

SEALAND COMMUNITY COUNCIL
MINUTES OF THE MEETING OF COUNCIL HELD ON 15th JULY 2024 AT SEALAND COUNTY PRIMARY
SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH

PRESENT: Councillors: Barbara Hinds (Chair), Gwyneth Bullock, Christine Jones (County Councillor), David Wisinger (Vice-Chair), Alex Lewis, Brian Ward, Linda Thomas and Jean Fairbrother.

Robin Davies – Acting Headteacher- Sealand Primary School

Ashley Griffiths – Clerk and Financial Officer.

24/62 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Norman Jones, Shelley Webber and Lionel Prouve.

RESOLVED – that the apologies be received and accepted.

24/63 NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87 (2))

VACANCY FOR ONE COUNCILLOR

Ashley Griffiths (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 has been emailed to Council members, attached to the notice boards, and added to the Council's website on the 1st day of July 2024 and will be advertised until the 21st day of July 2024. If no members of the public apply for the role, the vacancy will be deferred until the September Council meeting.

RESOLVED – that the report be noted.

24/64 CODE OF CONDUCT DECLARATION

RESOLVED— that it should be noted that one declaration of interest (Cllr Christine Jones) was made to the Council during the meeting concerning minute number 24/70 (b).

24/65 MATTERS RAISED BY THE PUBLIC

Ashley Griffiths (Clerk) had not received a request to hold a hybrid meeting.

24/66 CHAIR'S REPORT AND ACTIONS SINCE 24th JUNE 2024

Barbara Hinds (Chair) briefed the Council on a conference call she had with Ashley Griffiths (Clerk) and Sandra Donoghue (Ageing Well Engagement Officer) regarding the associated conditions Sealand Happy Group has to deal with and how the Council can support the group in resolving the issues. Along with the monthly meetings the Chair and Vice Chair have with the Clerk. Unfortunately, David Wisinger (Vice Chair) could not attend this month's meeting due to other commitments.

The Chair confirmed that the Clerk would create a timeline for updates and utilise One Voice Wales for their expert knowledge when necessary; the Chair also expressed that One Voice Wales has training

courses for all councillors. Along with slide shows, the Council can use to inform members about different topics. Therefore, the October meeting will start at 5:30 PM to discuss one of the particular topics of interest. The Chair reiterated the need for monthly meetings with the Chair, Vice Chair, and Clerk because it is invaluable and purposeful.

The Council agreed that a monthly meeting would become mandatory for the Chair, Vice Chair, and Clerk to ensure the effective running of the Council.

The Chair expressed her desire to attend the Chair of Flintshire County Council Civic Service on September 8th, 2024.

RESOLVED – that the report be noted.

24/67 MINUTES OF THE MEETING OF COUNCIL HELD ON 24th JUNE 2024

RESOLVED—that the minutes of the Council meeting held on June 24th, 2024, be confirmed as a true and correct record.

24/68 CHAIR'S FUND 2024/25

Ashley Griffiths (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). No payments have yet been made.

RESOLVED – that the report be noted.

24/69 POLICE ISSUES

a) Community Speed Watch

Councillor Christine Jones advised that speed checks will be arranged soon.

RESOLVED – that the report be noted.

b) PCSO Aled Hughes – 3292

PCSO Aled Hughes reported to the Council on June 28th that he would conduct patrols in Sealand and investigate the ongoing issues surrounding parked cars.

RESOLVED – that the report be noted.

24/70 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

Matthew Linford, Flintshire County Council (Planning Enforcement Officer), informed the Council on the 25th of June that he was satisfied that the works carried out on site had been regularised through the approved planning applications and lawful development certificate.

RESOLVED—that the report be noted.

c) Sealand Ditches

i) The Main River watercourse is adjacent to Dandy's.

Neil Parry, Flintshire County Council (Project Engineer), reported to the Council on July 4th, 2024, that Dandy's had removed the impediments.

RESOLVED – that the report be noted.

ii) The main river watercourse is located in England and crosses beneath Seahill Road.

Neil Parry, Flintshire County Council (Project Engineer), informed the Council on July 4th, 2024, that the Environment Agency is writing to the landowners about removing impediments from within the main river watercourse.

RESOLVED – that the report be noted.

iii) Banks Farm

Neil Parry, Flintshire County Council (Project Engineer), stated on July 4th, 2024, that he visited the site but could only inspect some of the watercourses due to the time of year. He will revisit the site in the Autumn when the vegetation dies back and will liaise with the Streetscene department if there is any highway flooding or specific issues.

RESOLVED – that the report be noted.

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 the 27th of June 2024 that he had received a response from the agent and been advised that the agent is not instructed in this matter any further; therefore, Glyn Jones has assured the Council that he will now be taking this matter directly to the developer.

Cllr Christine Jones declared an interest regarding the condition of the side access to the Spar Shop.

RESOLVED— that the Council will initiate a dialogue with Mark Tami (MP for Alyn and Deeside) regarding the matter.

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 North and Mid Wales Trunk Road Agent (NMWTRA) be asked for an update on the developments of the new permanent repair structure and Ken Skates (Cabinet Secretary for North Wales and Transport) be informed on this matter.

f) Sealand Road – A548 – Extend Street Lighting

Lee Shone, Flintshire County Council (Streetscene Officer), reported to the Council on May 21st, 2024, that he would check what information can be shared from the police report and relay this information back to the Council.

RESOLVED – Lee Shone, Flintshire County Council (Streetscene Officer), will be asked for a further update on the report.

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 (Streetscene 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 progress report on funding arrangements.

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

Councillor Christine Jones announced that Foxes Lane will be resurfaced, and road signs will be erected to commence work.

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 24th, 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 had been informed that the proposed scheme walk on the 12th of July 2024 had been postponed until the 19th of July 2024.

RESOLVED – that Chris Povey, Flintshire County Council (Housing Officer), be asked for an update on the scheme walk.

j) Foxes Lane – Underpass - Water leakage and Graffiti

Wayne Jones, Flintshire County Council (Streetscene Officer), informed the Council on June 24th, 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), and 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 and to contact Ken Skates (Cabinet Secretary for North Wales and Transport) about the ongoing problems.

24/71 COUNCIL'S STREET LIGHTING

Jamie Bennett, Flintshire County Council (Highways and Trunk Road Operational Manager), advised Council on the 10th 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. Ashley Griffiths (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 the report be noted.

24/72 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 £150.00.

A grant request has been received from Sealand Happy Group – An up-to-date copy of the bank statement has been provided.

RESOLVED—that, in accordance with Section 137 of the Local Government Act 1971, the Council should award Sealand Happy Group a grant of £150.00, which is in the best interests of the area and its inhabitants.

RESOLVED – that the report be noted.

24/73 PLANNING APPLICATIONS

PA Number	Application details	Location
FUL/000521/24	Erection of a food store (Use Class A1); a drive-through bakery unit (Use Class A1/A3); associated car parking facilities including an electric vehicle charging hub; pedestrian access routes and servicing; landscaping; and associated site works (including two electrical substations).	Plot 2A, The Airfields South Camp, Welsh Road, Garden City, Deeside, CH5 2RD

RESOLVED – That no objections should be raised with respect to FUL/000521/24.

24/74 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 £13.80 - re £7.00 per month with an additional charge of 8 cheques x £0.85 = £6.80
- iii) it be noted that Cheque numbers 003636 and 003637 have been Raised in Error.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003634	Ashley Griffiths	July 2024 Salary etc	£939.84			Local Govt Act 1972 (S112)
003635	Sealand Happy Group	Grant	£150.00			Section 137 of the Local Government Act 1971
Direct Debit Payment	Nest	Pension	£46.90			Local Govt Act 1972 (S112)
003636	Raised in Error					
003637	Raised in Error					
003638	HMRC	Income Tax – NI	£187.14			Local Govt Act 1972 (S112)
Total Spend			£1,323.88	£0		

24/75 INCOME

Lloyds Bank	Interest payment	£58.47
Total Income		£58.47

RESOLVED – that the income received be noted.

24/76 CORRESPONDENCE

Ashley Griffiths (Clerk) informed the Council that after discussing the Council website with Barbara Hinds (Chair) and David Wisinger, Vice-Chair, Sealand Happy Group should be added under the heading Local Sealand Groups.

Chair's Signature:

RESOLVED – that the report be noted.

24/77 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH

Brian Ward (Friends of Sealand) informed the Council that the church had conducted a lecture on the history of Sealand and added that the church currently holds table sales on the first Saturday of each month.

RESOLVED- that the report be noted.

24/78 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. 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 advised the Council on July 2nd, 2024, that a site meeting is needed to discuss the deterioration of the existing tarmac surface.

RESOLVED— that Richard Roberts, AURA (Play Design Officer), should be advised of a suitable date for a site meeting.

24/79 PLAY SCHEMES - 2024

Darren Morris (Lead Officer for play development) posted marketing material for the notice boards. He also emailed a bespoke marketing leaflet circulated to the Council and school and advised the Council that they could purchase a banner if needed.

The Council decided that purchasing two dateless banners to market the 2025 playscheme and future years would have a significant marketing impact. Ashley Griffiths (Clerk) will endeavour to gather quotations for the next meeting.

RESOLVED – that the Clerk will look at the cost of marketing banners.

24/80 CLERK’S RESIGNATION AND RETIREMENT

Peter Richmond (Retired Clerk) advised the Council that all Sealand data has been deleted to meet Data Protection requirements.

Barbara Hinds (Chair) organised a retirement meal for the retired Clerk and his wife on Friday, July 5th, in recognition of his long service to Sealand.

24/81 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

The Flood Warden team members will meet on September 16th, 2024, at 5:30 PM to discuss the previous Flood Volunteer event held on March 21st, 2024, and how they can work as effectively as possible within the team.

RESOLVED – that the report be noted.

24/82 SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION – 30th JUNE 2024

In line with the Council’s Financial Regulations and audit requirements the Clerk 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.

Account - no 0388217 – £13,721.24. - Account - no – 7326098 - £57,541.52 Total - £71,262.76

Unpaid - Cheque number	Payable to	Amount - £
003631	Flintshire County Council	313.90
003632	Jolora Ltd	384.00
003633	Ashley Griffiths	939.84
Total		1,637.74

Total bank accounts –£71,262.76 less unpaid cheques of £1,637.74 leaves a nett balance of £69,625.02 This amount cross references with the summary of income and expenditure report as at 30th June 2024. Please see the attached summary income and expenditure report and bank statements.

David Wisinger (Vice-Chair) signed two hard copies of the bank reconciliation statements.

RESOLVED – that the report be noted.

24/83 SUMMARY OF ACCOUNTS –2024/25 FINANCIAL YEARS

Ashley Griffiths (Clerk) outlined the expenditure and income for the 2024/25 financial year up to cheque number 003638.

**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	£223.82	£500.00	-£276.18
	VAT Refund Flintshire County Council	£0.00	£0.00	£0.00
	VAT Refund HMRC	£1,050.52	£2,000.00	-£949.48
	Total	£22,607.68	£66,500.00	-£43,892.32

		Actual	Agreed Spend	Balance
Expenditure	Bank Charges	£43.30	£150.00	£106.70
	Chairman's Fund	£0.00	£800.00	£800.00
	Staffing Costs	£7,248.90	£15,375.00	£8,126.10
	General Admin etc	£1,049.86	£4,500.00	£3,450.14
	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	£150.00	£3,035.00	£2,885.00
	Total	£10,199.95	£71,975.00	£61,775.05

Current Summary	Balance 1st April 2024 inc £25,000 contingency fund	£55,951.88
	Total Expenditure	£10,199.95
	Total Income	£22,607.68
	Balance	£12,407.73
	Balance as at 15 July 2024	£ 68,359.61
	VAT Costs for 2024/25 Financial Year	£323.12

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

Chair's Signature:

24/84 INTERNAL AUDIT PLAN 2023/24 FINANCIAL YEAR

Ashley Griffiths (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.

24/85 EXTERNAL AUDIT - ANNUAL FINANCIAL RETURN – 2023/24 FINANCIAL YEAR AND NOTICE OF AUDIT

Ashley Griffiths (Clerk) conveyed 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 1st 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 most of the requested information were uploaded to the objective portal on July 10th, 2024, and 2 documents were posted via special delivery to Audit Wales on July 18th, 2024.

RESOLVED – that the report be noted.

24/86 PAYMENT TO MEMBERS OF COMMUNITY COUNCILS 2024/25 FINANCIAL YEAR

Ashley Griffiths (Clerk) circulated a form for completion concerning the 2024/25 financial year to all 13 Councillors. Thirteen councillors have now signed the forms advising that they have declined the payments.

RESOLVED: That the report be noted.

24/87 MATTERS RAISED BY MEMBERS OF THE COUNCIL

No matters were raised.

24/88 MATTERS RAISED BY MEMBERS OF THE PUBLIC

24/89 DATE OF COUNCIL'S NEXT MEETING – 16th SEPTEMBER 2024.

24/90 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT

DECLARATION OF INTEREST—One Council member, Cllr Christine Jones, declared an interest concerning minute number 24/70 (b).

The meeting opened at 6 pm and closed at 7:45 pm.

..... Signed 16th September 2024

Barbara Hinds, Chair of the Council