

**SEALAND COMMUNITY COUNCIL****DECISIONS SUMMARY OF THE ANNUAL GENERAL MEETING OF COUNCIL HELD ON 15<sup>th</sup> MAY 2023****AT ST. BARTHOLOMEW'S CHURCH, OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ**

**PRESENT: Councillors:** Ashley Griffiths (Chair), Gwyneth Bullock, Barbara Hinds (Vice-Chair), Chris Jones (County Councillor), Norman Jones, Alex Lewis, Lionel Prouve, Mary Southall, Brian Ward, Shelley Webber and David Wisinger

Peter Richmond - Clerk and Financial Officer.

**23/14            PLANNING APPLICATIONS**

PA Number	Application details	Location
000133/23	Retrospective application for the replacement of office and shop buildings	Dandy's Topsoil Ltd, Sealand Road, Sealand, Deeside, CH1 6BS
000329/23	Installation of new sales cabin and removal of existing cabin and toilet block	Former Smithy Garage, Sealand Road, Sealand Manor, Sealand, Flintshire, CH1 6BS

RESOLVED – that no objections be raised in respect of the above planning applications.

**23/15            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 £14.65 re £7.00 per month with an additional charge of 9 cheques x £0.85 = £7.65 = Total £14.65

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003568	JDH Business Services Ltd	Internal Audit Fee – 2022/23	£345.00	£57.50	771744412	Local Govt Act 1972 (\$111)
003569	St. Bartholomew's Church Council	Hiring Charge April to July 2023	£180.00			Local Govt Act 1972 (\$111)
003570	P. Richmond	May 2023 Salary etc	£806.09			Local Govt Act 1972 (\$112)
003571	HMRC	May 2023 Income Tax - £461.60 and Emp NI - £54.62	£516.22			Local Govt Act 1972 (\$112)
003572	Flintshire County Council	Steet Lighting Inspections and Repairs	£382.82	£63.80	636613732	Highways Act 1980 (301)

<b>Total Spend</b>			<b>£2,230.13</b>	<b>£121.30</b>		
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## 23/16 INCOME

Lloyds Bank	Interest payment	£24.07
Flintshire County Council	First Precept Payment	£20,666.66
HMRC	Refund VAT 2022/23	£5,374.47
<b>Total Income</b>		<b>£26,065.52</b>

RESOLVED – that the income be noted.

## 23/17 CORRESPONDENCE - WELSH ROAD SKATE FACILITY

Richard Roberts – AURA - Play Design Officer advised by email on 28<sup>th</sup> April 2023 (email copied the same day to members of Council) that he needs to advise that the Skate Park at Welsh Road play area, Garden City, is coming to the end of its economic life after more than 21 years. Recent structural investigations underneath the ramps have indicated that corrosion of the steel ramps is occurring and this, in turn, is impacting negatively on the riding surface, especially for small wheels such as on scooters and skateboards. Settlement of the steel ramps has caused the tarmacadam surface to sink which, again, affects the riding experience. Based on the evidence of corrosion and wear, it would be pertinent to prepare for the decommissioning and removal of the skate ramps and to start the process of determining whether there is still demand for such a facility at Welsh Road, bearing in mind that young people's hobbies and interests evolve and change. I recognise that consultation with the local community will be required in relation to what users would like to see within the play area, whether that results in a replacement facility (pending confirmation and availability of capital costs) or an adaptation aimed at meeting current needs and trends.

RESOLVED – that the Council considers that a like for like replacement should be provided and for Richard Roberts to be advised accordingly.

## 23/21 COUNCIL'S PHYSICAL ASSET REGISTER JUNE 2023

The Clerk referred to the following documents that were recently emailed to members of Council Asset Register – June 2023 and Asset Register Summary April to June 2023 and the June 2023 Street Lighting Inventory.

<b>Assets</b>	<b>Value – Purchase Price</b>	<b>Insurance Cover</b>
<b>Chairs of Office</b>	£6,059.90	£9,934.03
<b>Notice Boards</b>	£2,451.52	£7,962.41
<b>Office Equipment</b>	£475.00	£700.00
<b>Public Seats</b>	£2,085.00	£9,786.47
<b>Street Lighting</b>	£62,250	£62,250.00
<b>Dummy Digital Recorder Cameras</b>	£1,070	£2,546.16
<b>Defibrillator and Cage</b>	£1,184.00	£1,599.12
<b>PR1000 Hand Held Radar Gun</b>	£192.00	£237.31
<b>Total</b>	<b>£75,767.42</b>	<b>£95,015.50</b>

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RESOLVED – that –

- i) the report be noted.
- ii) it be noted that copies of the Council Asset Register – June 2023, Asset Register Summary April 2016 to June 2023 and the June 2023 Street Lighting Inventory have been added to the Council’s web site replacing the existing documents.

## **23/22                    INTERNAL AUDIT 2022/23 FINANCIAL YEAR**

The Clerk advised that the Internal Audit was completed by JDH Business Services Ltd following testing of the internal controls specified on the Annual Return for local councils in Wales. Based on the internal audit work carried out, in their view the council’s system of internal controls are adequate for the purpose intended and effective. The Clerk reported on the internal auditor’s internal controls and internal audit testing processes – a copy was circulated to all members of Council on 26<sup>th</sup> April 2023. A copy has also been added to the Council’s web site. The internal auditor advised that no internal control issues were identified. The Council has maintained a robust set of books and records for the financial year.

RESOLVED: - that the report be noted.

## **23/24                    ANNUAL FINANCIAL RETURN – 2022/23**

The Clerk advised on an email dated 28<sup>th</sup> April 2023 (copied the same day to members of Council) from Deryck Evans - Audit Manager – Audit Development and Guidance Audit Wales. He has received numerous requests for the audit notice and documentation requirements for the 2022-23 audits. Unfortunately, we are not yet in a position to issue the audit notice setting out the date by which documents must be submitted or where to drop off records for the triennial full audits. We aim to resolve these issues shortly within the context of the larger Audit Wales programme of work.

To assist councils to prepare for the audit, Deryck enclosed details of the information they will require – this was outlined by the Clerk. The “Full audit Instructions” set out what additional information will be required for those councils having a full audit this year. Also included “TCC\_audit\_cycle\_by\_county” to help identify whether your council is subject to a full audit this year. Sealand CC full audit will be for 2023-24. Audit Wales will issue the audit notice as soon as they can. The Clerk outlined the additional supporting information required by Audit Wales.

The Clerk advised that as RFO/Clerk he had signed the Certification of the Annual Return on 1<sup>st</sup> May 2023 certifying that the accounting statements contained in the Annual Return presents fairly the financial position of the Council its income and expenditure, or properly presents receipts and payments, as the case may be, for the year ended 31 March 2023.

RESOLVED – that -

- i) the report be noted.
- ii) it be noted that an interim copy of the Annual Return should be added to the Council’s web site with a final version being added on completion of the audit.
- iii) the Chair be authorised to sign the Annual Return under resolution 23/26 iii) confirming that the accounting statements and Annual Governance Statement are approved by Council.

23/27            **DATE OF COUNCIL'S NEXT MEETING – 19<sup>th</sup> JUNE 2023**

23/28            **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    19<sup>th</sup> June 2023.