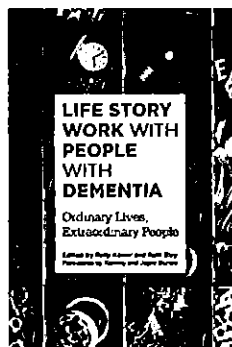
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Life Story Work with People with Dementia: Ordinary Lives, Extraordinary People Paperback – Illustrated, 21 Sept. 2016

by Polly Kaiser and Ruth Eley (Editor)

4.5 stars (13)

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Introducing life story work, a way for people with dementia to connect with their relatives, carers and the professionals working with them. This evidence-based book explains the many benefits of life story work, with practical guidance for introducing it in a variety of settings.

The authors show how life story work can empower people with dementia to inform care practitioners and family members what care and support they may need now and in the future, by taking into account their past and their future wishes and aspirations. The book includes practical information on how to get started, ethical considerations such as consent and confidentiality, and considers issues of diversity and how to address them. The voices of practitioners, researchers and family carers sit alongside those of people living with dementia to present a wide-range of perspectives on life story work.

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by Esther Ramsey-Jones

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Guidance for Members of the Public Attending Formal Town Council Meetings

Mold Town Council is committed to community engagement and warmly welcomes members of the public to attend its meetings.

In accordance with the Council's Standing Orders, up to 15 minutes is allocated for Public Participation, with up to 5 minutes per speaker or subject, at the Chairperson's discretion.

Those wishing to address the Council during the Public Participation item should:

- Raise comments or questions
- Direct all comments and questions through the Chairperson of the meeting.
- Respect the time limits to ensure everyone has an opportunity to speak.
- Please note, at the discretion of the Chairperson, members of the public may be permitted to raise matters that are not included on the published agenda. However, as required by law, the Council may only make decisions on items that have been properly included on the agenda published in advance of the meeting.

Following the Public Participation section, members of the public are welcome to remain and observe the meeting. However, as the Council must conduct its formal business, interruptions, comments or participation during the remainder of the meeting is not permitted unless invited by the Chairperson.

This guidance is based on Mold Town Council's Standing Orders, which set out the procedures for the conduct of Council meetings.

18 c .

MOLD TOWN COUNCIL
CYNGOR TREF YR WYDDGRUG

10 Daniel Owen Precinct
Mold
CH7 1AP

Telephone: 01352 758532



www.moldtowncouncil.org.uk

Uned 10, Canolfan
Daniel Owen
Yr Wyddgrug
Sir y Fflint
CH7 1AP

Ffôn: 01352 758532

Volunteer Registration Form/ Ffurflen Cofrestru fel Gwirfoddolwr

Name/ Enw:		Date of Birth/ Dyddiad Geni:
Address/ Cyfeiriad:		
Home Tel/ Ffôn Gartref:	Mobile/ Ffôn Poded:	
Contact e-mail / E-bost: (block letters) (llythrennau bras)		
Relevant skills / current or previous occupation: Sgiliau perthnasol / galwedigaeth bresennol neu flaenorol:		
First Aid Trained: Yes / No Wedi cael hyfforddiant Cymorth Cyntaf: Do / Naddo	Welsh Speaker: Yes / No Siarad Cymraeg: Ydw / Nac ydw	
Do you have any medical conditions which we should be aware of, and that may require treatment / medication during your volunteering hours i.e. asthma, allergies etc. Yes / No If yes please provide details:- Oes gennych chi unrhyw gyflyrau meddygol y dylem fod yn ymwybodol ohonynt, ac a allai fod angen triniaeth / moddion yn ystod eich oriau gwirfoddoli e.e. asthma, alergeddau ac ati? Oes / Nac oes Os oes, rhowch fanylion:		

e-mail : e-bost

townclerk@moldtowncouncil.org.uk
events@moldtowncouncil.org.uk



Emergency Contact Details / Manylion Cysylltu mewn Argyfwng

Contact Name Enw Cyswilt		Relationship to you: Perthynas â chi:	
Home Tel No: Rhif ffôn gartref:		Mobile Tel No: Ffôn poced:	

Do you have any additional support needs? Yes / No
Oes gennych chi unrhyw anghenion cymorth ychwanegol? Oes / Nac oes

If you answered yes, please provide further information:
Os oes, rhowch ragor o wybodaeth:

How did you find out about volunteering for Mold Town Council?

e.g. word of mouth, social media, by email, other organisations such as Flintshire Local Voluntary Council (FLVC), or other (please state)

Sut gawsoch chi wybod am wirfoddoli i Gyngor Tref yr Wyddgrug? e.e. ar lafar, cyfryngau cymdeithasol, trwy e-bost, cyrff eraill fel Cyngor Gwirfoddol Lleol Sir y Fflint (FLVC), neu arall (nodwch beth)

Rehabilitation of Offenders Act (Exceptions Order 1975) / Gorchymyn Deddf Adsefydlu Troseddwy (Eithriadau) 1975

Do you have any criminal prosecutions pending (excluding minor motoring offences e.g. speeding)? Yes / No
Details:

Oes gennych chi unrhyw erlyniadau troseddol yn disgwyl sylw (ac eithrio mân droseddau modur e.e. goryrru)? Oes / Nac oes
Manylion:

Have you ever been convicted of any criminal offences which are not yet spent under The Rehabilitation of Offenders Act 1974 or The Rehabilitation of Offenders (NI) Order 1978? Yes / No
Details:

A gafwyd chi'n euog erioed o unrhyw droseddau na ddaeth i ben eto dan Ddeddf Adsefydlu Troseddwy 1974 neu Gorchymyn Adsefydlu Troseddwy (Gogledd Iwerddon) 1978? Do / Naddo
Manylion

Spent convictions need not be declared. Please note that any ex-offenders of such convictions will be considered on an individual basis and the nature and potential relevance of the offence to the role being applied for will be taken into account in the recruitment decision. / Nid oes angen datgan collfarnau a ddisbyddwyd. Sylwch y bydd unrhyw gyn-droseddwy collfarnau o'r fath yn cael eu hystyried bob yn un a bydd natur a pherthnasedd y trosedd i'r swyddogaeth dan sylw'n cael eu hystyried wrth wneud penderfyniad i dderbyn neu beidio.

e-mail : e-bost

townclerk@moldtowncouncil.org.uk
events@moldtowncouncil.org.uk



Some Mold Town Council volunteer roles involve children, young people and vulnerable adults which require DBS clearance. Do you have a current DBS? Yes / No

Mae rhai swyddogaethau gwirfoddoli Cyngor Tref yr Wyddgrug yn cynnwys plant, pobl ifanc ac oedolion diameddifyn sy'n gofyn cliriad DBS. Oes gennych chi gliriad DBS cyfredol? Oes / Nac oes

Ongoing Duty to Notify

I agree to notify Mold Town Council as soon as reasonable practicable, if, after submitting this form, I become subject to any criminal prosecution (other than minor motoring offences), receive a criminal convictions that is not spent, or become aware of any matter that may materially affect my suitability to undertake volunteer duties.

Data Protection

Mold Town Council will only share the information you have provided with organisers of events supported by Mold Town Council if / when the Council is asked for assistance with recruiting volunteers, unless you state that you do not wish your information to be passed on to such organisations.

Please tick the relevant box:

- ☐ I agree to my details being given to other event organisers supported by Mold Town Council
- ☐ I do not agree to my details being given to other event organisers supported by Mold Town Council

Declaration: I declare that, to the best of my knowledge, the information I have provided in this form is true and accurate. I understand that if it is subsequently discovered that any statement is false or misleading, my voluntary position may come to an end without notice.

I understand that, as a volunteer for Mold Town Council, I may be regarded by members of the public as representing the Council whilst undertaking volunteer duties and I agree to:

- Act honestly, responsibly and with integrity at all times.
- Treat members of the public, councillors, officers, fellow volunteers, traders and event participants with courtesy, dignity and respect.
- Follow the lawful instructions of Council officers and event organisers and comply with all relevant Council policies and procedures.
- Not engage in bullying, harassment, intimidation, discrimination, threatening behaviour or the use of abusive or offensive language whilst volunteering.
- Not attend volunteer duties while under the influence of alcohol or illegal drugs, or while impaired by medication to the extent that it affects my ability to volunteer safely.
- Take reasonable care for the health and safety of myself and others and report any accidents, incidents or safeguarding concerns immediately.
- Respect confidential information obtained through my volunteering and not disclose it without proper authority.
- Use social media responsibly and not publish content or engage in behaviour that could reasonably be regarded as bringing Mold Town Council, its Councillors, officers, volunteers, partners or events into disrepute.
- I will keep my volunteering activities separate from any political campaigning or election activity and will not use my volunteer role, Council events or photographs obtained whilst volunteering in a way that could reasonably be perceived as promoting or opposing a political campaign, candidate or party, or suggesting the Mold Town Council endorses any political position.
- Avoid using my volunteer position for personal commercial gain or self-promotion without the prior agreement of Mold Town Council.
- Conduct myself outside my volunteering activities in a manner that does not seriously undermine public confidence in Mold Town Council or adversely affect my suitability to act as a Council volunteer.

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e-mail : e-bost

townclerk@moldtowncouncil.org.uk
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- Inform the Town Clerk promptly if circumstance arise that may affect my suitability to volunteer, including any relevant criminal proceedings, safeguarding concerns or other matters that could impact my role.

I acknowledge that volunteering with Mold Town Council is a voluntary arrangement and not a contract of employment. I understand that the Council reserves the right to suspend or terminate my volunteering where my conduct, whether during volunteering or otherwise, is considered incompatible with the standards expected of Council volunteers or where it presents a safeguarding, operational or reputational risk. I further acknowledge that my volunteer role must not be used to advance personal, commercial or political interests and that any such misuse may result in the review or termination of my volunteering arrangement.

By signing this form, I confirm that I have read and agree to abide by Mold Town Council's Volunteer Code of Conduct and understand that failure to do so may result in my volunteer role being reviewed, suspended or ended.

Signed

Name (please print) Date

Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at <http://www.moldtowncouncil.org.uk/Mold-land/Default.aspx>
You can contact the Town Council's Data Protection Officer Paul Russell by post at 2 Church Road, Knighton, Powys LD7 1EB, by email at paul@micrshadevsm.co.uk, or by telephone on 07772 657446.

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☐ Ni chewch roi fy manylion i drefnyddion achlysuron eraill sy'n cael cefnogaeth Cyngor Tref yr Wyddgrug

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18d.



Mold Town Council

Volunteer Policy

Effective from:

Review Date:

1. Purpose and Scope

Mold Town Council recognises the valuable contribution volunteers make in supporting the Council's activities, events and community projects.

This policy provides a clear framework for the recruitment, management and support of volunteers, ensuring volunteering is undertaken safely, fairly and consistently whilst protecting volunteers, employees, councillors, members of the public and the reputation of the Council.

Volunteers enhance the services and activities delivered by the Council but do not replace paid employees.

2. Scope

This policy applies to all individuals volunteering on behalf of Mold Town Council, including those involved in:

- Community events.
- Environmental and biodiversity projects.
- Bailey Hill activities.
- Cemetery projects.
- Civic events.
- Community engagement initiatives.
- Any other volunteering activity authorised by the Council.

3. Principles

The Council is committed to ensuring that volunteering is:

- Inclusive and accessible.
- Safe and appropriately managed.
- Rewarding and enjoyable.
- Fair and transparent.
- Respectful of equality and diversity.
- Delivered in accordance with the Council's policies and values.
- Staff should communicate professionally, impartially and without political bias, particularly when representing the Council externally.
- Officers should channel media communications through the Town Clerk or delegated communication leads.

4. Recruitment and Selection

All prospective volunteers will be required to complete a Volunteer Registration Form before undertaking any volunteering activities.



The registration process may include:

- Personal and emergency contact details.
- Relevant skills, qualifications and experience.
- Medical information or additional support needs relevant to the volunteering role.
- Criminal conviction declarations where appropriate.
- Disclosure and Barring Service (DBS) status where applicable.
- Agreement to comply with this Policy and the Volunteer Code of Conduct.

The Council reserves the right to request further information where necessary to determine whether an individual is suitable for a volunteering role.

Volunteering opportunities will be allocated according to the needs of the Council and the suitability of the individual.

5. Volunteer Suitability

The Council has a duty to safeguard volunteers, employees, councillors and members of the public.

When assessing suitability, the Council may consider:

- The nature of the volunteering role.
- Relevant skills and experience.
- Safeguarding requirements.
- Any declared unspent criminal convictions.
- Any other information reasonably considered relevant to the role.

Each application will be considered individually and fairly. An unspent conviction will not automatically prevent an individual from volunteering. The Council will consider the nature of the offence, its relevance to the role and any safeguarding or reputational risks before making a decision.

6. Induction and Training

All volunteers will receive an appropriate induction before commencing their volunteering role.

This may include:

- Information about their role.
- Health and safety arrangements.
- Emergency procedures.
- Safeguarding requirements.
- Relevant Council policies.
- Appropriate training where necessary.

Volunteers are expected to undertake any mandatory training identified by the Council.

7. Health, Safety and Wellbeing

The Council is committed to providing a safe environment for volunteers.

Volunteers must:

- Take reasonable care of their own health and safety and that of others.
- Follow all reasonable instructions given by Council Officers.
- Wear any Personal Protective Equipment (PPE) provided.



- Use equipment safely and only for its intended purpose.
- Report hazards, accidents, incidents and near misses immediately.
- Not undertake tasks beyond their competence.

Volunteers must not attend volunteer duties whilst under the influence of alcohol or illegal drugs, or whilst impaired by medication to the extent that it affects their ability to volunteer safely.

8. Equality, Diversity and Inclusion

The Council welcomes volunteers from all sections of the community.

No volunteer will be treated less favourably because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.

Reasonable adjustments will be considered wherever practicable to enable individuals to volunteer.

9. Insurance

Authorised volunteers are covered by the Council's Public Liability Insurance whilst undertaking approved volunteering activities, subject to the terms and conditions of the Council's insurance policy.

10. Professional Standards

Whilst volunteering on behalf of Mold Town Council, volunteers are expected to:

- Act honestly, responsibly and with integrity.
- Treat members of the public, councillors, employees, fellow volunteers, contractors and partner organisations with courtesy, dignity and respect.
- Follow the lawful instructions of Council Officers.
- Comply with Council policies and procedures.
- Support an inclusive and respectful working environment.

The Council will not tolerate bullying, harassment, discrimination, intimidation, threatening behaviour or abusive language.

11. Confidentiality

Volunteers may have access to confidential or sensitive information during the course of their volunteering.

Such information must remain confidential and must not be disclosed to any unauthorised person.

Volunteers must comply with the Council's Data Protection Policy and all applicable data protection legislation.

12. Social Media and Public Communications

Volunteers play an important role in promoting the work of Mold Town Council.

Volunteers may share photographs or information which positively promotes the work of the Council, provided they do so responsibly and in accordance with any guidance issued by the Council.

Volunteers must not:

- Claim to speak on behalf of the Council unless authorised.
- Publish confidential information.
- Present personal opinions as official Council views.



- Publish material that could reasonably bring Mold Town Council, its councillors, employees, volunteers, partners or events into disrepute.

13. Political Neutrality

Mold Town Council is politically impartial.

The Council welcomes volunteers regardless of their political beliefs or affiliations.

Whilst volunteering, individuals must not:

- Campaign for or against any political party or candidate.
- Use Council activities or events to promote political views.
- Use photographs, videos or other material obtained whilst volunteering in political literature, election material or political social media where it could reasonably be perceived that Mold Town Council supports or opposes a political party, candidate or campaign.
- Use their volunteer role to obtain political advantage.

Nothing within this policy prevents volunteers from participating in political activity in their own personal capacity outside their volunteering role.

14. Personal and Commercial Interests

Volunteers must not use their role:

- For personal financial gain.
- For commercial promotion.
- For self-promotion.
- To obtain preferential treatment for themselves or others.

Any such activity requires the prior written agreement of the Town Clerk.

15. Ongoing Duty to Notify

Volunteers are expected to notify the Town Clerk as soon as reasonably practicable if circumstances arise that may affect their suitability to continue volunteering.

This includes, but is not limited to:

- Criminal prosecutions (excluding minor motoring offences).
- Unspent criminal convictions.
- Safeguarding concerns.
- Any matter which may materially affect their ability to undertake volunteer duties safely or appropriately.

16. Data Protection

The Council will process volunteer information in accordance with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and the Council's Privacy Notice.

Where volunteers have given their consent, the Council may share their contact details with organisers of events supported by Mold Town Council for the purpose of recruiting volunteers. Information will not otherwise be shared unless required by law or with the volunteer's consent.



17. Expenses

Volunteers are not paid.

Reasonable out-of-pocket expenses may be reimbursed where they have been authorised in advance and supported by appropriate receipts.

18. Concerns and Complaints

Volunteers should report any concerns relating to:

- Health and safety.
- Safeguarding.
- Harassment or discrimination.
- Unacceptable behaviour.
- Breaches of this policy.

Concerns should be reported to the Town Clerk or Events and Community Engagement Officer at the earliest opportunity.

19. Ending a Volunteering Arrangement

Volunteers may end their involvement with the Council at any time.

The Council may suspend or terminate a volunteering arrangement where:

- This Policy or the Volunteer Code of Conduct is breached.
- False or misleading information has been provided during the registration process.
- Safeguarding concerns arise.
- Behaviour places others at risk.
- The volunteer refuses to follow reasonable instructions.
- The volunteer uses their position for personal, commercial or political gain.
- Conduct, whether during volunteering or otherwise, is considered incompatible with the standards expected of a Council volunteer or could reasonably damage public confidence in Mold Town Council.

Where appropriate, concerns will first be discussed with the volunteer to seek an informal resolution. However, the Council reserves the right to suspend or terminate a volunteering arrangement immediately where this is considered necessary to protect individuals, Council operations or the Council's reputation.

Volunteering is not a contract of employment and may be ended by either party at any time.

20. Monitoring and Review

This policy will be reviewed every three years, or sooner where required by changes in legislation, guidance or operational requirements.

Approved by Mold Town Council

Date:

Minute Reference:



Relevant Legislation

This policy has regard to, but is not limited to:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Equality Act 2010
- Data Protection Act 2018
- UK General Data Protection Regulation (UK GDPR)
- Safeguarding Vulnerable Groups Act 2006
- Rehabilitation of Offenders Act 1974
- Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975
- Human Rights Act 1998
- Local Government Act 1972

New
18a.



Mold Town Council

Business Continuity Plan

Effective from:

Review Date:

Version:

1. Introduction

Purpose

This Business Continuity Plan (BCP) sets out the arrangements for maintaining and restoring the critical functions of Mold Town Council following significant disruption, emergency or major incident.

The Plan aims to ensure that the Council can continue to deliver services to residents, businesses, elected members, staff and stakeholders during and after an emergency.

Definition of a Major Incident

A major incident is:

Any event which significantly disrupts the Council's ability to deliver its statutory duties, democratic functions, financial operations or public services

Examples include:

- Fire, flood or structural damage to Council offices
- Cyber-attack or IT system failures
- Loss of utilities
- Pandemic or significant staff absence
- Severe weather events
- Loss of access to Council premises
- Data breach
- Major incident
- Failure of key suppliers or contractors

2. Business Continuity Policy

Mold Town Council is committed to:

- Protecting the health, safety and welfare of employees, councillors and visitors.
- Maintaining critical services during disruption.
- Protecting Council assets, records and information.
- Complying with legal and regulatory obligations.
- Maintaining public confidence.
- Restoring normal services as quickly as practicable.

The Council will review this Plan annually and test it periodically through desktop exercises and scenario planning.



3. Critical Functions

The following functions have been identified as essential:

Priority	Function	Maximum Tolerable Downtime
1	Payroll and staff payments	5 working days
1	Payment of suppliers and financial obligations	5 working days
1	Council meetings and democratic governance	10 working days
1	Public communications and emergency information	Immediate
1	Access to council records and data	48 hours
2	Management of Council Priority and assets	7 days
2	Community grant administration	14 days
2	Events and civic activities	14 days
3	Routine administrative functions	30 days

4. Business Continuity Management Team

Incident Management Team

Role	Officer
Incident Director	Town Clerk
Deputy incident Director	Events & Community Engagement Officer
Finance Lead	Town Clerk
Communication Lead	Events & Community Engagement Officer
Property & Facilities Lead	Facilities Officer
IT Recovery Lead	Microshade (External IT Provider)

Responsibilities

The Incident Management Team shall:

- Assess the incident,
- Determine whether to activate the Plan
- Coordinate recovery actions
- Maintain communication with Members and stakeholders
- Record all decisions taken

5. Activation of the Plan

The Plan may be achieved by:

- Town Clerk
- Events & Community Engagement Officer
- Mayor
- Deputy Mayor



Activation criteria include:

- Premises inaccessible for more than one working day
- Critical IT systems unavailable for more than four hours
- Significant data breach
- Major staff absence affecting operations
- Severe disruption to democratic services

6. Emergency Response Procedures

Upon activation:

Immediate Actions

1. Ensure safety of all staff and visitors.
2. Contact emergency services where required.
3. Establish Incident Management Team
4. Assess extent of disruption
5. Inform Mayor and Councillors
6. Contact insurers if necessary
7. Activate alternative working arrangements
8. Begin incident log

7. Alternative Working Arrangements

Office Accommodation

If the Council Office becomes unavailable:

Primary Recovery Location

Bailey Hill Centre

Remote Working

Where appropriate staff may work remotely using:

- Council laptops
- Secure cloud-based systems
- Remote access to financial software

8. Information Technology Recovery

Critical Systems

- Rialtas Accounting Systems
- HMRC Government Gateway
- Citrix – Mircoshade
- Council Website
- Electronic filing systems
- Banking Facilities



Recovery Measures

- Daily information backups
- Multi-factor authentication
- Cyber security monitoring
- External IT support contract

Target recovery time for essential systems:

Within 24-48 hours

9. Communication Plan

Internal Communications

The Town Clerk will communicate with:

- Councillors
- Employees
- Contractors

Methods:

- Mobile phones
- Email
- Zoom
- Emergency contact lists

External Communications

The Council will communicate with:

- Residents
- Flintshire County Council
- Welsh Government
- Emergency Services
- Media

Methods:

- Council website
- Social media
- Press releases
- Direct correspondence

Only authorised officers may issue media statements.

10. Financial Continuity

Critical financial functions include:

- Payroll processing



- Supplier payments
- Banking access
- Insurance claims
- Budget monitoring

The Responsible Financial Officer (Town Clerk) shall:

- Maintain secure backup financial records
- Ensure banking access remains available
- Prioritise urgent payments
- Maintain financial decision records

11. Records Management

Essential records include:

Electronic

- Financial records
- Council minutes
- Contracts
- HR records
- Asset register
- Insurance documentation

Physical

- Legal deeds
- Insurance certificates
- Signed agreements

Where possible, critical documents shall be stored electronically with secure backup arrangements.

12. Specific Incident Responses

Cyber Attack

- Isolate affected systems
- Contact IT provider immediately
- Assess data breach implications
- Notify ICO where required
- Restore from backups

Loss of Premises

- Relocate staff
- Recover essential records
- Arrange temporary accommodation
- Notify insurers



Severe Weather

- Implement remote working
- Priorities essential services
- Maintain communication channels

Pandemic

- Enable remote working
- Conduct virtual meetings
- Maintain minimum staffing levels
- Follow public health guidance

13. Recovery Phase

The Incident Management Team will:

1. Access damage
2. Priorities service restoration
3. Monitor recovery progress
4. Maintain communications
5. Conduct post-incident review

Normal operations will resume only when:

- Premises are safe
- Systems are operational
- Staffing levels are adequate
- Critical services have been restored

14. Testing and Review

This Plan will be:

- Reviewed annually
- Reviewed following any major incident
- Tested every 12 months
- Update following organizational changes

Approved by Mold Town Council

Date:

Minute Reference:

Appendices



APPENDIX A – KEY CONTACTS REGISTER

Internal Contacts

Position	Name	Office Number	Mobile Number	Email
Town Clerk & Finance Officer	Jo Lane	01352 751819	*****	townclerk@moldtowncouncil.org.uk
Events and Communities Officer	Jane Evans	01352 758532	*****	events@moldtowncouncil.org.uk
Facilities Officer	Rob Williams		*****	
Mayor	Cllr Joanne Edwards	01352 752184	*****	jocarm84@gmail.com
Deputy Mayor	Cllr Pete Dando		07916 920847	pete_dando@hotmail.co.uk
HR Adviser	WorkNest			
Health & Safety Advisor	Mark Beddall			*****

Emergency Services

Organisation	Contact Number
Emergency Services	999
Police (non-emergency)	101
NHS Wales (non-emergency)	111
Natural Resources Wales	0300 065 3000
Flintshire County Council Emergency Planning	Contact Needed

Key Contractors and Suppliers

Organisation	Service Provided	Contact Number	Out of Hours
Microshade	IT Support		
Vision ICT Ltd/ WiSS	Website Hosting		
Rialtas Business Solutions	Financial Software		
Gallagher – Hiscox	Insurance Provider		
Council Offices landlord	Harris Lamb		
Security and Fire Alarm Provider	Full Circle		
E-ON	Electricity		
Welsh Water	Water		
Telephone & Internet Provider	FHJ Computer Support		



Banking and Financial Contracts

Organisation	Contact	Telephone
Bank	HSBC	
Internal Auditor	JDH Business Solutions	
External Auditor	Audit Wales	

APPENDIX B – INCIDENT LOG SHEET

Incident Reference Number:

Date:

Incident Type:

Incident Lead Officer:

Time	Action Taken	By Whom	Outcome/ Decision

Key Decisions Made

Time	Decision	Authorised By	Reasoning

Lessons Identified During Incident



APPENDIX C – BUSINESS RECOVERY CHECKLIST

Immediate Response (0-4 hours)

Safety

- ☐ Confirm safety of all staff, councillors and visitors
- ☐ Contact emergency services if required
- ☐ Evacuate premises if necessary
- ☐ Account for all staff

Incident Assessment

- ☐ Assess nature and extent of disruption
- ☐ Establish Incident Management Team
- ☐ Open Incident Log
- ☐ Notify Mayor
- ☐ Notify Councillors

Communications

- ☐ Issue staff briefing
- ☐ Update website if required
- ☐ Prepare media statement if necessary
- ☐ Notify key stakeholders

Short Term Recovery (First 24 Hours)

Premises

- ☐ Determine building accessibility
- ☐ Arrange temporary accommodation if required
- ☐ Contact insurers
- ☐ Arrange building inspections

Technology

- ☐ Contact IT provider
- ☐ Assess system availability
- ☐ Restore critical systems
- ☐ Verify backup



Finance

- ☐ Confirm banking access
- ☐ Confirm payroll capability
- ☐ Confirm ability to make urgent payments

Medium-Term Recovery (2-14 Days)

- ☐ Restore all priority services
- ☐ Continue communications with stakeholders
- ☐ Monitor staff welfare
- ☐ Review financial impacts
- ☐ Implement alternative working arrangements
- ☐ Record all expenditure relating to incident

Return to Normal Operations

- ☐ Confirm premises safe and operational
- ☐ Confirm systems fully restored
- ☐ Confirm records accessible
- ☐ Stand down Incident Management Team
- ☐ Conduct post-incident review
- ☐ Update Business Continuity Plan



APPENDIX D – ALTERNATIVE ACCOMODATION AND RECOVERSITES

Purpose

This appendix identifies alternative locations from which Mold Town Council may continue critical operations should access to the Council Office be lost due to fire, flood, structural damage, utility failure, security incident or another emergency.

Recovery Site 1 (Primary)

Bailey Hill Centre

Denbigh Road,
Mold
Flintshire
CH7 1AP

Functions Available

- Temporary administrative office
- Incident Management Team meeting location
- Council and committee Meetings
- Public enquiries
- Community engagement activities
- Storage of essential equipment

Facilities

- Meeting room
- Internet connectivity
- Telephone access
- Kitchen facilities
- Toilet facilities
- Public access arrangements

Activation

The Town Clerk may authorise immediate relocation of services to the Bailey Hill Centre.

Target operational timeframe: Within 4 hours of activation

Recovery Site 2 (Secondary)

Alternative Community Venue

Potential Locations

- Daniel Owen Community Association
- Mold Rugby Club
- Masonic Hall
- Parkfields Community Centre



Purpose:

Used where:

- Bailey Hill Centre is unavailable
- Larger accommodation is required

Target operational timeframe: Within 24 hours.

Remote Working Arrangements

Where practical staff may work remotely using:

- Council Laptops
- Citrix
- Remote Access to Rialtas through Citrix
- Microsoft Office 365 through Citrix
- Mobile Phones

Critical Officers capable of remote working:

- Town Clerk and Finance Officer
- Events and Community Engagement Officer

Loss of Meeting Facilities

Should the Council Offices become unavailable:

Priority meeting locations:

- Bailey Hill Centre
- Daniel Owen Community Association
- Mold Rugby Club
- Parkfields
- Via Zoom – Virtual meetings may be used where legislation permits.



APPENDIX E – CRITICAL SYSTEMS AND SERVICES REGISTER

Information Technology Systems

System	Purpose	Priority	Maximum Downtime
Microshade VSM/ Citrix Environment	Access to all hosted Council applications and files	Critical	4 hours
Internet Connectivity	Access to cloud services, banking, email and hosted systems	Critical	4 hours
Microsoft 365	Email, Teams, document management and collaboration	Critical	24 hours
Rialtas Suite	Financial management, accounting, budgeting and VAT	Critical	48 Hours
Microsoft Outlook	Email communication	Critical	24 hours
Microsoft Word	Preparation of agenda's minutes and reports	High	48 hours
Zoom	Virtual Council meetings, staff meetings and emergency communications	High	48 hours
HMRC Government Gateway	PAYE, National Insurance, Income Tax submissions	Critical	48 hours
Moneysoft Payroll Manager	Payroll processing, PAYE calculations, statutory payments and payroll receipts	Critical	48 hours
i-Connect	Submission of pension data to Clwyd Pension Fund and pension administration	Critical	48 hours
Council website	Public information and statutory notices	High	48 hours
Online Banking Portal	Payments, receipts and bank reconciliation	Critical	24 hours
Telephone Systems	Public contact and emergency communications	Critical	24 hours



CCTV and Security Systems	Security monitoring of Council assets	Medium	72 hours
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Critical Financial and Payroll Dependencies

The Council must maintain access to:

- Rialtas Suite
- Moneysoft payroll
- HMRC Government Gateway
- I-Connect Pension Portal
- Online Banking Portal
- Payroll records
- VAT records
- Pension Contribution records
- Staff salary information

Failure to access these systems could result in:

- Late payment of staff salaries
- Failure to pay HMRC liabilities
- Failure to submit PAYE returns
- Failure to submit pension contribution data
- Financial penalties and charges
- Breach in statutory employer obligations
- Breach of Local Government Pension scheme requirements

Priority recovery target: Within 48 hours.

Critical Suppliers

Service	Provider	Priority
Hosted desktop environment	Microshade VSM	Critical
Financial Software	Rialtas Business Solutions	Critical
Payroll Software	Moneysoft Payroll Manager	Critical
Pension Administration Portal	i-Connect/ Clwyd Pension Funds	Critical
Microsoft 365	Microsoft	Critical
HMRC Online Services	HM Revenue & Customs	Critical
Website Hosting and Support	ICT/ WISS	High
Telephone Provider	FHJ Computer Support	Critical
IT Support	Microshade/ FHJ Computer Support	Critical
Banking Services	HSBC	Critical
Insurance Provider	Gallagher/ Hiscox	Critical



Recovery Priorities

Within 4 Hours

- Restore Internet Connectivity
- Restore Microshade VSM/Citrix access
- Establish staff communications
- Confirm access to Council records

Within 24 Hours

- Microsoft 365
- Outlook
- Banking Portal
- Telephone Services
- Zoom
- Council Website

Within 48 Hours

- Rialtas Suite
- Moneysoft Payroll Manager
- HMRC Government Gateway
- I-Connect Pension portal
- Payroll processing
- Supplier payments
- Budget monitoring
- Committee Administration
- Access to Historic Financial Records

Within 7 Days

- Full office operations
- All public facing services
- Community and civic activities
- Routine administration
- Planned Council projects and events
- Full return to normal working arrangements, including operation from the Council Office or Bailey Hill centre as required.



APPENDIX F – ESSENTIAL RECORDS REGISTER

Property, Asset and Cemetery Records

Document	Responsible Officer	Storage Location
Asset Register	Town Clerk	Microshade VSM/ Citrix
Building Leases and Agreements	Town Clerk	Microshade VSM/ Citrix
Property Maintenance Records	Town Clerk	Original Paper Records and Microshade VSM/ Citrix (where scanned)
Health and Safety Records	Town Clerk	Microshade VSM/ Citrix
Cemetery Register	Town Clerk/ Cemetery Administrator	Microshade VSM/ Citrix
Burial Books	Town Clerk/ Cemetery Administrator	Original Paper Records and Microshade VSM/ Citrix (scanned books)
Interment Forms and Applications	Town Clerk	Microshade VSM/Citrix
Cemetery Maps and Plot Plans	Cemetery Superintendent	Microshade VSM/ Citrix
Memorial Permit Applications	Cemetery Superintendent	Microshade VSM/ Citrix
Cemetery Regulations	Town Clerk	Microshade VSM/ Citrix
Cemetery Fees and Charges Records	Town Clerk	Microshade VSM/ Citrix
Grave Ownership Register	Town Clerk/ Cemetery Superintendent	Original Paper Record
Exclusive Rights of Burial Deeds	Town Clerk/ Cemetery Superintendent	Original Paper Works

Physical Records Requiring Special Protection

The Council maintains certain records in original paper format for operational, historical and legal purposes.

These include:

Cemetery Records

- Grave Ownership Register
- Exclusive Rights of Burial Deeds
- Original Burial Books
- Historic cemetery documentation

Property Records

- Property Maintenance Files
- Historic building records
- Original plans and drawings where applicable

These records shall be:



- Stored insecure locked cabinets
- Accessible only to authorised officers
- Protected from loss, theft and unauthorised access
- Prioritised for recovery where safe to do so following a major incident.
- Reviewed periodically to determine whether further digitalisation is appropriate.

Priority Salvage Items

The following records shall be treated as Priority 1 salvage items following a major incident, where it is safe and lawful to do so:

1. Grave Ownership Register
2. Exclusive Rights of Burial Deeds
3. Original Burial Books
4. Property Maintenance Files and Building Records
5. Insurance Documentation
6. Banking Information
7. Council Seal
8. Signed Legal Agreements

The Town Clerk shall determine salvage priorities in consultation with the emergency services where appropriate.

Business Continuity Note

Scanned copies of the Burial Books are retained within the Microshade VSM/ Citrix environment and provide a secondary record in the event of damage to the original books.

However, the original Burial Books, Grave Ownership Register and Exclusive Rights of Burial Deeds remain important legal and historical records and shall be protected and recovered wherever practicable.

New
18b.



Mold Town Council

Community Consultation and Engagement Policy

Effective from:

Review Date:

1. Introduction

Mold Town Council is committed to open, transparent, inclusive and meaningful engagement with the residents, businesses and community organisation of Mold. The Council recognises that effective local democracy depends not only on communicating information to residents, but also on actively listening to community views and responding appropriately.

The Council recognises that engagement should include residents of all ages, including children and young people.

This Policy sets out how Mold Town Council will communicate with residents, encourage participation in local democracy and gather feedback to help shape Council decisions, services and priorities.

This policy has been prepared in accordance with the principles of:

- The Local Government Act 1972
- The Local Government and Elections (Wales) Act 2021
- The Well-being of Future Generations (Wales) Act 2015
- The Equality Act 2010
- The Welsh Language (Wales) Measure 2011
- The Public Participation Principles for Local Government in Wales

2. Purpose of the Policy

The aims of this Policy is to:

- Ensure residents are informed about Council activities, services and decisions
- Encourage residents to participate in local democracy
- Provide accessible opportunities for residents to share their views
- Improve transparency and accountability
- Build stronger relationships between the Council and the community
- Ensure engagement is inclusive and accessible to all sections of the community
- Support continuous improvement in Council services and decision-making

3. Principles of Engagement

Mold Town Council will ensure that consultation and engagement activities are:

Open and Transparent

Information will be shared clearly and honestly wherever possible.



Inclusive

The Council will seek to engage all sections of the community regardless of age, disability, race, religion, gender, language or socio-economic background.

Accessible

Information and opportunities to participate will be available through a variety of methods and formats.

Responsive

Residents' views will be listened to, considered and where appropriate, acted upon.

Timely

Consultation will take place early enough to influence decisions wherever possible.

Respectful

All communication between the Council and the public should remain courteous and constructive.

4. How Mold Town Council Communicates with Residents

4.1 Public Office Opening Hours

The Town Council is open to the public:

Monday to Friday – 10am to 2pm

Residents may visit the office to:

- Speak with Council staff
- Raise concerns or enquiries
- Access information
- Discuss local issues
- Obtain assistance regarding Mold Town Council services and activities.

Where appropriate, appointments can also be arranged outside these hours.

4.2 Town Council and Committee Meetings

Residents are encouraged to attend Town Council and Committee meetings.

Meeting agendas and minutes are published on the Council website in accordance with statutory requirements.

The Council will:

- Publish meeting dates in advance
- Make agendas publicly available
- Provide opportunities for public attendance
- Consider opportunities for public participation where appropriate



The Council recognises that attendance at meetings is an important part of democratic engagement and transparency.

4.3 Council Website

The official Mold Town Council website is a key communication platform and will be used to publish:

- Meeting agendas and minutes
- Council policies and procedures
- Financial information
- News and announcements
- Consultation opportunities
- Councillor information and contact details

The Council will seek to keep the website accurate, accessible and regularly updated.

4.4 TotallyMold Website and Social Media

The Council manages and maintains the TotallyMold platform to promote community events, town centre activities and local initiatives.

Facebook and other social media channels are used to:

- Share updates and news
- Promote events and consultations
- Encourage community participation
- Highlight council activities and achievements
- Provide signposting to services and support

Social media also provides residents with an informal way to engage with the Council and raise matters of concern.

4.5 Events and Community Engagement

Mold Town Council operate a significant annual events programme which provides valuable opportunities for direct engagement with residents.

Councillors regularly volunteer and attend events including community celebrations, markets, cultural activities and commemorative events.

Residents are encouraged to:

- Speak directly with Councillors
- Raise local concerns
- Share ideas and feedback
- Discuss community priorities

The Council recognises that face-to-face engagement at community events is often one of the most effective ways of listening to residents.



4.6 Contacting Councillors and Officers

Residents may contact

- Town Councillors directly
- The Town Clerk
- Council offices where appropriate

Contact details are published on the Council website.

Enquiries may be made by:

- Email
- Telephone
- Letter
- In person during office opening hours

The Council aims to respond to enquiries promptly and professionally.

To ensure transparency, accountability and appropriate governance standards, the Council will only correspond in response to written correspondence that clearly identifies the sender and is submitted with a named individual. Anonymous correspondence may be considered at the discretion of the Town Clerk or the Council where matters of public interest, safeguarding or serious concern are raised.

4.7 Youth Council Engagement

Mold Town Council recognises the importance of involving young people in local democracy and community decision-making.

The Council supports:

- A Youth Council for primary school aged children
- A Youth Council for secondary school aged young people

These forums provide opportunities for young people to:

- Share views and ideas about their community
- Learn about local democracy and civic responsibility
- Raise issues affecting young people
- Participate in community projects and initiatives
- Develop confidence leadership and communication skills

The Council values the contribution of young people and will seek to ensure that youth voices are considered in relevant Council discussions and activities.

5. Consultation Methods

The Council may use a range of consultation methods depending on the nature of the issue, including:

- Online surveys
- Paper questionnaires
- Public Meetings



- Community workshops
- Social media engagement
- Stakeholder meetings
- Informal engagement at events
- Direct correspondence

Where significant decisions are proposed, the Council will seek to ensure consultation is proportionate and meaningful.

6. Listening to Residents

Mold Town Council is committed not only to informing residents, but also to actively listening.

The Council will:

- Consider feedback received through consultations
- Review recurring issues raised by residents
- Monitor feedback from events and social media
- Use community feedback to inform decisions and priorities
- Provide feedback where possible on outcomes and actions taken

The Council recognises that residents must be able to see how their views have been considered in order to build trust and confidence.

7. Equality, Accessibility and Welsh Language

The Council is committed to ensuring engagement is accessible and inclusive:

The Council will:

- Consider accessibility requirements when undertaking consultation
- Promote equality of opportunity
- Comply with Welsh language requirements
- Encourage participation from underrepresented groups
- Use clear and understandable language

Information will be made available bilingually where required and reasonable practicable.

8. Data Protection

Any personal information collected through consultations or engagement activities will be processed in accordance with:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018

Personal data will only be used for the purpose for which it was collected.

9. Monitoring and Review

This Policy will be reviewed periodically to ensure it remains effective and reflects current legislation, guidance and best practice.



The Council will also review the effectiveness of its engagement methods and seek opportunities for continuous improvement.

10. Future Improvements and Development Opportunities

Mold Town Council recognises that community engagement should continue to evolve. The Council will consider opportunities to improve engagement including:

Digital Improvements

- Introducing online consultation platforms
- Increasing use of short public surveys
- Expanding digital accessibility

Community Outreach

- Introducing Councillor surgeries at the Town Council office to provide residents with regular opportunities to discuss local matters directly with Councillors.
- Attend more community group meetings
- Engaging with schools and young people
- Improving engagement with harder-to-reach groups

Feedback and Transparency

- Publishing “You Said, We Did” summaries following consultations
- Providing clearer updates on outcomes from resident feedback
- Annual resident satisfaction surveys

Youth and Community Representation

- Continue to support and develop the Youth Councils
- Encouraging wider participation in local democracy.

Approved by Mold Town Council

Date:

Minute Reference:

Legislative and Policy Framework

This policy has been developed using the following resources and legislative frameworks:

- The Local Government Act 1972
 - The Local Government and Elections (Wales) Act 2021
 - The Well-being of Future Generations (Wales) Act 2015
 - The Equality Act 2010
 - The Welsh Language (Wales) Measure 2011
 - The Public Participation Principles for Local Government in Wales
- Legal advice from the Council’s insurers and advisors is referenced where relevant.

18 (c) - New.

Mold Town Council

Mold Cemetery

MEMORIAL SAFETY POLICY



Adopted by Mold Town Council on:

1. POLICY STATEMENT

VERSION 1 –
REVIEW DATE –

Mold Town Council is committed to ensuring that all memorials within Mold Cemetery are maintained in a condition that does not present a risk to the safety of employees, contractors or members of the public.

The Council recognises its duty of care under the Health and Safety at Work etc. Act 1974 and will manage memorial safety accordance with best practice guidance issued by the Institute of Cemetery and Crematorium Management (ICCM).

The objective of this policy is to:

- Identify unsafe or unstable memorials
- Control and reduce risks to public safety
- Ensure proportionate and consistent management of memorials risks
- Maintain dignity and respect for all graves and memorials.

2. SCOPE

This policy applies to:

- All memorials, headstones, kerbs, tablets, vases and associated structures within Mold Cemetery
- All Council employees, contractors and authorised persons
- All visitors to the cemetery

3. LEGAL AND GUIDANCE FRAMEWORK

The policy is informed by:

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- PUWER 1998 (work Equipment)
- Occupiers' Liability Acts 1957 and 1984
- ICCM Memorial Safety Guidance and Model Risk Assessment Frameworks
- HSE guidance for outdoor public spaces and burial grounds

4. PRINCIPLES OF MEMORIAL SAFETY MANAGEMENT

The Council will adopt the following principles:

- Risk based approach – memorials will be assessed according to likelihood and severity of harm
- Proportionate response – controls will reflect the level of risk identified
- Presumption of retention in situ – memorials will not be removed unless necessary for safety
- Dignity and respect – all actions will be carried out sensitively
- Recorded decision making – all inspections and actions will be documented
- Preventative maintenance encouraged – owners are responsible for memorial upkeep where identifiable

5. RESPONSIBILITIES

Mold Town Council (Duty Holder)

- Overall responsibility for memorial safety management
- Ensuring systems are in place for inspection, recording and control of risks
- Providing resources and competent staff

Responsible Officer (Town Clerk)

- Implementation of this policy
- Ensuring inspections are carried out in line with ICCM guidance
- Authorising remedial actions including isolation, laying down, or securing memorials
- Maintaining records and audit trails

Cemetery Staff/ Operatives

- Carry out visual inspections during routine duties
- Report concerns immediately
- Implement temporary controls (e.g. barriers, signage)

Contractors

- Must comply with Council instructions and risk controls
- Must not interfere with memorials unless authorised

6. INSPECTION REGIME

Memorials will be managed through a structured inspection system:

6.1 Routine Observational Checks

- Undertaken during normal cemetery operations
- Identify visible instability, damage or movement

6.2 Formal Inspections

- Periodic structured inspections using agreed assessment criteria
- Recorded in the Memorial Inspection Log

6.3 Triggered Inspections

Carried out following:

- Severe weather events
- Ground disturbance
- Reports from public or staff
- Burial activity nearby

7. RISK ASSESSMENT PROCESS

Memorials will be assessed using ICCM aligned categories:

- Low Risk – Stable, no intervention required
- Medium Risk – minor defects, monitoring required
- High Risk – instability identified, action required
- Immediate Danger – unstable memorial requiring urgent isolation

Risk factors include:

- Movement at base of joint failure
- Leaning beyond acceptable tolerance
- Cracking or structural damage
- Inadequate foundation or ground stability

8. CONTROL MEASURES

Where risks are identified, the Council may implement:

- Warning signage
- Physical barriers or cordons
- Temporary exclusion zones
- Laying down of memorials (where necessary for safety)
- Stabilisation or remedial works by competent contractors
- Detailed recording and monitoring

All actions will be proportionate and documented.

9. NOTIFICATION AND FAMILY CONTACT

Where contact details are available:

- Exclusive Rights Holders will be notified of identified defects
- Advice will be provided regarding remedial options

Where no contact exists:

- The Council will take proportionate action based on risk level without delay.

10. RECORD KEEPING

The Council will maintain:

- Memorial Inspection Register
- Defect and Action Tracker
- Photographic records where appropriate
- Records of all correspondence and actions taken

11. TRAINING & COMPETENCE

All staff involved in memorial safety management will receive:

- Training in memorial stability assessment
- Awareness of ICCM guidance
- Risk assessment and reporting procedures
- Safe approach to unstable structures

12. PUBLIC SAFETY AND ACCESS

- Public safety takes priority over all operational considerations
- Unsafe areas will be restricted immediately
- The cemetery will remain accessible unless closure is necessary to manage risk

13. REVIEW OF POLICY

This policy will be reviewed:

- Every 3 years, or
- Following any significant incident, or
- When updated ICCM or HSE guidance is issued

Mold Town Council

Accessibility Statement, Audit & Inclusion Policy

Mold Cemetery



Adopted by Mold Town Council on:

1. Policy Statement

Mold Cemetery is committed to providing an accessible, safe and dignified environment for all visitors, including disabled people, older persons and those with temporary mobility impairments.

This document sets out the Council's approach to accessibility, identifies known constraints arising from the historical and physical nature of the site and outlines reasonable adjustments and ongoing improvement measures.

This policy aligns with:

- Equality Act 2010 (Public Sector Equality Duty)
- Well-being of Future Generations (Wales) Act 2015
- Principles of inclusive design and reasonable adjustment

2. Site Context and Constraints

Mold Cemetery is a historic burial ground with mixed terrain, including older pathways, uneven ground, sloping sections and memorial density that may restrict movement in some areas.

Due to these constraints:

- Full physical accessibility across the entire site is not achievable.
- Some areas will remain uneven or difficult to access without significant alteration to historic fabric.

The Council will therefore adopt a managed accessibility approach, focusing on safe, usable routes and clear information rather than full uniform access.

3. Accessibility Audit Summary

3.1 Entrance and Gates

- Main entrance provides general vehicle and pedestrian access
- Manoeuvring spaces is sufficient for standard mobility aids at main access points.

3.2 Paths and Ground Conditions

- Main routes are partially surfaced but variable condition
- Secondary routes may include grass, gravel or uneven ground
- Risks include trip hazards, uneven paving and restricted wheelchair access in older sections.

Council approach:

- Maintain a defined accessible route where feasible
- Prioritise maintenance of main circulation paths

3.3 Gradients and Slopes

- Some sections contain moderate to steep gradients.

- These areas may not be suitable for all users.

Mitigation:

- Signage indicating steep or uneven sections
- Provision of seating/ rest points where practicable.

3.4 Seating & Resting Points

- Seating is available across the site

Improvement commitment:

- Introduce additional benches at reasonable intervals along main routes where feasible.
- Ensure seating includes supportive armrests where possible.

3.5 Signage & Wayfinding

- Existing signage is functional but limited in accessibility design

Council commitment:

- Improve signage clarity using high contrast, large font design
- Provide a site map at main entrances
- Explore QR code based digital navigation tools

3.6 Toilets

- There is one toilet available on site at Mold Cemetery

Key considerations:

- Availability and condition of the facility must be maintained to a safe standard.
- Accessibility must be clearly stated in public information.
- If the facility is unavailable, alternative nearby public facilities will be signposted.

Important limitation:

- As a single facility, it represents a dependency point; temporary closure may impact visitor welfare provision.

4. Digital & Information Accessibility

The Council will ensure that information relating to Mold Cemetery is available in accessible formats.

Requirements:

- Website content to follow WCAG accessibility principles where practicable.
- Plain English guidance for visitors
- Downloadable accessible cemetery map
- Clear state of site limitations and accessible routes.

5. Assisted Access and Operational Support

Where physical accessibility cannot be fully achieved, the Council will provide reasonable operational support, including:

- Assistance with locating graves upon request
- Staff support for visitors with mobility needs
- Pre-visit guidance via telephone or email
- Signposting to accessible routes and key areas

6. Limitations and Transparency Statement

Due to the historic nature and physical layout of the cemetery:

- Some areas will remain inaccessible to wheelchair users or those with significant mobility limitations.
- Not all surfaces can be levelled or resurfaced without affecting historic integrity.
- Certain gradients and uneven ground are unavoidable.

The Council recognises that accessibility is therefore partial and route based rather than site wide.

7. Improvement Approach

The Council will adopt a phased, prioritised approach:

Short Term

- Improve signage and wayfinding
- Maintain and clearly sign accessible routes
- Ensure toilet facility is clearly identified
- Add seating in key areas

Medium Term

- Improve main pathway conditions where feasible
- Introduce digital mapping/ QR navigation
- Enhance parking facilities

Long Term

- Consider resurfacing of priority routes where funding allows.
- Ongoing review of accessibility improvements in line with community needs

8. Disability Access Awareness Engagement

The Council will consider hosting an Accessibility Awareness Day at Mold Cemetery to:

- Gather lived experience feedback from users with disabilities
- Identify practical barriers onsite
- Informa future improvement planning

Outputs may include:

- Public accessibility summary report
- Updated action plan
- Community feedback record

9. Review and Monitoring

This policy will be reviewed periodically to reflect:

- Changes to infrastructure
- Community feedback
- Legislative updates
- Funding availability

10. Approval

This policy is subject to approval by the Town Council and will be published on the Council website upon adoption.

Mold Town Council Scheme of Delegation Mold Cemetery



Adopted by Mold Town Council on:

1. Purpose

This scheme of Delegation defines the authority, responsibilities and financial controls relating to the governance and operation of Mold Cemetery.

It must be read in conjunction with:

- Standing Orders
- Financial Regulations
- Relevant legislation and proper practices

2. General Principles

- Full Council retains all powers not expressly delegated,
- All financial decisions must comply with the Council's Financial Regulations.
- The Town Clerk is the Responsible Financial Officer (RFO)
- No delegation permits unlawful expenditure or decisions outside approved budgets,
- All decisions must be supported by an audit trail (minutes or officer record).

3. Full Council

3.1 Strategic Authority

Full Council retains responsibility for:

- Setting the cemetery budget and precept
- Approval of cemetery fees and charges
- Adoption of cemetery policies and regulations
- Approval of major projects and capital expenditure
- Approval of borrowing and investments
- Approval of the Annual Governance Statement and Accounting Statements

3.2 Financial Authority (Non-Delegable)

The following cannot be delegated:

- Final budget approval
- Precept setting
- Borrowing decisions
- Approval of accounts and audit statements
- Approval of earmarked reserves movements (unless delegated explicitly)

3.3 Financial Thresholds

- Approval of all expenditure over £5,000
- Approval of any grant or commitment exceeding £5,000
- Approval of contracts where required under procurement regulations

4. Cemetery Committee

Membership: 5 | Quorum: 3

4.1 General Delegation

The Committee may act within approved policy and budget.

4.2 Strategic Responsibilities

- Determine matters relating to Mold Cemetery
- Provide strategic oversight of operations
- Monitor compliance with burial law and regulations
- Determine cemetery rules and regulations (subject to Council approval where required).

4.3 Health & Safety

- Strategic monitoring of health and safety systems
- Ensure appropriate policies and inspections are in place

4.4 Assets & Operations

- Oversee maintenance of:
 - Grounds
 - Buildings
 - Roads and Infrastructure
- Monitor memorial inspection regimes
- Oversee contractor performance

4.5 Financial Responsibilities

The Committee shall:

- Consider and recommend the cemetery budget to Full Council
- Monitor expenditure against budget
- Approve expenditure up to £5,000 (excluding VAT) within budget
- Approve virements within its service area (where delegated)
- Review fees and charges annually

4.6 Procurement

- Ensure procurement follows Financial Regulations
- Review tenders and quotations (as required)
- Make recommendations to Full Council for contracts exceeding thresholds

4.7 Limitations

The Committee cannot:

- Set the final budget or precept
- Approve borrowing
- Authorise expenditure exceeding £5,000

- Override Financial Regulations

5. Town Clerk (RFO)

The Town Clerk acts as Proper Officer and Responsible Financial Officer.

5.1 Financial Management

- Administer all cemetery finances in accordance with Financial Regulations.
- Maintain accounting records and control systems
- Prepare budgets and financial reports
- Monitor income and expenditure
- Ensure value for money

5.2 Delegated Financial Authority

The Clerk/ RFO may:

- Authorise expenditure up to £500 (excluding VAT) within budget
- Authorise expenditure up to £2,000 (excluding VAT) in consultation with the Mayor (or Committee Chair)
- Authorise emergency expenditure up to £2,000 (excluding VAT) where there is risk to service delivery or public safety.
- Approve payments in accordance with Regulation 6.7
- Managed virements where authorised

5.3 Procurement

- Obtain quotations and tenders in line with thresholds:
 - £500-£3,000: seek estimates
 - Over £3,000: obtain 3 quotes
 - Over £60,000: formal tender process
- Issue official orders for goods and services
- Ensure contracts comply with legislation

5.4 Payments and Banking

- Act as Service Administrator for online banking
- Ensure dual authorisation for all payments
- Maintain full payment audit trail and schedules
- Ensure compliance with segregation of duties requirements

5.5 Income and Financial Control

- Ensure collection, recording and banking of all cemetery income.
- Oversee debt recovery and write-off processes (with Council approval)
- Monitor financial performance against budget

5.6 Risk & Audit

- Maintain risk assessments and internal control systems
- Liaise with internal and external auditors

- Report audit findings to Council

5.7 Operational Oversight

- Oversee cemetery staff and operations
- Ensure implementation of Committee and Council decisions
- Ensure compliance with burial law and cemetery regulations

6. Cemetery Superintendent

6.1 Operational Role

Responsible for day-to-day operation of Mold Cemetery, including burials, grounds maintenance and onsite service delivery.

6.2 Financial Responsibilities (Operational Authority)

The Cemetery Superintendent is authorised to:

- Spend within approved budget headings only, as set by Full Council.
- Ensure operational expenditure is controlled within allocated budgets.
- Raise requests for expenditure outside normal limits via the Clerk/ RFO.

6.3 Cash, Banking & Payments

The Cemetery Superintendent is authorised to:

- Receive cash payments for cemetery services (e.g. burials, interments, memorial fees).
- Issue receipts and maintain accurate income records
- Accept and record cheques payable to Mold Town Council
- Hold cash securely prior to banking
- Prepare to submit banking records to Clerk/ RFO

All cash and cheques must be:

- Recorded immediately
- Stored securely
- Banked promptly in accordance to Council procedures
- Subject to inspection and reconciliation by the Clerk/ RFO

6.4 Expenditure Control

- No authority to enter into contracts or commit Council funds
- No authority to approve invoices or payments
- May request purchases via Clerk/ RFO where operationally necessary
- Must ensure value for money in use of materials, equipment and services.

6.5 Site Management

- Supervision of burials and internments
- Maintenance of cemetery grounds and infrastructure
- Routine inspections of memorials, trees and safety hazards

- Onsite supervision of staff and contractors.

6.6 Compliance

- Ensure adherence to cemetery rules and regulations
- Maintain accurate burial and operational records
- Support health and safety compliance at all times

7. Financial Controls Summary

Level	Authority
Full Council	Over £5,000; budget, precept, borrowing
Cemetery Committee	Up to £5,000 within budget
Town Clerk (RFO)	£500 delegated, £2,00 with Mayor or Chair of Committee, £2,000 emergency
Cemetery Superintendent	No payment authority; budget controlled operational spend, cash handling & banking only

8. Procurement Summary

Value	Requirement
£0-£500	Clerk discretion (value for money)
£500-£3000	3 estimates where possible
£3,000-£60,000	Minimum 3 quotes
£60,000+	Formal tender process

9. Limitations

- No expenditure may exceed approved budget without formal approval
- No officer or member can act outside of delegated authority
- No contract may be entered into outside of Financial Regulations
- Emergency expenditure must be reported to Council at the next meeting

10. Review

This scheme of Delegation shall be reviewed annually or sooner in the event of:

- Changes to Financial Regulations
- Legislative or audit requirement
- Operational changes affecting cemetery management

Your application search results

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

7 of 105 results

Reference	Proposal	Location	Registration date	Decision	Decision date	Ward	Grid reference
FUL/000455/26	Demolition of existing garage and construction of new two storey extension	Ashfield, Gwernaffield Road, Mold, CH7 1RQ	22 May 2026	A01 Approved	13 Jul 2026	Flintshire Ward Mold West	322891, 364591
LDP/000404/26	Existing semi-detached dwelling - conversion of loft space to habitable rooms an	Wandandian, Bedford Way, Mold, Flintshire, CH7 1SL	20 May 2026	R01 Refused	06 Jul 2026	Flintshire Ward Mold West	323316, 364365
FUL/000448/26	Proposed 2 storey side extension including internal modifications and all other	4, Wesley Place, Mold, CH7 1BX	20 May 2026	A01 Approved	13 Jul 2026	Flintshire Ward Mold East	323518.88, 364594.67
TPO/000434/26	Pine x1 in bottom corner of garden. TPO ref: 269 (2010).G2 - Fell in sections to	Bronallt, Pwll Glas, Mold, Flintshire, CH7 1RA	19 May 2026	A01 Approved	01 Jul 2026	Flintshire Ward Mold West	323467, 364153
FUL/000433/26	Subdivision of an existing ground two-bedroom flat to create a self	Flat 9, GORDON TERRACE, King Street, Mold, CH7 1LD	18 May 2026	A01 Approved	13 Jul 2026	Flintshire Ward Mold East	324062, 364490
FUL/000369/26	Refurbishment and redecoration of elevations to include minor extensions incorpo	MCDONALDS RESTAURANTS LTD, King Street, Mold, CH7 1LA	05 May 2026	A01 Approved	08 Jul 2026	Flintshire Ward Mold East	324001, 364183
ADV/000110/26	Relocate the current fingerpost from its current location further out towards th	DANIEL OWEN PRECINCT, Pedestrianised Area, Mold, CH7 1AP	17 Mar 2026	A01 Approved	16 Jul 2026	Flintshire Ward Mold Broncoed	323716, 363852

[Contact Us \(https://www.flintshire.gov.uk/en/Resident/Contact-Us/Contact-Us.aspx\)](https://www.flintshire.gov.uk/en/Resident/Contact-Us/Contact-Us.aspx) |
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20

Date: 06/07/2026

Mold Town Council Current Year

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Time 13:58

Cashbook 2

User: JL

Business Money Manager Account

For Month No: 3

Receipts for Month 3

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>
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Balance Brought Fwd : 435,055.30

435,055.30

Banked 05/06/2026

1,226.25

HSBC

1,226.25

1090 101

1,226.25 GrossInt04June26

Total Receipts for Month

1,226.25

0.00

0.00

1,226.25

Cashbook Totals

436,281.55

0.00

0.00

436,281.55

Date: 06/07/2026

Mold Town Council Current Year

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Time 13:58

Cashbook 2

User: JL

Business Money Manager Account

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
10/06/2026	Community Bank Account	TRF	10,000.00			200		10,000.00	Top up account
15/06/2026	Community Bank Account	TRF	10,000.00			200		10,000.00	Top up account
19/06/2026	Community Bank Account	TRF	10,000.00			200		10,000.00	Top up community account
25/06/2026	Community Bank Account	TRF	10,000.00			200		10,000.00	Top up community account
Total Payments for Month			40,000.00	0.00	0.00			40,000.00	
Balance Carried Fwd			396,281.55						
Cashbook Totals			<u>436,281.55</u>	<u>0.00</u>	<u>0.00</u>			<u>436,281.55</u>	

Receipts for Month 3

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 :	4.00					4.00	
	Banked	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		4.00	0.00	0.00			4.00	

Date: 06/07/2026

Mold Town Council Current Year

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Cashbook 8

User: JL

Mayor's Charity Acc

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
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0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

4.00

Cashbook Totals

4.00

0.00

0.00

4.00

Date: 06/07/2026

Mold Town Council Current Year

Page: 1

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Cashbook 9

User: JL

Prepaid Mastercard

For Month No: 3

Receipts for Month 3

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 :		591.41					591.41	
Banked 02/06/2026		2,000.00						
TRF	Community Bank Account	2,000.00			200		2,000.00	Top up prepaid mastercard
Total Recelpts for Month		2,000.00	0.00	0.00			2,000.00	
Cashbook Totals		2,591.41	0.00	0.00			2,591.41	

Continued on Page 2

Date: 06/07/2026

Mold Town Council Current Year

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Time 13:56

Cashbook 9

User: JL

Prepaid Mastercard

For Month No: 3

Payments for Month 3

Nominal Ledger

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
04/06/2026	T G Jones	MCD	10.99			4107	101	10.99	Stationary
04/06/2026	W Bevans & Sons	MCD	11.47		1.90	4103	103	9.57	Cleaningh Supplies Office
05/06/2026	Tesco	MCD	50.65			4139	105	50.65	Volunteer Refreshments
						324	0	-50.65	Volunteer Refreshments
						6000	105	50.65	Volunteer Refreshments
06/06/2026	Amazon EU	MCD	10.99		1.83	4133	104	9.16	Stimmer line
11/06/2026	Hello Print	MCD	49.78		7.30	4176	105	42.48	Carnival Leaflets
						324	0	-42.48	Carnival Leaflets
						6000	105	42.48	Carnival Leaflets
18/06/2026	ASDA	MCD	77.75		12.96	4132	104	64.79	Fuel
19/06/2026	Street Solutions Uk	MCD	169.79		28.30	4139	105	141.49	Cones for Events
						324	0	-141.49	Cones for Events
						6000	105	141.49	Cones for Events
19/06/2026	Amazon EU	MCD	149.78		24.97	4133	104	37.49	Ringdoor & PPE
						4007	104	87.32	Ringdoor & PPE
20/06/2026	Screwfix	MCD	7.38		1.23	4139	105	6.15	Cable Ties for Events
						324	0	-6.15	Cable Ties for Events
						6000	105	6.15	Cable Ties for Events
22/06/2026	ToolStation	MCD	38.88		6.48	4124	103	32.40	Supplies maintenance TCO
23/06/2026	Amazon EU	MCD	52.38		8.73	4107	101	43.65	Stationary
26/06/2026	Amazon EU	MCD	39.80		6.63	4139	105	33.17	Supplies for Events
						324	0	-33.17	Supplies for Events
						6000	105	33.17	Supplies for Events
26/06/2026	Amazon EU	MCD	41.93		6.99	4139	105	34.94	Supplies for Events
						324	0	-34.94	Supplies for Events
						6000	105	34.94	Supplies for Events
29/06/2026	Amazon EU	MCD	21.89		3.65	4118	101	18.24	New keyboard for Clerk
30/06/2026	Amazon EU	MCD	335.07		55.84	4118	101	29.35	Equipment
						4139	105	249.88	Equipment
						324	0	-249.88	Equipment
						6000	105	249.88	Equipment
30/06/2026	Equals	MCD	25.00			4200	101	25.00	Monthly Fee
Total Payments for Month			1,093.53	0.00	166.81			926.72	
Balance Carried Fwd			1,497.88						
Cashbook Totals			2,591.41	0.00	166.81			2,424.60	

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User: JL

Community Bank Account

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		23,111.28					23,111.28	
Banked 01/06/2026		2,901.00						
	JE Davies Ltd	2,901.00			1000	104	2,901.00	Burial Fees
Banked 03/06/2026		30.00						
	K M Jones	30.00			1013	110	30.00	BHHire144
Banked 03/06/2026		182.50						
	Bryn Coch School	182.50			1009	110	182.50	BHGT 034
Banked 03/06/2026		440.00						
	Blackwells	440.00			1000	104	440.00	INV C9/2026
Banked 05/06/2026		618.00						
	Cheques	618.00			1000	104	618.00	Burial Fees
Banked 10/06/2026		10,000.00						
TRF	Business Money Manager Account	10,000.00			201		10,000.00	Top up account
Banked 11/06/2026		112.50						
	Boys and Girls	112.50			1013	110	112.50	BHHire145
Banked 12/06/2026		4,076.25						
	HMRC	4,076.25			105		4,076.25	Vat reclaim
Banked 15/06/2026		10,000.00						
TRF	Business Money Manager Account	10,000.00			201		10,000.00	Top up account
Banked 16/06/2026		682.00						
	Town and Country lettings	775.00			1011	110	775.00	Rent 16.06.26-15.07.26
	Town and Country lettings	-93.00		-15.50	4911	110	-77.50	Management Fee
Banked 19/06/2026		10,000.00						
TRF	Business Money Manager Account	10,000.00			201		10,000.00	Top up community account
Banked 25/06/2026		10,000.00						
TRF	Business Money Manager Account	10,000.00			201		10,000.00	Top up community account
Banked 30/06/2026		40.00						
	Colin Devitt	40.00			531		40.00	Mayors Charity Donation
Total Receipts for Month		49,082.25	0.00	-15.50			49,097.75	
Cashbook Totals		72,193.53	0.00	-15.50			72,209.03	

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Cashbook 1

User: JL

Community Bank Account

For Month No: 3

Payments for Month 3

Nominal Ledger

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/06/2026	Flintshire County Council	DD	79.00			4101	104	79.00	Non Dom Rates - Cemetery
01/06/2026	Flintshire County Council	DD	188.00			4101	110	188.00	Non Dom Rates - BHC
01/06/2026	Flintshire County Council	DD	525.00			4101	103	525.00	Bus Rates - TCO
02/06/2026	Prepaid Mastercard	TRF	2,000.00			208		2,000.00	Top up prepaid mastercard
02/06/2026	FHJ Computer Support	BACS	346.80		57.80	4105	104	33.00	May Invoice
						4105	110	39.00	May Invoice
						4105	101	217.00	May Invoice
02/06/2026	ASH Waste Services Ltd	BACS	285.76		47.63	4153	104	238.13	May/June invoice
02/06/2026	Gaskells NorthWest Ltd	BACS	75.67		12.62	4153	103	63.05	June Invoice
02/06/2026	Sian Jones Translation Ltd	BACS	66.57			4117	101	66.57	May Invoice
02/06/2026	Gwella	BACS	1,000.00			4155	107	1,000.00	Fit, Fed and Read
05/06/2026	Worknest	BACS	5,913.02		985.50	4113	101	4,712.52	Year 3 Invoice
						4004	101	215.00	Year 3 Invoice
05/06/2026	LockStore Mold	BACS	144.00		24.00	4139	105	120.00	June Invoice
						324	0	-120.00	June Invoice
						6000	105	120.00	June Invoice
10/06/2026	HSBC Bank	CHG	134.19			4200	101	134.19	CHG 19May2026
10/06/2026	ASH Waste Services Ltd	BACS	132.98		22.16	4153	110	110.82	June Invoice
10/06/2026	Daniel Owen Centre Mold Limite	BACS	4,500.00		750.00	4100	103	3,750.00	Rent 24.06.26-28.09.26
10/06/2026	EDF Energy	BACS	86.35		4.11	4907	110	82.24	01.05.26-31.05.26
10/06/2026	Robert Williams	BACS	62.26			4133	104	62.26	Supplies for Cemetery
11/06/2026	One Voice Wales	BACS	198.00			4004	101	99.00	Conference for 2
						4110	101	99.00	Conference for 2
11/06/2026	Thornccliffe Building Supplies	BACS	276.00		46.00	4129	104	230.00	Skip for Cemetery
12/06/2026	Clwyd Pension Fund	BACS	2,089.61			4000	101	567.97	June Pensions
						4000	103	32.72	June Pensions
						4000	104	162.63	June Pensions
						4000	110	48.77	June Pensions
						4002	101	887.12	June Pensions
						4002	103	58.30	June Pensions
						4002	104	245.20	June Pensions
						4002	110	86.90	June Pensions
12/06/2026	HMRC	OBP	4,468.84			4000	101	1,526.30	06.05.26-05.06.26
						4001	101	1,123.05	06.05.26-05.06.26
						4000	103	118.07	06.05.26-05.06.26
						4001	103	57.96	06.05.26-05.06.26
						4000	110	141.30	06.05.26-05.06.26
						4001	110	86.09	06.05.26-05.06.26
						4000	104	828.12	06.05.26-05.06.26
						4001	104	587.95	06.05.26-05.06.26
15/06/2026	KidsBank	BACS	3,700.00			530		3,700.00	Mayoral Donation
15/06/2026	Macmillan	BACS	3,700.00			530		3,700.00	Mayoral Donation
15/06/2026	3rd Mold Brownies	BACS	197.22			530		197.22	Mayoral Donation
16/06/2026	EoN Next	DD	198.12		9.43	4907	103	188.69	01.05.26-31.05.26
17/06/2026	RW12	BACS	888.15			4000	103	444.08	June Salary
						4000	110	444.07	June Salary

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Cashbook 1

User: JL

Community Bank Account

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
17/06/2026	JEA2	BACS	2,349.15			4000	101	2,349.15	June Salaries
17/06/2026	JLB	BACS	2,767.88			4000	101	2,767.88	June Salaries
18/06/2026	MWC10	BACS	1,960.85			4000	104	1,960.85	June Salaries
18/06/2026	MXG2	BACS	1,798.10			4000	104	1,798.10	June Salaries
18/06/2026	LEG11	BACS	1,010.04			4000	110	252.51	June Salaries
						4000	101	757.53	June Salaries
18/06/2026	EL11	BACS	1,082.64			4000	101	1,082.64	June Salaries
19/06/2026	Microshade Business Consultant	BACS	465.30		77.55	4105	101	246.57	June Invoice
						4105	104	70.59	June Invoice
						4105	110	70.59	June Invoice
19/06/2026	WISS	BACS	46.96			4151	102	46.96	Domain Renewal TotallyMold
19/06/2026	J L Ellis	BACS	1,170.00			4100	104	1,170.00	May-Oct 2026
25/06/2026	ASH Waste Services Ltd	BACS	253.30		42.22	4153	104	211.08	June/July Invoice
25/06/2026	Holywell Garden Centre	BACS	700.00			4124	106	700.00	Install, del, watering 22-30.
25/06/2026	Adam Leech Landscapes	BACS	896.00			4003	104	896.00	12,13,20,21 M 4,5,16,17 J
29/06/2026	IData Com Ltd	DD	62.66		10.44	4105	101	26.11	May Invoice
						4105	104	26.11	May Invoice
29/06/2026	Your Repair gas	DD	29.64		4.94	4126	104	24.70	June Invoice
Total Payments for Month			45,848.06	0.00	2,094.40			43,753.66	
Balance Carried Fwd			26,345.47						
Cashbook Totals			72,193.53	0.00	2,094.40			70,099.13	

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Cashbook 3

User: JL

Deposit Bond 1

For Month No: 3

Receipts for Month 3

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	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>15,000.00</u>	

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Cashbook 3

User: JL

Deposit Bond 1

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
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0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

15,000.00

Cashbook Totals

15,000.00

0.00

0.00

15,000.00

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Cashbook 4

User: JL

Deposit Bond 2

For Month No: 3

Receipts for Month 3

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	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>15,000.00</u>	

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Cashbook 4

User: JL

Deposit Bond 2

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
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0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

15,000.00

Cashbook Totals

15,000.00

0.00

0.00

15,000.00

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User: JL

Deposit Bond 3

For Month No: 3

Receipts for Month 3

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>
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Balance Brought Fwd : 15,000.00

15,000.00

Banked

0.00

0.00

0.00

Total Receipts for Month

0.00

0.00

0.00

0.00

Cashbook Totals

15,000.00

0.00

0.00

15,000.00

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Cashbook 5

User: JL

Deposit Bond 3

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
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0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

15,000.00

Cashbook Totals

15,000.00

0.00

0.00

15,000.00

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Cashbook 7

User: JL

Events Account

For Month No: 3

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		16,687.76					16,687.76	
Banked 01/06/2026		150.00						
Wild Ivy Dylan		150.00			1080	105	150.00	Carnival Stall
					324		150.00	Carnival Stall
					6001	105	-150.00	Carnival Stall
Banked 02/06/2026		48.00						
Omeda Crafts		48.00			1009	105	48.00	Food Fest Stall
					324		48.00	Food Fest Stall
					6001	105	-48.00	Food Fest Stall
Banked 03/06/2026		600.00						
Romaqulp Ltd		600.00		100.00	1080	105	500.00	Carnival Sponsorship
					324		500.00	Carnival Sponsorship
					6001	105	-500.00	Carnival Sponsorship
Banked 03/06/2026		40.00						
Thomas CE Cerl Pwclay		40.00			1009	105	40.00	Food Fest Stall
					324		40.00	Food Fest Stall
					6001	105	-40.00	Food Fest Stall
Banked 03/06/2026		8.00						
Thomas CE Ceri Pwclay		8.00			1009	105	8.00	Food Fest Stall
					324		8.00	Food Fest Stall
					6001	105	-8.00	Food Fest Stall
Banked 03/06/2026		40.00						
Rachel Hoyde		40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 04/06/2026		48.00						
Bar Cymru		48.00			1009	105	48.00	Food Fest Stall
					324		48.00	Food Fest Stall
					6001	105	-48.00	Food Fest Stall
Banked 05/06/2026		48.00						
Simmi Woman		48.00			1009	105	48.00	Food Fest Stall
					324		48.00	Food Fest Stall
					6001	105	-48.00	Food Fest Stall
Banked 08/06/2026		600.00						
S&T Systems		600.00		100.00	1080	105	500.00	Carnival Sponsor
					324		500.00	Carnival Sponsor
					6001	105	-500.00	Carnival Sponsor
Banked 09/06/2026		240.00						
T Roberts Mini Donuts		240.00			1080	105	240.00	Carnival Stall
					324		240.00	Carnival Stall
					6001	105	-240.00	Carnival Stall
Banked 09/06/2026		200.00						

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User: JL

Events Account

For Month No: 3

Receipts for Month 3

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>
	Bonia Brazilian	200.00			1080	105	200.00	Carnival Stall
					324		200.00	Carnival Stall
					6001	105	-200.00	Carnival Stall
Banked 11/06/2026		900.00						
	Wales & West Housing	900.00		150.00	1080	105	750.00	Carnival Sponsorship
					324		750.00	Carnival Sponsorship
					6001	105	-750.00	Carnival Sponsorship
Banked 12/06/2026		138.00						
	M Pavel	138.00		23.00	1080	105	115.00	Carnival Sponsorship
					324		115.00	Carnival Sponsorship
					6001	105	-115.00	Carnival Sponsorship
Banked 15/06/2026		75.00						
	Louis R Davies	75.00		12.50	1080	105	62.50	Carnival Sponsorship
					324		62.50	Carnival Sponsorship
					6001	105	-62.50	Carnival Sponsorship
Banked 15/06/2026		48.00						
	Lesley Chambers	48.00			1009	105	48.00	Food Fest Stall
					324		48.00	Food Fest Stall
					6001	105	-48.00	Food Fest Stall
Banked 16/06/2026		60.00						
	Mold Alehouse	60.00		10.00	1080	105	50.00	Carnival Sponsorship
					324		50.00	Carnival Sponsorship
					6001	105	-50.00	Carnival Sponsorship
Banked 17/06/2026		200.00						
	Woodfired Nelsons	200.00			1080	105	200.00	Carnival Stall
					324		200.00	Carnival Stall
					6001	105	-200.00	Carnival Stall
Banked 19/06/2026		40.00						
	J Read	40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 20/06/2026		138.00						
	All your Hair	138.00		23.00	1080	105	115.00	Carnival Sponsorship
					324		115.00	Carnival Sponsorship
					6001	105	-115.00	Carnival Sponsorship
Banked 22/06/2026		138.00						
	Currans Limited	138.00		23.00	1080	105	115.00	Carnival Sponsorship
					324		115.00	Carnival Sponsorship
					6001	105	-115.00	Carnival Sponsorship
Banked 23/06/2026		120.00						
	Goldfields	120.00		20.00	1080	105	100.00	Carnival Sponsor
					324		100.00	Carnival Sponsor
					6001	105	-100.00	Carnival Sponsor

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Events Account

For Month No: 3

Receipts for Month 3

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>
Banked 23/06/2026		40.00						
Deborah Nield		40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 25/06/2026		180.00						
Ollie Edwards		180.00		30.00	1080	105	150.00	Carnival Sponsorship
					324		150.00	Carnival Sponsorship
					6001	105	-150.00	Carnival Sponsorship
Banked 25/06/2026		40.00						
Neil Birch		40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 26/06/2026		40.00						
Sarah Newitt		40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 26/06/2026		30.00						
Hicks AL&JC		30.00			1080	105	30.00	Carnival Stall
					324		30.00	Carnival Stall
					6001	105	-30.00	Carnival Stall
Banked 29/06/2026		600.00						
Deeside Pow Rev		600.00		100.00	1080	105	500.00	Carnival Sponsorship
					324		500.00	Carnival Sponsorship
					6001	105	-500.00	Carnival Sponsorship
Banked 29/06/2026		300.00						
Deeside Crm Ltd		300.00			1080	105	300.00	Carnival Stall
					324		300.00	Carnival Stall
					6001	105	-300.00	Carnival Stall
Banked 29/06/2026		30.00						
Siswick		30.00			1080	105	30.00	Carnival Stall
					324		30.00	Carnival Stall
					6001	105	-30.00	Carnival Stall
Banked 29/06/2026		40.00						
Clwydian Range		40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 29/06/2026		50.00						
Wild Ivy		50.00			1080	105	50.00	Carnival Stall
					324		50.00	Carnival Stall
					6001	105	-50.00	Carnival Stall
Banked 29/06/2026		40.00						

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Events Account

For Month No: 3

Receipts for Month 3

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>
	A Smith	40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 29/06/2026		40.00						
	Popup Picnics	40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Banked 30/06/2026		40.00						
	C Roth	40.00			1080	105	40.00	Carnival Stall
					324		40.00	Carnival Stall
					6001	105	-40.00	Carnival Stall
Total Receipts for Month		5,349.00	0.00	591.50			4,757.50	
Cashbook Totals		22,036.76	0.00	591.50			21,445.26	

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Date: 06/07/2026

Mold Town Council Current Year

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Cashbook 7

User: JL

Events Account

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
01/06/2026	Waterloo Hire Ltd	BACS	1,603.20		267.20	4176	105	1,336.00	Facilities for Carnival
						324	0	-1,336.00	Facilities for Carnival
						6000	105	1,336.00	Facilities for Carnival
15/06/2026	Flintshire County Council	BACS	70.00			4176	105	70.00	Annual Licensing Fee
						324	0	-70.00	Annual Licensing Fee
						6000	105	70.00	Annual Licensing Fee
16/06/2026	Knockout Challenge Limited	BACS	3,648.00		608.00	4176	105	3,040.00	Balance Payment - Carnival
						324	0	-3,040.00	Balance Payment - Carnival
						6000	105	3,040.00	Balance Payment - Carnival
17/06/2026	PPL/PRS	BACS	347.76		57.96	4139	105	289.80	Music License for Events
						324	0	-289.80	Music License for Events
						6000	105	289.80	Music License for Events
18/06/2026	Palm Signs	BACS	144.00		24.00	4176	105	120.00	Carnival promotion
						324	0	-120.00	Carnival promotion
						6000	105	120.00	Carnival promotion
30/06/2026	Big Foot Events	BACS	1,800.00		300.00	4176	105	1,500.00	Remaining balance
						324	0	-1,500.00	Remaining balance
						6000	105	1,500.00	Remaining balance
30/06/2026	Tents & Events Ltd	BACS	2,173.50		362.25	4176	105	1,811.25	Furniture for Carnival
						324	0	-1,811.25	Furniture for Carnival
						6000	105	1,811.25	Furniture for Carnival
Total Payments for Month			9,786.46	0.00	1,619.41			8,167.05	
Balance Carried Fwd			12,250.30						
Cashbook Totals			22,036.76	0.00	1,619.41			20,417.35	

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Cashbook 6

User: JL

Petty Cash

For Month No: 3

Receipts for Month 3

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 :		7.01					7.01	
	Banked	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>7.01</u>	<u>0.00</u>	<u>0.00</u>			<u>7.01</u>	

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Mold Town Council Current Year

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Cashbook 6

User: JL

Petty Cash

For Month No: 3

Payments for Month 3

Nominal Ledger

<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>
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0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

7.01

Cashbook Totals

7.01

0.00

0.00

7.01