

SEALAND COMMUNITY COUNCIL

DECISIONS SUMMARY OF THE MEETING OF COUNCIL HELD ON 18th OCTOBER 2021 at ST. BARTHOLOMEW'S CHURCH, OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ

PRESENT: Councillors Norman Jones (Chair), Jean Fairbrother, Ashley Griffiths, Barbara Hinds, Bob James, Chris Jones (County Councillor), Mary Southall, Brian Ward and David Wisinger (Vice-Chair).

Peter Richmond: Clerk and Financial Officer.

Paul Edwards: StreetScene.

21/124 MATTERS RAISED BY THE PUBLIC – OPEN FORUM

There were no members of the public at the meeting.

RESOLVED – that the report be noted

21/125 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from Councillors Gwyneth Bullock, Mikael Khan and Alex Lewis.

21/126 CODE OF CONDUCT DECLARATION OF INTEREST

No declarations were submitted at the beginning of the meeting.

21/127 CHAIR'S REPORT AND ACTIONS SINCE 20th SEPTEMBER 2021

The Chair advised that there were no actions or reports to advise on.

RESOLVED – that the report be noted.

21/128 MINUTES OF THE MEETING OF THE COUNCIL HELD ON 20th SEPTEMBER 2021

RESOLVED - that the minutes of the Meeting of Council held on 20th September 2021 be confirmed as a true and correct record.

21/129 REVIEW OF COUNCIL MEETINGS

At the September 2021 meeting of Council, it was agreed that all Council meetings to July 2022 be held at St. Bartholomew's Church.

RESOLVED – that the report be noted.

21/130 CHAIR'S FUND 2021/22

The Clerk reminded Council that the agreed spend for the Chair's Fund for the 2021/22 financial year is £800.00. Payments being made under expenditure powers - Ancillary Power Local Government Act 1972 (S11).

At the September 2021 meeting Council approved the use of the Chair's Fund to be used to fund refreshments at both the Remembrance Sunday on 14th November 2021 and the Celebration of Christmas for Thursday 16th December 2021. There may also be costs for a choir to attend.

RESOLVED – that the report be noted

21/135 PLANNING APPLICATIONS

The Clerk advised on the planning applications have been received from Flintshire County Council.

PA Number	Application details	Location
063516	Anxillary Welfare facilities to Main factory with 7 new windows & 1 new personnel door.	Henrob Ltd, Second Avenue, Sealand, Deeside, Flintshire, CH5 2NX
063518	Additional First Floor Office Space with additional/enlarged windows to Front Elevation	Parkway One, Parkway, Sealand, Deeside, Flintshire, CH5 2LD

RESOLVED – that no objections be raised with regard to all the outlined planning applications.

21/136 ACCOUNTS FOR PAYMENT

The internal auditor on 22nd April 2021 advised that the amount on the Clerk's PAYE can be reduced by £312 pa in respect of the HMRC home working tax allowance. The 2021/22 PAYE amount has therefore been reduced from £11,690 to £11,378.

RESOLVED: - that

- i) the under mentioned accounts be approved for payment.
- ii) it be noted that the Lloyds Bank charges for the most recent period are £7.00 per month with an additional charge of £0.85 per cheque is £8.70 – 2 cheques x £0.85 = £1.70

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003449	St. Bartholomew's Church Council	Rental Charge meeting in September and October 2021	£72.00			Local Govt Act 1972 (S150)
003450	Flintshire County Council	Street Lights Maintenance September 2021 and repairs to lights at Deeside Lane and Ferry Lane.	£541.75			Highways Act 1980 (301)
003451	P. Richmond	Salary etc. October 2021	£703.68			Local Govt Act 1972 (S112)

003452	HMRC	October 2021 Income Tax PR £379.60 and Employers NI £29.14	£408.74			Local Govt Act 1972 (S112)
003453	P. Richmond	Refund Power Cable for Desktop PC and postage	£33.87			Local Govt Act 1972 (S112)
003454	Flintshire County Council	Street Lights Maintenance repairs to light at Hawthorn View	£197.50			Highways Act 1980 (301)
003455	Jolora Ltd Cheque no 003444 to Jolora Ltd for £576.00 dated 21 st September 2021 was cancelled	50 % Retainer for half day website maintenance - August to October 2021	£288.00	£48.00	294456859	Local Govt Act 1972 (S142)
003456	Cheque Destroyed					
003457	Jolora Ltd Cheque no 003444 to Jolora Ltd for £576.00 dated 21 st September 2021 was cancelled	50 % Retainer for half day website maintenance - August to October 2021	£288.00	£48.00	294456859	Local Govt Act 1972 (S142)
003458	Earl Haig Poppy Appeal Fund 2021	Grant inc costs for 4 wreaths and 20 road side poppies.	£250.00			Local Govt Act 1971 (S137)
Total Spend			£2,783.54	£96.00		

21/137 INCOME

The Clerk advised that Council had received the following income –

Lloyds Bank	Interest payment	£0.38
Total		£0.38

RESOLVED – that the income be noted.

21/141 ANNUAL FINANCIAL RETURN – 2020/21 FINANCIAL YEAR

The Clerk advised that he had been informed on 27th September 2021 by Audit Wales that the audit

work is currently underway in respect of those annual returns that have been submitted to Audit Wales. Councils may have already been contacted by members of the audit team with queries arising from the audit work. A number of unforeseen circumstances has resulted in some delays to the audit work. The email as provided sets out the steps Council may need to take in the event that Council does not receive an Audit Certificate before the end of September. If Council does not receive an Audit Certificate before the 30th September, Council should publish the required notice (in a prominent place in the community and on the Council's website). Council can then publish its annual return on its website as detailed in the notice. Council still awaits the Audit Certificate.

The Clerk advised that the required notice has been added to the web site and notice boards. A copy of the preliminary Annual Return had already been added to the web site.

RESOLVED – that the report be noted.

21/142 BANK RECONCILLATION – 30th SEPTEMBER 2021

The Clerk advised that in line with council's Financial Regulations and audit requirements he submits details of the Council's overall bank balances in respect of – as at 30th June, 30th September, 31st December and 31st March each year. The position as at 30th September 2021 is –

Account - no – 0388217 - £32,757.74

Account - no – 7326098 - £40,567.72

Total - £73,325.46

Less unpaid cheques all dated 20th September 2021 –

003442 - £146.75

003444 - £576.00 – this cheque was cancelled for payment on 15th October 2021.

003445 - £146.75

003448 - £21,500

Total - £22,369.50

Total bank accounts – £73,325.46 less unpaid cheques of £22,369.50 leaves a closing balance of £50,955.96. This amount cross references with the summary of income and expenditure report as at 30th September circulated by the Clerk.

The Vice Chair authorised the reconciliation calculations as being a correct record.

RESOLVED: - that the report be noted

21/146 NOTICE OF A VACANCY

At the September 2021 meeting of Council, it proceeded to co-option. Council issued the required notice which has been placed on the Council's notice boards and its web site. The notice was issued with a date of 1st October 2021 with a submission dated to the Clerk of 21st October 2021. Should no applications be received by 22nd October 2021 a further notice will be issued with a closing date of 10th November 2021. The same date for 6 months deadline regarding the 2022 Council elections.

RESOLVED – that the reports be noted.

**21/151 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST**

Council Member	Item	Minute Reference

The meeting opened at 6pm and closed at 7.50pm