

SEALAND COMMUNITY COUNCIL

Peter Richmond
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1st December 2016

To – Members of Council.

Dear Councillor

Meeting of Council and Annual Finance Meeting – Monday 12th December 2016

The next meeting of Council will be held on Monday 12th December 2016 at the Sealand Primary School **beginning at 6pm.**

Important dates

Sealand Christmas Carol Service - Tuesday 20th December beginning at 7.30pm. - St. Bartholomew's Church.

The agenda is detailed below.

Yours sincerely



Peter Richmond
Clerk & Financial Officer

SEALAND COMMUNITY COUNCIL
MEETING OF COUNCIL - MONDAY 12th DECEMBER 2016
AGENDA

1. To receive the Notice of the Meeting.
2. To request members of the public to comment on matters relating to the agenda, or to raise matters for the Council's attention.
3. Declaration of Interest
4. To receive apologies for non-attendance.
5. To receive the Chairman's Report including actions taken since the meeting held on 21st November 2016.
6. To endorse the Minutes of the Meeting of Council held on 21st November 2016. Copy enclosed.
7. Matters Arising.
8. To receive details of the Council's current overall actual income and expenditure and estimated income and expenditure for the 2016/17 financial year. Copy will be circulated at the meeting.
9. To consider planning applications received from Flintshire County Council.

053203 - Extension to caravan park to provide for 88 touring caravans with associated landscaping and planting at Land adjacent to Fir Trees Holiday Park, Ferry Lane, Sealand, Flintshire, CH1 6QF
10. To consider requests for grant payments.
11. To approve accounts for payment.
12. To receive income.
13. To receive correspondence.
14. To Review / Endorse the Council's - Financial Regulations – Internal Financial Controls – Annual Investment Strategy – Risk Assessment Processes, Freedom of Information Access Arrangements, Complaints Procedure, Data Protection Policy, Records Management Policy, Information Security Policy, Health and Safety Policy, Press Media Policy, Public Participation Protocol, Retention of Documents Policy. Copies have previously been provided to members of Council and are all currently available on the Council's web site.

A master set will be held by the Clerk at the meeting.

15. To note the Council's Asset Registrar in respect of the 2016/17 financial year – position to be as at 31st March 2017.

Assets	Value – Purchase Price	Insurance Cover
Chairs of Office	£6,059.90	£6,933.56
Notice Boards	£2,451.52	£5,556.46
Office Equipment	£855.00	£937.02
Public Seats	£2,085.00	£6,829.77
Street Lighting	£150,000 – proxy value see note below	£150,000
Digital Recorder Cameras	£4,326.00	£5,269.02
Total	£165,777.42	£175,525.83

A copy of the updated Asset Register has been added to the Council's web site and a copy was emailed to members of Council.

Note - External Auditor - Local Council Audit Team have advised that where a cost value is unknown a proxy value must be given to the value of the asset. This proxy value can be the insurance value, however, once this proxy value is set, the value must not change. There should not be movements for revaluations, changes in insurance value, depreciation, impairment etc.

16. To receive details of matters requiring attention from Members of Council.
17. To receive details of matters requiring attention from Members of the Public.
18. To request for Public to be temporarily excluded from the meeting.
19. To receive the Clerk's Annual Financial Report – copy enclosed.
20. To consider and agree the following areas of expenditure for the 2017/18 financial year –
 - Allowance for the Clerk.
 - Chairman's Fund
 - Free Resource Fund – re grant payments
 - Retention of school milk for Sealand Primary School.
 - Street Lighting Fund – Energy, Maintenance and New Provision.
 - Street Furniture Fund – Repair and Maintenance.
 - Retention of Play Leadership Scheme – Two Sites.
 - Additional Projects – Play Areas.
 - Administration Budget.
 - Council Web Site
 - Council Precept.

21. Date of Next Meeting - Monday 16th January 2017 – Venue Sealand Primary School – Start time 6.30pm.