

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 10th FEBRUARY 2020 AT SEALAND PRIMARY SCHOOL.

PRESENT: Councillors Barbara Hinds (Chair), Jean Fairbrother, Chris Jones (County Councillor), Bob James, Norman Jones (Vice Chair), Alex Lewis, Mary Southall and David Wisinger.

Two members of the public
Mark Middleton – Flintshire County Council
Neil Parry – Flintshire County Council
Peter Richmond: Clerk and Financial Officer

19/258 SUMMARY OF ACCOUNTS – 2019/20 FINANCIAL YEAR

The Clerk outlined the finalised expenditure and income for 2019/20 financial year up to cheque number 003330

RESOLVED – that the report be noted.

2019/20 Financial Year		Actual	Anticipated	Difference
Income				
General Admin Inc. Precept		£57,000.00	£57,000.00	£0.00
Bank Interest		£17.58	£22.00	-£4.42
Insurance Claims / Refunds		£0.00	£0.00	£0.00
VAT Refund		£639.67	£308.00	£331.67
Milk Claims		£444.34	£500.00	-£55.66
Total		£58,101.59	£57,830.00	£271.59
Expenditure		Actual	Anticipated	Difference
Bank Charges		£50.00	£60.00	£10.00
Chairman's Fund		£510.00	£800.00	£290.00
Staffing Costs		£9,808.03	£10,120.00	£311.97
General Admin Costs		£2,841.62	£4,200.00	£1,358.38
Council Web Site		£2,302.00	£2,304.00	£2.00
Insurances		£811.20	£1,000.00	£88.80
Defibrillator – LGA Act 2000(S2)		£0.00	£75.00	£75.00
Play Schemes and New Equipment		£4,877.90	£10,500.00	£5,622.10
Highways		£0.00	£0.00	£0.00
Street Lighting		£22,766.57	£24,900.00	£1,133.43
CCTV Maintenance		£0.00	£250.00	£250.00
Grants – Section 137		£2,500.00	£2,200.00	-£300.00
School Milk – Section 137		£1,809.87	£3,500.00	£1,690.13
Total		£48,277.19	£59,809.00	£11,531.81
Current Summary	Balance as at 31 March 2019 including £25,000 contingency fund.	£38,499.21		
	Total expenditure	£48,277.19		
	Total income	£58,101.59		
	Balance in year spend	£9,824.00		
End of Year Prediction	Overall balance as at 10th February 2020	£48,323.61		
	VAT Costs for 2019/20 financial year	£435.56		
	Balance as at 31 st March 2019	£38,499.21		
	Total anticipated expenditure	£59,809.00		
	Total anticipated income	£57,830.00		
	Anticipated balance for the year	-£1,979.00		
	Anticipated Overall Balance as at 31st March 2020	£36,520.21		

The Clerk referred to the report that had recently been emailed to all members of Council.

The Clerk wished to draw the following to Council's attention

The Auditor General had advised that the 2019-20 audit will focus on councils' official records of its meetings and in 2020-21, he will focus on arrangements for the employment of staff and how councils deal with their responsibilities under the Well-being of Future Generations Act.

2019/20	2020/21
Records of meetings	Employment of staff Well-being of Future Generations Act
<p>Auditors will consider:</p> <ul style="list-style-type: none"> • Does the council keep appropriate minutes for all of its meetings • Do the minutes adequately record the decisions made • Does the council make appropriate arrangements for publication of the minutes 	<p>Auditors will consider:</p> <ul style="list-style-type: none"> • Does the council ensure that all staff have a contract of employment and/or details of their terms and conditions of employment • Does the council operate PAYE properly • (Where applicable) has the council met its obligations under the Well-being of Future Generations Act to publish reports on how it has contributed to the well-being objectives in its area?
<p>Councils will need to provide the following information:</p> <ul style="list-style-type: none"> • Confirmation of all meetings held during 2019-20; and • Copies of specified minutes or details of where the minutes can be accessed online. 	<p>Councils will need to provide the following information:</p> <ul style="list-style-type: none"> • Evidence that employees have contracts of employment and/or documented terms and conditions of employment • Evidence that pay is calculated in accordance with contracts • Evidence that it has operated PAYE in accordance with the law; and • The annual reports setting out how they contribute to the well-being objectives for the area (relevant bodies only)

RESOLVED – that the report be noted.

The Clerk advised on the letter and attachment received from the Council's appointed internal auditor – JDH Business Services Ltd.

The Clerk outlined the requirements for Council to have the internal audit undertaken.

A copy of the said letter was emailed to all members of Council.

RESOLVED – that the report be noted.

The meeting opened at 6pm and closed at 7.45pm

..... Signed 16th March 2020