

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF MEETING OF COUNCIL HELD ON 16<sup>th</sup> OCTOBER 2023 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH**

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

Robin Davies – Acting Headteacher- Sealand Primary School  
Peter Richmond - Clerk and Financial Officer.

**23/107      APOLOGIES FOR NON-ATTENDANCE**

There were no apologies.

**23/108      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.

**23/109      MATTERS RAISED BY THE PUBLIC**

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

**23/110      CHAIR'S REPORT AND ACTIONS SINCE 18<sup>th</sup> SEPTEMBER 2023**

The Chair advised that he had collected the wreaths and street poppies from Colin Sargeant and arranged for the current and previous Chair to have their names engraved on the Chain of Office. The Chair had also purchased plastic ties so that the street poppies can be attached to street lighting columns.

RESOLVED – that the report be noted.

**23/111      MINUTES OF THE MEETING OF COUNCIL HELD ON 18<sup>th</sup> SEPTEMBER 2023**

RESOLVED - that the minutes of the meeting of Council held on 18<sup>th</sup> September 2023 be confirmed as a true and correct record.

**23/112      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. At the September 2023 meeting it was agreed that the Chair's Fund should cover the cost of refreshments at St Barts for Sunday November 12th Remembrance Service and Tuesday December 12th Christmas Concert.

RESOLVED – all to note.

**23/113            POLICE ISSUES**

**a)            Community Speed Watch**

There was no report

**b)            Wesley Williams - North Flintshire District Inspector**

There was no report.

**c)            PCSO Aled Hughes – 3292**

There was no report.

**23/114            FLINTSHIRE COUNTY COUNCIL ISSUES.**

**a)            Ferry Lane Footbridge**

**i)            Project to improve the footbridge to reduce the noise nuisance**

There was no report.

**ii)           A frame barrier amendment proposals**

The Clerk advised on an email received from Mike Taylor - Flintshire County Council that had been circulated to members of Council that day. The County Councillor asked members of Council to respond to the proposal.

RESOLVED – that the report be noted.

**b)            Dandy's Top Soil – Sealand Road**

Alison Dean advised on 20<sup>th</sup> July 2023 that there is quite a bit of history to the site which is the reason it has not been determined yet. She is hoping to be able to determine the application in the next couple of weeks. This information has again been requested.

RESOLVED – that the report be noted.

**c)            Sealand Ditches**

Neil Parry advised on 25<sup>th</sup> May 2023 that he visited the Cottage Garage and Deeside Crescent on 24<sup>th</sup> May 2023. The Cottage Garage ditch was then dry which was no good from his viewpoint consequently he will inspect again around 2<sup>nd</sup> October 2023 following rainfall and will update then. Neil has today advised that he will shortly carry out these inspections.

On 18<sup>th</sup> September 2023 Neil advised that regarding the Main Rivers in Saughall from Station Cottages to the Welsh Boundary the County Council have had a meeting with NRW and NRW

confirmed that the Main Rivers coloured in Purple on the appended Plan downstream of the English Border will be weed cut within the next month providing the crops have been harvested which will then enable access. This should considerably improve the flooding that has recently concerned householders, landowners and the Highway Authority. Neil has been asked to provide an update.

RESOLVED – that the report be noted.

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

Glyn Jones Team Leader - Development Management has arranged for a site meeting to be held on Thursday 2<sup>nd</sup> November 2023 at 12pm. The two County Councillors – Chair /Vice Chair/ Clerk have been invited to attend.

RESOLVED – that the report be noted

**e) Trees – Sealand Primary School – Farm Road**

The Acting Headteacher advised that he is awaiting a written report following an inspection undertaken by the County Council's Tree Inspector.

RESOLVED – that the report be noted.

**f) Damaged fencing – Cycle Bridge – A494**

Traffic Wales advised on 19<sup>th</sup> September 2023 that they consider the Council's enquiry to be operational in nature, requiring a detailed response. They have forwarded the enquiry to North and Mid Wales Trunk Road Agent.

RESOLVED – that the report be noted.

**g) Sealand Road – A548 – Extend Street Lighting**

On 19<sup>th</sup> September 2023 Anthony Stanford Traffic Manager advised that with regards to the fatal road traffic collision on Sealand Road in November of last year he met with representatives from North Wales Police (as per standard procedure) to undertake a site inspection. Whilst he is not at liberty to provide details of the discussions surrounding this incident, he advised that there were no engineering factors highlighted within the investigation either contributory or indeed recommendations.

Darell Jones asked on 27<sup>th</sup> September 2023 whether Council requests for a lighting assessment to be undertaken in accordance with the BS and FCC policy. This was confirmed to Darell on the same date.

RESOLVED – that the report be noted.

**h) River Dee Embankment – Coastal Path and Cycleway – Bluebridge to the Railway Bridge**

Mike Taylor has previously advised that the repair cost is £200.00 per bench. Source for the funding is being investigated. Council has agreed that the seat formerly situated between the two road

bridges should replace one of the existing 4 seats as above. Wayne has advised that he is waiting on Mike re-funding.

RESOLVED – that the report be noted.

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

On 4<sup>th</sup> October 2023 Wayne Jones advised that the hedge has been cut back.

RESOLVED – that the report be noted.

**j) Footway – Seahill Road – Overgrown Weeds/ Hedge**

Wayne Jones advised that he has asked for this to be cut again.

RESOLVED – that the report be noted.

**k) Foxes Lane – Pot Holes – Need to carry out repairs**

RESOLVED – that Wayne Jones be asked to clarify whether additional funding has been allocated which will fund much needed repair works to be carried out to improve the road surface along Foxes Lane.

**23/115 COUNCIL'S STREET LIGHTING**

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.

**23/116 SECTION 137 – LOCAL GOVERNMENT ACT 1972 – PAYMENT OF GRANTS**

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

- i) the report be noted.
- ii) in accordance with Section 137 of the Local Government Act 1971 that the Council should award a grant of £250.00 to the Earl Haig Poppy Appeal which is in the best interests of the area and its inhabitants.

**23/117**

**PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS**

Both Pochins and Praxis have been advised of the cost to order a notice board from Greenbarnes Ltd. Council has requested that Pochins and Praxis order and pay direct to Greenbarnes. This has been agreed by both in principle and for them both to order direct from the supplier.

The Chair and Vice Chair have confirmed their agreement to the notice board as circulated by the Clerk. Should Council incur any costs this is provided under LGA 1972 S142 powers to provide information relating to the Council.

The Chair has agreed on locations for the two notice boards and Clare Morter at the County Council has been asked whether permission is required to install the notice boards at the proposed locations.

RESOLVED – that the report be noted.

**23/118**

**PLANNING APPLICATIONS**

PA Number	Application details	Location
000848/23	Advert Roundabout Sponsorship signs	Roundabout No. 32, Sealand Road, Sealand, Flintshire, CH5 2RF

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

**23/117**

**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 and for the next period £7.85 re £7.00 per month with an additional charge of £0.85 for 1 cheque.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003588	Flintshire County Council	Street Light Repairs – Villa Road	£237.00	£39.50	636613732	Highways Act 1980 (301)
003589	Jolora Ltd	Web Site Maintenance - 2 months	£384.00	£64.00	294456859	Local Govt Act 1972 (S142)
003590	P. Richmond	October 2023 Salary etc	£759.44			Local Govt Act 1972 (S112)
003591	HMRC	October 2023 Income Tax - £461.20 and Emp NI - £54.62	£515.82			Local Govt Act 1972 (S112)

003592	Councillor Ashley Griffiths	Refund – Engraving of Chair of Office and plastic ties for the street poppies	£24.99			Local Govt Act 1972 (S112)
003593	Earl Haig Poppy Appeal	Grant Payment	£250.00			Local Govt Act 1972 (S137)
<b>Total Spend</b>			<b>£2,171.25</b>	<b>£103.50</b>		

## **23/118      INCOME**

Lloyds Bank	Interest payment	£47.90
<b>Total Income</b>		<b>£47.90</b>

RESOLVED – that the income be noted.

## **23/119      CORRESPONDENCE**

There was no additional correspondence to report on.

## **23/120      FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

Dates for the councillors to be aware of, and to which they are invited: -

Sunday October 22<sup>nd</sup> – 3.30pm - There will be a service, led by the Bishop of St Asaph, to celebrate the reordering of the church. An official invitation has been circulated to members of council.

Sunday November 12<sup>th</sup> – 10.30am - Remembrance Service at St Barts

Tuesday December 12<sup>th</sup> – 7pm - Christmas Concert. Led by the Dee Sign Choir

It was reported that an application has been submitted to the Diocese to grant a faculty that will allow the proposed defibrillator to be installed at St. Barts.

RESOLVED – that the report be noted.

## **23/121      ANNUAL FINANCIAL RETURN – 2022/23 AND NOTICE OF AUDIT**

The Clerk advised that on 25<sup>th</sup> September he was informed by Deryck Evans – Audit Manager at Audit Wales that the audit opinion is unqualified and there are no matters of concern raised at the audit. The next steps for you are simply to publish the completion notice and the audited annual return. This was confirmed the same day by email and copied to all members of Council.

The notice and a full copy of the audited annual return has been added to the Council’s website and the Sealand notice boards.

RESOLVED: - that the report be noted

**23/122**

**WELSH ROAD SKATE FACILITY**

Richard Roberts – AURA - Play Design Officer advised Council on 18<sup>th</sup> September 2023 that the main priority is to remove the facility and to make the area safe to use for wheeled play on the flat tarmac surface. It was agreed that Richard will advise on the costs to provide roadway graphics at the site following the removal of the skate facility and costs for possible fitness equipment. Costs being provided as part of the Joint Funding Initiative. Richard will also provide notices at the site outlining proposals to remove the skate facility. A copy of the notice will be provided to Council.

RESOLVED – that Richard Roberts be asked to provide a progress report.

**23/123**

**SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION –  
30<sup>th</sup> SEPTEMBER 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 30<sup>th</sup> September 2023.

Account - no 0388217 – £14,819.73 - Account - no – 7326098 - £62,048.34 Total - £76,868.07

Unpaid - Cheque number	Payable to	Amount - £
003584	Flintshire County Council	6,377.60
003585	Jolora Ltd	384.00
Total		6,761.60

Total bank accounts – £76,868.07 less unpaid cheques of £6,761.60 as outlined by the Clerk leaves a nett balance of £70,106.47. This amount cross references with the summary of income and expenditure report as at 30<sup>th</sup> September 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 14<sup>th</sup> October 2023. The Vice Chair signed two hard copies of the bank reconciliation statements.

RESOLVED: - that the report be noted.

**23/124**

**SUMMARY OF ACCOUNTS –2023/24 FINANCIAL YEAR**

The Clerk outlined the expenditure and income for the 2023/24 financial year up to cheque number 003591.

2023/24 Financial Year		Actual	Anticipated	Difference
<b>Income</b>				
Precept		£41,333.33	£62,000.00	-£20,666.67
Refund VAT Flintshire County Council		£578.66	£0.00	£578.66
VAT Refund HMRC		£5,374.47	£500.00	£4,874.47
Bank Interest and Refund of Fees		£196.85	£30.00	£166.85
<b>Total</b>		<b>£47,435.41</b>	<b>£62,530.00</b>	<b>-£15,046.69</b>
<b>Expenditure</b>		<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Bank Charges		£71.75	£150.00	£78.25
Chairman's Fund		£0.00	£800.00	£800.00
Staffing Costs		£8,459.22	£14,848.00	£6,388.78
General Admin inc St Barts rental costs		£1,288.40	£4,395.00	£3,106.60
Insurances		£642.45	£650.00	£7.55
Play Schemes and New Play Equipment		£6,377.60	£11,378.00	£5,000.40
Street Furniture Repairs		£0.00	£200.00	£200.00
Street Lighting		£1,002.64 (inc VAT £167.10)	£25,800.00(exc VAT)	£24,797.36
Council Web Site		£1,536.00 (inc VAT of £320.00)	£2,400.00(inc VAT)	£864.00
S137 - Grants		£1,000.00	£4,000.00	£3,000.00
School Milk - Section 137		£0.00	£0.00	£0.00
<b>Total</b>		<b>£20,378.06</b>	<b>£64,621.00</b>	<b>£44,242.94</b>
Current Summary	Balance as at 1 <sup>st</sup> April 2023 including £25,000 contingency fund.	£41,104.96		
	Total expenditure	£20,378.06		
	Total income	£47,483.31		
	Balance	£27,105.25		
End of Year Prediction	<b>Overall balance as at 16<sup>th</sup> October 2023</b>	<b>£68,210.21</b>		
	VAT Costs for 2023/24 financial year	£510.60		
	Balance as at 1 <sup>st</sup> 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		
	<b>Anticipated Overall Balance as at 31<sup>st</sup> March 2024</b>	<b>£ 39,013.96</b>		



**23/125            MATTERS RAISED BY MEMBERS OF COUNCIL**

It was agreed that the Council's WhatsApp Group should only be used between 9am and 5pm.

Concern about trees Orchard Way and North Green at Sealand Manor.

**23/126            MATTERS RAISED BY MEMBERS OF THE PUBLIC**

No matters were raised.

**23/127            DATE OF COUNCIL'S NEXT MEETING – 20<sup>th</sup> NOVEMBER 2023**

**23/128            IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -  
DECLARATION OF INTEREST - NONE**

The meeting opened at 6pm and closed at 7.35pm

..... Signed    20<sup>th</sup> November 2023