

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 18th JULY 2022

PRESENT: Councillors: Barbara Hinds (Acting Chair), Gwyneth Bullock, Jean Fairbrother, Chris Jones (County Councillor), Alex Lewis, Lionel Prouve, Mary Southall, Linda Thomas and Brian Ward.

Peter Richmond - Clerk and Financial Officer.
One member of the public

22/68 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Ashley Griffiths (Vice-Chair), Norman Jones and David Wisinger (Chair)

RESOLVED – that the apologies be received and accepted

22/69 CODE OF CONDUCT DECLARATION

RESOLVED – that it be noted that no declarations were made to Council at the beginning of the meeting in respect of the agenda.

22/70 MATTERS RAISED BY THE PUBLIC

No issues were raised before the meeting and the Clerk had not received a request to hold a hybrid meeting. One issue was raised at the meeting a request for an update regarding repairs to the Ferry Lane footbridge

22/71 MINUTES OF THE MEETING OF THE MEETING OF COUNCIL HELD ON 20th JUNE 2022

RESOLVED - that the minutes of the Meeting of Council held on 20th June 2022 be confirmed as a true and correct record.

22/72 COUNCILLOR BOB JAMES – RESIGNATION

The Clerk advised on the resignation dated 21st June 2022 received from Bob James.

The Notice of Vacancy that a casual vacancy has occurred in the office of Councillor for the Community of Sealand following the resignation of Councillor Bob James will be issued on 1st August 2022.

- 1 Rule 5(2) of The Local Elections (Parishes and Communities) (England and Wales) Rules, 2006 now applies.
- 2 The rule allows TEN ELECTORS for the Community [ward] in which the casual vacancy has arisen to request the Returning Officer to hold an election to fill the vacancy. That request must be made within FOURTEEN DAYS, calculated in accordance with the rules, of the date of the notice 1st August 2022. The fourteen-day period ends on 19th August 2022.
- 3 If no request is made the Community Council must, as soon as practicable after the expiry of the fourteen-day period, co-opt a person to fill the vacancy.

REOLVED – that notices should be added to the Council’s web site and notice boards.

22/73 CHAIR'S REPORT AND ACTIONS SINCE 20th JUNE 2022

There was no report.

22/74 CHAIR'S FUND 2022/23

The Clerk reminded Council that the agreed spend for the Chair's Fund for both the 2021/22 and 2022/23 financial years is £800.00. Payments being made under expenditure powers - Ancillary Power Local Government Act 1972 (S11).

RESOLVED – that the report be noted.

22/75 POLICE ISSUES

a) Community Speed Watch

Councillor Brian Ward reported on the recent speed checks on Welsh Road and that 17 vehicles were recorded as travelling in excess of the 40-mph speed limit. Details of these vehicles will be reported to the Police. The next speed check is planned for 25th July 2022.

It was previously reported that residents are concerned about the speeding traffic along Green Lane East. The speed limit being 30mph. This has been referred to North Wales Police.

RESOLVED – that the report be noted.

b) Sealand – Police walkabout – to be rearranged

There was no report.

c) Bi-monthly meetings between North Wales Police, local councils (town and community)

There was no report

22/76 FLINTSHIRE COUNTY COUNCIL ISSUES.

a) Underpass - Foxes Lane

Wayne Jones previously advised that he will inspect the walls of the underpass following the report that they are still very dirty. A reminder has been sent to Wayne

RESOLVED – that the report be noted.

b) Ferry Lane Footbridge – Noise Nuisance

At the November 2020 meeting the Clerk reported that Ian Bushell advised that the County 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 that week to discuss their findings and will review the recommendations.

RESOLVED – that Ian Bushell be asked to provide a progress report.

c) Car Park – Welsh Road (Griffiths Pharmacy)

There was no report.

d) Dandy's Top Soil – Sealand Road

County Councillor Chris Jones advised that Planning Enforcement have instructed the site owner to submit all required planning applications.

RESOLVED – that the report be noted.

e) Sealand Ditches

RESOLVED – that Andy Roberts be asked to provide Council with a full update of all the ditch issues previously referred to Neil Parry.

Note – Following the meeting Andy Roberts advised that he is not aware of any significant issues. Before Neil retired, he was looking at two sections of a ditch one of which has been fully cleared and the other has a hedge section in it that requires removal. Neil contacted the land owner and then wrote formally and has chased this. The land owner has come back to say they will arrange for the removal and clearance. Notwithstanding Neil's retirement I have retained him on a consultancy basis to deal with legacy matters such as this and Andy will catch up with him for any further progress and update you again.

f) Vehicles being driven on to grass verge at Meadow View, Sealand Manor

County Councillor Chris Jones advised that she is arranging for a walkabout at Sealand Manor with Clara Owen / James Wright-Davies and will advise Councillor Mary Southall of the date and start time when it has been arranged.

RESOLVED – that the report be noted.

g) 10 West Green - Sealand Manor

County Councillor Chris Jones advised that she is arranging for a walkabout at Sealand Manor with Clare Owen / James Wright-Davies and will advise Councillor Mary Southall of the date and start time when it has been arranged.

RESOLVED – that the report be noted.

h) Concern about condition of side access – 31 Welsh Road, Garden City

The County Councillor referenced 062135 - Land to the rear of 31 Welsh Road, Garden City and advised on the planning appeal and that it has been ruled that the applicant must carry out repairs to the side access as required for vehicular access.

RESOLVED - that the report be noted.

i) Amazon traffic turning right instead of left.

RESOLVED – that Anthony Stanford – Traffic Manager be asked to provide an update regarding information on the TRO for closing the bus lane and forcing the traffic to go left.

j) Trees – Sealand Primary School – Farm Road

RESOLVED – that the Headteacher be asked to provide an update regarding the need to reduce the height and prune the school trees that run alongside Farm Road

k) Damaged fencing – Cycle Bridge – A494

Wayne Jones has previously advised that this has been referred to NEWTRA and Sustrans.

RESOLVED – that the report be noted.

l) Dog Bins – Airfield Development

Wayne Jones has previously advised that they will be installed as soon as the highways have been adopted.

RESOLVED – that the report be noted.

m) Sealand Avenue

The County Councillor advised that she has requested the provision of a sign at the top of Sealand Avenue “No Access for HGVs. An HGV has gone to the Garden City Industrial Estate by mistake and has knocked down a streetlight.

RESOLVED – that the report be noted.

22/77 COUNCIL’S STREET LIGHTING

All of the Council’s 55 street lights are working.

At the May 2022 meeting of Council Council agreed to replace and upgrade lights 127 and 128 at Cedar Avenue and 155, 156 and 169 at Riverside Park at a cost per light of £2,150. Total cost £10,750.00. This work will be undertaken late July 2022. The 2022/23 lighting improvements will reduce the number of Council lights to 50.

The County Council’s monthly maintenance charges for 2022/23 are –
April, May, June 2022 - 59 columns = £125.48
July, Aug, Sept. 2022 - 55 columns = £116.97
October 2022 to March 2023 - 50 columns = £106.34

Energy for the lights has not been paid for the period since September 2021. The County Council has been asked for the invoices.

The County Council have been reminded that a new maintenance contract is required to be in place for post April 2023.

RESOLVED – that the report be noted.

22/78 SECTION 137 – LOCAL GOVERNMENT ACT 1972 – PAYMENT OF GRANT

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 Welsh Government advised that the Section 137 Expenditure Limit for 2022/23 is £8.82 per elector. The electoral role from Flintshire County Council at December 2021 indicated a total of 2393. The amount per elector of £8.82 produces a total of £21,106.26.

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 £8.82 for 2022/23.

Allocated spend in 2022/23 is Section 137 grants of £3,000 and for school milk £1,500.

RESOLVED - the –

- i) report be noted.
- ii) in accordance with Section 137 of the Local Government Act 1971 that the Council should award a grant of £150.00 to the Sealand Happy Group which is in the best interests of the area and its inhabitants.

22/79 POSSIBLE PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS

Both Pochins and Praxis have reacted positively regarding the Council's request. Wayne Jones has been asked to advise on suitable notice boards inc costs and the approval process required by FCC.

RESOLVED: - that the report be noted.

22/80 PLANNING APPLICATIONS

| PA Number | Application details | Location |
|---------------|---|---------------------------------------|
| FUL/000179/22 | Erection of a single storey side extension. | 4, Deeside Crescent, Sealand, CH1 6BY |

RESOLVED – that no objections raised in respect of the reported planning application.

22/81 ACCOUNTS FOR PAYMENT

RESOLVED: - that-

- i) the under mentioned accounts be approved for payment.
- ii) it be noted that the Lloyds Bank charges for the most recent period is £13.80 re £7.00 per month with an additional charge of 8 cheques x £0.85 = £6.80 = Total £13.80

| Cheque No | Payable to | Details | Amount | VAT | Vat Code | Expenditure Powers |
|--------------------|---------------------------|--|------------------|-----|----------|---|
| 003512 | Flintshire County Council | Uncontested 2022 Elections Charge | £246.17 | | | Representation of the Peoples Act 1983 - RPA1983 S36C |
| 003513 | P. Richmond | Salary etc. July 2022 | £721.75 | | | Local Govt Act 1972 (\$112) |
| 003514 | P. Richmond | Salary etc. August 2022 | £656.85 | | | Local Govt Act 1972 (\$112) |
| 003515 | HMRC | July 2022 Tax PR £420.80 and Employers NI £44.13 | £464.93 | | | Local Govt Act 1972 (\$112) |
| 003516 | HMRC | August 2022 Tax PR £420.40 and Employers NI £44.13 | £464.53 | | | Local Govt Act 1972 (\$112) |
| 003517 | Sealand Happy Group | Grant | £150.00 | | | Local Govt Act 1972 (\$137) |
| Total Spend | | | £2,704.23 | | | |

22/82 INCOME

The Clerk advised that Council had received the following income –

| | | |
|--------------|------------------|--------------|
| Lloyds Bank | Interest payment | £0.00 |
| Total | | £0.00 |

RESOLVED – that the income be noted.

22/83 CORRESPONDENCE

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

22/84 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH

It was reported that the cafe will be close on 31st August 2022 and that the Church is planning to have a defibrillator. Councillor Brian Ward advised subsequently that the British Heart Foundation provide them free if the need is clear. However, at the moment they have suspended this but restart in August. They don't provide the case and fitting but provide advice about buying etc.

It was also mentioned that a local resident has been raising funds for the defibrillator. It was agreed that the person leading on this should be sent a letter of thanks

RESOLVED – that the report be noted.

22/85 SEALAND FLOOD WARDENS

There was no report.

22/86 FLINTSHIRE SUMMER PLAYScheme – 2022

RESOLVED – that Janet Roberts be asked to confirm that the gazebos will be provided at both sites

22/87 HYNET – FURTHER CONSULTATION – NEW CARBON DIOXIDE PIPELINE

Hynet responded to the Council's issues and advised that the health effects of venting have been considered within Section 6.7 of the Preliminary Environmental Information Report and have been investigated and reported in Chapter 6 (Air Quality) of the Environmental Statement. It has been concluded that there are minimal risks to health, should venting need to occur. If required, the AGIs will only be used for minor venting during maintenance activities but will not be used for venting of the onshore pipeline system.

RESOLVED – that -

i) the report be noted.

ii) Hynet be invited to attend the September 2022 meeting of Council at 5.30pm in order to update Council on the project plan

22/88 SLCC / ONE VOICE Wales – TOOL KIT

At the One Voice Wales Area Committee the Clerk was advised that there isn't an urgency to work through the Tool Kit and certain sections are more relevant to small Councils

RESOLVED – that the report be noted.

22/89 NOTICE OF AUDIT- 2021/22 FINANCIAL YEAR AND ANNUAL FINANCIAL RETURN

The Clerk referred to the public notice and details of the public inspection arrangements. Inspection runs from 4th July to 29th July 2022. The notice is now displayed on the Sealand notice boards and the Council's web site. The Clerk advised that the completed Annual Return and all requested information was posted to Audit Wales on 1st July 2022

RESOLVED – that the report be noted.

22/90 SUMMARY OF ACCOUNTS – 2022/23 FINANCIAL YEAR

The Clerk outlined the expenditure and income for the 2022/23 financial year up to cheque number 003516

| 2022/23 Financial Year | Actual | Anticipated | Difference |
|--|---------------------------|---------------------|--------------------|
| Income | | | |
| General Admin Inc. Precept | £20,000.00 | £60,000.00 | -£40,000.00 |
| Bank Interest and Refund of Fees | £1.08 | £6.00 | -£4.92 |
| VAT Refund | £492.48 | £500.00 | -£7.52 |
| Total | £20,493.56 | £60,506.00 | -£40,012.44 |
| Expenditure | Actual | Anticipated | Difference |
| Bank Charges | £37.15 | £135.00 | £97.85 |
| Chairman's Fund | £0.00 | £800.00 | £800.00 |
| Staffing Costs | £5,687.44 | £13,190.00 | £7,502.56 |
| General Admin inc St Barts rental costs | £2,154.12 | £3,670.00 | £1,515.88 |
| Insurances | £628.95 | £700.00 | £71.05 |
| Play Schemes and New Play Equipment | £0.00 | £10,800.00 | £10,800.00 |
| Street Furniture Repairs | £0.00 | £400.00 | £400.00 |
| Street Lighting | £723.75 | £21,700.00 | £20,976.25 |
| Election Costs - Representation of the Peoples Act 1983 - RPA1983 S36C | £246.17 | £4,500.00 | £4,253.83 |
| Council Web Site | £768.00 (inc VAT £128.00) | £2,304.00 (exl VAT) | £1,536.00 |
| S137 - Grants | £0.00 | £3,000.00 | £3,000.00 |
| School Milk - Section 137 | £0.00 | £1,500.00 | £1,500.00 |
| Total | £10,245.58 | £62,699.00 | £52,453.42 |

| | | |
|------------------------|--|--------------------|
| Current Summary | Balance as at 1 st April 2022 including £25,000 contingency fund. | £44,239.45 |
| | Total expenditure | £10,245.58 |
| | Total income | £20,493.56 |
| | Balance | £10,247.98 |
| End of Year Prediction | Overall balance as at 18th July 2022 | £54,487.43 |
| | VAT Costs for 2022/23 financial year | £336.10 |
| | Balance as at 1 st April 2022 including £25,000 contingency fund. | £44,239.45 |
| | Total anticipated expenditure | £62,699.00 |
| | Total anticipated income | £60,506.00 |
| | Anticipated balance for the year | -£2,193.00 |
| | Anticipated Overall Balance as at 31st March 2023 | £ 42,046.45 |

22/91 PRESS AND SOCIAL MEDIA POLICY AND GRANTS POLICY

A copy of the policies have been added to the Council's web site.

RESOLVED – that the report be noted.

22/92 SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION –
30th JUNE 2022

The Clerk advised that in line with council's Financial Regulations and audit requirements 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 2022 is –

Account - no 0388217 – £9,387.14 - Account - no – 7326098 - £47858.52

Total - £57,245.66

Unpaid cheques –

| Cheque number | Payable to | Amount - £ |
|--------------------------------------|---------------------|------------|
| 003492 – 22 nd March 2022 | Sealand Memory Cafe | 150.00 |
| 003511 – 20 th June 2022 | SLCC | 54.00 |
| Total | | £204.00 |

Total bank accounts – £57,245.66 less unpaid cheques of £204.00 as outlined by the Clerk leaves a nett balance of £57041.66. This amount cross references with the summary of income and expenditure report as at 30th June 2022 as circulated by the Clerk.

The bank reconciliation statement including copies of the appropriate bank statements were circulated to all members of Council by email on 6th July 2022

The Acting Chair signed two hard copies of the bank reconciliation statement.

RESOLVED: - that the report be noted.

22/93 ONE VOICE WALES
MODEL STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk advised that he attends the OVW area committee meetings. He was informed that OVW are undertaking a full review of the Model Standing Orders and Financial Regulations which should be circulated to Councils late Autumn 2022

RESOLVED – that the report be noted.

22/94 ONE VOICE WALES
TRAINING PLAN – MEMBERS OF COUNCIL AND CLERK

The Clerk advised that by end of October 2022 the Council is required to have a training plan in place for members of Council and the Clerk. The Clerk is working on the draft which will shortly be circulated to members of Council for adoption at the September 2022 meeting of Council.

RESOLVED – that the report be noted.

22/95 CONSIDERATION TO PROVIDE AN UPDATED 2022 COMMUNITY NEWSLETTER

RESOLVED – that consideration be deferred to the September 2022 meeting of Council

22/96 MATTERS RAISED BY MEMBERS OF COUNCIL

A number of Councillors will bring their laptop / iPad to the September 2022 meeting and will access agenda / minutes via St Barts WIFI. Clerk to bring 8 paper copies

22/97 MATTERS RAISED BY MEMBERS OF THE PUBLIC

Cutting of the grass verges – Ferry Lane

22/98 COUNCIL MEETINGS SEPTEMBER 2022 TO JULY 2023

RESOLVED – that all Council meetings to July 2023 be held at St. Barts

22/99 DATE OF COUNCIL'S NEXT MEETING – 19th SEPTEMBER 2022

**22/100 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 7.50pm

..... Signed 19th September 2022