

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF MEETING OF COUNCIL HELD ON 21<sup>st</sup> MARCH 2022 AT ST. BARTHOLOMEW'S CHURCH,  
OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ**

**PRESENT: Councillors** Norman Jones (Chair), Gwyneth Bullock, 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.

One member of the public

**21/290            PAYMENT TO MEMBERS OF COMMUNITY COUNCILS 2022/23 FINANCIAL YEAR**

Determination 44 which relates to Councils in Group A and B making a payment available to each of their members of £150 per year for the costs incurred in respect of telephone usage, information technology, consumable etc. The payment of £150 is mandated for every member unless they advise the appropriate officer that they do not want to take it in writing. A form for completion was has circulated by the Clerk and has been by all 11 Councillors. All Councillors signed that they have declined the payment.

RESOLVED: that the report be noted.

**21/291            SUMMARY OF ACCOUNTS – 2021/22 FINANCIAL YEAR**

The Clerk outlined the expenditure and income for the 2021/22 financial year up to cheque number 003489.

<b>2021/22 Financial Year</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
<b>Income</b>			
General Admin Inc. Precept	£57,000.00	£57,000.00	£0.00
Bank Interest and Refund of Fees	£10.27	£5.00	£5.27
Refund Flintshire County Council	£287.72	£0.00	£287.72
VAT Refund	£799.60	£800.00	-£0.40
Milk Claims	£0.00	£200.00	-£200.00
<b>Total</b>	<b>£58,097.59</b>	<b>£58,005.00</b>	<b>£92.59</b>
<b>Expenditure</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Bank Charges	£130.55	£60.00	-£70.55
Chair's Fund	£335.00	£800.00	£465.00
Staffing Costs	£12,051.49	£11,396.00	-£655.49
Admin Costs inc audit charges / St Barts Rental	£4,007.52	£2,640.00	-£1,367.52
Council Web Site inc VAT	£2,340.00	£2,400.00	£60.00
Insurances	£669.51	£770.00	£100.49
LGA Act 2000(S2) / Speed Gun- Section 137	£242.34	£75.00	-£167.34
Play Schemes and New Equipment	£10,715.60	£10,500.00	-£215.60
Highways / Street Furniture Repairs	£0.00	£1,600.00	£1,600.00
Street Lighting	£28,542.30	£26,950.00	-£1,592.30
Grants – Section 137	£250.00	£2,200.00	£1,950.00
School Milk – Section 137	£0.00	£2,000.00	£2,000.00
<b>Total</b>	<b>£59,284.31</b>	<b>£61,391.00</b>	<b>£2,106.69</b>

Current Summary	Balance as at 1 <sup>st</sup> April 2021 including £25,000 contingency fund.	£45,903.78
	Total expenditure	£59,284.31
	Total income	£58,097.59
	Balance	-£1,186.72
	Overall balance as 21 <sup>st</sup> March 2022	£44,717.06
	VAT Costs for 2021/22 financial year	£492.48
End of Year Prediction	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>

**21/296            APPOINTMENT OF AN EXTERNAL PAYROLL PROVIDER**

At the previous meeting Council agreed to appoint Wainwrights Accountants as the Council’s external payroll provider. The accountants now have agent authorisation in place that will enable the accountants to speak to HMRC on behalf of the Council relating to payroll matters if needed.

A letter of engagement had been signed.

RESOLVED – that the report be noted.

**21/299            INTERNAL AUDIT PLAN 2021/22 FINANCIAL YEAR**

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 on 20<sup>th</sup> March 2022.

RESOLVED – that the report be noted.

**21/300            ACCESS TO INFORMATION - MEMBERS ALLOWANCES AND EXPENSES 2021/22**

The Clerk advised that a notice advising that – “In the 2021/22 financial year Sealand Community Council made no payments to its members of Council in respect of the remuneration of community and town councils as determined by the Independent Remuneration Panel of Wales” will be added to notices section on the web site and attached to the council’s notice boards. A copy has also been sent to the Independent Remuneration Panel for Wales and has been acknowledged.

RESOLVED – that the report be noted

**21/303            DATE OF COUNCIL’S NEXT MEETING – 11<sup>th</sup> APRIL 2022– Starting at 6pm at St. Bartholomew’s Church**

**21/304            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 8.05pm

..... Signed 11<sup>th</sup> April 2022