

LEESWOOD AND PONTBLYDDYN COMMUNITY COUNCIL

CYNGOR CYMUNED COEDLLAI A PONTBLYDDYN

THE MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE LEESWOOD AND PONTBLYDDYN COMMUNITY COUNCIL HELD AT THE COMMUNITY CENTRE ON TUESDAY 22nd MAY 2018.

PRESENT

Councillor D. Rule, Chairman (in the Chair),
Councillors J. Atkinson, D.K. Crowther, L.C. Richardson, J.E. Saul and G. Sherwood.

Also in attendance Marie Reynolds - Clerk to the Council.

APOLOGIES

These were received from Councillor R. Hughes, Vice-Chair to the Council.

DECLARATION OF INTEREST - MEMBERS CODE OF CONDUCT

There were no declarations of interest.

40. BUDGET FIGURES AT YEAR END 31/03/2018

Councillors had been circulated with the budget figures at the year-end 31st March 2018. It was noted that expenditure had more or less been kept in line with the Precept figures as set out in January 2017, except for the Programme for double yellow lines on Bell's Corner and the Junction of Bryn Clyd/King Street and the playground equipment on the playing area at Ffordd Siarl, Leeswood. The Provision of Balances had covered the cost of additional expenditure and monies had also been moved about from other earmarked expenses once it was known it was no longer needed for that particular item.

41. INTERNAL AUDIT 2017/2018

The Clerk advised that she was taking the books to the Mrs Sharon Jones of JDH Business Services Ltd for the internal audit 2017/2018.

She went on to explain that the requirements of this year's audit were: -

a) A copy of the Notice for the Exercise of Electors' Rights must be displayed as usual. This year between the dates 21st May to 3rd June 2018. However, a photograph of this notice being displayed, and details of the exact location must be provided to the External Auditor.

b) A copy of the minutes from 2015/2016 where the Audited Accounts and Audit Report were presented following completion of the Audit.

c) Evidence that the recommendations from 2015/2016 have been implemented/addressed in 2017/2018.

d) An analysis of the reserves held at 31st March 2017 and 31st March 2018 and an explanation of the purpose of these reserves and when they will be used.

e) Confirmation of the number of electors at 1st January 2017 and a copy of the schedule of donations given out under the power of Section 137 for the financial year ended 31st March 2018.

f) An analysis of any gratuity or other exit salary payments made in the year/confirmation of any reserves for any future gratuity payments/if the Council has an arrangement in place, a copy of the contract of employment which demonstrates that a contractual obligation exists.

Sections a) and b) from above would be dealt with by the Clerk.

In regard to section c) from above, Councillors commented that the Budget process had been maintained throughout the year and the Clerk had been in regular communication with the Finance Committee. The reports of accounts presented at each quarter had been detailed and provided sufficient information for Councillors to monitor the financial position.

The Clerk advised that it would be necessary to confirm the reserves held by the Council to satisfy section d) above. Following discussion, it was agreed that the reserves were to be allocated as follows: -

Year-end 31st March 2017

Capital Expenditure	£49,000.00	Purchase of land to extend Cemetery and any subsequent works
Earmarked Expenditure	£5,000.00	In reserves for emergency expenditure not budgeted for
Earmarked Expenditure	£2,000.00	Clerk's Pension
Earmarked Expenditure	£1,239.27	Cost of new notice board and Community Centre rent
Total	£57,239.27	

Year-end 31st March 2018

Capital Expenditure	£51,500.00	Purchase of land to extend Cemetery and any subsequent works
Earmarked Expenditure	£5,000.00	In reserves for emergency expenditure not budgeted for
Earmarked Expenditure	£3,000.00	Clerk's Pension
Earmarked Expenditure	£3,000.00	Playground equipment
Earmarked Expenditure	£3,000.00	Double yellow lines
Earmarked Expenditure	£1,500.00	Community Centre grant 2017/2018 not paid
Earmarked Expenditure	£1,496.26	Cost of new notice board and Community Centre rent
Total	£68,496.26	

In relation to Section e) above, the total amount spent under Section 137 during 2017/2018 was £7,375.10 with £1,500.00 still to be paid over to the Leeswood Community Centre Trust making a total of £8,875.10. The designated Section 137 expenditure for 2017/2018 is £7.57 per each resident on the electoral roll. For Leeswood and Pontblyddyn, the total expenditure permitted is 1,623 x £7.57 = £12,286.11.

Regarding section f) above, no gratuity or exit payments have been made and this Council has no future obligation for such payments.