

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF THE MEETING OF COUNCIL HELD ON 17<sup>th</sup> FEBRUARY 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, Gwyneth Bullock, Lionel Prouvé, Jean Fairbrother, and Alex Lewis.

**Others:** One member of the public.

Jane Parry – Headteacher – Sealand Primary School.

Two members of Flintshire County Council - Streetscene and Transportation.

**Officer:** Ashley Griffiths – Clerk and Financial Officer.

**24/237 APOLOGIES FOR NON-ATTENDANCE**

Apologies were received from Councillors Norman Jones and Linda Thomas.

RESOLVED – that the apologies be received and accepted.

**24/238 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS**

The Council organised a hybrid meeting to facilitate discussions regarding community flood management between Natural Resources 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 February 17, 2025, to discuss the flood plan and the areas designated for each individual per the NRW maps and the associated risk factors for each location. The Clerk highlighted the need to market a local campaign for individuals not online to access information and be informed on flooding in the community. and marketing material to inform the community about the mitigating factors involving flooding.

RESOLVED – that Ashley Griffiths (Clerk) would request marketing material from NRW to inform the community about the mitigating factors involving flooding for the Council website and notice boards.

**24/239 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 from the 28<sup>th</sup> day of April 2025, with collections on Wednesday and Thursday in the Garden City area and Tuesday, Wednesday and Thursday for the areas of Sealand :

Garden Waste: The garden waste collection will remain unchanged and continue fortnightly between March and November.

- Domestic Waste Collections: Domestic waste collections will transition to a three-weekly schedule instead of every two weeks.

- Nappy and absorbent hygiene products and clinical waste: unchanged and will continue to be collected weekly.
- Recycling Collections: Recycling collections will continue to be collected weekly.
- Saturday Collections: Saturday collections will be discontinued and redistributed from Monday to Friday.

RESOLVED— that the report be noted.

**24/240 NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87 (2))**

**VACANCY FOR ONE COUNCILLOR – CASUAL VACANCY – MR. BOB JAMES**

Ashley Griffiths (Clerk) advised the Council that the notice was issued on January 21st, 2025, with a submission date to the Clerk of February 10th, 2025. One application had been received within the required time period—Mr. Bob James meets the requirements for Co—Option.

The newly elected Councillor will complete the required Declaration of Acceptance of Office and Register of Interest Form and have it signed by the Clerk at the next available meeting.

RESOLVED – that the newly elected Councillor Mr. Bob James be welcomed back onto the Council.

**24/241 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 number 24/247 (c).

**24/242 MATTERS RAISED BY THE PUBLIC**

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

**24/243 CHAIR’S REPORT AND ACTIONS SINCE 20<sup>th</sup> JANUARY 2025**

Barbara Hinds (Chair) informed the Council about the recently held monthly meeting with the Chair, Vice Chair, and Clerk to address any immediate concerns and to discuss plans for the upcoming training programme. The meeting focused on reviewing the current concerns and evaluating the best approach for the next training initiative. As always, the aim is to ensure the smooth operation of the Council activities and to provide timely updates.

RESOLVED – that the report be noted.

**24/244 MINUTES OF THE MEETING OF COUNCIL HELD ON 20<sup>TH</sup> JANUARY 2025**

RESOLVED—that the minutes of the Council meeting held on January 20<sup>th</sup>, 2025, be confirmed as a true and correct record.

**24/245 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 10<sup>th</sup> at 10:30 AM and the Christmas Concert on Wednesday, December 18<sup>th</sup> at 7:00 PM.

The Chair proposed that a payment of £200.00 from the Chair's 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.

#### **24/246 POLICE ISSUES**

##### **a) Community Speed Watch**

There was no report.

##### **b) PCSO Aled Hughes – 3292**

Aled Hughes (PCSO) reported to the Council on January 28, 2025, that he is monitoring the antisocial behaviour on the Sealand Manor play area.

RESOLVED – that the report be noted.

#### **24/247 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL**

##### **a) A-frame barriers**

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.

Several residents have raised a safety concern since the barriers along Ferry Lane were removed via the Ferry Lane Residents Association; there have been increasing reports of cyclists not paying due care and attention when cycling near the area where vehicles make turns.

RESOLVED – that Ian Bushell (Streetscene Maintenance Manager, South and Structures) will be requested to install signage to improve safety.

##### **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 4<sup>th</sup>, 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 20<sup>th</sup>, 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 when he returns to work.

###### **iii) Banks Farm**

Neil Parry, Flintshire County Council (Project Engineer), informed the Council on January 20<sup>th</sup>, 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 when he returns to work.

**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.

Ashley Griffiths (Clerk) reported to the Council that he had previously emailed and phoned Glyn Jones several times regarding the issue but had not received a response. Therefore, due to the urgency of the situation, Mark Tami (Member of Parliament) was contacted to facilitate a response due to the safety risk to the community.

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

RESOLVED— that Neal Cockerton (Chief Executive Officer) will be contacted directly in relation to the matters not being resolved.

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

Lee Shone, Flintshire County Council (Streetscene Officer), reported to the Council on November 18<sup>th</sup>, 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 15<sup>th</sup> 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 Mike Taylor be asked for a further update on funding.

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

Councillor Christine Jones addressed the Council regarding the tree stump on Orchard Way, confirming that the Council awaits a professional organisation to remove it and noted the broken fence from the fallen tree has now been replaced.

RESOLVED—Alex Philips (Housing Officer) be asked for a further update on the current tree situation and a site visit to Sealand Manor.

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

Wayne Jones, Flintshire County Council (Streetscene Officer), informed the Council on January 14<sup>th</sup> 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 an update on the site inspection and Wayne Jones in regards to the water issue.

**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**

Robin Nursaw (Streetscene Maintenance Management Team) informed the Council on January 28<sup>th</sup> that he would review the report's findings in detail and will contact the Council with feedback in due course.

RESOLVED— that the Council will contact Robin Nursaw again regarding the commissioned Flintshire County Council structural report and ask where another pilot test can be authorised.

**j) Green Lane – Fly tipping**

Barbara Hinds (Chair) reported to the Council that a significant amount of fly-tipping has occurred near the rear of Sealand Church.

RESOLVED— that the Council will contact Derrick Charlton (Rights of Way Officer) to facilitate the rubbish removal.

**k) Drainage systems – Sealand**

Barbara Hinds (Chair) reported to the Council that the drainage gullies on St Bartholomew's Court are blocked. During heavy or prolonged rainfall periods, the gullies cannot drain the surface water away.

RESOLVED— that the Council will contact Wayne Jones, Flintshire County Council (Streetscene Officer).

**l) Pavements - Sealand**

Barbara Hinds (Chair) informed the Council that many pavements around Sealand have overgrown branches on and moss covering the pathway, which can be dangerous during winter.

RESOLVED— that the Council will contact Wayne Jones, Flintshire County Council (Streetscene Officer).

**24/248 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 the clerk awaits a site meeting with Dylan Williams (Street Lighting Team Leader) to discuss the street lighting in line with the Council's current street lighting strategy.

#### **24/249 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.

#### **24/250 PLANNING APPLICATIONS**

PA Number	Application details	Location
FUL/0000 56/25	The erection of two single-story units and alterations to the associated bay layout.	Plot A, The Airfields, Northern Gateway, Sealand, Flintshire, CH5 2RD.
FUL/0000 78/25	Extension to the rear of the East Stand to create a new accessible viewing gallery and improved entrance into the stadium, with other associated works, including new public realm.	Deva Stadium, Bumpers Lane, Chester, CH1 4LT.

RESOLVED – that no objections should be raised with respect to the above planning applications.

#### **24/251 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 £17.50 - re £8.50 per month with an additional charge of 9 cheques x £1.00 = £9.00.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
Direct Debit Payment	NEST	Pension	£77.32			Local Govt Act 1972 (S112)
003678	Jo-Lora Ltd	Website Maintenance 2 months	£384.00	£64.00	294456859	Local Govt Act 1972 (S142)
003679	Flintshire County Council	Street Lighting Supply & Installation of 1 No, 15w LED lantern and one photocell (Riverside Park) Column No. CTM020	£262.80	£43.80	636613732	Highways Act 1980 (301)
003680	Ashley Griffiths	February 2025, Salary, allowance etc	£969.47			Local Govt Act 1972 (S112)
<b>Total Spend</b>			<b>£1,693.59</b>	<b>£107.80</b>		

#### **24/252 INCOME**

Lloyds Bank	Interest payment 09/01/2025	£55.95
<b>Total Income</b>		<b>£55.95</b>

RESOLVED – that the income received be noted.

#### **24/253 CORRESPONDENCE**

There was no additional correspondence to report on.

#### **24/254 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

Brian Ward (Friends of Sealand) informed the Council that there was no information to report on.

RESOLVED- that the report be noted.

#### **24/255 WELSH ROAD SKATE FACILITY**

Chair’s Signature:

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.

#### **24/256 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.

#### **24/257 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.

#### **24/258 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.

#### **24/259 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 analysed the markets, presented the best available savings accounts, and reported to the Council on the options available. The Council explored the options available for a transition to e-banking, followed a democratic approach in evaluating the options available, and agreed on the need for implementing steps towards modernising the financial services used.

RESOLVED – that Ashley Griffiths would look into the options for a transition.

#### **24/260 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 1<sup>st</sup> April 2022. Council also agreed under minute 21/80 that from effect from 1<sup>st</sup> April 2022, the home allowance payment is £312. Noting that the internal auditor advised on the 22<sup>nd</sup> 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.

#### **24/261 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 003680. Note that outstanding cheque numbers not banked by organisations: -

- (No: 003632) from June, totalling £384.00
- (No:003674) from January, totalling £200.00

Totalling £584.00

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

		<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
<b>Income</b>	Precept	£64,000.00	£64,000.00	£0.00
	Bank Interest and Refund of Fees	£575.53	£500.00	£75.53
	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>£65,626.05</b>	<b>£66,500.00</b>	<b>£-873.95</b>

		<b>Actual</b>	<b>Agreed Spend</b>	<b>Balance</b>
<b>Expenditure</b>	Bank Charges	£122.75	£150.00	£27.25
	Chairman's Fund	£550.00	£800.00	£250.00
	Staffing Costs	£16,378.44	£15,375.00	£-1,003.44
	General Admin etc	£2,348.16	£4,500.00	£2,151.84
	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	£20,324.20	£26,200.00	£5,875.80
	Council Web Site	£2,532.00	£2,400.00	£-132.00
	S137 - Grants	£1,650.00	£3,035.00	£1,385.00
	<b>Total</b>	<b>£52,194.74</b>	<b>£71,975.00</b>	<b>£19,780.26</b>

<b>Current Summary</b>	Balance 1st April 2024 inc £25,000 contingency fund	<b>£55,951.88</b>
	Total Expenditure	£52,194.74
	Total Income	£65,626.05
	Balance	£13,431.31
	<b>Balance as at 17 February 2025</b>	<b>£ 69,383.19</b>
	<b>VAT Costs for 2024/25 Financial Year</b>	<b>£976.18</b>

**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
<b>Anticipated Closing Balance as at 31 March 2025</b>	<b>£ 50,476.88</b>

Chair's Signature:

## **24/262 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 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 most of the requested information were uploaded to the objective portal on July 10<sup>th</sup>, 2024, and 2 documents were posted via special delivery to Audit Wales on July 18<sup>th</sup>, 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.

Ashley Griffiths (Clerk) informed the Council that Dyfrig Henson (Audit Wales) contacted the Council on the 30<sup>th</sup> day of January to ask for further information to be sent to the audit office due to the previously uploaded documents to the Objective Connect portal had become inaccessible to him because the information was not extracted. Dyfrig Henson is working on the file, so all previously sent information has been reuploaded to the portal.

RESOLVED – that the report be noted.

## **24/263 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. Furthermore, he informed the Council that he had one quote for a hosting package and would advise the Council shortly with another option.

RESOLVED—Ashley Griffiths (Clerk) will present the Council with several hosting packages at the next meeting.

## **24/264 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 regarding Manor Road and the compound location.

**24/265 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.

**24/266 DATE OF COUNCIL'S NEXT MEETING – 17<sup>th</sup> March 2025.**

**24/267 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 number 24/247 (c).

The meeting opened at 6:00 pm and closed at 8:05 pm.

..... Signed 17<sup>th</sup> March 2025

Barbara Hinds, Chair of the Council