

SEALAND COMMUNITY COUNCIL

**MINUTES OF THE MEETING OF COUNCIL HELD ON 20th JANUARY 2025 AT SEALAND COUNTY
PRIMARY SCHOOL, FARM ROAD, GARDEN CITY. CH5 2HH**

PRESENT: Councillors: Barbara Hinds (Chair), Christine Jones (County Councillor), David Wisinger (Vice-Chair), Brian Ward, Mary Southall, Shelley Webber, Lionel Prouvé, and Alex Lewis.

Others: One member of the public.

Robin Davies – Deputy Headteacher – Sealand Primary School.

Two members of Flintshire County Council - Streetscene and Transportation.

Officer: Ashley Griffiths – Clerk and Financial Officer.

24/206 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Norman Jones, Linda Thomas, Gwyneth Bullock, and Jean Fairbrother.

RESOLVED – that the apologies be received and accepted.

24/207 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

The Council organised a hybrid meeting to facilitate discussions regarding community flood management between Natural Recourses Wales (NRW) and the flood warden team as part of the Council initiative to organise multiplatform collaborations.

The Flood Warden team met with Gwenno Talfryn (NRW) at 5:30 p.m. on January 20, 2025, to discuss the flood warden roles, the areas designated for each individual, and marketing material to inform the community about the mitigating factors involving flooding.

RESOLVED – that Ashley Griffiths (Clerk) would organise a February hybrid meeting with Gwenno Talfryn to discuss the flood plan further.

24/208 RECYCLING AND WASTE IMPLEMENTATION PLAN UPDATE

Chris Cunningham (Recycling, Compliance, & Data Officer) reported to the Council that a team would be assigned to present detailed updates on the new three-week bin collection system to any local groups in the community. The Council recognised this as valuable; consequently, the Council recommended that attending a Council meeting would be beneficial.

The Flintshire County Council, Streetscene, and Transportation Team outlined the key updates, including the new three-weekly bin collection system:

Garden Waste: The garden waste collection will remain unchanged and continue on a fortnightly schedule.

- Domestic Waste Collections: Domestic waste collections will transition to a three-weekly schedule.
- Recycling Collections: Recycling collections will continue to be collected weekly.
- Saturday Collections: Saturday collections will be discontinued and redistributed from Monday to Friday.

Chair's Signature:

Additionally, the team informed the Council that, in response to resident feedback, a bag trial initiative is currently underway to address concerns and enhance the overall service provided to the community.

RESOLVED— that the report be noted.

24/209 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 original 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 Council readvertised the public notice of co-option for the week commencing the 21st day of January 2025, which will be advertised until the 10th day of February 2025, per the recommendation of the Democratic Services Department of Flintshire County Council. This was emailed to Council members, attached to the notice boards, and added to the Council's website.

RESOLVED – that the report be noted.

24/210 CODE OF CONDUCT DECLARATION

RESOLVED - that it should be noted that one declaration of interest during the meeting was made: -

Cllr Christine Jones declared an interest in minute numbers 24/216 (c).

24/211 MATTERS RAISED BY THE PUBLIC

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

24/212 CHAIR'S REPORT AND ACTIONS SINCE 16th DECEMBER 2024

Barbara Hinds (Chair) informed the Council about the regular monthly meetings held with the Chair, Vice Chair, and Clerk. The Chair highlighted how these meetings provide valuable opportunities for discussing ongoing matters, addressing any immediate concerns, and ensuring smooth coordination. The Council was represented by many Councillors and the Chairperson in the annual Christmas carol service at St Bartholomew's Church on December 18th. It provided refreshments out of the chairperson's fund for the evening.

RESOLVED – that the report be noted.

24/213 MINUTES OF THE MEETING OF COUNCIL HELD ON 16TH DECEMBER 2024

RESOLVED—that the minutes of the Council meeting held on December 16th, 2024, be confirmed as a true and correct record.

24/214 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). At the September, 16th 2024 meeting Minute Number 24/97, it was agreed that the Chair's Fund should cover the refreshments at St Bartholomew's Church for the

Remembrance Service on Sunday, November 10th at 10:30 AM and the Christmas Concert on Wednesday, December 18th at 7:00 PM.

The Chair proposed that a payment of £200.00 from the Chairs Fund be approved for a donation towards the combined costs of the Remembrance Day service and Christmas celebration at St. Bartholomew's Church.

RESOLVED – that £200.00 from the Chairs Fund be approved for St. Bartholomew's Church.

Spent so far - £550.00.

24/215 POLICE ISSUES

a) Community Speed Watch

There was no report.

b) PCSO Aled Hughes – 3292

Aled Hughes (PCSO) reported to the Council on December 30, 2024, that he had received the Council calendar for the year and would try to attend a meeting soon and organise a walkabout.

RESOLVED – that the report be noted.

24/216 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL

a) A-frame barrier amendment proposals

Christine Jones (County Councillor) reported to the Council that an amendment to remove the A-frame barriers has been passed, and a pilot project has started with police monitoring several areas after several barriers have been removed.

RESOLVED – that the report be noted.

b) 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 January 20th, 2025, that he has attended the site and organised a meeting with NRW regarding the impediments from within the main river watercourse.

RESOLVED – that Neil Parry will be asked for a further update from NRW.

iii) Banks Farm

Neil Parry, Flintshire County Council (Project Engineer), informed the Council on January 20th, 2025, that he would inspect the watercourse at one of the landowners' sites on his next visit in the coming weeks.

RESOLVED – that Neil Parry should be asked for a report on the watercourse inspection.

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

Glyn Jones, Flintshire County Council (Chief Officer, Planning, Environment, and Economy), reported on December 12, 2024, that he has met with colleagues in the Council's Legal Department to discuss the courses of action which may be available to progress this matter and will report to Council in due course.

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

RESOLVED— the Council will contact Glyn Jones (Chief Officer, Planning, Environment, and Economy) for further updates before the next Council meeting. Additionally, the Legal Department will be contacted for information to ensure a thorough and informed discussion is presented to the Council.

d) Sealand Road – A548 – Extend Street Lighting

Lee Shone, Flintshire County Council (Streetscene Officer), reported to the Council on November 18th, 2024, that he has put together a shortlist for funding for areas within the ward to the Welsh Government for extended street lighting. He informed the Council that this particular area has been added to the shortlist and clarified that the criteria for such street lighting consider road traffic incidents.

RESOLVED – that the report be noted.

e) 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.

Mike Taylor, Flintshire County Council (Senior Coastal Ranger), reported to the Council on 15th January that Parkgate benches are being installed as part of the new coast park specification. If money becomes available, this could be an option for the benches in question, which will be looked at in March.

RESOLVED – that Andy Dunbarton (Police and Crime Commissioner for North Wales) be asked if any funds are available for such projects.

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

Councillor Christine Jones addressed the Council regarding a fallen tree on Orchard Way and confirmed that parts of the fallen tree had been removed from the path and that the Council awaits a professional organisation to remove the remainder.

RESOLVED— that Alex Philips (Housing Officer) be asked for an update on the current tree situation.

g) Foxes Lane – Underpass - Water leakage and Graffiti

Wayne Jones, Flintshire County Council (Streetscene Officer), informed the Council on January 14th that he would investigate this issue further but conveyed that on his last inspection, groundwater was present due to the very high-water table due to current conditions.

RESOLVED—that Ken Skates (Cabinet secretary for transport) be asked for the next inspection date and report subsequently.

h) Garden City - HGV Issues

Councillor Christine Jones updated the Council regarding safety measures in Garden City, informing the Council that temporary signage has been installed in response to concerns raised surrounding HGV vehicles.

RESOLVED— that the report be noted.

i) Ferry Lane Footbridge

Ian Bushell and Robin Nursaw (Streetscene Maintenance Management Team) informed the Council in 2023 that Flintshire County Council commissioned a report from a structural consultant regarding the noise and vibrations the bridge experiences in certain weather conditions.

RESOLVED— that the Council will contact Ian Bushell and Robin Nursaw regarding the commissioned Flintshire County Council structural report.

24/217 COUNCIL'S STREET LIGHTING

Dylan Williams (Street Lighting Team Leader) has been asked to advise the Council on replacing the selected lights in the 2025-26 financial year.

All the current 33 street lights are working.

RESOLVED – that a site meeting with Dylan Williams (Street Lighting Team Leader) should be organised to discuss the current street lighting in line with the Council's current street lighting strategy.

24/218 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 has 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 £1300.00.

RESOLVED – that the report be noted.

24/219 PLANNING APPLICATIONS

PA Number	Application details	Location
FUL/0011 20/24	Application for variation of condition no. 2 attached to planning permission ref. FUL/000519/23 (to allow for the introduction of mezzanine floors).	A C Canoe Products, Unit 102, Tenth Avenue, Sealand, Deeside, CH5 2UA.
FUL/0010 90/24	Retrospective planning application. Extension to recycling unit and hard surfacing of an outside storage area to the north of the building extension, with full planning permission.	Unit 103, Welsh Road, Garden City, Deeside, CH5 2LR.
FUL/0011 20/24	Application for variation of condition no. 2 attached to planning permission ref. FUL/000519/23 (to allow for the introduction of mezzanine floors).	A C Canoe Products, Unit 102, Tenth Avenue, Sealand, Deeside, CH5 2UA.

RESOLVED – that no objections should be raised with respect to the above planning application, although planning application FUL/010/90/24 should be noted along with several observations. The conditions outlined within this application must be fully met in alignment with the associated regulated agreements.

24/220 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 £12.50 - re £8.50 per month with an additional charge of 4 cheques x £1.00 = £4.00.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
Direct Debit Payment	NEST	Pension	£46.90			Local Govt Act 1972 (S112)
003673	Peter Richmond	Additional pay, back pay April & May 2024 from 2024 Pay deal	£51.34			Local Govt Act 1972 (S112)

Chair's Signature:

003674	St. Bartholomew's Church Council	Payment from the chairs fund 2024/25	£200.00			Ancillary Power Local Govt Act 1972 (S1)
003675	Ashley Griffiths	January 2025, Salary, allowance & back pay x 9 months 2024, from 2024 pay deal.	£1235.31			Local Govt Act 1972 (S112)
003676	HMRC	PAYE – Income tax and national insurance October, November, and December.	£926.56			Local Govt Act 1972 (S142)
003677	Flintshire County Council	Monthly street light inspection for October, November and	£313.90	£52.32	636613732	Highways Act 1972 (301)

Chair's Signature:

		December 2024				
Total Spend			£2,774.01	£52.32		

24/221 INCOME

Flintshire County Council	Precept – 3 rd and final payment 30/12/2024	£21,333.33
Lloyds Bank	Interest payment 09/01/2025	£45.00
Total Income		£21,378.33

RESOLVED – that the income received be noted.

24/222 CORRESPONDENCE

There was no additional correspondence to report on.

24/223 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH

Brian Ward (Friends of Sealand) informed the Council that the Christmas Carol service on 18th December 2024 was a huge success.

RESOLVED- that the report be noted.

24/224 SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION – 31ST DECEMBER 2024

The Clerk advised that, in line with the Council’s Financial Regulations and audit requirements, he submits details of the Council’s overall bank balances as of 30 June, 30 September, 31 December, and 31 March each year. The position as at 31ST December 2024.

Account – No 0388217 - £7,535.93 – Account No – 7326098 - £67,517.41 Total - £75,053.34

Unpaid – Cheque number	Payable to	Amount - £
003632	Jolora Ltd (JUNE)	£384.00
003656	SLCC (NOVEMBER)	£190.00
003661	Jolora Ltd	£228.00
003662	Jolora Ltd	£384.00
003665	Sealand Happy Group	£50.00
003667	50 Plus action group	£50.00
Total		£1,286

Chair’s Signature:

Total bank accounts—£75,053.34 less unpaid cheques of £1,286, as outlined above, leaves a nett balance of £73,767.34. This amount cross-references with the summary of the income and expenditure report as of 31st December 2024.

The Vice-Chair signed two hard copies of the bank reconciliation statements.

RESOLVED: - that the report be noted.

24/225 WELSH ROAD SKATE FACILITY

Richard Roberts (Play Design Officer) advised the Council on October 22, 2024, that an order for graphics for a mini scooter and trike area has been placed and will be completed when the weather conditions are best suited for the hydration process and to ensure proper hardening, attaining desirable strength and durability is met.

RESOLVED— that the report be noted.

24/226 WELSH ROAD PLAY AREA

Richard Roberts (Play Design Officer) advised the Council on December 19, 2024, that the Communications Board awarded to Sealand Community Council from Betsi Cadwaladr University Health Board will be affixed to the fence on the Welsh Road play area soon and will advise the Council when the installation happens.

RESOLVED— that the report be noted.

24/227 SEALAND MANOR PLAY AREA

Richard Robert (Play Design Officer) thanked the Council on December 17, 2024, for matching funding for the replacement of the new tyre swing at Sealand Manor play area. He informed the Council that he would email a progress report in due course.

RESOLVED— that the report be noted.

24/228 PLAY SCHEMES – 2025

At the November 2023 Council meeting, it was agreed that the Council would fund both play scheme sites for six weeks and enter into a three-year commitment.

Ashley Griffiths (Clerk) received notification that the completed forms for the 2025 play schemes had been received.

RESOLVED—that the report be noted.

24/229 CURRENT SAVINGS STRATEGY

Clerk Ashley Griffiths reported to the Council that the previous Clerk thoroughly analysed how the Council holds its reserves and deduced that the current way of having all monetary assets with one banking group was satisfactory and in line with savings expectations.

Furthermore, the Clerk looked at the best available savings accounts and reported to the Council the interest rates, adding that the notice periods and ramifications below: -

Co-Operative Bank

95-day notice penalty – withdrawal penalty deducted by the potential earnings

35-day notice penalty - withdrawal penalty deduced by the potential earnings

Unity trust bank

90-day notice penalty – no particular amount but deduced by the balance per the potential earnings

30-day notice - no particular amount but deduced by the balance per the potential earnings

RESOLVED – that the report be noted.

24/230 LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2024

The Local Government Association informed One Voice Wales that the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2024 to 31 March 2025 and encourages employers to implement this pay award as soon as possible. Copies of the pay award details and salary scales were circulated to members of the Council on October 29, 2024.

Refer to Minute 21/80—Meeting 19th July 2021 – RESOLVED—that it be agreed that the Clerk should move to scale point 24 with effect from 1st April 2022. Council also agreed under minute 21/80 that from effect from 1st April 2022, the home allowance payment is £312. Noting that the internal auditor advised on the 22nd April 2021 that this amount is non- taxable.

RESOLVED – that Wainwright Accountants have amended the payroll and issued mandates for all outstanding backpay to the retired clerk and current clerk.

24/231 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 003677. Note that outstanding cheque numbers not banked by organisations: -

- (No: 003632) from June, totalling £384.00
 - (No:003661) from December, totalling £228.00
 - (No:003662) from December, totalling £384.00
 - (No:003667) from December, totalling £50.00
- Totalling £1,046.00

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

		Actual	Anticipated	Difference
Income	Precept	£64,000.00	£64,000.00	£0.00
	Bank Interest and Refund of Fees	£519.58	£500.00	£19.58
	VAT Refund Flintshire County Council	£0.00	£0.00	£0.00
	VAT Refund HMRC	£1,050.52	£2,000.00	-£949.48
	Total	£65,570.10	£66,500.00	-£929.90

		Actual	Agreed Spend	Balance
Expenditure	Bank Charges	£105.25	£150.00	£44.75
	Chairman's Fund	£550.00	£800.00	£250.00
	Staffing Costs	£15,357.65	£15,375.00	£17.35
	General Admin etc	£2,322.16	£4,500.00	£2,177.84
	Insurances	£625.99	£650.00	£24.01
	Play Schemes and New Play Equipment	£7,663.20	£18,665.00	£11,001.80
	Street Furniture Repairs	£0.00	£200.00	£200.00
	Street Lighting	£19,747.50	£26,200.00	£6,452.50
	Council Web Site	£2,148.00	£2,400.00	£252.00
	S137 - Grants	£1,650.00	£3,035.00	£1,385.00
	Total	£50,169.75	£71,975.00	£21,805.25

Current Summary	Balance 1st April 2024 inc £25,000 contingency fund	£55,951.88
	Total Expenditure	£50,169.75
	Total Income	£65,570.10
	Balance	£15,400.35
	Balance as at 20 January 2025	£ 71,352.23
	VAT Costs for 2024/25 Financial Year	£816.06

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:

24/232 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.

Publication of audited accounts for the year ended 31 March 2024

Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) requires that by 30 September 2024, Sealand Community Council publish its accounting statements for the year ended 31 March 2024 together with any certificate, opinion, or report issued, given, or made by the Auditor General. The accounting statements in the form of an annual return have been published on the Council's website. However, the accounts are published before the conclusion of the audit.

RESOLVED – that the report be noted.

24/233 ONE VOICE WALES DIGITAL MATURITY RECOMMENDATIONS FOR IMPROVED DIGITAL OPERATIONS

Ashley Griffiths (Clerk) informed the Council that he had completed the One Voice Wales programme of Digital Maturity Assessments for councils and had received the conclusion with several recommendations that were not mandatory. The Council agreed to review these in the near future but will look at different available hosting packages.

RESOLVED—Ashley Griffiths (Clerk) will endeavour to look at further hosting packages for the Council's perusal.

24/234 MATTERS RAISED BY MEMBERS OF THE COUNCIL

Councillor Brian Ward questioned whether the Council could make observations on the plans discussed for replacing the A494 River Dee Bridge.

RESOLVED—that the Council will pass observations on to the Welsh Government when necessary.

24/235 MATTERS RAISED BY MEMBERS OF THE PUBLIC

One public member raised the issue of noise from the Ferry Lane Footbridge.

RESOLVED—that the Council will contact Streetscene regarding the structural engineer report.

24/236 DATE OF COUNCIL'S NEXT MEETING – 17th February 2025.

24/237 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT

DECLARATION OF INTEREST— One Council member declared an interest to the Council.

Cllr Christine Jones declared an interest in minute numbers 24/216 (c).

The meeting opened at 6:00 pm and closed at 7:52 pm.

..... Signed 17th February 2025

Barbara Hinds, Chair of the Council