

SEALAND COMMUNITY COUNCIL

DECISIONS SUMMARY OF THE MEETING OF COUNCIL HELD ON 18th MARCH 2024 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH

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

Robin Davies – Acting Headteacher- Sealand Primary School
Peter Richmond - Clerk

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

Glyn Jones advised on 11th March 2024 that he has reviewed the situation since we met at the site and, as promised, advice has been offered in the following broad terms to the applicant's agent in the matter.

The S.106 agreement entered as part of the permission pertaining to the site required details to be submitted by the owner and approved by the Council to secure the resurfacing and the future maintenance of the private access road adjacent to 31 Welsh Road, Garden City in accordance with the planning permission and subsequent reserved matters application.

The approved layout plan indicates an improvement in width to 3.7 m of the private access road which would involve alteration to the kerb line on the easterly side of the roadway. Following an inspection by colleagues in Street scene this raised a safety concern as people alighting down the steps when leaving the Spar shop would step into the carriageway. Street scene have agreed that the width of the access road shall be widened to 3.45 m to provide for a safe refuge and for this reason it is suggested that the proposed layout plan should be amended to reflect this and a non-material amendment application be submitted to Reserved Matters Approval Ref: 057808, under S.96A of the Town and Country Planning Act 1990.

The specification for the works provided is considered acceptable. However, noting that the initial length of the roadway is highway, to widen the private roadway to 3.45 m this will involve modifications of the radius kerbs on the easterly side of the access road to tie into the channel line along Welsh Road. Discussion has been had about the possibility of the work to widen and resurface the roadway being undertaken by the Council's DLO and this would be acceptable. If, however, the works were carried out by a third-party contractor they will require the consent of the Highway Authority to undertake the works required within the adopted highway network and a 12-month maintenance period will be required.

The applicant has therefore been invited to provide the amended plan via an NMA application and provide the required details in terms of future maintenance as required by the S.106 Agreement.

I trust this updates the position of you and the members of your Council. I shall notify you when the required details are submitted, but please note that an NMA application is not a matter which requires formal consultation.

RESOLVED – that Glyn Jones be advised that Council is very concerned about the continuation of the dreadful state of the side access which is dangerous for both members of the public crossing the

access and for vehicles using it. There clearly is no timeline for when the essential work will be carried out.

e) Damaged fencing – Cycle Bridge – A494

NMWTRA have now started to repair / replace the damaged fencing.

RESOLVED – that the report be noted.

f) Sealand Road – A548 – Extend Street Lighting

23/237 PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS

Councillor Linda Thomas has the key for the Praxis notice board and Councillor Ashley Griffiths is awaiting to receive the key for the Pochins notice board.

RESOLVED – that the report be noted.

23/238 PLANNING APPLICATIONS

PA Number	Application details	Location
None received		

RESOLVED – that the report be noted.

23/239 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 £17.20 - re £7.00 per month with an additional charge of 12 cheques x £0.85 = £10.20. The next months will be £10.240

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003616	Information Commissioner	Annual Data Protection Fee	£40.00			Local Govt Act 1972 (\$111)
003617	P. Richmond	March 2024 Salary etc	£786.77			Local Govt Act 1972 (\$142)
003618	HMRC	February 2024 Income Tax - £489.60 and Emp NI - £64.19	£555.79			Local Govt Act 1972 (\$142)
003619	Sealand Happy Group	Payment from the Chair's Fund	£100.00			Ancillary Power Local

						Government Act 1972 (S1)
003619	Sealand Primary School	Payment from the Chair's Fund	£360.00			Ancillary Power Local Government Act 1972 (S1)
Total Spend			£1,842.56	£0.00		

23/240 **INCOME**

Lloyds Bank	Interest payment	£55.28
Lloyds Bank	Interest payment	£51.81
Total Income		£107.09

RESOLVED – that the income be noted.

23/241 **CORRESPONDENCE**

There was no additional correspondence to report on.

23/243 **WELSH ROAD SKATE FACILITY**

At the Annual Finance Meeting held on 11th December 2023 Council resolved to allocate £11,000 to jointly fund the skate ramps outlined by Richard Roberts – AURA - Play Design Officer in the 2024/25 financial year. Richard Roberts has been advised of Council's decision. Richard responded on 12th December 2023 for the project to go ahead is subject to the County Council continuing the match-funding scheme in 2024/25 the County Council normally finalises its budget in mid-February so Aura's funding for 2024/25 should be confirmed shortly after and subject to the maximum limit for match-funding contributions which may change in 2024/25.

RESOLVED – that the report be noted.

23/245 **CLERK'S RESIGNATION AND RETIREMENT**

The interview panel consisting of Councillors Gwyneth Bullock, Barbara Hinds, Norman Jones, Lionel Prouve, David Wisinger interviewed on Monday 11th 2024 and Ashley Griffiths was appointed. The new Clerk was formally offered the post and has replied formally by email.

Copies of the new Clerk's contract were given to the new Clerk and Vice Chair for signing.

The Vice Chair advised members of Council on 29th February 2024 that last year Council discussed the importance of ensuring a smooth transition when it became necessary to appoint a new clerk following Peter's resignation. The following proposals were agreed by members of Council

The new clerk would work closely with Peter. The new clerk would be appointed from April 1st 2024, taking full lead on all work with Peter in a supporting role. This would mean there would be two paid clerks for April 2024.

2. The new clerk would transfer all the historical information, data, resolve any email issues, copy word and excel documents onto their laptop.

3. Peter would also discuss in more detail all aspects of the new role.

4. The new clerk can then take the lead on all aspects of the audit process for 2024 so avoiding any issues or confusion.

5. Peter and the new clerk can then meet as and when needed.

6. The new clerk does all the work for the April meeting to ensure a smooth transition.

7. Peter is happy to attend the April meeting, sitting at the back of the room so being available to answer any questions or queries.

Wainwright Accountants who provide payroll services to Council have advised that they will issue they will issue the 2024/25 payroll during April. They will also send a copy of the retiring Clerk's P45 during April.

The newly appointed Clerk has completed the new starter checklist and the information has been passed to Wainwright Accountants.

Wainwright Accountants advised that the new Clerk will need to be automatically enrolled into a pension scheme. In this case they could set up a NEST pension scheme and enrol the employee. The charge to do this is £100+VAT. If the employee stays in the scheme, we can manage the monthly pension submissions for £240+VAT per year, alternatively, Council may prefer to manage the scheme yourselves. This is for the new Clerk to actions.

The Clerks are meeting on Friday 19th March 2024 at the Clerks home regarding the handover of records, documents etc

Councillor Ashley Griffiths advised that he will shortly be submitting his resignation as a Community Councillor.

RESOLVED – that -

- i) it be noted that the new Clerk is appointed from 1st April 2024 taking the full lead on all work with the retiring Clerk providing transitional support.
- ii) current Clerk should remain on payroll until 31st May 2024 providing transition cover from 1st April to 31st Maty 2024 and for the payroll provider to be advised accordingly.
- iii) Council should at a later meeting give consideration to setting up the new Clerk on a pension scheme

23/246 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

Councillors Shelley Webber, Mary Southall, Gwyneth Bullock, and Brian Ward will be attending the Flood Volunteer event March 21st 2024 in Llandudno Junction). This was attended by Flood Wardens from all over North Wales as well as various responding organisations. One of the morning activities involved working through a fictional flood scenario together, to understand which organisations take action and when, as well as what communities and individuals can do to prepare for flooding. NRW

created a fictional place that is facing the specific challenge of rapid flooding, caused by weather that has been difficult to forecast locally.

RESOLVED – that the report be noted.

23/247 LOCAL GOVERNMENT AND ELECTIONS(WALES) ACT 2021 - ANNUAL REPORT
2023/24

From April 2022 community and town councils have a duty to prepare and publish a report about the council’s priorities, activities, and achievements. The first report related to the financial April 2021- March 2022 and was published in April 2022.

The Clerk referred to the circulated draft Annual Report for 2023/24

RESOLVED: - that the Annual Report 2023/24 be approved.

23/249 PAYMENT TO MEMBERS OF COMMUNITY COUNCILS 2024/25 FINANCIAL YEAR

The Clerk advised on information received from the Independent Remuneration Panel for Wales which had been emailed to all members of Council on 1st March 2024. The Panel has decided to make limited changes. Determination 6: Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power, and broadband) of working from home. And Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables

All other Determinations set out in the 2022 /2023 Annual Report of the Panel remain valid. Refer to Minute - 21/268 - PAYMENT TO MEMBERS OF COMMUNITY COUNCILS 2022/23 FINANCIAL YEAR and it was then resolved - That in relation to the 2022/23 financial year, the determinations required concerning payments to members are noted and that the Council will not introduce an attendance allowance for members.

In relation to payment to members for the 2023/24 financial year then these will need to be listed and sent to the Panel and displayed on the council’s web site and Council notice boards. This has been actioned. A form for completion concerning the 2024/25 financial year has been circulated by the Clerk to all 13 Councillors. 9 Councillors present signed that they have declined the payments this leaves 3 Councillors to complete and sign the form.

RESOLVED: that –

- i) the report be noted.
- ii) should a member of Council decide to request a payment of £156 then payment would be held back to March 2025.
- iii) Council should affect a payment of £52 for office consumables rather than pay on a reimbursement basis. Should a member of Council decide to request a payment of £52 then payment would be held back to March 2025.

- iv) that in relation the previous determinations as required concerning payments to members be again noted re Minute 21/268.

23/250 **MATTERS RAISED BY MEMBERS OF COUNCIL**

23/251 **MATTERS RAISED BY MEMBERS OF THE PUBLIC**

23/252 **DATE OF COUNCIL’S NEXT MEETING – 15th APRIL 2024.**

23/253 **IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST - NONE**

The meeting opened at 6pm and closed at 7.40pm.

..... Signed 15th April 2024
Chair of the Council