

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON 18th JUNE 2018 AT SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Chris Jones (Chair and County Councillor), Jean Fairbrother, Barbara Hinds (Vice-Chair), Norman Jones, Joan Keith, Mikael Khan, Alex Lewis, Mary Southall, Mike Walker, Rhondda Whittaker and David Wisinger.

Peter Richmond: Clerk and Financial Officer.
Two members of the public.

18/58 SUMMARY OF ACCOUNTS - 2018/19 FINANCIAL YEAR

The Clerk outlined the finalised expenditure and income for 2018/19 financial year up to cheque number 003158

2018 / 19 Financial Year	Actual	Anticipate d	Difference
Income			
General Admin Inc. Precept	£19,000.00	£57,000.00	-£38,000.00
Bank Interest	£3.20	£20.00	-£16.80
Insurance Claims / Refunds	£0.00	£0.00	£0.00
VAT Refund	£307.60	£200.00	+£107.60
Milk Claims	£0.00	£500.00	£0.00
Total	£19,310.80	£57,920.00	-£38,409.20
Expenditure	Actual	Anticipate d	Difference
Bank Charges	£15.00	£60.00	£45.00
Chairman's Fund	£0.00	£800.00	£880.00
Staffing Costs	£2,470.44	£9,882.00	£7,411.56
General Admin Costs	£627.38	£3,320.00	£2,692.62
Council Web Site	£480.00	£2,000.00	£1,520.00
Insurances	£852.61	£1,000.00	£147.39
Defibrillator - LGA Act 2000(S2)	£0.00	£1,000.00	£1,000.00

Play Schemes and New Equipment	£0.00	£9,400.00	£9,400.00
Highways	£1,400.00	£0.00	-£1,400.00
Street Lighting	£1,132.96	£25,400.00	£24,267.04
CCTV Maintenance	£0.00	£200.00	£0.00
Grants - Section 137	£1,168.75	£2,500.00	£1,331.25
School Milk - Section 137	£599.64	£3,500.00	£2,900.36
Total	£8,746.78	£59,062.00	£54,201.08

Current Summary	Balance as at 31 March 2018 including £25,000 contingency fund.	£39,991.15
	Total expenditure	£8,746.78
	Total income	£19,310.80
	Balance in year spend	£10,564.02
	Overall balance as at 18th June 2018	£50,555.17
	VAT Costs for 2018/19 financial year	£45.20
End of Year Prediction	Balance as at 31 st March 2018	£39,991.15
	Total anticipated expenditure	£59,062.00
	Total anticipated income	£57,920.00
	Anticipated balance for the year	-£1,342.00
	Anticipated Overall Balance as at 31st March 2019	£38,649.15

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REPORT - ANNUAL FINANCIAL RETURN - 2017/18

Key Dates for 2017/18 audit

HMRC VAT claim submitted for 2017/18 for £307.60	1 st April 2018- completed.
HMRC Basic Tools on Line System set up for 2018/19	31 st March 2018 - completed.
Bank Reconciliation for 31 st March 2018	1 st April 2018 - completed.
Internal Audit	12 th April 2018 - collected records on 19 th April 2018 - completed.
Date of council meeting to approve accounting statements and to present annual return to smaller body prior to audit.	21 st May 2018 - Approved.
Display notice	From 30 th April 2018 to 13 th May 2018 Notices displayed on the council's web site and 5 notice boards from 15 th April 2018.
Make records available	From 14 th May 2018 to 11 th June 2018. Public inspection period now ended.
Date of council meeting to receive internal audit report	21 st May 2018 - Received and noted.
Send annual return to external auditor - BDO.	6 th June 2018 - Posted 1 st Class.
Annual return required by external auditor - BDO	12 th June 2018 - Sent on 6 th June 2018

<p>The Clerk advised that the external auditor had advised on 15th June 2018 that other payments has decreased by £8,604, 16% from 2016/17 to 2017/18 an explanation for which was provided, however there was insufficient information for us to draw a conclusion. The Clerk advised the external auditor that she should refer to appendix A - as sent with the audit pack on information.</p> <p>Appendix A - that highlights in green all the areas of other payments comparing 2016/17 with 2017/18 - by removing the rounding required for the Annual Return the two totals are £54,617.41 and £46,014 - the difference being an actual of £8,603.41.</p> <p>The key differences are the reduction in expenditure on street lighting, highways and school milk</p>	
<p>Publication of audited accounts as soon as possible after completion of the audit - or in any event no later than</p>	<p>30th September 2018</p>

RESOLVED: - that the report be noted.

The meeting opened at 6.30pm and closed at 8.30 pm

..... Signed 9th July 2018
Chairman of the Council.