

SEALAND COMMUNITY COUNCIL**DECISIONS SUMMARY OF THE ANNUAL FINANCE MEETING OF COUNCIL HELD ON 11th DECEMBER 2023 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH**

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

Robin Davies – Acting Headteacher- Sealand Primary School

One member of the public

Peter Richmond - Clerk and Financial Officer.

23/161 PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS

Both Pochins and Praxis are in the process of arranging for the two notice boards to be installed. Once installed the two notice boards will be added to Council's asset register and the Council's insurer will be asked to add to Council's insurance inventory

RESOLVED – that the report be noted.

23/162 PLANNING APPLICATIONS

PA Number	Application details	Location
001017/23	Erection of a 66-bedroom care home (Use Class C2) for the elderly with associated access, parking and landscaping.	Plot 2, The Airfields, Northern Gateway, Sealand, Flintshire, CH5 2FN

RESOLVED – that no objections be raised in respect of PA – 001017/23

23/163 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 £9.55 re £7.00 per month with an additional charge of 3 cheques x £0.85 = £2.55.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003600	P. Richmond	December 2023 Salary etc	£769.24			Local Govt Act 1972 (\$112)
003601	HMRC	December 2023 Income Tax - £461.60 and Emp NI - £54.62	£516.22			Local Govt Act 1972 (\$112)
003602	Jolora Ltd	Web Site Maintenance - 2 months	£384.00	£64.00	294456859	Local Govt Act 1972 (\$142)
003603	Jolora Ltd	Web Site Standard Hosting Package and	£228.00	£38.00	294456859	Local Govt Act 1972 (\$142)

		Domain Name Renewal				
003604	Flintshire County Council	Street Light 9 Replacement Lights and all adopted – VAT is not charged for upgrades / adoptions.	£19,350.00			Highways Act 1980 (301)
003605	Audit Wales Office	External Audit Charge re 2022/23	£200.00			Local Govt Act 1972 (S111)
003606	Sealand Primary School	Grant payment	£500.00			Local Govt Act 1972 (S137)
003607	St. Bartholomew's Church	Grant payment	£150.00			Local Govt Act 1972 (S137)
Total Spend			£22,097.46	£102.00		

23/167 WELSH ROAD SKATE FACILITY

Richard Roberts – AURA - Play Design Officer advised that the skate ramps were removed on 24th November 2023 and that he has not received any phone calls or emails from the public in relation to their removal.

Richard advised that the quote for a single ramp dated 27th November is for £19,615. The Clerk advised that £3,900 remains in budget for 2023/24 and could be rolled over to 2024/25 increasing the matched fund allocation to £8,900. Richard advised at best, and pending the financial settlement Aura receive from the County Council from April 2024, Aura will only be able to match the £8,900 meaning the total funding available will be £17,800. This leaves a shortfall of £1,815. Without additional funding from the Community Council then Aura will be unable to proceed. Subject to the variables highlighted above, Richard's advice would be to factor in 10% over the next year, in addition to the current shortfall of £1,815. So, £11,000 in total is needed by Council to fund the new provision in 2024/25.

RESOLVED – that the report be noted.

23/173 FINANCIAL REPORT – 2023/24 and 2024/25

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. Welsh Government have advised that the Section 137 Expenditure Limit for 2024/25 is £10.81 per elector. The electoral role from Flintshire County Council at September 2023 was 2565. So, per elector produces a total of £27,727.65. Allocated spend for 2023/24 for Section 137 grants is £4,000. Section 137 payments so far in the 2023/24 financial year are for grant payments to the Sealand Primary School £1,000 and for the Earl Haig Poppy Appeal for £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 19th July 2021 - RESOLVED – that it be agreed that the Clerk should move to scale point 24 with effect from 1st April 2022 and then point 25 at 1st April 2023 and point 26 at 1st April 2024. Council also agreed under minute 21/80 that that with effect from 1st 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 2023/24 has been advised on by the LGA via One Voice Wales and to be implemented from 1st April 2023. Copies of the pay award details and salary scales were circulated to members of Council on 7th November 2023.

Based on contracted 16 hours worked the salary for 2024/25 on scale point 26 £34,834 will be £15,063. Plus, the home working allowance of £312 = £15,375. All the above was noted by Council at its meeting on 20th November 2023 – minute ref 23/145.

- 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 2023/24 financial year is £68,130 and estimated expenditure is £60,121. The opening balance at 1 April 2023 was £41,105. The estimated opening balance at 1 April 2024 is £49,114 assuming all planned expenditure takes place which may not be the case.
- h) the precept for the 2023/24 financial year is £62,000

RESOLVED: - that the following funds be allocated.

Annual Subscriptions	£800
Audit Fees	£750
Bank Charges	£150
Chair's Fund	£800
Chain of Office - Engraving	£20
Clerk's salary and allowance.	£15,375
Conferences - attendance	£200

Council's Web Site inc VAT	£2,400
Data Protection Registration	£35
Defibrillator – Energy – Garden City	£75
Free Resource Fund – Grants	£3,035
Insurances	£650
Joint funded project play areas	£11,000
NI Employers contribution	£720
Playleader Scheme	£7,665
Postage / Mileage	£800
Printer, Computers repairs etc. and printer cartridges	£500
Stationery	£100
Street Furniture Repairs – Seats / Notice Boards	£200
Street Lighting – Energy - £5,000, Repairs & Maintenance £4,000 and Replacement / Adoption of 8 lights at Riverside Park and Cedar Close - £17,200 - VAT charged to maintenance	£26,200
Councillors and Clerks Training Costs	£500
Total	£71,975

23/174 PRECEPT 2024/25

The Clerk advised that the Council has an indicated estimated expenditure of £71,975 for the 2024/25 financial year. Estimated income excluding precept for the 2024/25 financial year is £2,500 – made up of HMRC VAT refund and bank interest. Estimated opening balance at 1st April 2024 is £49,114.

The Clerk advised that the County Council require the completion of a precept mandate form to be signed by the Chairman and Clerk.

Current year's precept – 2023/24 - £62,000

Current Tax Base of equivalent Band D properties is £1,458.01

The current Band D charge is £42.52

After much debate and consideration it was decided to agree on a Precept of £64,000

The precept for 2024/25 - £64,000

Tax Base for 2024/25 of equivalent band D properties is £1554.24

The band D charge for 2024/25 will be £41.18

The decrease in the band D charge amount is £1.34

The percentage decrease in the 2024/25 Band D charge compared to the 2023/24 B and D charge is 3.15 %

RESOLVED: - that –

i) the precept for the 2024/25 financial year be agreed at £64,000.

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

23/175 COUNCIL RESERVES – 2024/25

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 2024/25 is £71,975 – 6 months is equivalent to £35,988

RESOLVED – that of the estimated carry forward of £49,114 at 1st April 2024 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 2024/25 financial year. The Council's Policy on Reserves will be amended accordingly.

23/176 DATE OF COUNCIL'S NEXT MEETING – 15th JANUARY 2024

**23/177 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST - NONE**

The meeting opened at 6pm and closed at 7.50pm

..... Signed 15th January 2024