

SEALAND COMMUNITY COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF COUNCIL HELD ON 20th MAY 2024 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH

PRESENT: Councillors: Barbara Hinds (Vice-Chair), Gwyneth Bullock, Christine Jones (County Councillor), Lionel Prouve, Mary Southall, Shelley Webber, Norman Jones and David Wisinger.

Ashley Griffiths – Clerk and Financial Officer.

Peter Richmond – Retiring Clerk attending in an advisory capacity.

24/1 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Jean Fairbrother, Linda Thomas and Alex Lewis.

RESOLVED – that the apologies be received and accepted

Councillor Lionel Prouve left the meeting at 7:50 pm.

**24/2 NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87 (2))
VACANCY FOR ONE COUNCILLOR**

The Clerk advised that Flintshire County Council had informed him that no request for an election had been received within fourteen days of the Notice date, and it is for the Council to fill the vacancy by co-option. Council is required to give public notice of co-option in accordance with Section 116 of the Local Government (Wales) Measure 2011.

The Clerk outlined the draft Public Notice.

The finalised notice will be emailed to Council members, attached to the notice boards, and added to the Council's website.

RESOLVED – that the report be noted.

24/3 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.

24/4 MATTERS RAISED BY THE PUBLIC

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

24/5 CHAIR'S REPORT AND ACTIONS SINCE 15th APRIL 2024

There was no report.

24/6 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2024/25

There was one nomination proposed and seconded – Councillor Barbara Hinds.

RESOLVED: - that Councillor Barbara Hinds be elected Chair for 2024/25.

The Chair signed the required Declaration of Acceptance of Office.

24/7 ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 2024/25

There were two nominations proposed and seconded – Councillor David Wisinger and Councillor Shelley Webber.

RESOLVED: - that Councillor David Wisinger be elected Vice Chair for 2024/25.

24/8 MINUTES OF THE MEETING OF COUNCIL HELD ON 15th APRIL 2024

RESOLVED - That the minutes of the meeting of Council held on 15th April 2024 be confirmed as a true and correct record.

24/9 CHAIR'S FUND 2024/25

The Clerk reminded Council that the agreed spend for the Chair's Fund for the 2024/25 financial years is £800.00. Payments are being made under expenditure powers - Ancillary Power Local Government Act 1972 (S1).

RESOLVED – that the report be noted.

24/10 POLICE ISSUES

a) Community Speed Watch

The Speed Watch Coordinator, Brian Ward, reported to the Council that he had been out to do a trial speed watch and noted that 107 vehicles were speeding and not observing the new 20 mph speed limit.

b) PCSO Aled Hughes – 3292

It was reported that PCSO Aled Hughes had recently contacted the County Councillor, Christine Jones, to discuss the ongoing issues in Garden City and noted that he would contact Chris Povey, Flintshire County Council (Housing Officer), to discuss a multiagency approach to recycling and bins on Riverside Park regarding environmental, housing, and antisocial issues.

RESOLVED – that Councillor Brian Ward to contact PCSO Aled Hughes to arrange a speed watch and PCSO Aled Hughes be asked to investigate the motorbikes and drug dealing in Garden City.

24/11 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL

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 County Councillor advised the Council that an action group has targeted the new A-frames and noted to the Council that Mike Taylor, Flintshire County Council (Senior Coastal Ranger), has met several residents in the area who want them kept for antisocial behaviour issues.

RESOLVED – that a site visit be organised by the County Councillor with Mike Taylor, Flintshire County Council (Senior Coastal Ranger), to discuss the issues around the A-frame barriers.

b) Dandy's Top Soil – Sealand Road

On 12th December 2023, Matthew Linford, Flintshire County Council (Planning Enforcement Officer), advised that he understands that all the previous unauthorised development on site has either been removed or regularised through planning applications / lawful development certificates. Matthew Linford will, go out and look at the site and confirm this.

The County Councillor, Christine Jones, advised that she would ask Matthew Linford, Flintshire County Council (Planning Enforcement Officer), for a further progress report. The Council is also awaiting a reply from Matthew Linford dated 6th April 2024.

RESOLVED – that the report be noted.

c) Sealand Ditches

i) Main River watercourse adjacent to Dandy's.

Neil Parry, Flintshire County Council (Project Engineer), has reported to Natural Resources Wales (NRW) the possible impedance and culverting of the Main River watercourse adjacent to Dandy's. He is aware that NRW has undertaken an inspection, but he has not yet been advised of the outcome of that inspection.

RESOLVED – that Neil Parry, Flintshire County Council (Project Engineer), be asked for an update on the NRW report.

ii) Main River watercourse located in England which crosses beneath Seahill Road.

Neil Parry, Flintshire County Council (Project Engineer), informed the Council on 8th April 2024 that he is engaging in meaningful dialogue with landowners on the border and will update the Council following a site inspection.

RESOLVED – that Neil Parry, Flintshire County Council (Project Engineer), be asked for an update report.

iii) Banks Farm

Neil Parry, Flintshire County Council (Project Engineer), is still in the process of arranging a meeting with the landowner.

RESOLVED – that Neil Parry, Flintshire County Council (Project Engineer) be asked for an update on the site meeting with the land owner.

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

Glyn Jones, Flintshire County Council (Chief Officer, Planning, Environment and Economy) reported on 8th April 2024 that there is nothing further to add on this matter. He is awaiting a response from the agent to advise the Council.

RESOLVED—That Glyn Jones, Flintshire County Council (Chief Officer, Planning, Environment and Economy) be advised that the Council is still concerned about the condition of the side access, which is a danger for both members of the public. The Council would like a further update on the issues Glyn is working on with the agent.

e) Damaged fencing – Cycle Bridge – A494

North and Mid Wales Trunk Road Agent (NMWTRA) informed the Council on April 15th, 2024, that the fencing has been temporarily repaired while the Agent develops a design for a permanent repair.

RESOLVED – that the report be noted.

f) Sealand Road – A548 – Extend Street Lighting

County Councillor Christine Jones voiced concerns about another incident along Sealand Road, but no update has been brought to the Council's attention.

Darrel Jones, Flintshire County Council (Streetlighting Manager), reported to Council on 20th May 2024 that he had not received an update from North Wales Police and stated that he would contact Lee Shone, Flintshire County Council (Street scene Officer), for an update.

RESOLVED – that the report be noted.

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

Mike Taylor, Flintshire County Council (Senior Coastal Ranger), has previously advised that the repair cost is £200.00 per bench. The source for the funding is being investigated, possibly in collaboration with Wilson Auctions. The Council has agreed that the seat formerly situated between the two road bridges should replace one of the existing four seats as above. Wayne Jones, Flintshire County Council (Street scene Officer), has advised that he is waiting on Mike Taylor's regarding the funding.

RESOLVED – that the report be noted.

h) Foxes Lane – Pot Holes – Need to carry out repairs

Councillor Mary Southall informed the Council that a temporary fix to the current potholes has been completed, but it has not been successful in certain areas.

RESOLVED – that Wayne Jones, Flintshire County Council (Street scene Officer) be advised to look at the temporary potholes.

i) Problem with Trees- Orchard Way and North Green at Sealand Manor

The County Councillor, Christine Jones, advised the Council that Chris Povey, Flintshire County

Council (Housing Officer) for Orchard Way, is currently looking at several possible issues but has not given an update nor had a site visit to Sealand Manor.

RESOLVED – that Chris Povey, Flintshire County Council (Housing Officer), be asked to arrange a site visit at Sealand Manor and for Council to be invited to attend.

j) Foxes Lane – Underpass - Water leakage and Graffiti

This has been referred to Wayne Jones, Flintshire County Council (Street Scene Officer).

RESOLVED – that Council would like a site visit with Wayne Jones, Flintshire County Council (Street Scene Officer), and North and Mid Wales Trunk Road Agent (NMWTRA) to discuss the ongoing issues regarding the underpass. Wayne Jones to be asked to arrange for the site meeting.

K) Garden City – Dog faeces bag dispensers

The two County Councillors, Dale Selvester and Christine Jones, reported on 2nd April 2024 that dog bag dispensers would be a good idea to clean up the area after a walkabout in the community. The Clerk reported to Council that Adriana Szostakowska, Flintshire County Council (Environmental Improvement Officer), on 20th May 2024, stated that Flintshire County Council would not support the implementation of Dog faeces dispensers being placed in the community but would supply several dog faeces bags for a pilot and will forward Council, Flintshire County Council's campaigns to share within the community.

RESOLVED: that -

i) no further action on the implementation should take place

ii) Bob Nicholson, Company Director of Northern Powerhouse Land Limited (NPL Ltd), will be asked if NPL Ltd will be installing any further dog faeces bins on the Pochins development.

24/12 COUNCIL'S STREET LIGHTING

Jamie Bennett, Flintshire County Council (Highways and Trunk Road Operational Manager) advised Council on the 10th May 2024 that the next 8 lights to be replaced in the 2024/25 financial year will cost £2,250 per column due to the increased commuted sum of £850 from the previous fee of £750. The Clerk advised Council that the increase in the commuted fee has added £800 to the overall cost of the upgrade taking the overall fee to £18,000 from £17,200.

The Council agreed to the increased expenditure and, therefore, sanctioned the replacement of 8 lights. These will be the 6 remaining lights at Riverside Park and 2 at Cedar Close, then leaving 33 to be replaced and adopted. Twelve years ago, the Council had 169 lights. All current 41 lights are working.

RESOLVED – that Jamie Bennett, Flintshire County Council (Highways and Trunk Road Operational Manager), be asked to proceed to replace the 8 lights, ideally during the summer period.

24/13 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 2024/25 is £10.81 per elector. The electoral roll from Flintshire County Council was 2538 in December 2022. So, per elector produces a total of £28,062.76. The Allocated spend in 2024/25 is Section 137 grants of £3,035.00 and for school milk £0.00. Spending in 2024/25 so far is nil.

RESOLVED – that the report be noted.

24/14 PROVISION OF NOTICE BOARDS – PRAXIS AND POCHINS

Councillor Linda Thomas has the key for the Praxis notice board, and due to a manufacturing issue, the Clerk is awaiting the key for the Pochins notice board.

RESOLVED – that the report be noted.

24/15 PLANNING APPLICATIONS

PA Number	Application details	Location
FUL/000260/24	First-floor extension of existing bungalow to create dormer bungalow	110, Welsh Road, Garden City, Deeside, CH5 2HX
COU/000340/24	Change of use of garden office to dog grooming salon	17, Meadow View, Sealand, Deeside, CH5 2SQ

RESOLVED – That no objections be raised in respect of FUL/000260/24 and COU/000340/24.

24/16 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 £9.55 - re £7.00 per month with an additional charge of 3 cheques x £0.85 = £2.55

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
00362	JDH Business Services Ltd	Internal Audit 2023/24	£382.80	£63.80	771744412	Local Govt Act 1972 (S111)
003628	Ashley Griffiths	May 2024 Salary etc	£939.84			Local Govt Act 1972 (S112)
003627	Peter Richmond	May 2024 Salary etc	£779.25			Local Govt Act 1972 (S112)
003629	HMRC	Income Tax - NI	£879.60			Local Govt Act 1972 (S112)

003630	Zurich Municipal	Insurance	£625.99			Local Govt Act 1972 (S111)
Direct Debit Payment	Nest	Pension	£46.90			Local Govt Act 1972 (S112)
Total Spend			£3,700.78	£63.80		

24/17 **INCOME**

Lloyds Bank	Interest payment	£51.61
Flintshire County Council	First Precept Payment 2024/25	£21,333.34
HMRC	Refund VAT 2023/24	£1,050.20
Total Income		£22,435.15

RESOLVED – that the income received be noted.

24/18 **CORRESPONDENCE**

There was no additional correspondence to report on.

24/19 **FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

A very successful plant and model railway exhibition was recently held, and table sales will be held on the first Saturday of each month.

RESOLVED- that the report be noted.

24/20 **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, on the 30th April 2024 advised Council that Flintshire County Council had allocated £105,000 for its 2024/25 budget for the match-funding of improvement works to children's play areas and informed Council if they wanted to proceed with the agreed programme. Richard Roberts has been advised of the Council’s decision.

RESOLVED – that the report be noted.

24/21 PLAY SCHEMES - 2024

There was no report.

24/22 CLERK'S RESIGNATION AND RETIREMENT

RESOLVED – That Peter Richmond, Retiring Clerk, will delete all Sealand data held by him by 1st September 2024 to ensure Data Protection requirements are met.

24/23 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

Members of the flood warden team met on May 20th, 2024, at 5:30 PM to discuss the previous Flood Volunteer event held on March 21st, 2024, and to discuss how they can work as effectively as possible within the team.

RESOLVED – that the report be noted.

24/24 SUMMARY OF ACCOUNTS –2024/25 FINANCIAL YEARS

The Clerk outlined the expenditure and income for the 2024/25 financial year up to cheque number 003630.

**Sealand Community Council - Summary Accounts
2024/25 Financial Year**

		Actual	Anticipated	Difference
Income	Precept	£21,333.34	£64,000.00	-£42,666.66
	Bank Interest and Refund of Fees	£97.28	£500.00	-£402.72
	VAT Refund Flintshire County Council	£0.00	£0.00	£0.00
	VAT Refund HMRC	£1,050.20	£2,000.00	-£949.80
	Total	£22,480.82	£66,500.00	-£44,019.18

		Actual	Agreed Spend	Balance
Expenditure	Bank Charges	£19.95	£150.00	£130.05
	Chairman's Fund	£0.00	£800.00	£800.00
	Staffing Costs	£5,140.28	£15,375.00	£10,234.72
	General Admin etc	£997.86	£4,500.00	£3,502.14
	Insurances	£625.99	£650.00	£24.01
	Play Schemes and New Play Equipment	£0.00	£18,665.00	£18,665.00
	Street Furniture Repairs	£0.00	£200.00	£200.00
	Street Lighting	£0.00	£26,200.00	£26,200.00
	Council Web Site	£384.00	£2,400.00	£2,016.00
	S137 - Grants	£0.00	£3,035.00	£3,035.00
Total	£7,168.08	£71,975.00	£64,806.92	

Current Summary	Balance 1st April 2024 inc £25,000 contingency fund	£55,951.88
	Total Expenditure	£7,168.08
	Total Income	£22,480.82
	Balance	£15,312.74
	Balance as at 20th May 2024	£ 71,264.62
	VAT Costs for 2024/25 Financial Year	£206.80

End of Year Prediction

Balance as at 1st April 2024	£55,951.88
Total Anticipated Expenditure	£71,975.00
Total Anticipated Income	£66,500.00
Balance Expenditure compared with income at 31st March 2024	-£5,475.00
Anticipated Closing Balance as at 31 March 2025	£ 50,476.88

24/25 INTERNAL AUDIT PLAN 2023/24 FINANCIAL YEAR

The Clerk advised the Council that JDH Business Services Limited reported on 8th May 2024 that the council's systems of internal controls are in place, adequate for the purpose intended, and effective, subject to the issues reported in the action plan.

A copy of the report will be added to the Council's website.

RESOLVED – That the report be noted.

24/26 EXTERNAL AUDIT - ANNUAL FINANCIAL RETURN – 2023/24 FINANCIAL YEAR

The Clerk gave an overview of the requirement to the council for the external audit, noting that the documents can be delivered by hand to South Wales or sent via recorded delivery with a deadline of the 30th June 2024 and mandated the council to publish an audit notice by the 16th of June on all notice boards and council website for a period of 14 calendar days, after the aforementioned period it is the requirement of council to allow the electors 20 days of inspection from the 1st July to the 26th of July. Section 30 of the Public Audit Wales Act 2004 gives the rights of the elector to inspect the council's accounts.

The Clerk advised that, as RFO/Clerk, he had signed the Certification of the Annual Return on 19th May 2024, certifying that the accounting statements contained in the Annual Return present fairly the financial position of the Council, its income and expenditures, or properly present receipts and payments, as the case may be, for the year ended 31 March 2024.

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 website with a final version being added on completion of the Audit.
- iii) the Chair be authorised to sign the Annual Return under resolution 24/26 iii) confirming that the accounting statements and Annual Governance Statement are approved by Council.

24/27 PAYMENT TO MEMBERS OF COMMUNITY COUNCILS 2024/25 FINANCIAL YEAR

The Clerk circulated a form for completion concerning the 2024/25 financial year to all 13 Councillors. Twelve councillors have signed the forms advising that they have declined the payments. This leaves one Councillor to complete and sign the form—Councillor Jean Fairbrother.

RESOLVED: That the report be noted.

24/28 MATTERS RAISED BY MEMBERS OF THE COUNCIL

No matters were raised.

24/29 MATTERS RAISED BY MEMBERS OF THE PUBLIC

24/30 DATE OF COUNCIL'S NEXT MEETING – 24th JUNE 2024.

24/31 **MESSAGE OF THANKS – PETER RICHMOND - RETIREMENT**

The Chairperson, Barbara Hinds, expressed her sincere gratitude to Peter on behalf of Sealand Community Council for over 45 years of dedicated service to the Community Council. His extensive knowledge, dedication and support will be greatly missed.

All the Members of the Council wished Peter a long and happy retirement.

Peter thanked the Council for their kind words and compared working as the Sealand Clerk from 2024 to 1978 when he started.

An event is being organised by the Chairperson for the Clerk and his wife, Jennie and hopefully, all members of Council will attend.

24/32 **IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT -
DECLARATION OF INTEREST - NONE**

The meeting opened at 6 pm and closed at 8:08 pm.

..... Signed 24th June 2024
Chair of the Council