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SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 18th JUNE 2012 AT THE SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Mrs S. Webber (Chairman), Mrs G Bullock, J.A. Dodd, Mrs C M Jones (County Councillor), J.J Griffiths, A. Lewis, G. Shotton, Mrs B.M.A Southall, M. Walker and D. E. Wisinger.

Peter Richmond - the Clerk and Financial Officer.

Two members of the public were in attendance.

12/34 DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman welcomed the new Councillors Geoff Shotton and Mike Walker to their first meeting.

The Clerk advised that both new members of Council have signed the required copy of the Declaration of Acceptance of Office form which he has also signed. As a result all 12 members of Council have signed their acceptance forms.

All members of Council have confirmed that they have a copy of the relevant Council's Code of Conduct (as adopted at the meeting of Council held on 21st April 2008), Standing Orders and Financial Regulations.

RESOLVED – that the report be noted.

12/35 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from Councillor Mrs. M. Southall.

12/36 CODE OF CONDUCT DECLARATION

RESOLVED – that it be noted that no declarations were made to Council.

12/37 MATTERS RAISED BY THE PUBLIC

No matters were raised.

12/38 CHAIR'S ACTION SINCE 21st MAY 2012

The Chair advised that she had attended two Council civic services.

RESOLVED – that the report be noted.

12/39 **MINUTES OF THE MEETING OF COUNCIL HELD ON 21st MAY 2012**

RESOLVED - that the minutes of the meeting of Council held on 21st May 2012 be confirmed as a true and correct record subject to the following corrections in Accounts for Payment.

Grant paid to St. Bartholomew's Church - £150

Total amount authorised for payment - £10,443.00

12/40 **COUNCIL'S CHAIN / BADGE OF OFFICE**

The Chairman advised that the chain has been returned and that she is about to arrange for the 2012 engraving to be done.

RESOLVED - that the report be noted.

12/41 **POLICE ISSUES**

The Clerk advised that following the January 2012 meeting as resolved he had sent a letter to the Chief Constable of North Wales Police advising that until recently the police have attended the majority of Council meetings which has benefited both Council and North Wales Police. Council asked if the attendance can be resumed. The letter has been acknowledged however no further communication has been received.

The Clerk further advised that Inspector Paul Mckeown has recently been replaced by Inspector Jeffrey Moses.

The Clerk advised that he has been informed by the Inspector that his deputy, Sergeant Chris Griffiths, oversees Deeside area and has direct responsibility for the Neighbourhood Policing Team.

Sergeant Chris Griffiths has advised he has taken on board Council's points in relation to meeting and attendance by representatives from North Wales Police.

The Police have undergone a number of changes in quick succession since May 2011, and he is sure Council are aware, like many other public bodies have suffered with a reduction in both staff and budgets, which is set to continue in the coming years due to a very slow recovery in the economic climate. Due to this he will not commit to having staffs attend every meeting, as the staff have a large number of wards and other responsibilities and as such we have to use the resources accordingly and prioritise all other aspects of our service delivery.

Sergeant Chris Griffiths' proposal to Council is mirrored by his proposals given to other Community Councils. He suggests that we agree that the Police attend meetings on a quarterly basis, and this will be reliant on an agenda being distributed to Chris within good time prior to the meeting. This will then allow the staff member attending to gather the required information prior to the meeting, which will then allow us to give you the information Council requires for the meeting. If there is not an agenda forthcoming then he will take it that there will be no need to attend due to no matters arising other than any updates from the previous meeting then you are likely to be updated on actions via email or by telephone.

However, if Councillors have a need to speak to the neighbourhood policing team about any urgent issues outside of the quarterly meetings then contact can be made with the team through the means of contact already in place. This he hopes will go some way to resolving the issue of attendance at meetings in the future.

RESOLVED - that –

- i) the report be noted.
- ii) the police agenda for the next meeting of Council should be

- Fly tipping: Farm Road
- Kids on Scooters
- Drugs
- Parking outside Sealand CP School
- Speeding on Kingsley Road
- Parking Foxes Lane near to junction with Welsh Road – not on double yellow lines
- Lead thefts – 21 Bridge View and 11 Orchard Way
- Understanding of use of police helicopter over Sealand
- Need for police to give commitment for continued use of Council's CCTV at Sealand Manor
- Problem with youths – mainly from outside Sealand: 7pm to 10pm: various locations: Garden City.

a) Matters raised previously by members of Council

The Clerk advised that PCSO Gareth Price 2944 had emailed the following updated information -

Motorised scooter: No further complaints received.

Fly tipping: Must have been cleaned up as no more signs of Fly Tipping.

Kids on Scooter: On-going issues with these youths. Will continue to keep an eye on the situation.

Drugs : Need the Intelligence to keep coming in and he will continue to put the reports in so searches and warrants can be done.

Parking Outside Sealand CP : Patrols have continued at school opening / closing times and parents have been warned.

Speeding on Kingsley Road : Will speak with the children regarding Road Safety.

Parking Foxes Lane : The only cars he has seen parked there have not been on double yellows but just behind.

Quad Bikes - Will keep an eye open.

RESOLVED - that the report be noted.

b) Sealand Primary School

The Headteacher advised that she had raised issues with her children about the problems associated with mixing with older children – playing in the street and drugs. The Headteacher stressed the importance in children seeing a Police presence at the school. The Police have been invited to come to the school but they have not responded to the invite even though one issue raised by the Headteacher was urgent.

RESOLVED - that the report be noted.

c) CCTV – Sealand Manor

The Clerk advised that he had been informed by PCSO Gareth Price 2944 that PCSO Dave Huxley is looking into costs for CCTV installations for a number of Councils in order to achieve best value.

The Clerk further advised that he has informed PCSO Dave Huxley that the Council has allocated funds for an additional CCTV to be located at The Greens at Sealand Manor and that Council asks that it be provided with details of costs for its consideration.

The Clerk advised that both PCSO have advised that they are not seeking costs for the Council's CCTV. Subsequently PCSO Huxley has been in discussion with the Chairman.

The Chairman outlined possibly costs for Council to purchase an additional CCTV – reference resolutions above - “Need for police to give commitment for continued use of Council's CCTV at Sealand Manor”

RESOLVED - that the report be noted.

d) Problems with Youths – Seats – Welsh Road

The Clerk reminded Council that at the May 2012 meeting of Council it resolved that

- i) the police be asked to deal with the serious complaints about youth creating problems in the areas of the seat at the corner of Welsh Road / Sealand Avenue and Welsh Road / Orchard Way – in the event that the problem has not improved by the next meeting then Council will request the County Council to remove the two seats.
- ii) Should the problem get worse then before the next meeting the Chairman will request the removal of the two seats.

The Clerk advised that he has been informed by PCSO Gareth Price that the Police have not received any complaints about the seats.

The Chairman referred to her recent survey undertaken with Councillor Gwyneth Bullock along Welsh Road and Orchard Way to identify the level of the problem – it was concluded that only two residents raised this as a problem.

RESOLVED - that –

- i) the report be noted.
- ii) Streetscene at Flintshire County Council be advised that their seat on Welsh Road near to Orchard Way is in urgent of repair.

12/42 FLINTSHIRE COUNTY COUNCIL MATTERS

Members of Council congratulated County Councillor Chris Jones on her recent election success in May 2012.

a) Meadow View– Need for Additional off Street Car Parking

The County Councillor advised that the County Council are preparing details of how car parking can be improved together with costings and a possible date when the work may be undertaken.

RESOLVED - that the County Councillor's report be noted.

b) Old Marsh Farm Road – Street Name Signs

The Clerk advised that the signs have been installed at either end of Old Marsh Farm Road.

RESOLVED - that the report be noted.

c) Improvement to Road Surface –Farm Road, Sandy Lane and Brookside.

The County Councillor advised that the projects are on the County Council priority list – Riverside Park has been completed and the remaining areas will be actioned when funds become available.

RESOLVED - that the County Councillor's report be noted.

d) Car Park – Welsh Road – Need for a Stopping up Order.

RESOLVED - that the matter be deferred.

e) Speeding Traffic – West Green, Sealand Manor

The County Councillor reminded Council that West Green will be assessed for traffic calming in accordance with the traffic calming as approved in November 2010

RESOLVED - that the report be noted.

f) Public Footpaths

Missing footpath direction signs – North Wales Shooting School.

The Clerk confirmed that a new footpath sign has been installed on Foxes Lane

The Clerk advised that he has provided Councillor J.A. Dodd with a map of the area so that the Councillor can indicate where additional direction signs should be installed. The Councillor advised that he will be walking the route with Mr Ronnie Bray on Wednesday 20th June 2012.

RESOLVED - that the report be noted.

Need to clarify re-routing of public right of way in the area of the closed steel works offices

It was reported at the previous meeting that Councillor Norman Jones had met representatives from Pochins on site to discuss possible routes for the replacement public right at this location. It is understood that three routes were discussed which are now being considered by Pochins.

RESOLVED – that Pochins be asked to provide an update on the situation regarding the Council’s request for the footpath to be rerouted.

h) Grass Cutting

The County Councillor advised that grass cutting will be carried out very shortly.

The County Councillor noted that the grass needs to be cut near to 18 to 21 Sealand Road – on the approach to the nearby underpass and at the junction of Old Marsh Farm Road and Sealand Road.

RESOLVED - that the report be noted.

i) Ragwort Weed

It was reported that ragwort weed will need to be handpicked and double bagged for its removal – ragwort is growing along the riverbank and dykes.

RESOLVED - that the matter be actioned by the County Councillor.

j) Walkabout by the County Councillor

The County Councillor advised that she will be undertaking every two months walkabouts at both Sealand Manor and Garden City with various officers from the County Council including Derek Turner – Area Supervisor - to cover issues such as housing repairs – tree cutting – highway and footway maintenance etc. Dates to be given out in due course – next one likely to be late June 2012.

RESOLVED – that the report be noted.

l) Green Lane Estate – New Dog Bin

The County Councillor advised that the dog bin is still on order.

RESOLVED - that a further copy of the site plan be sent to Harvey Mitchell.

m) Houlbrooks Site – Planning Appeal – Public Enquiry

The County Councillor advised that she is currently awaiting the date for the Public Enquiry.

RESOLVED - that the report be noted.

12/43 **LIGHTING MATTERS**

a) Street Lighting Report

The Clerk reported that his most recent lighting inspection of the Council's 149 lights took place on 17th June 2012 all lights were working.

RESOLVED – that the report be noted.

b) Proposed Lighting Projects – 2012/13

At the March 2012 meeting of Council it was resolved that Council approved the quotations to undertake the following lighting improvements in the 2012/13 financial year -

North Green – Additional Col - £2,500

Bridge View – Cols x 5 £8,200

The Clerk advised that the work had started at Bridge View as agreed. Also the two replacement lights have been installed at Kingsley Road even though the Council had not approved the expenditure.

RESOLVED - that

- i) the report be noted.
- ii) Council should approve the quotation submitted by the County Council to install two replacement columns at Kingsley Road at a cost of £3,290.

c) Increase cost in Energy – Scottish Power from 1 May 2011

The Clerk advised that he had responded to the Head of Streetscene to the County Council's review of Street Lighting as outlined at the February 2012 meeting of Council. A reply is still awaited.

RESOLVED - that the report be noted.

12/44 FLOOD RISK - HIGHWAYS

a) A550 Drainage Scheme

RESOLVED - that matter be deferred.

b) Foxes Lane Underpass

The Chairman advised that the underpass has been inspected by a Structural Engineer whose report is still awaited by the County Council.

The Chairman explained that on the support section of the underpass near to Claremont Avenue there clearly is an issue with one of the drainage tracks that is leaking water.

RESOLVED - that the report be noted.

12/45 SECTION 137 – LOCAL GOVERNMENT ACT 1971
PAYMENT OF GRANTS

a) Summary of Grant Payments – 2011/12 Financial Year

The Clerk advised that the Government has confirmed that 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 of 2192 and £6.50 per head produces an upper limit of £14,248.

Grants will be considered for payment at the May 2012, November 2012 and February 2013 meetings of Council.

Allocation for the 2012/13 financial year is £4,000 with £1300 being paid out so far.

RESOLVED:- that the report be noted.

12/46 PLANNING APPLICATIONS

The Clerk advised that no following planning applications had been received electronically from Flintshire County Council since the meeting of Council held on 21st May 2012

RESOLVED:- that the report be noted.

12/47 NOTIFICATION OF PLANNING PERMISSIONS

The Clerk advised that the Head of Planning had submitted details of planning decisions since 21st May 2012 meeting of Council.

Refused - 049311 – Retention of a & metre high CCTV camera pole at Barn 3, Willow Farm, Sealand Road, Sealand.

RESOLVED - that the report be noted.

12/48 ACCOUNTS FOR PAYMENT

RESOLVED - that the under mentioned accounts be approved for payment.

Cheque No	Payable to	Details	Amount	VAT	Vat Code
002640	P. Richmond	Salary – June 2012	£561.85		
002641	HMRC	Income Tax – PR – June 2012	£187.90		
002642	AON Ltd Replacement cheque for 002633 – returned by Lloyds TSB re mandate issue See note below	Annual Insurance Premium	£5360.30		
002643	JDH Business Services Ltd	Internal Audit Fee for the 2011/12 Financial Year	£210.00	£35.00	771744412
002644	Scottish Power	Energy –30/4/12 to 31/5/12	£529.24	£88.21	659372008
Total Spend			£6,849.29	£123.21	

12/49 INCOME

The Clerk advised that Council had received the following income –

Lloyd TSB	Bank Interest	£1.60
Flintshire County Council	Milk Claim – Autumn Term 2011	£308.12
AON Ltd	Admin Refund	£22.93
Total		£332.65

RESOLVED - that the income be received.

12/50 NOTICE BOARDS

The Clerk advised that he awaits the invoice from Flintshire County Council for the work involved in moving the notice board from Sealand Avenue to Ferry Lane.

RESOLVED - that the report be noted.

12/51 BT PROPOSALS TO REMOVE PUBLIC PAYPHONES

The Clerk advised that he has been informed by BT that there are still some issues with our new contractors that BT need to iron out. As mentioned in a previous email

BT haven't forgotten the job and they will take the box away as part of this year's nationwide removal programme. Unfortunately no-one will commit to any dates at the moment so BT cannot provide a date for its removal. It's not a satisfactory answer. BT expect some kind of progress in the next month or so in terms of commitment dates for all these boxes

RESOLVED - that the report be noted.

12/52 CORRESPONDENCE

The Clerk detailed the following correspondence – No correspondence to report.

RESOLVED - that the report be noted.

**12/53 FLOOD AWARENESS WALES – HELPING COMMUNITIES
PLAN AND BETTER PREPARED FOR FLOODING**

The Clerk advised that he is still awaiting her initial work on the Sealand Community Flood Plan

RESOLVED - that the report be noted.

12/54 INTERNAL AUDIT – 2011/12 FINANCIAL YEAR

The Clerk advised that the Internal Audit has been completed by JDH Business Services Ltd with only one issue to report. The audit was undertaken using the following tests as specified by the Audit Commission on Section 4 of the Annual Return for Local Councils in England and Wales:

- Checking that books of account have been properly kept throughout the year.
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for.
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks.
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate.
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for.
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for.

- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied.
- Checking the accuracy of the asset and investments registers.
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s).
- Year-end testing on the accuracy and completeness of the financial statements.

Conclusion - On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan overleaf.

Issue 1

The audit trail from the cash book to the invoices is sometimes difficult to follow as the cheque numbers are not written on the invoices.

Recommendation – the audit trail could be improved by writing the cheque number on the invoices.

Actioned by the Clerk.

Issue 2

There is no clause in the section of the Financial Regulations dealing with the contracts of a certain threshold to be in writing, which helps protect the Council's position legally should there be a dispute about elements of the supply of goods or services.

Recommendation – the Council should consider establishing a threshold above which the contracts must be in writing,

The Clerk proposed the following addition to the Financial Regulations -

“Where it is intended to enter into a contract exceeding £2,500 the Responsible Financial Officer shall ensure that all contracts are in writing to protect the legal position of the Council should there be disputes about elements of supply of goods and service.”

RESOLVED:- that

- i) the report be noted.
- ii) the Financial Regulations be amended to include “Where it is intended to enter into a contract exceeding £2,500 the Responsible Financial Officer shall ensure that all contracts are in writing to protect the legal position of the Council should there be disputes about elements of supply of goods and service.”
- iii) copies of the amended Financial Regulations should be circulated accordingly.

The Clerk reminded Council that he had detailed the accounts for Council in the Local Council for Wales Annual Return for the year ended 31 March 2012 together with the audit process to be followed by Council.

The Accounts and Audit Regulations were amended in 2010. Process to follow is –

1. Draft the Annual Return sections 1 and 2 – Now Complete.
2. Pass the Return to the internal auditor – (delivered on 16th May 2012 – returned on 23rd May 2012)
3. The Responsible Financial Officer signs Page 1, where indicated when it is returned from the internal auditor. - Done
4. The Council approves the Return in draft and the Chair signs Page 1 – where indicated (completed - June 2012 meeting of Council)
5. Send a copy of the Return to UHY Hacker Young with bank reconciliation and variance analysis.(Will be posted 1st class on 19th June 2012)
6. UHY Hacker Young will send a letter at the end of the audit with details of their comments on the Return – if any.
7. Part 3 of the Return is signed by the Responsible Financial Officer.
8. The Council considers UHY’s letter and approves the Return.
9. Part 3 of the Return is signed by the Chair
10. The original of the Return is sent to UHY for signature and closure of the audit.

RESOLVED: - that the report be noted

Section 2 – Annual governance statement

The Clerk outlined the Section 2 – Annual governance statement

We acknowledge as the members of SEALAND COMMUNITY COUNCIL our responsibility for ensuring that there is a sound system of internal control including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the Council’s accounting statements for the year ended 31st March 2011 that -

	Agreed - Yes or No
We have approved the accounting statements accounts which have been prepared in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2005(as amended) and proper practices.	YES
We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	YES

We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice, which could have a significant financial effect on the ability of the council to conduct its business or on its finances.	YES
We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2005(as amended).	YES
We have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	YES
We have maintained an adequate and effective system of internal audit of the Council's accounting records and control systems throughout the year and have received a report from the Internal Auditor.	YES
We have taken appropriate action on all matters raised in previous reports from internal and external audit	YES
We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the council and, where appropriate have included them on the statement of accounts.	YES
Trust funds – in our capacity as trustee we have discharged our responsibility in relation to the accountability for the fund(s) including financial reporting and if required, independent examination or audit.	N/A

The Clerk advised that as the Responsible Financial Officer he has now signed Page 1 – where indicated.

Section1 – Following certification by the Responsible Financial Officer the Council is now required to approve the accounting statements in Section 1

Section 2 – The Annual Governance Statement has been presented to the Council. To the best of our knowledge and belief and subject to your audit findings, the responses to each statement of assurance in Section 2 are accurate, complete and represent the Council's final responses.

RESOLVED: - that –

- i) the report be noted.
- ii) Council should approve the Annual Return for the year ended 31st March 2012 as presented by the Council's Responsible Financial Officer in line with Section 1 and Section 2 as reported to Council and that the Chairman be authorised to sign the required authorisation on page 1 of the Annual Return together with the Clerk as the Council's Responsible Financial Officer

The Clerk advised that he will be submitting the Annual Return to the Council's external auditor – Hacker Young on 19th June 2012. The Clerk also advised that the

Council is required to advise on variances greater than 10% subject to a minimum of £250 compared with the previous 2010/11 financial year – the Clerk outlined the letter he had prepared to send to the external auditor.

RESOLVED:- that the report be noted and that the letter be endorsed.

12/56 BANK MANDATE

The Clerk advised that he had received a letter from Lloyds TSB dated 25th May 2012 which advised that with regard to Account 3091912 – 00388217 cheque no 002633 has not been signed in accordance with the payee's bank mandate. The Clerk further advised that he immediately telephoned Lloyds TSB that this letter and the previous April 2012 letter was unclear. The Clerk pointed out that the bank's records show that that last month they returned cheque number 002628 dated 16th April 2012 made payable to AON Ltd (Annual Insurance Premium) for £5360.30. On receiving that letter the Clerk telephoned Lloyds TSB and was advised by one of their representatives that they had no idea why the cheque had failed to be accepted and that the Council should provide a replacement cheque for signing at the next meeting of Council – all other cheques raised on 16th April 2012 went through the bank with no problem. This particular payment is very important as it's the annual premium for the Council's insurances.

The Clerk referred back to the letter dated 25th May 2012 and his subsequent telephone conversation with Lloyds TSB – their initial representative again could not tell him what the problem was – again all other cheques raised on 21st May 2012 had been accepted. The Clerk asked to speak to a manager – who then explained after investigating that the Council does not have an account mandate. This was news to the Clerk as a mandate has not been requested in the past. The Clerk said to the manager at Lloyds TSB that he was further annoyed as he should have been informed of this before – obviously sometime in the past and definitely when he telephoned Lloyds TSB in April 2012.

The Clerk had now received copies of the following from Lloyds TSB.

1. Verification of identity of proof of address and identity – to be completed by all members of Council. A list of items accepted as proof of identity had also been provided. Councillors will need to take the completed form – copy of letter dated 7th June 2012 and required proof of identity to their nearest Lloyds TSB branch as a matter of urgency.
2. Non-incorporated Club, Charity, Society or Non-Personal Trust - the form and if required appendices requires the signatures of the Clerk and all members of Council. The Clerk outlined the details of the authorisation which is outlined in the resolution below.

RESOLVED: - that –

- i) the report be noted.
- ii) Members of Council should action their forms as outlined in 1) above and visit their nearest Lloyds TSB as a matter of urgency.
- iii) Council should authorise the signing of the Non-incorporated Club, Charity, Society or Non-Personal Trust form and in so doing authorises that it confirms Council are appointing Lloyd's TSB Bank plc. / Lloyds TSB Scotland plc. as appropriate ("The Bank" or "we/our/us") as our bankers and apply for the accounts and services as indicated to the Bank.
- iv) Council should authorise the bank to operate its accounts in accordance with -
 - a) the terms of the authority as set out in Sections 1,2,3 and 4 ("General terms and conditions")
 - b)(if applicable) the terms and conditions for the Treasures' account as set out in the separate leaflet – "Your terms and conditions 12531"
 - c) any other relevant terms and conditions for the type of accounts Council has opened which are set out in the "Your terms and Conditions"
 - d) the terms set out in the General Terms of Conditions.
 - e) the agreement that the details Council has provided are accurate and Council agrees that the bank can make checks, use and disclose any personal and business information in accordance with the terms set out on Form 12549 "Lloyds Banking Group and your Personal and Business Data for commercial purposes."
 - f) (Where there is more than one authorised signatory to the accounts the resolutions set out in clause 24 "Resolutions" of the General Terms and Conditions have duly passed.
 - g) The terms of this Authority and General Terms and Conditions in Section 4 apply to this and any accounts opened now or in the future. The Leaflet "Your terms and Conditions" set out the terms and conditions for the Business Instant Access, Business 30 day Notice, Commercial Call, Commercial 30 Day Notice, Commercial Solicitors Call, Clients Call, Designated Client Call and Treasures accounts and the relevant terms and conditions in that leaflet will apply to any such accounts opened by Council.
 - h) The specimen signatures provided on the authority form are correct.
- v) In line with Council's Financial Regulations 19 "Cheques on the general account shall be signed by any three Members of the Council. Such signatories shall also satisfy themselves from the supporting paperwork that the amounts of such cheques equate to the amounts due for payment.

Note – that all Councillors will have received their forms to verify their address and identity by Wednesday 20th June 2012. Councillors Wayne Morris’ forms will be hand delivered and Councillor Gwyneth Bullocks’ was post first class by the Clerk on 19th June 2012.

Note – the main mandate form was posted to Lloyds TSB on 19th June 2012 – the two remaining signatures on the mandate will be obtained from Councillors Wayne Morris and Mary Southall at the next meeting of Council.

12/57 SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS
2012/13 FINANCIAL YEAR

The Clerk outlined overall expenditure and income for the 2012/13 financial year up and including cheque number 002644

2 0 1 2 / 1 3 Financial Year		Actual	Anticipated	Difference
Income	General Admin Inc. Precept	£17,666.66	£53,000.00	-£35,333.34
	Bank Interest	£3.22	£20.00	-£16.78
	Insurance Claims / Refunds	£0.00	£0.00	£0.00
	VAT Refund	£1,366.08	£1,366	+£0.08
	Milk Claims	£679.17	£750.00	-£70.83
	Total	£19,738.06	£55,136.00	-£35,397.94
		Actual	Anticipated	Difference
Expenditure	Play Areas	£0.00	£6,570.00	£6,570.00
	Staffing Costs	£1,859.25	£7,437.00	£5,577.75
	General Admin Costs	£1,752.96	£4,420.00	£2,667.04
	S137 Grants	£1,300.00	£4,000.00	£2,700.00
	CCTV	£0.00	£4,000.00	£4,000.00
	Street Lightning	£3,497.52	£23,500.00	£20,002.48
	Notice Boards	£1,200.00	£250.00	-£950.00
	Insurances	£5,360.30	£5,100.00	-£260.30
	Milk	£525.42	£3,750.00	£3,224.58
	Election Costs	£0.00	£3,000.00	£3,000.00
	Total	£15,495.45	£62,027.00	£46,531.55

C u r r e n t Summary	Balance as at 31 March 2012	£43,972.48
	Total Expenditure	£15,495.45
	Total Income	£19,738.06
	Balance	£4,242.61
	Overall balance as at 18th June 2012 including cheques authorised for payment.	£48,2315.0 9
VAT Costs for 2012/13	£296.61	

E n d o f Y e a r Prediction	Balance as at 31 March 2012	£43,972 .48
	Total Anticipated Expenditure	£62,027 .00
	Total Anticipated Income	£55,136 .00
	Anticipated Balance for the year	- £6,891. 00
	Anticipated Overall Balance as at 31 March 2013	£37,081 .48

12/58

SPRING TERM 2012 MILK CLAIM

The Clerk advised that he had recently submitted the Council's milk claim to Flintshire County Council for the Spring Term 2012.

Month	Days	Pupils	Cartons	Cost
January	19	91	1729	£326.80
February	15	91	1365	£258.00
March	22	90	1940	£366.66
April	9	90	840	£158.76

Total 65

Term dates. 5th January to 30th April 2012

RESOLVED: - that the report be noted.

12/59 MATTERS RAISED BY MEMBERS OF COUNCIL

- Clarification about security lights at Orchard Way
- Understanding of why Council installed lights at Ferry Lane.

12/60 MATTERS RAISED BY MEMBERS OF PUBLIC

- No matters were raised.

12/61 DATE OF NEXT MEETING - MONDAY 16 JULY 2012.

The meeting opened at 6.30 pm and closed at 9.05pm .

Signed Monday 16th July 2012

Chair – Councillor Mrs. S. Webber - Sealand Community Council) PR