

SEALAND COMMUNITY COUNCIL

EXTRACT FROM THE MINUTES OF THE ANNUAL FINANCE MEETING OF COUNCIL HELD ON 20th JANUARY 2014 AT THE SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Mrs Mary Southall (Chairman), Mrs Gwyneth Bullock, Mrs. Barbara Hinds, Mrs Chris Jones (County Councillor), Norman Jones, Alex Lewis, Mike Walker, Shelley Webber and David Wisinger.

Peter Richmond - the Clerk and Financial Officer.

Also in attendance -

Five members of the public.

Wayne Jones from Streetscene – Flintshire County Council.

13/211 FINANCIAL REPORT –2013/14 and 2014/15 FINANCIAL YEARS

The Clerk advised:-

- a) that a precept is an order to the charging authority – Flintshire County Council to pay a requested sum to the precept authority – Sealand Community Council and that that the schedule of payment from Flintshire County Council will be 3 equal instalments – on the last working days of April, August and December.
- b) 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 1964 and £6.50 per head produces an upper limit of £12,766.
- c) on details of anticipated income and expenditure for the 2013/14 and 2014/15 financial years
- d) that his salary for 2013/14 is £5637 – point 24 on the NJC scale. Payment is net with the Council deducting income tax at 40% and making payment to the HMRC.
- e) the allowance is paid to the Clerk for the use of his private telephone, computer and a contribution towards the cost of maintaining his residence in which a room is dedicated as an office. The payment for 2013/14 is £ 1900.00. Details of the payment are submitted on an annual basis to the HMRC.
- f) that expenses incurred in carrying out his duties are also reimbursed. The expenditure being incurred on behalf of the Council as part of its administration and running cost, i.e., stamps, payphone for daytime calls, and travelling expenses. NJC rate for Casual Users being paid for car mileage within Sealand and as required mileage to venues outside Sealand – 47p per mile.
- g) the estimated income for the current 2013/14 financial year is £54,920 and estimated expenditure is £51,887. The opening balance at 1 April 2013 was £41,708. The estimated opening balance at 1 April 2014 is estimated at approx. £44,741 assuming all planned

expenditure takes place which may not be the case.

The Clerk also reminded Council that it had agreed to review the Council's contract of employment at each Annual Finance Meeting. The Council approved and signed the Clerks contract of employment with the Council in 2009. The Contract placed the Clerk on NALC scale point 23 with annual increases to point 25

RESOLVED:-that –

- a) the report be noted.
- b) no changes be made to the Clerks Contract of Employment.
- c) it be noted that the Clerk's progress to Point 25 from Point 24 on the NJC Scale be deferred by mutual consent and to be reviewed at the Annual Finance Meeting to be held in January 2015.

13/212 ALLOWANCES AND SALARY

The Clerk reminded Council that the Internal Auditor had advised in July 2008 that Inland Revenue rules that payments to the Chair are subject to NI & Income Tax unless claimed as expenses and the Chairman should secure vouchers/supporting receipts for all expenditure and submit to Council. Any excess over the amount of total actual expenses could be potentially deemed taxable by HMRC unless repaid to the Council.

RESOLVED:- that the following be agreed for 2014/15 :-

	£
• Chair's Allowance	800
• Clerk's Salary	5,637
• Clerk's Allowance	2,000_____
Total	£8,437

13/213 PAYMENT OF GRANTS – FREE RESOURCE ACCOUNT

RESOLVED:- that –

- a) grant payments for the 2014/15 financial year be restricted to a maximum of £150.00 apart from Sealand Primary School who should receive £1000.00.
- b) Free Resources Fund should be £3000.00.
- c) for the 2014/15 financial year grants will be considered for payment at the May 2014, November 2014 and February 2015 meetings of Council.

13/214 SCHOOL MILK

RESOLVED:-that the Council should continue to provide milk to the pupils of Sealand Primary School ages 7+ to 10+ - gross anticipated cost £3,800.

13/215 PLAYLEADER SCHEME 2013 AND PLAY AREA IMPROVEMENTS

RESOLVED:- that the Council –

a) should support both proposed Play Schemes – overall estimated cost £4,200

b) should advise the Head of Leisure Services of its decision.

c) should allocate £5000 for matched funding for play equipment.

Total - £9,200.

13/216 STREET LIGHTING

RESOLVED:-that the following be allocated:-

	£
Energy	4,800
Repairs and Maintenance	5,500
New / Replacement Columns	14,000
Electrical Testing	800
Total	£25,100

13/217 OTHER AREAS OF EXPENDITURE

RESOLVED:- that the following funds be allocated:-

	£
Printer Cartridges	380
Replacement Notice Board – Ferry Lane	1,000
CCTV Repairs	250
Insurances	2,500
Stationery	125
Annual Subscriptions	520
Audit Fees	650
Conferences	650
Council's Web Site	500
Postage / Mileage/Telephone	1,600
Repairs to Chain of Office / Links	500
Data Protection Registration	35
Total	£ 8,710

13/219 PRECEPT 2014/15

The Clerk advised that the Council had agreed to an indicated expenditure of £58,247.

Estimated income excluding precept is £1,370. Estimated opening balance at 1 April 2014 is £44,741.

To achieve an estimated balance at 1 April 2014 of £41,000 (approx) a precept of £53,136 is required. This should be rounded to £53,000.

The Clerk advised that the County Council require a completion of a precept mandate form to be signed by the Chairman and Clerk. The Clerk outlined the form -

Current years precept – 2013/14 - £53,000

Current Tax Base of equivalent Band D properties is £1,104.91

The current Band D charge is £47.97

The precept for 2014/15 - £53,000

Tax Base for 2014/15 of equivalent Band D properties is £1,138.42

The band D charge for 2014/15 is £46.56

The decrease in the Band D charge amount is £1.41

The percentage decrease in the 2014/15 band D charge compared to the 2013/14 band D charge is 2.94%

RESOLVED:- that –

a) the precept for 2014/15 be set at £53,000.00 and for Flintshire County Council to be advised accordingly and for the Clerk and Chairman to sign the required precept mandate.

b) the Clerk be thanked for his excellent and informative financial report.

The meeting opened at 6.pm and closed at 8.45 pm.

Signed

Chair –Sealand Community Council) PR