

SEALAND COMMUNITY COUNCIL

DECISION SUMMARY OF THE MEETING OF COUNCIL HELD ON 21st NOVEMBER 2022 AT ST. BARTHOLOMEW'S CHURCH, OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ

PRESENT: Councillors: David Wisinger (Chair), Jean Fairbrother, Ashley Griffiths (Vice-Chair), Barbara Hinds, Chris Jones (County Councillor), Alex Lewis, Lionel Prouve, Linda Thomas and Brian Ward.

Peter Richmond - Clerk and Financial Officer.

Wayne Jones – StreetScene – Flintshire County Council

22/144 COUNCIL'S STREET LIGHTING

All of the Council's 50 street lights are working.

At the October 2022 meeting it was resolved that Financial Regulations should be suspended with regards to securing three written estimates that should not apply with regards to the Council's required street lighting maintenance and adoption contract.

The County Council has been asked to advise on the next 9 lights that should be replaced. The work being undertaken in the 2023/24 financial year. The 9 lights identified by Dylan Williams are concrete columns 129,131,135,136 and 166 at Cedar Avenue. And steel columns 157,160, 161 and 162 at Riverside Park. Cost per column to have replaced and adopted is £2,150. Total cost £19,350.00

RESOLVED – that the report be noted.

22/147 PLANNING APPLICATIONS

PA Number	Application details	Location
000271/22	Erection of a single storey unit	Plot A, The Airfields, Northern Gateway, Flintshire, CH5 2RD
000439/22	Retrospective - Construction of a lightweight steel framed industrial building.	Deeside Point - Unit 1 Tenth Avenue ,Deeside Industrial Park ,Deeside
000568/22	CHANGE OF USE TO HAND CAR WASH	Marcher Court, Sealand Road, Sealand, Flintshire, CH1 6BS
000648/22	ERECTION OF A PAIR OF SEMI-DETACHED ESSENTIAL FARM WORKERS DWELLINGS TO PROVIDE ONSITE ACCOMMODATION IN RELATION TO THE EXISTING DAIRY BUSINESS.	Fir Tree Farm, Bumpers Lane, Sealand, CH1 6QE
000658/22	APPROVAL OF THE RESERVED MATTERS OF LAYOUT, SCALE, APPEARANCE, LANDSCAPING AND ACCESS PURSUANT TO OUTLINE PLANNING PERMISSION (REF. 063145) FOR THE ERECTION OF 54 DWELLINGS, PUBLIC	Northern Gateway (Phase 3), Former Corus, Welsh Road, Garden City

	OPEN SPACE, INTERNAL ROADS AND FOOTPATHS AND OTHER ASSOCIATED WORKS.	
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RESOLVED – that no objections be raised in respect of the reported planning applications

22/148 NATIONAL PAY AWARD SETTLEMENT 2022/23

The NALC pay award 2022/23 has been advised on by the LGA via One Voice Wales and to be implemented from 1st April 2022. Copies of the pay award details and salary scales were circulated to members of Council on 3rd November 2022.

Point scale 24 was £29,174 and from 1st April 2022 increased to £31,099. Pro rata 16 hours this is £12,615 to £13,448. Wainwrights Accountants Council's payroll provider have been advised to adjust the monthly payment accordingly from 1st April 2022 and this has now been actioned

RESOLVED – that the report be noted.

22/149 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 £7.85 re £7.00 per month with an additional charge of 1 cheque x £0.85 = £0.85 = Total £7.85

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003531	St Bartholomew's Church	Hiring Charges October to December 2022	£135.00			Local Govt Act 1972 (S150)
003532	Flintshire County Council	Adoption / Replacement of 9 street lighting columns	£19,350.00			Highways Act 1980 (301)
003533	P. Richmond	Salary etc. November 2022 and back dated salary increase from 1 st April 2022	£1,044.26			Local Govt Act 1972 (S112)
003534	HMRC	November 2022 Tax PR £642.80 and Employers NI £117.11	£759.91			Local Govt Act 1972 (S112)
003535	Sealand Primary School	Grant	£1,000.00			Section 137 of the Local Government Act 1971
Total Spend			£22,289.17			

22/149 **INCOME**

Lloyds Bank	Interest payment	£2.01
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RESOLVED – that the income be noted.

22/152 **CONSIDERATION TO PROVIDE AN UPDATED 2023 COMMUNITY NEWSLETTER**

RESOLVED – that consideration be deferred to the January 2023 meeting of Council.

22/153 **SEALAND PRIMARY SCHOOL**

Robin Davies – Acting Headteacher has advised that the school would very much like to apply for the community grant. Our school council, Y Senedd Sealand, are working on a project to purchase new books for our school library to ensure there are appropriate books to meet our needs for our revised topics for the new curriculum. Robin has confirmed that the school will not be returning to provide milk for KS2 pupils and that the community council can return to meeting at school from September 2023.

RESOLVED – that -

- i) in accordance with Section 137 of the Local Government Act 1971 that the Council should award a grant of £1,000.00 to Sealand Primary School which is in the best interests of the area and its inhabitants.
- ii) Council meetings should resume at Sealand Primary School from September 2023 and that the Acting headteacher be advised of this and that in the main meetings start at 6pm and will end by 8pm.

Councillor Chris Jones declared an interest re resolution 22/153i)

22/154 **ENVIRONMENT (WALES) ACT 2016 – PART1**
THE BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY

The Clerk referred to the plan/ notice as circulated on 5th November 2022

RESOLVED – that the plan / notice be approved and for a copy to be added to the Council's web site

22/156 **REVIEW OF COUNCIL POLICIES AND PROCEDURES**

The Clerk advised that Council is required to review on annual basis its policies and procedures – these consist of the Annual Investment Strategy - Complaints Procedure –Data Protection Policy - Financial Regulations - Freedom of Information Access Arrangements - Health and Safety Policy – Grants Policy - Information Security- Internal Financial Controls Policy - Press and Social Media Policy - Public Participation Protocol - Records Management Policy - Retention of Records Policy - Risk Assessment Processes - Scheme of Delegation , Multi Location Meetings Policy, Members Self-Regulatory Protocol, Standing Orders and Training Plan.

The only documents that need to be updated and endorsed / adopted are the Annual Investment Strategy - Internal Financial Controls Policy and Risk Assessment Processes. (Copies have been

circulated by email). Copies of all other documents referenced above can found on the Council's web site.

RESOLVED- that -

- a) the report be noted.
- b) consideration of the Clerk's Risk Assessment Report be accepted as the formal risk assessment for the 2023/24 financial year.
- c) in relation to the key risks, these are identified as relating to the Council's assets, bank accounts, internal controls, and insurance cover for statutory and other purposes.
- d) the arrangements highlighted in the Risk Assessment details that Council is taking all the appropriate steps to minimise risks in conjunction with the documented Internal Financial Controls and that the Risk Assessment 2023/24 be noted.
- e) JDH Business Services Ltd be reappointed as the Council's internal auditor.
- f) the 2023/24 Internal Financial Controls and Annual Investment Strategy be approved.
- h) the following be endorsed without requiring amendments – Complaints Procedure –Data Protection Policy - Financial Regulations - Freedom of Information Access Arrangements - Health and Safety Policy – Grants Policy - Information Security- Press and Social Media Policy - Public Participation Protocol - Records Management Policy - Retention of Records Policy - Scheme of Delegation, Multi Location Meetings Policy, Members Self-Regulatory Protocol, Standing Orders and Training Plan.

22/159 2023 PLAY LEADERSHIP SCHEME

Carly Cook - Play Development Admin Support advised that Council paid for 6 weeks this Summer for both Sealand Manor and Garden City. If you Council were to have the same again for 2023 the cost breakdown would be as follows -

Cost of a 3-week playscheme from 24th July, 2023 – Each location, comprising.

- 15 sessions
- 10 hours per week, per location
- 2 hours Monday to Friday
- AM or PM (10:30 am – 12:30 & 2:00 pm – 4:00 pm)

Sealand Manor - Cost for 3 weeks – £1,595.80. Additional weeks can be purchased at a cost of £531.00 for each site location. Totalling = £3188.80.

Garden City - Cost for 3 weeks – £1,595.80. Additional weeks can be purchased at a cost of £531.00 for each site location. Totalling = £3188.80.

Total = £6377.60

RESOLVED – that the Council should fund the 2023 Play leadership Scheme in 2023 for both sites for 6 weeks – Total cost £6,377.60

22/160 GUIDANCE ON BULLYING AND HARASSMENT

One Voice Wales have provided a copy of new guidance on bullying and harassment which Councils should find of use in relation to the handling of any issues that occur in such matters. One Voice Wales (OVW) and the Society of Local Council Clerks (SLCC) are committed to improving the performance of local councils in Wales. One aspect of improvement is around the behaviour of members and employees. Whilst serious issues of behaviour are limited to a small number of cases, the impact is significant for those involved. Unacceptable behaviour can impact on Council effectiveness undermining loyalty and commitment and a souring of relationships which is in no

one's interests. At its very worst it can result in ill-health which is clearly unproductive and costly to those Councils experiencing relationship issues.

All members in attendance confirmed that they had read and understood the guidance as provided.

RESOLVED – that the guidance be adopted and for a copy to be added to the Council's web site.

22/162 DATE OF COUNCIL'S NEXT MEETING – 12th DECEMBER 2022

**22/163 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST - NONE**

The meeting opened at 6pm and closed at 7.45pm

..... Signed 12th December 2022