

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF THE MEETING OF COUNCIL HELD ON 14<sup>th</sup> DECEMBER 2020 ON LINE VIA GO TO MEETING**

**PRESENT: Councillors** Barbara Hinds (Chair), Gwyneth Bullock, Jean Fairbrother, Ashley Griffiths, Bob James, Chris Jones (County Councillor), Mikael Khan, Alex Lewis, Mary Southall, Mike Walker, Brian Ward and David Wisinger.

Peter Richmond: Clerk and Financial Officer

Wayne Jones: Flintshire County Council - StreetScene

**20/155      MATTERS RAISED BY THE PUBLIC**

No matters were raised

**20/156      APOLOGIES FOR NON-ATTENDANCE**

Apologies were received and accepted from Councillor Norman Jones (Vice - Chair)

**20/157      CODE OF CONDUCT DECLARATION OF INTEREST**

No declarations were submitted at the beginning of the meeting.

**20/158      CONTINUATION OF ON LINE COUNCIL MEETINGS**

RESOLVED – that Council will continue holding its meetings on line and will keep under review as and when further Covid advice has been issued.

**20/159      CHAIR'S REPORT AND ACTIONS SINCE 16<sup>th</sup> NOVEMBER 2020**

The Chair advised that she had not attended any meetings since the previous Council meeting on 16<sup>th</sup> November 2020.

RESOLVED – that the report be noted.

**20/160      MINUTES OF THE MEETING OF THE COUNCIL HELD ON 16<sup>th</sup> NOVEMBER 2020**

RESOLVED - that –

- i) the minutes of the meeting of Council held on 16<sup>th</sup> November 2020 be confirmed as a true and correct record.
- ii) Clerk should visit the Chair to obtain a signed copy of the said minutes for record retention.

**20/161**      **CHAIR'S FUND 2020/21**

The Clerk reminded Council that the agreed spend for the Chair's Fund for the 2020/21 financial year is £800.00. Payments being made under expenditure powers - Ancillary Power Local Government Act 1972 (S11). Payment to date is £350.00

RESOLVED – that the report be noted.

**20/162**      **POLICE ISSUES**

Inspector Stephen Roberts has recently replaced Inspector Gareth Cust.

1. Riverbank cycle path - Shotton to Chester (by the Railway Bridge / John Summers old offices) – Drugs Problem.

Deferred pending further updates.

2. Drugs Problem –Garden City

The County Councillor advised that the drugs issues are still the same and more involvement from the appropriate services need to be applied to improve the situation.

RESOLVED – that the Inspector Stephen Roberts be asked for a progress report and that Council requests further patrols and spot checks.

3. Community Speed Watch – Seahill Road, Foxes Lane and Welsh Road.

Councillor Mike Walker advised that no further speed watches had been undertaken.

Mike has asked John Morris at North Wales Police to provide new Hi-Viz jackets that state NWP. Mike will ask John Morris whether he can run an exercise in traffic monitoring at Ferry Lane i.e. how many cars and what speeds they are doing. The reason for this to assist with the review of the speed limits on Ferry Lane. John Morris advised that this is in order.

RESOLVED – that the Council should purchase a speed radar gun estimated cost £125 under Power of Wellbeing 2000. Expenditure to go against Council's S137 limit and that Councillor Mike Walker should ask John Morris for the purchasing details.

4. Ferry Lane Residents Association - concern of motorbikes crossing from Saltney over the River Dee footbridge and then proceeding with great speed and noise along the cycle path towards Chester.

Deferred pending further updates.

5. Problems of serious anti-social behaviour.

The Clerk advised on the report received from the Police on 26<sup>th</sup> November 2020

Before the first lock down the Police became aware of a number of youths who were causing concern. Therefore, the Police did referrals to other agencies, Social services, youth offending team and school attendance. The Police were able to obtain assistance for one family who didn't live in your area but was causing problems in your area.

Then we had lock down and a number of agencies were unable to go out to see people and did majority of the work via technology.

When we came out of the first lock down, we found certain youths coming to our attention on a regular basis. Due to this we have been able to do the following - One youth is on a court order: Three youths are working with prevent and deter: Two youths have agreed to behaviour contracts.

Housing are working with the Police and are assisting in placing pressure on the families.

YOT (youth offending team) are meeting with the Police /Social services/school attendance/housing on a monthly basis to deal with any issues which are being highlighted.

The PCSO's are working the area and have changed shifts so they are about at the right time to obtain evidence to prove if what we have done has worked or not.

The Police are encouraging residents of the area to contact the Police directly at the time it is happening. This is assisting in building a full picture of what is happening and when.

RESOLVED – that the reports be noted.

**20/163      FLINTSHIRE COUNTY COUNCIL ISSUES.**

**a)      Underpass - Foxes Lane**

Wayne Jones advised that he will arrange for the removal of the leaves that have collected in the underpass.

RESOLVED – that the report be noted.

**b)      Ferry Lane Footbridge – Noise Nuisance**

At the November 2020 meeting the Clerk reported that Ian Bushell advised the Council commissioned a Structural Consultant to investigate the noise / vibrations made by the

bridge in certain weather conditions. The consultant has also been in discussions with the manufacture of the handrails and other County's with a similar bridge design. It is Ian's understanding that the consultant has been out to view the bridge in different conditions over the past few weeks and spoken to local residents within the area. Ian said that then he has a meeting this week to discuss their findings and will review the recommendations.

An update report has been requested. Wayne Jones said he will also discuss with Ian Bushell.

RESOLVED – that the report be noted.

**c) Car Sales – Sealand Road / St. Bartholomew's Court**

At the previous meeting the Clerk advised that he had been informed by Mark Harris that the Pollution Control have been asked to provide details of the adjustment necessary i.e. max height of the lighting and introduction of a cowl to meet light pollution concerns.

An update report has been requested.

RESOLVED – that the report be noted

**d) Land opposite St. Bartholomew's Church – The Spinney**

RESOLVED – that the matter be deferred.

**e) Deeside Lane – Unadopted**

RESOLVED – that the matter be deferred.

**f) Car Park – Welsh Road (Griffiths Pharmacy)**

The County Councillor advised that she will request an update from Sam Tully

RESOLVED – that the report be noted

**g) Speed Limit Review – Ferry Lane – 30 mph**

Joanne Barry advised Council on 16<sup>th</sup> November 2020 due to the number of requests that the Authority receives for safety measures and the limited funding available, it has been deemed appropriate to assess them against a set criteria. Each request that comes into the Authority for safety measures are scored accordingly on the Flintshire County Council's Safety Scheme Matrix assessment and in accordance with Welsh Governments criteria, scored, ranked and prioritised for future funding from Welsh Government. As discussed previously, an assessment has been made and unfortunately Ferry Lane does not qualify for a reduction in speed limit to 30mph. A 30mph speed limit is the standard speed limit in villages, which is considered as having 20 or more houses and key buildings such as a

church, shops or a school.

In February 2019, a speed assessment was conducted and the results showed the average speed travelled over a 7-day period was 34.9mph.

If you believe motorists are travelling in excess of the mandatory speed limit at this location, this would be subject to enforcement action by North Wales Police.

In addition, a North Wales Police initiative known as Operation Snap enables members of the public to either photograph or film an act of criminality for which can then be submitted via the North Wales Police website for purposes of prosecution. Whilst it may prove difficult to prosecute speeding motorists on the strength of public footage alone (i.e. this would typically require specialist calibrated speed measuring equipment), recorded footage would help to identify serial offenders for which appropriate action could be taken thereafter. I have enclosed the internet link below should this be something either yourself or the local community wish to consider. <https://www.north-wales.police.uk/contact/minor-incident-reporting/op-snap-all-wales>

Community Speed Watch is another North Wales Police initiative which enables local people to become actively involved in targeting speeding motorists within their communities.

Joanne Barry advised on 30<sup>th</sup> November 2020 that unfortunately, there is no legally prescribed sign to use on the highway for a 30mph advisory roundel.

Ian Bushell previously advised earlier today that he has copied in Richard Flood (Transport Strategy Manger) who manages the WG bids on behalf of StreetScene. Richard will be able to advise on possibilities of future Safer Routes in the Community's bids and it may be worth investigating Active Travel measures for Ferry Lane as I know this is a promoted cycle route on our integrated mapping system. Richard Flood has now been asked about this. The County Councillor previously advised that she has also sent an email to Richard Flood requesting the same. An update will be requested.

RESOLVED – that the report be noted.

#### **h) Dandy's Top Soil – Sealand Road**

On 22<sup>nd</sup> October 2020 Karl Slater advised that he has spoken to the Enforcement Officer and they confirmed that they hadn't had a complaint regarding the containers on site to date. Karl has received an email from them on 22nd October 2020 and they are going to register it and will contact Council in due course.

At the previous meeting it was resolved that Karl Slater at Flintshire County Council be asked to provide full details of planning approvals for this site and to comment upon all the activities undertaken on the site that haven't received planning approval. The email to Karl should be copied into Mandy Lewis, County Councillor Chris Bithell, Matthew Georgio and Andrew Farrow.

An update will be requested from Mandy Lewis.

RESOLVED – that the report be noted

**i) Sealand Ditches – Site Meeting and Detailed Report**

Neil Parry advised on 17<sup>th</sup> November 2020 Neil Parry that he will inspect the watercourse opposite Church Cottages to Deeside Lane and as far as the car sales and if he considers that is likely to cause the flooding issues he will then see if he can persuade the Riparian Landowner/s to clean out the watercourse.

The watercourse under Seahill Road through to the Fisheries and beyond is classified as Main River and is within the remit of NRW in Wales and The Environment Agency in England. The Environment Agency have advised Neil that they will only undertake maintenance works on their Main River ditches if there is likely to be a significant risk of internal flooding to property. They have visited the area and concluded that there is currently no imminent risk to property and consequently because budgets are squeezed will only undertake essential works, which they do not consider to be the case in this instance. NRW's viewpoint is what is the point of utilising limited expenditure maintaining the Main River in this locality because flows are then impeded from the border downstream. Also, the County Council can only utilise its powers where there are certain consequences - internal flooding to property and we are unable to use those powers against NRW or the E.A.

Concern was again expressed about the high risk of continued flooding and the need to fully understand the impact on the drainage system when the major A494 roadworks were carried out.

County Councillors Chris Jones and Dave Wisinger advised that on 16<sup>th</sup> December 2020 they are attending an online meeting to discuss flooding and drainage concerns and will advise on this at the next meeting.

Wayne Jones reported that he regularly checks the operation of the Green Lane East pump for the nearby underpass but doesn't know where it outflows.

RESOLVED – that NEWTRA be asked to advise on the drainage flow arrangements regarding the A494 from the Wales / England boundary to its junction with the A548 and asked to check all culverts that pass under the highway to see whether they are clear as Council has received complaints of drainage water building up on the east side of the A494.

**j) Pot Holes – Foxes Lane, Manor Road and Sealand Avenue.**

Wayne Jones will inspect the highways in question.

RESOLVED – that the report be noted.

**k) Matched Funding Scheme – 2020/21 – Play Equipment**

RESOLVED – that the matter be deferred

**l) Vehicle being driven on to grass verge at Meadow View, Sealand Manor**

Clara Owen, Neighbourhood Housing Officer advised on 23<sup>rd</sup> October 2020 that letters have been sent out advising a complaint has been made to Flintshire County Council with regard to vehicles driving over communal grassed areas. The communal area is not designed to take the weight of vehicles, and may cause damage to the grass and any utility pipes that may be in place to service the properties. Please refrain from driving over the grassed area. Thank you for your co-operation.

Clara also advised on 23<sup>rd</sup> October 2020 that she emailed capital works on 18<sup>th</sup> June 2020 and had a response the same day to say they are unable to carry out site visits at present but would put the site down for future consideration. Clara will contact capital works to request an update on their site visits arrangement's.

RESOLVED – that the report be noted.

**m) Airfields Development Site**

Following the November 2020 meeting Katie Jones at Flintshire County Council was asked for an update on their plans and proposals to mitigate against any traffic problems caused by the Airfields development and the need to continue to monitor traffic flows. Council asked will its concerns be alleviated when the Airfield site has been completed.

An update report has been requested.

RESOLVED – that the report be noted.

**n) Motorcycle/ Quad Bike Track- Pochins fields**

On 23<sup>rd</sup> November 2020 Tom Creer at Legat Owen advised that has had multiple discussions with the farmer who has assured that he is not allowing the bikes on to the field and had the track flattened several weeks ago. The farmer has been asked him to make the land secure which is a challenge and the local PCSOs are also aware that there is no permission and a letter to one individual was also issued on this basis.

RESOLVED – that the report be noted.

**o) Orchard Way – Tree that needs lopping – affecting BT Service**

Dewi Morris – the County Council’s Tree Inspector has advised again that due to the recent fire break rules non-essential site visits will not be carried out during this period, once restriction have lifted Dewi will be in touch.

RESOLVED – that the report be noted.

**p) Chelsea lime tree - Old Sealand Road – Tree Preservation Order**

Stuart Body has asked for a location plan showing the position of the tree that the Council has requested a TPO. Councillor Mike Walker has agreed to provide.

RESOLVED – that the report be noted.

**20/164 COUNCIL’S STREET LIGHTING**

The Clerk advised that all of the Council’s 80 street lights are working. This reduces to 69 on 1<sup>st</sup> April 2021.

At the February 2020 meeting minute Ref 19/250 ii) Council resolved that the Financial Regulations should be suspended with regard to securing three written estimates that should not apply with regard to the Council’s required street lighting maintenance and adoption contract. The Clerk advised that he has recently signed the new lighting contract with Jamie Bennett and is now awaiting a return of the said contract signed by both parties.

RESOLVED – that –

- i) the report be noted.
- ii) the Council’s 2021/22 lighting programme will be Riverside Park / Stoneleigh Close lights columns 138 to 140, 154 to 157 and 160 to 162 - 10 in total. Cost per column being £2150.00 - total cost £21,500.00. That leaves 14 columns at Riverside Park to be replaced and adopted over the next two financial years. And reduces the total lighting stock to 59 on 1<sup>st</sup> April 2022.

**20/165 SECTION 137 – LOCAL GOVERNMENT ACT 1972  
PAYMENT OF GRANTS**

Section 137(1) of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes



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.

The amount per elector is £8.32 and this applies to the 2020/21 financial year. The recently issued electoral role from Flintshire County Council at December 2020 indicates a total of 2152 (Sealand East 874 and Sealand West 1278). For the 2020/21 financial year the maximum expenditure is  $2152 \times £8.32 = £17,904.64$ . Allocated spend is £2,500 for grants and £2,800 for school milk. Total £5,300. For the 2021/22 financial year this has increased to £8.41 per elector. The amount per elector is £8.41 producing a total of £18,098.32

Spent to prior to the meeting and for authorisation at the meeting £165.00 for school milk and £1,350.00 on grants.

The expenditure on free school milk comes under well-being (Local Government Act 2000, Sections (1-5) - this power is again restricted again by the S137 limit £8.32 in 2020/21 and £8.41 for 2021/22.

RESOLVED - report be noted.

## **20/166            PLANNING APPLICATIONS**

The Clerk advised on the planning applications have been received from Flintshire County Council.

062057 - Application for approval of reserved matters following outline approval. (058990) at RAF Sealand South Camp, Welsh Road, Sealand, Deeside, CH5 2RD

062202 - Proposed Development consisting of 4 No. food and retail units and associated car parking and signage at Former Gateway to Wales Hotel, Welsh Road, Garden City, Flintshire, CH5 2HX

RESOLVED – that –

- i) no objections be raised in respect of planning application 062057.
- ii) whilst the proposed retail outlets would add to the local facilities the Council raises objections in respect of 062202 on the grounds that the proposal will increase traffic flows leading to potential road safety problems with its nearness to the traffic roundabout and bus stop. The Costa drive thru cafe will be identifiable from the A494. Traffic is likely to leave the dual carriageway to use this facility. The entrance to the site is of course the same entrance as used by the former Gateway to Wales Hotel, however, there is now more traffic using this roundabout than in the past. The expanding local developments including the new Amazon distribution centre, the significant new housing developments will add further to these traffic flows. The proposed development potentially

may cause traffic queues that could prove a danger to traffic leaving the dual carriageway to enter Welsh Road. Added to this is the nearby bus stop. Council urges that consideration should be given to improving the current entrance and exit for the proposed site if this development is to go ahead.

## 20/167 ACCOUNTS FOR PAYMENT

RESOLVED: - that

- i) the under mentioned accounts be approved for payment.
- ii) the Clerk will now arrange with three members of Council for the cheques to be signed.
- iii) it be noted that the Lloyds Bank charges for the period as previously notified to Council – £5 per month.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003393	Jolora Ltd	Standard Hosting Charge and Domain name renewal	£228.00	£38.00	294456859	Local Govt Act 1972 (S142)
003394	Flintshire County Council	Repair work to street lighting at Riverside Park	£237.10			Highways Act 1980 (301)
003395	Cheque Destroyed – written in error					
003396	P. Richmond	Salary etc. – December 2020	£675.41			Local Govt Act 1972 (S112)
003397	HMRC	PR – Income Tax - £363.60 and NI £24.52 December 2020	£388.12			Local Govt Act 1972 (S112)
003398	SLCC - The Society of Local Council Clerks	Annual Subscription	£166.00			Miscellaneous Powers LGA 1972 (S111)
003399	P. Richmond	Refund Stationery	£36.79			Local Govt 1972(S150)
<b>Total Spend</b>			<b>£1,731.42</b>	<b>£38.00</b>		

**20/168**      **INCOME**

The Clerk advised that Council had received the following income –

Lloyds Bank	Interest payment	£0.23
<b>Total</b>		<b>£0.23</b>

RESOLVED – that the income be noted.

**20/169**      **CORRESPONDENCE**

The Clerk advised that some general correspondence had been emailed to members of council which did not need reporting at the meeting.

RESOLVED - that the report be noted.

**20/170**      **FRIENDS OF SEALAND – FIGTREE PROJECT – ST. BARTHOLOMEW’S CHURCH**

An email was circulated to members of Council on 30<sup>th</sup> November 2020 advising that –

December 5<sup>th</sup> - Tidy up the outside 10am to 4pm

December 12<sup>th</sup> - Open Day 10am to 2pm

The two events will be publicised. This will be done through the Church website and Facebook pages, Figtree social network, newspaper announcements etc. However, we also want to contact Sealand directly, and have had leaflets printed re the Open Day. These need to be delivered and we would be grateful for your help. If you can help deliver them in the next week please get back to me asap so we can give you the required number of leaflets.

The church will be functioning in some shape or form from Christmas, with either private prayer, public services, weddings and funerals according to the various Government and Church in Wales guidelines in force at the time. We have our first wedding booked for April 10<sup>th</sup> 2021.

The community activities will need careful planning and guidance. So far, the Friends of Sealand has been an advisory group, with ideas, thoughts and some plans. But it will have to change during this period in order to plan a structure, re booking the facility and its facilities.

RESOLVED - that the report be noted.

**20/171**      **PROVISION OF BENCHES AT STONELEIGH CLOSE – GARDEN CITY**

It was previously agreed that the Council should consider covering the cost for the County Council to install two new benches on the basis that the benches are maintained as County Council assets and future maintenance and insurance costs are fully met by the County Council however, it was later agreed that the County Council should take responsibility to replace them.

RESOLVED - that Mike Angel and Neil Cockerton be asked to provide replacement benches at Stoneleigh Close. The two existing seats are in a dreadful state of repair and should be either repaired or replaced as soon as possible.

**20/172**      **REPORT – ANNUAL FINANCIAL RETURN – 2019/20**

RESOLVED – that the matter be deferred pending the Clerk’s next update.

**20/173**      **SUMMARY OF ACCOUNTS – 2020/21 FINANCIAL YEAR**

The Clerk outlined the expenditure and income for the 2020/21 financial year up to cheque number 003399.

2020/21 Financial Year	Actual	Anticipated	Difference
<b>Income</b>			
General Admin Inc. Precept	£38,000.00	£57,000.00	-£19,000.00
Bank Interest	£9.45	£22.00	-£12.55
Cancelled payment from 2019/20	£50.00	£0.00	£50.00
VAT Refund	£467.56	£400.00	£67.56
Milk Claims	£109.13	£400.00	-£290.87
<b>Total</b>	<b>£38,636.14</b>	<b>£57,822.00</b>	<b>-£19,185.86</b>
<b>Expenditure</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Bank Charges	£40.00	£60.00	£20.00
Chairman's Fund	£350.00	£800.00	£450.00
Staffing Costs	£8,404.20	£10,669.00	£2,264.80
Admin Costs inc printer cartridges	£2,808.51	£2,840.00	£31.49
Council Web Site	£2,686.00	£2,304.00	-£382.00
Insurances	£770.12	£875.00	£104.88
Defibrillator – LGA Act 2000(S2)	£0.00	£75.00	-£75.00
Play Schemes and New Equipment	£1,743.28	£10,500.00	£8,756.72
Highways	£0.00	£2,500.00	£2,500.00
Street Lighting	£27,057.27	£23,700.00	-£3,357.27
CCTV Maintenance	£0.00	£250.00	£250.00
Grants – Section 137	£1,350.00	£2,500.00	£1,150.00
School Milk – Section 137	£165.00	£2,800.00	£2,635.00
<b>Total</b>	<b>£45,374.38</b>	<b>£59,873.00</b>	<b>£14,498.62</b>

Current Summary	Balance as at 31 March 2020 including £25,000 contingency fund.	£41,075.46
	Total expenditure	£45,374.38
	Total income	£38,636.14
	Balance in year spend	-£6,738.24
	Overall balance as of 14 <sup>th</sup> December 2020	£34,337.22
End of Year Prediction	VAT Costs for 2020/21 financial year	£703.60
	Balance as at 31 <sup>st</sup> March 2020	£41,075.46
	Total anticipated expenditure	£59,873.00
	Total anticipated income	£57,822.00
	Anticipated balance for the year	-£2,051.00
	<b>Anticipated Overall Balance as at 31<sup>st</sup> March 2021</b>	<b>£ 39,024.46</b>

RESOLVED – that the report be noted.

**20/174      REQUEST FOR PUBLIC TO BE TEMPORARILY EXCLUDED FROM THE MEETING**

RESOLVED: - that in view of the special nature of the business to be transacted it is advisable in the public interest that the public is excluded.

**20/175      FINANCIAL REPORT – 2020/21 and 2021/22**

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 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 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. The amount per elector is £8.32 and this applies to the 2020/21 financial year. For the 2021/22 financial year this has increased to £8.41 per elector. The current electoral role from Flintshire County Council at December 2020 indicates a total of 2152 (Sealand East 874 and Sealand West 1278). The amount per elector is £8.41 producing a total of £18,098.32. Allocated spend in the 2020/21 financial year is £2,500 for grants and £2,800 for school milk. Total £5,300.
- c) on details of anticipated income and expenditure for the 2020/21 and 2021/22 financial years – as circulated with the agenda.
- d) the Clerk is contracted for a working week of 14 hours. Payment is net with the Council deducting income tax at 40% on the full income and making payment to the HMRC. The Council also pays the employer's National Insurance contribution to HMRC.
- e) in the past Council has paid an amount to cover costs incurred wholly, exclusively and necessarily in the performance of the office of the Clerk to the Council. This covers the essential use of the Clerk's private telephone, mobile phone, dedicated computer, dedicated laptop, independent back up devices, broadband line, scanner, office storage and a contribution towards the heating and lighting cost for maintaining a room dedicated as an office. These were reviewed in December 2019 to ensure that the Clerk is not subsidising the council and the amount for 2020/21 was £1650 - £137.50 per month. This payment is combined with the Clerk's salary and paid through PAYE.
- f) that non-IT 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. stationery, printer cartridges, stamps and travelling expenses. NJC rate for Casual Users / HMRC approved mileage rate being paid for car mileage within Sealand and as required mileage to venues outside Sealand – £0.45p per mile.
- g) the estimated income for the current 2020/21 financial year is £57,908 and estimated expenditure is £58,200. The opening balance at 1 April 2020 was £41,075. The estimated opening balance at 1 April 2021 is £40,783 assuming all planned expenditure takes place which may not be the case.

RESOLVED: -that the report be noted together with the agreed payment to cover the Clerk's expenditure in providing most of the IT facilities necessary to carry out his role as Clerk plus a contribution towards the use of his telephones /broadband line and his dedicated office room whilst noting that the payment is subject to PAYE.

**20/176            PAYMENTS TO THE CLERK AND CHAIR'S FUND**

RESOLVED: - that the following be agreed for 2021/22 -	<b>£</b>
• Chair's Fund	800
• Clerk's Salary	9,266
• Clerk's payment to cover essential IT costs / phones / and office provision	1,650
<b>Total</b>	<b>£12,196</b>

**20/177            PAYMENT OF GRANTS – FREE RESOURCE ACCOUNT**

- RESOLVED: - that –
- i) grant payments for the 2021/22 financial year be restricted to a maximum per organisation of £150 apart from Sealand Primary School who should receive up to a maximum of £1,000.
  - ii) Free Resources Fund should be £2,200

**20/178            PROVISION OF SCHOOL MILK – SEALAND PRIMARY SCHOOL**

RESOLVED: -that Council should continue to provide milk to the pupils of Sealand Primary School ages 7+ to 10+ - gross anticipated cost £2,000.

**20/179            PLAYLEADERSHIP SCHEMES 2021 AND PLAY AREA IMPROVEMENTS**

- RESOLVED: - that Council should –
- i) support both proposed Play Schemes – overall estimated cost £5,500.
  - ii) advise the Head of Leisure Services of its decision.
  - iii) allocate £5,000 for possible matched funding for play equipment.
- Total - £10,500**

**20/180            STREET LIGHTING**

RESOLVED: -that the following be allocated

Energy	£2,650
Repairs and Maintenance	£2,800
New / Replacement Columns minute 20/163 iii))	£21,650 (10 lights – refer to
<b>Total</b>	<b>£26,950</b>

**20/181      OTHER AREAS OF EXPENDITURE**

RESOLVED: - that the following funds be allocated: -

Election Costs	£0
Bank Charges	£60
Street Furniture Repairs	£400
Payment to FCC to provide two benches at Stoneleigh Close	£1,200
Printer repairs and cartridges	£500
Defibrillator – Energy	£75
Insurances	£770
Stationery	£75
Annual Subscriptions	£500
Audit Fees	£540
Conferences - attendance	£260
Council's Web Site	£2,400
Postage / Mileage	£720
Engraving Chain of Office	£10
Data Protection Registration	£35
Total as above	£7,545

**Summary of the agreed allocations Minute 20/176 to Minute 20/180**

Clerk and Chairs Fund	£12,196
Free Resource Fund – Grants	£2,200
Free Resource Fund – School Milk	£2,000
Playleader Scheme	£5,500
Joint funded project play areas	£5,000
Street Lighting	£26,950
Total as above	£53,846
Full Total	£61,391

**20/182      PRECEPT 2021/22**

The Clerk advised that the Council had agreed to an indicated estimated expenditure of £61,391 for the 2021/22 financial year.

Estimated income excluding precept for the 2021/22 financial year is £1,005. Estimated opening balance at 1<sup>st</sup> April 2021 is £40,783. To achieve an estimated balance at 1<sup>st</sup> April 2022 of £38,000 a precept of £57,603 is required.



After a full discussion it was agreed to set a precept of £57,000.

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

Current year's precept – 2020/21 - £57,000

Current Tax Base of equivalent Band D properties is £1,163.00

The current Band D charge is £49.01

The precept for 2021/22 - £57,000

Tax Base for 2021/22 of equivalent Band D properties is £1,221.57

The band D charge for 2021/2 will be £46.66

The decrease in the Band D charge amount is £2.35

The percentage decrease in the 2021/22 Band D charge compared to the 2020/21 Band D charge is 4.79%

RESOLVED: - that the –

- i) precept for the 2021/22 financial year be set at £57,000 and for Flintshire County Council to be advised accordingly and for the Clerk and Chair to sign the required precept mandate.
- ii) Clerk be thanked for his usual excellent and informative and very clear financial report.

#### **20/183      COUNCIL RESERVES – 2021/22**

The Clerk made reference to the council's policy on Financial Reserves and advised that the recommended amount to be held in reserves for contingency purposes is proportionately 6-9 months of gross expenditure – estimated expenditure for 2021/22 is £61,391 – 6 months is equivalent to £30,695.

RESOLVED – that of the estimated carry forward of £40,783 at 1<sup>st</sup> April 2021 an amount of £25,000 will be held as a Contingency Reserve to assist cash flow in the event of unforeseen occurrences. The remaining funds being required to cover council expenditure until the first precept payment is made by Flintshire County Council during the 2021/22 financial year. The Council's Policy on Reserves will be amended accordingly.

#### **20/184      FUTURE AUDIT ARRANGEMENTS – AUDIT YEAR 2020/21 ONWARDS**

The Clerk referenced back to minute 20/150 November 2020 when he advised Council that Audit Wales have determined new audit arrangements for community and town councils to be applied from the audit of the 2020-21 accounts that incorporates a three-year cycle of two limited procedure audits and a transaction-based audit for each council. The introduction of the transaction-based audits will be staggered across the first three years of the new arrangements.

Audit Wales sent an email on 11<sup>th</sup> December 2020 which was copied on the same day to all members of Council that provided a schedule for the new audit arrangements. The schedule is listed by county and then by community. It identifies which year councils will receive the

transaction-based audit and the two years that the basic audit procedures will be applied. Council is basic for 2020/21 and 2021/22 and then full in 2022/23

RESOLVED – that the report be noted.

**20/185            MATTERS RAISED BY MEMBERS OF COUNCIL**

No Matters were raised.

**20/186            MATTERS RAISED BY MEMBERS OF THE PUBLIC**

No Matters were raised.

**20/187            DATE OF COUNCIL’S NEXT MEETING – 18<sup>th</sup> JANUARY 2021 – Starting at 6pm**

**20/188            IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT - DECLARATION OF INTEREST**

Council Member	Item	Minute Reference

The meeting opened at 6pm and closed at 7.45pm

..... Signed            18<sup>th</sup> January 2021