

## **SEALAND COMMUNITY COUNCIL**

### **DECISIONS SUMMARY OF THE MEETING OF THE ANNUAL GENERAL MEETING OF COUNCIL HELD ON 19th MAY 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, Bob James, Alex Lewis, Shelley Webber, Jean Fairbrother, Gwyneth Bullock, Norman Jones, Lionel Prouvé and Linda Thomas (Hybrid).

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

#### **25/2 IN-HOUSE TRAINING**

It was noted that in-house training will be organised and scheduled in the forthcoming months. Further details will be communicated in due course.

#### **25/3 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS**

Ashley Griffiths (Clerk) and Shelley Webber (Flood Warden) liaised with Gwenno (NRW) to develop a draft plan, which NRW will transcribe into the official flood plan document.

RESOLVED – that Gwenno be contacted to organise a hybrid meeting once the official flood plan has been drafted.

#### **25/7 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2025/26**

A single nomination was put forward and duly proposed and seconded – Councillor David Wisinger.

RESOLVED – that Councillor David Wisinger be elected as Chairman of Sealand Community Council for 2025/26.

The chairman signed the required Declaration of Acceptance of Office.

#### **25/8 ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 2025/26**

There were two nominations proposed and seconded – Councillor Alex Lewis and Councillor Shelley Webber.

RESOLVED – that Councillor Alex Lewis be elected as Vice Chairman for 2025/26.

#### **25/15 PLANNING APPLICATIONS**

PA Number	Application details	Location
FUL/000366/25	Rear one-storey ground floor extension and window change.	74 Sealand Road, Deeside, CH5 2RJ.
FUL/001090/24	Retrospective application for extension to recycling unit and hard surfacing of an outside storage area to the north of the building extension, and full planning permission for new drainage infrastructure to the south of the building.	Unit 103 Welsh Road, Deeside, CH5 2LR
ADV/000292/25	X2 internally illuminated fascia signs, X2 internally illuminated totem signs.	Plot 2A, The Airfields, Northern Gateway, Sealand, CH52RD

*Cllr Lionel Prouvé declared an interest regarding planning application number: FUL/000366/25*

RESOLVED – that – No objections be raised in respect of the above planning applications - FUL/000366/25, FUL/001090/24 AND ADV/000292/25.

#### **25/16 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 (30/04/2025) is £10.50 - re £8.50 per month with an additional charge of 2 cheques x £1.00 = £2.00.

Cheque No	Payable to	Details	Amount	VAT	VAT Code	Expenditure Powers
Direct debit	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003699	GWELLA	Fitting of the Communication board at the Welsh Road play area	£135.60	£22.60	477945233	Local Govt (Miscellaneous Provisions) Act 1976 Section 19
003700	Zurich Municipal	Insurance	£492.27			Local Govt Act 1972 (S111)
003701	JDH Business Services Ltd	Internal audit 2024/25	£403.20	£67.20	771744412	Local Govt Act 1972 (S111)
003702	Ashley Griffiths	May Salary, allowance & mileage claims	£986.47			Local Govt Act 1972 (S112)
Total spend			<b>£2,067.49</b>	<b>£89.80</b>		

#### **25/22 SEALAND PLAY AREAS**

Richard Robert (Play Design Officer) informed the Council on 30<sup>th</sup> April that, after the Council requested a comprehensive report outlining the projected lifespan of equipment in Sealand's play areas. The report identified two rotating play items, estimated to be over 20 years old, on the Welsh Road and Sealand Manor play areas, which require replacement with inclusive roundabouts to meet the needs of all individuals.

RESOLVED— that the Council agreed to match fund the replacement of the Welsh Road play area roundabout in the 2025/26 financial year and replace the Sealand Manor roundabout in the 2026/27 financial year.

#### **25/26 EXTERNAL AUDIT – ANNUAL FINANCIAL RETURN 2024/25 FINANCIAL YEAR**

The Clerk gave an overview of the requirement to Council for the external audit noting that the documents can be sent to the Cardiff office via recorded delivery or By secure data transfer via Objective Connect with a deadline of the 30th June 2025 and mandated the Council to publish an audit

notice by the 16th of June on all notice boards and Council website for a minimum of 14 calendar days, after the forementioned period it is the requirement of Council to allow the electors 20 working days of inspection from the 1st July to the 28th 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 received the audit notice for 2025, which pertains to the audit of accounts, and informed the council that he would send the relevant documents to the auditors soon after receiving the internal audit report and outlining the accounts for the Council in the Local Council for Wales Annual Return for the year ended 31 March 2025.

The Clerk advised that, as RFO/Clerk, he had signed the Certification of the Annual Return on the 19<sup>th</sup> May 2025, certifying that the account 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 1 March 2025.

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 25/26 iii) confirming that the accounting statements and Annual Governance Statements are approved by Council.

#### **25/28 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, which included several recommendations that were not mandatory. Furthermore, the Clerk presented a comprehensive report outlining a range of website hosting and content management system options, including the current provider and alternative packages. The report included a comparative analysis of features, costs, ease of use, and feedback from other Councils.

Following a thorough discussion and consideration of the options, members recognised the advantages of the Clerk's preferred choice, particularly in terms of value for money, user-friendliness, and positive experiences reported by comparable councils.

THEREFORE, IT BE RESOLVED THAT the Council adopts the following resolution.

RESOLVED— that the Council shall proceed to explore the setup and migration to the alternative hosting provider, in line with the Clerk's recommendation.

#### **25/29 PAYMENTS TO MEMBERS OF COMMUNITY COUNCILS 2025/26 FINANCIAL YEAR**

The Clerk has recirculated a form for completion concerning the 2025/26 financial year to the Councillors who were unable to attend the April meeting. These Councillors completed and signed the form, bringing the total number of completed forms to 12, and advised that they declined the payments. This leaves one Councillor to complete and sign the form.

RESOLVED—that the report be noted.

#### **25/33 DATE OF COUNCIL'S NEXT MEETING – 16th JUNE 2025.**

**25/34 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT**

**DECLARATION OF INTEREST—** Two Council members declared an interest to the Council. Cllr Christine Jones declared an interest in minute number 24/312(b) and Cllr Lionel Prouvé declared an interest in minute number 25/15.

The meeting opened at 6:00 pm and closed at 8:02 pm.

..... Signed 16th June 2025, Chairperson of the Council