

SEALAND COMMUNITY COUNCIL

**MINUTES OF MEETING OF COUNCIL HELD ON 24th JULY 2023 AT ST. BARTHOLOMEW'S CHURCH,
OLD SEALAND ROAD, SEALAND, DEESIDE. CH5 2LQ**

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

One member of the public.

Peter Richmond - Clerk and Financial Officer.

23/55 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Gwyneth Bullock, Mary Southall, Linda Thomas and Shelley Webber.

RESOLVED – that the apologies be received and accepted

23/56 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.

23/57 MATTERS RAISED BY THE PUBLIC

No matters were raised by the public.

The Clerk had not received a request to hold a hybrid meeting.

23/58 CHAIR'S REPORT AND ACTIONS SINCE 19th JUNE 2023

The Chair had recently attended Flintshire County Council 's Civic Service.

RESOLVED – that the report be noted.

23/59 MINUTES OF THE MEETING OF COUNCIL HELD ON 19th JUNE 2023

RESOLVED - that the minutes of the meeting of Council held on 19th June 2023 be confirmed as a true and correct record.

23/60 CHAIR'S FUND 2023/24

The Clerk reminded Council that the agreed spend for the Chair's Fund for the 2023/24 financial year is £800.00. Payments being made under expenditure powers - Ancillary Power Local Government Act 1972 (S1). No payments have yet been made.

RESOLVED – that the report be noted.

23/61

POLICE ISSUES

a) Community Speed Watch

Councillor Ashley Griffiths advised speed checks have recently been undertaken along Welsh Road at the junction of the entrance to the Dutton Fields housing development. Further checks will be carried out at Welsh Road and Seahill Road.

RESOLVED – that the report be noted.

b) Wesley Williams - North Flintshire District Inspector

A further report has not been received from the Inspector. A report was requested.

RESOLVED – that the report be noted.

23/62

FLINTSHIRE COUNTY COUNCIL ISSUES.

a) Ferry Lane Footbridge – Noise Nuisance

Robin Nursaw advised on 20th June 2023 that he will look to commission a consultant to assess the current issues regarding the footbridge in respect of noise nuisance and Active Travel compliance. The potential for funding streams can then be addressed to mitigate the issues

RESOLVED – that the report be noted.

b) Dandy's Top Soil – Sealand Road

Glyn Jones - Team Leader - Development Management confirmed on 15th June 2023 that as advised, applications have been invited and these have been received. The applications are presently being dealt with by planning officer, Ms. Alison Dean.

Alison advised on 20th July 2023 that there is quite a bit of history to the site which is the reason it hasn't been determined yet. She is hoping to be able to determine the application in the next couple of weeks.

RESOLVED – that the report be noted.

c) Brookside – Need to provide a bund fronting the Sealand Drain

On 13th July 2023 Claire Morter advised that she has reviewed the Reserved Matters consent for the enabling works undertaken by PGNGL (the landowner). The application was accompanied by a comprehensive set of drawings and a Flood Consequences Assessment (FCA). The FCA refers extensively to the Garden City drain which runs behind the properties on Brookside and details measures as to how, in extreme weather events flooding can be managed. In this case, on the site ground levels between the swale and Garden City Drain have been set to ensure that during those events water can be stored within the designated compensation areas (wetlands). In addition, improvements, and upgrades to the Sealand

bank culvert will reduce any risks of flooding. The FCA does not identify that the risks from the enabling works will cause any additional flooding on existing properties.

Natural Resources Wales were consulted on the application and raised no objection. NRW would have considered the impact of flooding on neighbouring properties.

Accordingly Claire is not able to insist that the landowner installs an additional bund.

RESOLVED – that the report be noted.

d) Sealand Ditches

Neil Parry advised on 25th May 2023 that he visited Cottage Garage and Deeside Crescent on 24th May 2023. The Cottage Garage ditch was dry which was no good from his viewpoint consequently he will inspect again around 2nd October 2023 following rainfall and will update then. The Deeside Crescent ditch was also dry so conditions are now ideal for the Contractor to return to site to complete his works. Neil will update when his works have been completed. On 25th July 2023 Neil advised that the drainage works at Deeside Crescent have been completed.

RESOLVED – that Neil be asked to provide an update regarding the drainage works at Deeside Crescent.

e) Concern about condition of side access – Spar Shop, Welsh Road

Glyn Jones - Team Leader - Development Management advised on 5th July 2023 he has contacted his Highways Colleagues and the matter has been chased further with Street Scene. He will report back as soon as they have the information that they seek.

RESOLVED – that Glyn Jones be asked to provide a progress report and be advised that should no progress have been made at the time of the next Council meeting on 18th September 2023 Council will refer the issue to the local MP and AM.

f) Trees – Sealand Primary School – Farm Road

It was reported by members of the school Governing Body that works will be undertaken to the trees in the Autumn Term 2023.

RESOLVED – that the report be noted.

g) Damaged fencing – Cycle Bridge – A494

Wayne Jones advised on 2nd May 2023 that he has spoken to a NMWTRA supervisor and he is going to investigate as there is some confusion on who owns the fence either them or Sustrans.

RESOLVED – that Wayne Jones be advised that repair work is required urgently to the damaged fencing and to request a progress report.

h) Sealand Road – A548 – Extend Street Lighting

There was no report

i) Morriston Farm Green Lane

Glyn Jones - Team Leader - Development Management advised on 20th June 2023 that if Council has evidence of the alleged movements of traffic, then it would be advisable to submit a formal complaint via the Council's Planning Enforcement e-mail address, providing details of the alleged breach of planning control and the evidence to support the allegation. The complaint can be submitted via the following link;

<https://digital.flintshire.gov.uk/EFORMS/Eform/Create?service=Planning%20-%20Enforcement#crmTab1>

The Clerk referred the above email to County Councillor Chris Jones as she reported that at least 4 HGVs go to the site daily.

RESOLVED – that the report be noted.

j) River Dee Embankment – Coastal Path and Cycleway

There are 4 metal benches 2 were funded by Council and installed by the County Council in 2008. This section of the riverbank was raised and strengthened in 2010 and it is concluded that the Council's two benches were removed by the contractors and were replaced with the current four benches. As a result, the Council's Asset Register will be amended accordingly.

Mike is ascertaining the repair costs for the 4 seats and that a grant package for 2024/25 will be explored for benches between the new bridge and Ferry Lane.

Mike has suggested that the Council seat minus its legs held in store by FCC could replace one of the existing 4 seats as above

RESOLVED – Council agrees that the seat formerly situated between the two road bridges should replace one of the existing 4 seats as above.

k) Go Safe Wales – 20 mph speed limit

A detailed update was provided by Flintshire County Council on 5th July 2023 and circulated the same day to all members of Council.

RESOLVED – that the report be noted.

l) Flintshire County Council – Policy regarding responding to emails etc

The Clerk advised Customer Services have assisted Council in gaining more rapid replies. It was previously agreed by Council that should an officer not respond within 2 weeks that a reminder be sent and copying in towncouncil@flintshire.gov.uk

RESOLVED – that the report be noted.

m) Strip of land on Elm Tree RD (part of the High Grove estate) - Stewart Milne Homes

On 20th July 2023 Mark Harris – Planning at Flintshire County Council advised that he has e-mailed both Wayne Jones and his line manager Ian Bushell in Streetscene for an update on the matter. Both are currently away from the office so it will not be possible to provide an update by Monday's meeting on 24th July 2023. Mark will advise on feedback.

RESOLVED – that the report be noted.

n) Footway – Seahill Road – Overgrown Weeds/ Hedge

RESOLVED – that Wayne Jones be advised that some of the weeds and hedge had been cut back but not enough and requested for arrangements to be made for the weeds and hedges to be cut back.

o) Footway linking Foxes Lane to the Riverbank – Overgrown Grass and Weeds

On 21st July 2023 Sustrans advised that that this route is not owned or managed by Sustrans. Sustrans only owns and manages about 2% of the National Cycle Network across the whole of the UK, the vast majority is owned and managed by Local Authorities, public sector organizations and private landowners. Wayne Jones was advised of this on 21st July 2023 requesting that the grass and weeds be cut back as soon as possible.

RESOLVED – that the report be noted.

23/63 COUNCIL'S STREET LIGHTING

Jamie Bennet has advised that the lighting works have been completed with an adoption date of 1st July 2023. This has reduced the lighting stock to 41. Jamie Bennet has been asked to advise on the next 10 lights that should be replaced in 2024/25. All 41 lights are working.

RESOLVED – that the report be noted.

23/64 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 have advised that the Section 137 Expenditure Limit for 2023/24 is £9.93 per elector. The electoral role from Flintshire County Council was 2538 at December 2022. So, per elector produces a total of £25,202.34. Allocated spend in 2023/24 is Section 137 grants of £4,000 and for school milk £0.00. Spend in 2023/24 so far is £1000.00.

RESOLVED – that the report be noted.

23/65 PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS

Both Pochins and Praxis have reacted positively regarding the Council's request. Details of notice boards including costs have been provided to both parties for their consideration. Should Council

incur any costs this is provided under LGA 1972 S142 powers to provide information relating to the Council.

RESOLVED – that the Clerk should contact Pochins and Praxis to make progress.

23/66 PLANNING APPLICATIONS

PA Number	Application details	Location
000519/23	DEMOLITION OF EXISTING BUILDING AND CONSTRUCTION OF NEW INDUSTRIAL UNITS WITH ASSOCIATED EXTERNAL WORKS	A C Canoe Products, Unit 102, Tenth Avenue, Sealand, Deeside, CH5 2UA
000649/23	Change of use from B2 to D1.	Garden City Industrial Estate, Unit 16, Sealand Avenue, Garden City, CH5 2HW
000654/23	Creation of a 60 x 25m Menage	Bridge Farm, Green Lane East, Sealand, Deeside, CH5 2LH

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

23/67 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 £12.10 re £7.00 per month with an additional charge of 6 cheques x £0.85 = £5.10. The next period will be for £11.25 re £7.00 per month with an additional charge of 5 cheques x £0.85 = £4.25.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003577	P. Richmond	July 2023 Salary etc	£773.49			Local Govt Act 1972 (S112)
003578	P. Richmond	August 2023 Salary etc	£718.24			Local Govt Act 1972 (S112)
003579	Raised in Error					
003580	Raised in Error					
003581	Flintshire County Council	Street Lighting Maintenance April to June 2023	£382.82	£63.80	636613732	Highways Act 1980 (301)
003582	HMRC	July 2023 Income Tax - £461.60 and Emp NI - £54.62	£516.22			Local Govt Act 1972 (S112)

003583		August 2023 Income Tax - £461.60 and Emp NI - £54.62	£516.22			Local Govt Act 1972 (S112)
Total Spend			£2906.99	£63.80		

23/68 **INCOME**

Lloyds Bank	Interest payment	£32.99
Total Income		£32.99

RESOLVED – that the income be noted.

23/69 **CORRESPONDENCE**

There was no additional correspondence to report on.

23/70 **FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

The café is open Monday to Wednesday

RESOLVED – that the report be noted.

23/71 **2023 COUNCIL INFORMATION BOOKLET**

Councillor Brian Ward provided an update to Council before the meeting and will update Council again ahead of the September meeting. It was agreed that Brian should email out a completed copy of the draft and for members of council to submit their comments to Brian by 1st September 2023. The Clerk will update the Council’s web site Services Directory using Brian’s information. Expenditure incurred is provided under LGA 1972 S142 powers to provide information relating to the Council.

RESOLVED – that the report be noted.

23/72 **ANNUAL FINANCIAL RETURN – 2022/23** **AND NOTICE OF AUDIT**

The Clerk referred to the public notice and details of the public inspection arrangements. Inspection runs from 3rd July 2023 to 28th July 2023. The notice is 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 6th July 2023 during the period of public inspection.

RESOLVED – that the report be noted.

23/73 **WELSH ROAD SKATE FACILITY**

Richard Roberts – AURA - Play Design Officer advised by email on 20th June 2023 that the main priority would be remove the facility to make the area safe to use for wheeled play on the flat tarmac surface.

RESOLVED – that Richard be invited to attend the next meeting of Council at 5.30pm to be held on Monday 18th September 2023.

23/74 SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION –
30th JUNE 2023

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 2023.

Account - no 0388217 – £10,830.93 - Account - no – 7326098 - £49,687.70 Total - £60,518.63

Unpaid - Cheque number	Payable to	Amount - £
003562	Jolora Ltd	384.00
003573	Jolora Ltd	384.00
Total		768.00

Total bank accounts – £60,518.63 less unpaid cheques of £768.00 as outlined by the Clerk leaves a nett balance of £59,750.63. This amount cross references with the summary of income and expenditure report as at 30th June 2023 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 17th July 2023. The Vice Chair signed two hard copies of the bank reconciliation statements.

RESOLVED: - that the report be noted.

23/75 COUNCIL WEB SITE

Joe Spurling – Jolora Ltd. provided on 4th July 2023 an overview report of activity on the website since the current tracking platform was setup in April 2023. In that time the site has averaged about 36 visitors per day. Around 70% of those visitors came to the website via a search engine (such as Google) and the majority of the remainder came directly (by either typing the website address in or by using a bookmark in their web browser). The most popular page on the website is the local history page — even more popular than the homepage. On average visitors remain engaged with the site for just over 1 minute.

RESOLVED – that the report be noted

23/76 FLINTSHIRE COUNTY COUNCIL – VAT – STREET LIGHTING

Louise Elford – Accounting Technician advised on 5th July 2023 that they have now received the assessment regarding the VAT on street lighting from HMRC. Because they have only just completed this, they were only able to assess the VAT from June 2019 (4 years). Council received a credit note on 15th July 2023 and the Clerk emailed Louise with the credit note reference and amount of £578.66 and she will raise a BACS payment.

RESOLVED – that the report be noted

23/77 SUMMARY OF ACCOUNTS –2023/24 FINANCIAL YEAR

The Clerk outlined the expenditure and income for the 2023/24 financial year up to cheque number 003583.

2023/24 Financial Year	Actual	Anticipated	Difference
Income			
General Admin Inc. Precept	£20,666.66	£62,000.00	-£41,333.34
Bank Interest and Refund of Fees	£81.54	£30.00	£51.54
VAT Refund	£5,374.47	£500.00	£4,874.47
Total	£26,122.67	£62,530.00	-£36,407.33
Expenditure	Actual	Anticipated	Difference
Bank Charges	£38.85	£150.00	£111.15
Chairman's Fund	£0.00	£800.00	£800.00
Staffing Costs	£6,042.30	£14,848.00	£8,805.70
General Admin inc St Barts rental costs	£1,126.75	£4,395.00	£3,268.25
Insurances	£642.45	£650.00	£7.55
Play Schemes and New Play Equipment	£0.00	£11,378.00	£11,378.00
Street Furniture Repairs	£0.00	£200.00	£200.00
Street Lighting	£765.64 (inc VAT £127.60)	£25,800.00(exc VAT)	£25,034.36
Council Web Site	£768.00 (inc VAT of £128.00)	£2,400.00(inc VAT)	£1,632.00
S137 - Grants	£1,000.00	£4,000.00	£3,000.00
School Milk - Section 137	£0.00	£0.00	£0.00
Total	£10,383.99	£64,621.00	£54,237.01

Current Summary	Balance as at 1 st April 2023 including £25,000 contingency fund.	£41,104.96
	Total expenditure	£10,383.99
	Total income	£26,122.67
	Balance	£15,738.68
End of Year Prediction	Overall balance as at 24th July 2023	£56,843.64
	VAT Costs for 2023/24 financial year	£343.10
	Balance as at 1 st April 2023 including £25,000 contingency fund.	£41,104.96
	Total anticipated expenditure	£64,621.00
	Total anticipated income	£62,530.00
	Anticipated balance for the year	-£2,091.00
	Anticipated Overall Balance as at 31st March 2024	£ 39,013.96

23/78 MATTERS RAISED BY MEMBERS OF COUNCIL

Street lights not working at Old Sealand Road.
Street light obscured by a tree – 54/56 Farm Road.
Overgrown weeds / bushes – cycleway from Old Marsh Farm / near to Flyover
Complaints about seats in the main meeting room at the Sealand Youth Club
Responsibility for bins and benches at Dutton fields sits with management support / PRAXIS
Request to provide hanging baskets on Welsh Road shops was received.

23/79 MATTERS RAISED BY MEMBERS OF THE PUBLIC

No matters were raised.

23/80 FUTURE AGENDA AND MINUTES

RESOLVED – that when members of Council receive future agenda and minutes from the Clerk that they should acknowledge receipt of the email.

23/81 DATE OF COUNCIL’S NEXT MEETING – 18th SEPTEMBER 2023

**23/82 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST - NONE**

The meeting opened at 6.11 pm and closed at 8.20pm

..... Signed 18th September 2023