

**SEALAND COMMUNITY COUNCIL****DECISION SUMMARY OF THE ANNUAL FINANCE MEETING OF COUNCIL HELD ON 12<sup>th</sup> DECEMBER 2022 AT ST. BARTHOLOMEW'S CHURCH, OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ**

**PRESENT: Councillors:** David Wisinger (Chair), Gwyneth Bullock, Ashley Griffiths (Vice-Chair), Barbara Hinds, Chris Jones (County Councillor), Norman Jones, Alex Lewis, Lionel Prouve, Mary Southall, Brian Ward and Shelley Webber.

Peter Richmond - Clerk and Financial Officer.

**22/168      NOTICE OF VACANCY – CASUAL VACANCY – MRS. SHELLEY WEBBER**

The notice was issued with a date of 1st November 2022 with a submission date to the Clerk of 21<sup>st</sup> November 2022. One application had been received within the required time period – Mrs. Shelley Webber who meets the requirement for co-option.

The required Declaration of Acceptance of Office and Register of Interest Form were duly completed by the newly elected Councillor and signed by the Clerk.

RESOLVED – that Councillor Mrs. Shelley Webber be welcomed back onto the Council.

**22/176      PLANNING APPLICATIONS**

PA Number	Application details	Location
000710/22	Single story, side, and rear extension	10, Deeside Crescent, Sealand, Chester, CH1 6BY
000711/22	The installation and implementation of roof mounted solar PV array to existing buildings.	Iceland Frozen Foods PLC, Second Avenue, Sealand, Deeside, CH5 2NW

RESOLVED – that no objections be raised in respect of the reported planning applications

**22/177      ACCOUNTS FOR PAYMENT**

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 is £14.65 re £7.00 per month with an additional charge of 9 cheques x £0.85 = £7.65 = Total £14.65. and the month previous the total charge was £7.00

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003536	Jolora Ltd	Web site maintenance and support	£384.00	£64.00	29445 6859	Local Govt Act 1972 (S142)
003537	Jolora Ltd	Standard Hosting Package and Domain name renewal	£228.00	£38.00	29445 6859	Local Govt Act 1972 (S142)

003538	SLCC	Annual Subscription	£177.00			Miscellaneous Powers LGA 1972 (S111)
003539	P. Richmond	December 2022 Salary etc	£743.17			Local Govt Act 1972 (S112)
003540	HMRC	December 2022 PR Tax - £448.40 and SCC NI - £50.05	£498.45			Local Govt Act 1972 (S112)
003541	St. Bartholomew's Church	Payment from Chair's Fund	£300.00			Ancillary Power Local Government Act 1972 (S11).
003542	Waverton Handbells	Payment from Chair's Fund	£100.00			Ancillary Power Local Government Act 1972 (S11).
003543	Eye2Eye	Grant	£150.00			Section 137 of the Local Government Act 1971
<b>Total Spend</b>			<b>£2,580.62</b>	<b>£102.00</b>		

## 22/178 INCOME

Lloyds Bank	Interest payment	£2.47 and £4.67
Total		£7.14

RESOLVED – that the income be noted.

## 22/187 FINANCIAL REPORT – 2022/23 and 2023/24

The Clerk advised on the Financial Report as circulated: -

- a) that a precept is an order to the charging authority – Flintshire County Council to pay a requested sum to the precept authority – Sealand Community Council and that the schedule of payment from Flintshire County Council will be 3 equal instalments – on the last working days of April, August and December.
- b) the appropriate sum for the S137 Expenditure Limit for the purpose of Section 137 (4) (a) of the Local Government Act 1972 for the calculation of the Free Resource Base is based on the local population taken from the current electoral role. The Welsh Government have advised that the Section 137 Expenditure Limit for 2023/24 is £9.93 per elector. The electoral role from Flintshire County Council at September 2022 was 2496. This has increased to 2538 at December 2022. So, per elector produces a total of £25,202.34

The Acting Headteacher at Sealand Primary School has confirmed that the school will not be

returning to provide milk to KS2 pupils – previously funded by Council.

Section 137 payments so far in the 2022/23 financial year are for grant payments to the Sealand Primary School £1,000, Sealand Happy Group £150.00, Eye2Eye £150.00 and for the Earl Haig Poppy Appeal £250.00.

- c) the Clerk is contracted for a working week of 16 hours. Payment is net with the Council deducting income tax at 40% on the full income and making payment to the HMRC. The Council also pays the employers National Insurance contribution to HMRC. Payroll being undertaken by Wainwrights Accountants.
- d) refer to Minute 21/80 – meeting 19<sup>th</sup> July 2021.

RESOLVED – that it be agreed that the Clerk should move to scale point 24 with effect from 1<sup>st</sup> April 2022 and then point 25 at 1<sup>st</sup> April 2023 and point 26 at 1<sup>st</sup> April 2024.

Council also agreed under minute 21/80 that that with effect from 1<sup>st</sup> April 2022 that the home allowance payment is £312. Noting that the internal auditor advised on 22nd April 2021 that this amount is non-taxable.

The NALC pay award 2022/23 has been advised on by the LGA via One Voice Wales and to be implemented from 1<sup>st</sup> April 2022. Copies of the pay award details and salary scales were circulated to members of Council on 3<sup>rd</sup> November 2022.

Based on contracted 16 hours worked the salary for 2023/24 on scale point 25 £32,020 will be £13,846. Plus the home working allowance of £312 = £14,158.

This was noted by Council as its meeting on 21<sup>st</sup> November under Minute no - 22/147 - NATIONAL PAY AWARD SETTLEMENT 2022/23

- e) that IT expenses will be reimbursed by the Council.
- f) non-IT expenses incurred in carrying out his duties are also reimbursed. The expenditure being incurred on behalf of the Council as part of its administration and running cost, i.e., stamps and travelling expenses. NJC rate for Casual Users / HMRC approved mileage rate being paid for car mileage within Sealand and as required mileage to venues outside Sealand – £0.45p per mile.
- g) the estimated income for the current 2022/23 financial year is £60,500 and estimated expenditure is £61,085. The opening balance at 1 April 2022 was £44,239. The estimated opening balance at 1 April 2023 is £43,654 assuming all planned expenditure takes place which may not be the case.

RESOLVED: - that the following funds be allocated: -

Annual Subscriptions	£750
Audit Fees	£725
Bank Charges	£150
Chair's Fund	£800
Chain of Office - Engraving	£10

Clerk's salary and allowance	£14,158
Conferences - attendance	£200
Council's Web Site	£2,400
Data Protection Registration	£35
Defibrillator – Energy – Garden City	£75
Free Resource Fund – Grants	£4,000
Free Resource Fund – School Milk	£0.00
Hire Costs – St Barts	£500
Insurances	£650
Joint funded project play areas	£5,000
NI Employers contribution	£690
Playleader Scheme	£6,378
Postage / Mileage	£800
Printer, Computers repairs etc. and printer cartridges	£500
Sealand Newsletter	£200
Stationery	£100
Street Furniture Repairs – Seats / Notice Boards	£200
Street Lighting – Energy £3,000 - Repairs, Maintenance - £3,450 and Replacement / Adoption of 9 lights at Riverside Park and Cedar Close- £19,350	£25,800
Councillors and Clerks Training Costs	£500
<b>Full Total</b>	<b>£64,621</b>

## 22/188      PRECEPT 2023/24

The Clerk advised that the Council has an indicated estimated expenditure of £64,621 for the 2023/34 financial year. Estimated income excluding precept for the 2023/24 financial year is £508. Estimated opening balance at 1<sup>st</sup> April 2023 is £43,554. To achieve an estimated balance at 1<sup>st</sup> April 2024 of £42,000 a precept of £62,559 is required.

The Clerk advised that the County Council require the completion of a precept mandate form to be signed by the Chairman and Clerk. This form will not be provided until late December 2022. The County Council has apologised for the delay.

Also awaited is the following information for Sealand -  
Current Tax Base of equivalent Band D properties  
The current Band D charge

RESOLVED: - that –

i) the precept for the 2023/24 financial year be agreed in principle at £62,000 for a review at the January 2023 meeting.

ii) Clerk be thanked for his usual excellent and informative and very clear financial report.

**22/189                    COUNCIL RESERVES – 2023/24**

The Council's policy on Financial Reserves recommends an amount to be held in reserves for contingency purposes should be proportionately 6-9 months of gross expenditure – estimated expenditure for 2023/24 is £64,621 – 6 months is equivalent to £32,310. The Clerk advised that of the estimated carry forward of £43,654 at 1<sup>st</sup> April 2023 an amount of £25,000 should be held as a Contingency Reserve to assist cash flow in the event of unforeseen occurrences. The remaining funds being required to cover council expenditure until the first precept payment is made by Flintshire County Council during the 2023/24 financial year. The Council's Policy on Reserves will need to be amended accordingly.

RESOLVED – that of the estimated carry forward of £43,654 at 1<sup>st</sup> April 2023 an amount of £25,000 will be held as a Contingency Reserve to assist cash flow in the event of unforeseen occurrences. The remaining funds being required to cover council expenditure until the first precept payment is made by Flintshire County Council during the 2023/24 financial year. The Council's Policy on Reserves will be amended accordingly.

**22/190                    LETTER FROM HM KING CHARLES 111**

The Clerk reported on a letter as copied to members of Council received from HM King Charles III thanking the Council and the community of Sealand for the Book of Condolence. A copy of the letter will be added to Council's web site

RESOLVED – that the report be noted.

**22/192                    DATE OF COUNCIL'S NEXT MEETING – 16<sup>th</sup> JANUARY 2023**

The meeting opened at 6pm and closed at 8.05pm

..... Signed    16<sup>th</sup> January 2023