

**SEALAND COMMUNITY COUNCIL**  
**MINUTES OF THE MEETING OF COUNCIL HELD ON 24<sup>th</sup> JUNE 2024 AT SEALAND COUNTY PRIMARY**  
**SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH**

**PRESENT: Councillors:** Barbara Hinds (Chair), Gwyneth Bullock, Christine Jones (County Councillor), Lionel Prouve, Norman Jones, David Wisinger (Vice-Chair) and Alex Lewis

Ashley Griffiths – Clerk and Financial Officer.

**24/33 APOLOGIES FOR NON-ATTENDANCE**

Apologies were received from Councillors Jean Fairbrother, Mary Southall, Shelley Webber and

Linda Thomas.

RESOLVED – that the apologies be received and accepted

**24/34 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 public notice will be emailed to Council members, attached to the notice boards, and added to the Council's website on the 1<sup>st</sup> day of July 2024.

RESOLVED – that the report be noted.

**24/35 CODE OF CONDUCT DECLARATION**

RESOLVED – that it should be noted that one declaration of interest (Cllr N Jones) was made to the Council at the beginning of the meeting with respect to the agenda. However, the planning application in question was withdrawn.

**24/36 MATTERS RAISED BY THE PUBLIC**

Ashley Griffiths, the Clerk, had not received a request to hold a hybrid meeting.

**24/37 CHAIR'S REPORT AND ACTIONS SINCE 20<sup>th</sup> MAY 2024**

Barbara Hinds (Chair) informed the Council that a meeting was held with Ashley Griffiths (Clerk) and David Wisinger (Vice-Chair) regarding the clerk's 3-month probation period to conduct a thorough appraisal and discuss how best the Council can support the clerk in development and training. Furthermore, monthly meetings for the Chair, Vice-Chair, and Clerk will commence for greater collaboration and transparency.

**24/38 MINUTES OF THE MEETING OF COUNCIL HELD ON 20<sup>th</sup> MAY 2024**

RESOLVED - That the minutes of the meeting of Council held on 20<sup>th</sup> May 2024 be confirmed as a true and correct record.

**24/39 CHAIR'S FUND 2024/25**

The Clerk reminded the 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

**24/40 POLICE ISSUES**

**a) Community Speed Watch**

The Speed Watch Coordinator, Brian Ward, reported to the Council that he would resign immediately as the Speed Watch Coordinator. Barbara Hinds (Chair) expressed the Council's gratitude to Brian for his commitment to the role and continued support in ensuring Sealand is safer.

**b) PCSO Aled Hughes – 3292**

PCSO Aled Hughes reported to the Council on June 18, 2024, that he had not seen any motorcycles or suspicious activity around Kingsley Road while on patrol. He will continue to monitor the area and has stated he is happy to assist with speed checks when the speed watch team conducts the next speed check.

RESOLVED – that the speed watch team will contact PSCO Aled Hughes to arrange a speed watch.

**24/41 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL**

**a) 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 the Council shall wait for Flintshire County Council to consult on the new amendments.

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

On 12<sup>th</sup> 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 to confirm this.

The County Councillor, Christine Jones, said she would ask Matthew Linford, Flintshire County Council (Planning Enforcement Officer), for a further progress report. Furthermore, the Council is also awaiting a reply from Matthew Linford.

RESOLVED—that Matthew Linford, Flintshire County Council (Planning Enforcement Officer), will be asked for a further update, copying in TownCouncil@flintshire.gov.uk, along with Christine Jones (County Councillor), who will ask for a response.

**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 8<sup>th</sup> 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 arranging a meeting with the landowner.

RESOLVED – that Neil Parry, Flintshire County Council (Project Engineer) will 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 concerned about the condition of the side access and the lack of updates. The Council would like an 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 15<sup>th</sup>, 2024, that the fencing has been temporarily repaired while the Agent develops a design for a permanent repair.

RESOLVED—that the North and Mid Wales Trunk Road Agent (NMWTRA) be asked for an update on the developments of the new permanent repair structure.

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

County Councillor Christine Jones voiced concerns about another incident along Sealand Road, but the council has not received an update.

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 (Steet scene Officer), for an update.

RESOLVED – that Lee Shone, Flintshire County Council (Steet scene Officer) and Katie Wilby (Chief Officer Streetscene) will be asked for an update.

**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 funding source 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 four existing seats, as mentioned above. Wayne Jones, Flintshire County Council (Street scene Officer), has advised that he is waiting on Mike Taylor's regarding the funding.

RESOLVED – that Mike Taylor, Flintshire County Council (Senior Coastal Ranger), be asked for a further update on funding arrangements.

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

Wayne Jones, Flintshire County Council (Street scene Officer), informed the council on June 23rd, 2024, that all dangerous defects on Foxes Lane that meet the intervention were filled and that he would ask John Griffiths (Streetscene) to investigate further.

RESOLVED – that the report be noted.

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

Chris Povey, Flintshire County Council (Housing Officer), reported on June 24, 2024, that he observed overgrown trees on North Green, Sealand Manor. They do not appear to be an immediate risk or obstruction, although visible roots broke up the tarmac, creating a trip hazard on the pathway. These have been raised with the capital works team for inspection and to address the issue. The council has been informed of the following scheme walk on the 12th of July 2024.

RESOLVED – that the report be noted.

**j) Foxes Lane – Underpass - Water leakage and Graffiti**

Wayne Jones, Flintshire County Council (Street Scene Officer), informed the council on June 24, 2024, that he would ask the North and Mid Wales Trunk Road Agent (NMWTRA) to inspect the underpass again.

RESOLVED— that the council would like Barbara Hinds (Chair), David Wisinger (Vice-Chair) Ashley Griffiths (Clerk) to meet with the North and Mid Wales Trunk Road Agent (NMWTRA) to discuss the ongoing issues with the water leakage on site.

**24/42 COUNCIL'S STREET LIGHTING**

Jamie Bennett, Flintshire County Council (Highways and Trunk Road Operational Manager), advised Council on the 10<sup>th</sup> May 2024 that the following eight 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 upgrade's overall cost, 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 six remaining lights at Riverside Park and two 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 for a response on proceeding to replace the eight lights, ideally during the summer period.

**24/43 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.

**24/45 PLANNING APPLICATIONS**

PA Number	Application details	Location
COU/000049/24	Conversion of existing shippen and store to granny annex and store.	Meadowbrook Farm, Green Lane East, Sealand, Deeside, CH5 2LH
FUL/000426/24	Extension to front and rear of the property and creation of a dormer bungalow. Change the external appearance from a brick and stone finish to a modern off-white K-render.	10, Manor Road Sealand, Deeside, CH5 2SA
FUL/000468/24	Proposed rear extension and attic conversion to the existing bungalow with a detached home office and garage located at the rear of the property.	20A, Welsh Road, Garden City, Deeside, CH5 2RA.

RESOLVED – That no objections be raised in respect of FUL/000426/24 and FUL/000468/24. Cllr N Jones informed Council that COU/000049/24 has been withdrawn.

**24/46 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

<b>Cheque No</b>	<b>Payable to</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>	<b>Vat Code</b>	<b>Expenditure Powers</b>
003631	Flintshire County Council	Monthly street light inspection for 41 columns, Jan - March 2024	£313.90	£52.32	636613732	Highways Act 1972 (301)
003632	Jo-Lora Ltd	Web Site Maintenance	£384.00	£64.00	294456859	Local Govt Act 1972 (\$142)
003633	Ashley Griffiths	June 2024 Salary etc	£939.84			Local Govt Act 1972 (\$112)
Direct Debit Payment	Nest	Pension	£46.90			Local Govt Act 1972 (\$112)
<b>Total Spend</b>			<b>£1,684.64</b>	<b>£116.32</b>		

#### **24/47 INCOME**

Lloyds Bank	Interest payment	£68.07
<b>Total Income</b>		<b>£68.07</b>

RESOLVED – that the income received be noted.

#### **24/48 CORRESPONDENCE**

Ashley Griffiths (Clerk) informed the Council that if any member of the Council would like to respond to the pre-application consultation for a new Aldi food store it should be made in the form of a resident to the area and not as a Councillor until the Council receive notification of a planning application from Flintshire County Council.

#### **24/49 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

Brian Ward (Friends of Sealand) stated that the church will hold table sales on the first Saturday of each month.

RESOLVED- that the report be noted.

**24/50 WELSH ROAD SKATE FACILITY**

At the Annual Finance Meeting held on 11<sup>th</sup> 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. On the 30th of April 2024, Richard Roberts advised the 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 the 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.

**24/51 PLAY SCHEMES - 2024**

Darren Morris (Lead Officer for play development) informed the Council on the marketing for the summer playscheme and will post a selection of material for the notice boards.

RESOLVED – that the report be noted.

**24/52 CLERK'S RESIGNATION AND RETIREMENT**

RESOLVED—Peter Richmond, Retired Clerk, will delete all Sealand data he holds by 1 September 2024 to ensure Data Protection requirements are met.

**24/53 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS**

The flood warden team members will meet on July 15th, 2024, at 5:30 PM to discuss the previous Flood Volunteer event held on March 21<sup>st</sup>, 2024, and to discuss how they can work as effectively as possible within the team.

RESOLVED – that the report be noted.

**24/54 SUMMARY OF ACCOUNTS –2024/25 FINANCIAL YEARS**

The Clerk outlined the expenditure and income for the 2024/25 financial year up to cheque number 003633.

Sealand Community Council - Summary Accounts					
2024/25 Financial Year					
<b>Income</b>			<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
	Precept		£21,333.34	£64,000.00	-£42,666.66
	Bank Interest and Refund of Fees		£165.35	£500.00	-£334.65
	VAT Refund Flintshire County Council		£0.00	£0.00	£0.00
	VAT Refund HMRC		£1,050.52	£2,000.00	-£949.48
<b>Total</b>		<b>£22,549.21</b>	<b>£66,500.00</b>	<b>-£43,950.79</b>	
<b>Expenditure</b>			<b>Actual</b>	<b>Agreed Spend</b>	<b>Balance</b>
	Bank Charges		£29.50	£150.00	£120.50
	Chairman's Fund		£0.00	£800.00	£800.00
	Staffing Costs		£6,101.02	£15,375.00	£9,273.98
	General Admin etc		£1,023.86	£4,500.00	£3,476.14
	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		£313.90	£26,200.00	£25,886.10
	Council Web Site		£768.00	£2,400.00	£1,632.00
	S137 - Grants		£0.00	£3,035.00	£3,035.00
	<b>Total</b>		<b>£8,862.27</b>	<b>£71,975.00</b>	<b>£63,112.73</b>
<b>Current Summary</b>	Balance 1st April 2024 inc £25,000 contingency fund		<b>£55,951.88</b>		
	Total Expenditure		£8,862.27		
	Total Income		£22,549.21		
	Balance		£13,686.94		
	<b>Balance as at 24 June 2024</b>		<b>£ 69,638.82</b>		
	<b>VAT Costs for 2024/25 Financial Year</b>		<b>£323.12</b>		
<b>End of Year Prediction</b>					
	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		
	<b>Anticipated Closing Balance as at 31 March 2025</b>		<b>£ 50,476.88</b>		



**24/55 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 was added to the Council's website.

RESOLVED – That the report be noted.

**24/56 EXTERNAL AUDIT - ANNUAL FINANCIAL RETURN – 2023/24 FINANCIAL YEAR AND NOTICE OF AUDIT**

The Clerk evaluated the council's external audit requirement, noting that the documents will be partly delivered to South Wales via recorded delivery and that the remainder will be uploaded to the objective portal. He also mentioned the public notice and details of the public inspection arrangements for the 2023/24 financial year, specifically that they are on the Council website and notice boards. Inspection runs from the 1<sup>st</sup> of July to 26 July between 10:00 and 17:00 on Monday to Friday in line with Section 30 of the Public Audit Wales Act 2004, which gives the elector the right to inspect the council's accounts.

The Clerk advised that the completed Annual Return and all requested information will be posted and uploaded to Audit Wales within 14 working days.

RESOLVED – that the report be noted.

**24/57 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.

**24/58 MATTERS RAISED BY MEMBERS OF THE COUNCIL**

No matters were raised.

**24/59 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

**24/60 DATE OF COUNCIL'S NEXT MEETING – 15<sup>th</sup> JULY 2024.**

**24/61 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT**

**DECLARATION OF INTEREST** – One member of Council declared an interest, Cllr N Jones REF: COU/000049/24.

The meeting opened at 6 pm and closed at 7:58 pm.

..... Signed 15<sup>th</sup> July 2024

Chair of the Council