

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF MEETING OF COUNCIL HELD ON 19<sup>th</sup> JULY 2021 at ST. BARTHOLOMEW'S CHURCH**

**PRESENT: Councillors** Norman Jones (Chair), Ashley Griffiths, Bob James, Chris Jones (County Councillor), Alex Lewis, Mary Southall, Mike Walker, Brian Ward and David Wisinger (Vice-Chair). Mikael Khan in attendance via phone conference link.

Peter Richmond: Clerk and Financial Officer  
Paul Edwards - StreetScene  
Two members of the public

**21/78            ANNUAL FINANCIAL RETURN – 2020/21**

The Annual Return and all required information as previously outlined by the Clerk were posted to Audit Wales on 10<sup>th</sup> June 2021

RESOLVED – that the report be noted.

**21/79            NOTICE OF AUDIT- 2020/21 FINANCIAL YEAR**

The Clerk referenced the Notice of Appointment of Date for the Exercise of Electors' Rights, Annual Return for the Year Ended 31 March 2021. The Clerk outlined the public notice and details of the public inspection arrangements. Inspection runs from 20<sup>th</sup> August 2021 to 17<sup>th</sup> September 2021

The notice is required to be displayed on the Sealand notice boards and the Council's web site no later than 6<sup>th</sup> August 2021. These are now on display.

RESOLVED: - that the report be noted

**21/82            SEALAND COMMUNITY COUNCIL – BANK RECONCILLATION – 30<sup>th</sup> JUNE 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 30<sup>th</sup> June, 30<sup>th</sup> September, 31<sup>st</sup> December and 31<sup>st</sup> March each year. The position as at 30<sup>th</sup> June 2021 is –

Account - no – 0388217 - £13,380.09  
Account - no – 7326098 - £45,566.62  
Total - £58,946.71

Less unpaid cheques all dated 30<sup>th</sup> June 2021 –

003431 - £146.75  
003432 - £688.50  
003433- £11.25  
Total - £846.50

Total bank accounts – £58,946.71 less unpaid cheques of £846.50 leaves a closing balance of £58,100.21 This amount cross references with the summary of income and expenditure report as at 30<sup>th</sup> June 2021 circulated by the Clerk.

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

RESOLVED: - that the report be noted

**21/83                    SUMMARY OF ACCOUNTS – 2021/22 FINANCIAL YEAR**

The Clerk outlined the expenditure and income for the 2021/22 financial year up to cheque number 003439. This information was circulated by email before the meeting.

<b>2021/22 Financial Year</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
<b>Income</b>			
General Admin Inc. Precept	£19,000.00	£57,000.00	-£38,000.00
Bank Interest	£0.62	£5.00	-£4.38
VAT Refund	£799.60	£800.00	-£0.40
Milk Claims	£0.00	£200.00	-£200.00
<b>Total</b>	<b>£19,800.22</b>	<b>£58,005.00</b>	<b>£38,204.78</b>
<b>Expenditure</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Bank Charges	£34.60	£60.00	-£25.40
Chair's Fund	£0.00	£800.00	-£800.00
Staffing Costs	£3,009.87	£11,396.00	-£8,386.13
Admin Costs inc audit charges	£1,744.05	£2,640.00	-£895.95
Council Web Site	£576.00	£2,400.00	-£1,824.00
Insurances	£669.51	£770.00	£100.49
Defibrillator – LGA Act 2000(S2)	£0.00	£75.00	-£75.00
Play Schemes and New Equipment	£0.00	£10,500.00	-£10,500.00
Highways / Street Furniture Repairs	£0.00	£1,600.00	-£1,600.00
Street Lighting	£1,559.00	£26,950.00	-£26,079.50
Grants – Section 137	£0.00	£2,200.00	-£2,200.00
School Milk – Section 137	£0.00	£2,000.00	-£2,000.00
<b>Total</b>	<b>£7,593.03</b>	<b>£61,391.00</b>	<b>£53,797.97</b>

Current Summary	Balance as at 1 <sup>st</sup> April 2021 including £25,000 contingency fund.	£45,903.78
	Total expenditure	£7,593.03
	Total income	£19,800.22
	Balance	£12,207.19
	Overall balance as 21 <sup>st</sup> June 2021	£58,110.97
End of Year Prediction	VAT Costs for 2021/22 financial year	£158.09
	Balance as at 1 <sup>st</sup> April 2021 including £25,000 contingency fund.	£45,903.78
	Total anticipated expenditure	£61,391.00
	Total anticipated income	£58,005.00
	Anticipated balance for the year	-£3,386.00
	<b>Anticipated Overall Balance as at 31<sup>st</sup> March 2022</b>	<b>£ 42,517.78</b>

21/91

**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 8.30 pm