

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON 17th JULY 2017

PRESENT: Councillors: Alex Lewis (Chairman), Mrs. Barbara Hinds, Mrs Chris Jones (County Councillor and Vice Chairman), Mrs. Joan Keith, Mrs Mary Southall, Mike Walker, and David Wisinger.

Peter Richmond: Clerk and Financial Officer.

Also in attendance: 5 members of the public.

17/77 SEALAND COMMUNITY COUNCIL – SUMMARY OF ACCOUNTS -
2017/18 FINANCIAL YEAR

The Clerk outlined the expenditure and income for the 2017/18 financial year up to cheque number 003078.

	Actual	Anticipated	Difference
Income			
General Admin Inc. Precept	£19,000.00	£57,000.00	-£38,000.00
Bank Interest	£4.68	£24.00	-£19.32
Insurance Claims / Refunds	£0.00	£0.00	£0.00
VAT Refund	£389.11	£500.00	-£110.89
Milk Claims	£234.10	£500.00	-£265.90
Total	£19,627.89	£58,024.00	-£38,396.11
Expenditure	Actual	Anticipated	Difference
Bank Charges	£15.00	£60.00	£45.00
Chairman's Fund	£0.00	£800.00	£800.00
Staffing Costs	£4,117.40	£9,276.00	£5,158.60
General Admin Costs	£1,372.72	£3,795.00	£2,422.28
Insurances	£893.98	£1,200.00	£306.02
Election Costs	£0.00	£4,500.00	£4500.00
Play Areas	£0.00	£8,100.00	£8,100.00
Highways	£0.00	£700.00	£700.00
Street Lighting	£2,194.55	£23,400.00	£21,205.45
CCTV Maintenance	£660.00	£1,000.00	£340.00
Grants – Section 137	£1,250.00	£2,500.00	£1,250.00
School Milk – Section 137	£732.45	£3,200.00	£2,467.55
Total	£11,236.10	£58,531.00	£47,294.90

Current
Summary

Balance as at 31 March 2017	£36,987.43
Total Expenditure	£11,236.10
Total Income	£19,627.89
Balance	£8,391.79
Overall balance as at 20th July 2017	£45,379.22
VAT Costs for 2017/18 financial year	£173.80

End of Year
Prediction

Balance as at 31 March 2017	£36,987.43
Total Anticipated Expenditure	£58,531.00
Total Anticipated Income	£58,024.00
Anticipated Balance for the year	-£507.00
Anticipated Overall Balance as at 31st March 2018	£36,480.43

17/78 **SUMMARY ACCOUNTS 2015/16 FINANCIAL YEAR – AS AT 30th JUNE 2017**

The Clerk advised that in line with the new Financial Regulations he submits details of the Council’s overall bank balances in respect of – as at 30th June, 30th September, 31st December and 31st March each year.

The position as at 30th June 2017 is – (information gained by phone from Lloyds TSB as bank statements have not been received)

Account - no – 0388217 - £ 7,190.05
 Account - no – 7326098 - £ 40,957.50

Total - £48,147.55

The Clerk advised that he still awaits the required bank account accounts and these will be circulated at the September 2017 meeting.

Less unpaid cheque of £288.80 -0003069

Total bank Accounts - £ 48,147.55 less unpaid cheque of £288.80 leaves a balance of £47,858.75

The Clerk also detailed the Council’s summary of accounts that detailed a closing balance of £47,858.75

RESOLVED: - that the report be noted.

17/79 **REPORT – ANNUAL FINANCIAL RETURN – 2016/17**

Key Dates for 2017/18

HMRC VAT Claim for 2016/17 for £389.11	1 st April 2017- completed.
HMRC Basic Tools on Line System set up for 2017/18	31 st March 2017 – completed.
Bank Reconciliation for 31 st March 2017	1 st April 2017 – completed.
Internal Audit	13 th April 2017 – collect records on 27 th April 2017 – completed.
Date of council meeting to approve accounting statements and to present annual return to smaller body prior to audit.	10 th April 2017 – completed.
Display notice	From 1 st May to 14 th May 2017 Notices were displayed on web site and notice boards from 10 th April 2017
Make records available	From 15 th May to 12 th June 2017 – completed – now closed.

Date of council meeting to receive internal audit report	15 th May 2017 - completed
Annual return required by external auditor - BDO	13 th June 2017 – sent on 6 th June 2017.
Publication of audited accounts as soon as possible after completion of the audit – or in any event no later than	30 th September 2017

RESOLVED: - that the report be noted.