

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 16th JUNE 2025 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY, CH5 2HH

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

OTHERS: Two members of the public.

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

25/35 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Norman Jones, Jean Fairbrother, Linda Thomas, and Bob James.

RESOLVED – that the apologies be received and accepted.

25/36 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.

25/37 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

Ashley Griffiths (Clerk) and Shelley Webber (Flood Warden) have assembled the list of nominated flood wardens into a single draft for Gwenno (NRW) to transcribe into the official flood plan.

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

25/38 CODE OF CONDUCT DECLARATION

RESOLVED - that it should be noted that two declarations of interest during the meeting were made:

- Cllr Christine Jones declared an interest in minute number 25/44 (b)
- Cllr Shelley Webber declared an interest in minute number 25/46

25/39 MATTERS RAISED BY THE PUBLIC

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

25/40 CHAIR'S REPORT AND ACTIONS SINCE 19th MAY 2025

David Wisinger (Chair) informed the Council that he had attended, alongside several fellow Councillors, the funeral of the late and esteemed Community Councillor John Dodd, in a gesture of respect and remembrance for his dedicated service. Along with meeting Ashley Griffiths (Clerk) to discuss any pressing issues prior to the meeting.

RESOLVED – that the report be noted.

25/41 MINUTES OF THE MEETING OF COUNCIL HELD ON 19TH MAY 2025

RESOLVED—that the minutes of the Council meeting held on May 19th, 2025, be confirmed as a true and correct record.

25/42 CHAIR'S FUND 2025/26

Ashley Griffiths (Clerk) reminded the Council that the agreed spend for the Chair's Fund for the 2025/26 financial year is £800.00. Payments are being made under expenditure powers—Ancillary Power Local Government Act 1972 (S1).

RESOLVED – that the report be noted.

25/43 POLICE ISSUES

a) Community Speed Watch

There was no report.

b) PCSO Aled Hughes – 3292

It was reported that PCSO Aled Hughes had recently organised a walkabout with County Councillor Christine Jones to discuss the ongoing issues in the community.

RESOLVED – that the report be noted.

25/44 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL

a) Sealand Ditches

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

Neil Parry (Project Engineer, Flintshire County Council) reported to the Council on June 16, 2025, that all previously identified impediments have been addressed. Nevertheless, he has requested external clarification from the NRW planning department concerning the installation of the piped drainage system.

RESOLVED – that Neil Parry will be asked for a report on the piped drainage system from the planning department.

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

Neil Parry, Project Engineer (Flintshire County Council), informed the Council on June 16, 2025, that he had previously visited the site and met with NRW regarding the impediments within the main river watercourse. Subsequently, he has sent several requests to NRW to conduct a site survey and awaits a response.

RESOLVED – that Neil Parry will be asked for the NRW report once the survey has been completed.

iii) Banks Farm

Neil Parry, Project Engineer (Flintshire County Council), informed the Council on May 19, 2025, that he had inspected the watercourse at one of the landowners' sites and observed that one section had been cleared of all impediments and received confirmation from the landowner that all impediments have been removed, further adding a site visit is scheduled for the autumn.

RESOLVED – that the report be noted.

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

Glyn Jones, Flintshire County Council (Chief Officer, Planning, Environment, and Economy), reported to the Council on March 17, 2025, that Flintshire County Council attempts to seek a

reasonable address of any issues without the need to resort to formal action. However, where our reasonable attempts do not yield the desired outcome, we will pursue formal action where it is expedient. Further correspondence will be reported in due course.

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

RESOLVED— that Glyn Jones and Neil Cockerton be asked to provide a further update on the progress of the ongoing legal issues and the invitation to attend the site for further inspection.

c) Sealand Road – A548 – Extend Street Lighting

Lee Shone, Streetscene Officer (Flintshire County Council), reported to the Council on November 18, 2024, that he has compiled a shortlist of funding areas within the ward for extended street lighting in collaboration with the Welsh Government. 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 Lee Shone and Darrel Jones be requested to provide an update on the shortlist.

d) River Dee Embankment – Coastal Path and Cycleway – Bluebridge to the Railway Bridge

Mike Taylor, Senior Coastal Ranger (Flintshire County Council), informed the Council on June 13, 2025, that unfortunately, no funds have been allocated for the benches in question from round 2 of the UK SPS Fund.

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 for Mike Taylor regarding the funding.

RESOLVED – that Mike Taylor be requested to look at other funding options from the developments in Sealand.

e) Problem with Trees- Orchard Way and North Green/South Green at Sealand Manor

Councillor Christine Jones reported to the Council that Alex Philips (Housing Officer) will conduct an inspection of the condition of the trees on Sealand Manor and Orchard Way.

RESOLVED—Alex Philips (Housing Officer) be requested to provide a comprehensive report regarding the tree inspection and the removal of the tree stump on Orchard Way.

f) Foxes Lane – Underpass - Water leakage and Graffiti

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

RESOLVED—that Wayne Jones asked to carry out an inspection of the underpass with a view to potential jet washing of the area.

g) Garden City - HGV Issues

Councillor Christine Jones updated the Council on safety measures in Garden City, informing them that more prominent signage has been ordered in response to concerns about HGV vehicles and the size of the temporary signage.

RESOLVED— that Ian Bushell (Streetscene Maintenance Manager for South and Structures) be asked for an update on the signage.

h) Ferry Lane Footbridge

Robin Nursaw (Streetscene Maintenance Management Team) informed the Council on March 24, 2025, that a specialist consultant will have to be appointed to provide a detailed report on the footbridge's ongoing issues. The previous report was not available.

RESOLVED— that Katie Wilby be requested to ascertain which engineering officer of the highest rank will attend a site visit.

i) Pavements - Sealand

Barbara Hinds (Chair) informed the Council that some of the pavements around Sealand have been cleared, but many overgrown branches and moss still cover the pathways.

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

j) Banks Farm

Glyn Jones reported to the Council that most large arable farms have what most would call heavy goods vehicles (HGVs) visiting such sites, and any speeding issues need to be reported to North Wales Police.

RESOLVED— that the Council shall make further contact with PCSO Aled Hughes concerning the speeding issues.

k) Chester Giant Car Boot Sale

Councillor Christine Jones informed the Council that, following several complaints from residents regarding the car boot sale and associated traffic management challenges, the police have formally acknowledged that the current traffic management arrangements merit further consideration and may require improvement. Furthermore, Flintshire County Council have also noted this matter does not fall within the remit of planning and is therefore not considered a planning issue.

RESOLVED— that the Council will contact PCSO Aled Hughes concerning the issues.

25/45 COUNCIL'S STREET LIGHTING

Dylan Williams (Street Lighting Team Leader) has been asked to advise the Council on several of the selected replacement lights for the 2025-26 financial year. All 33 of the current street lights are working.

RESOLVED – that the report be noted

25/46 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 roll. 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 spending in 2025/26 is Section 137 grants of £3,035.00.

A grant request has been received from the 50 Plus Action Group (Flintshire). An up-to-date copy of the bank statement has been approved.

Spending in 2025/26 so far is £150.00.

Cllr Shelley Webber declared an interest in the grant application from 50 Plus Action Group.

RESOLVED – that, in accordance with Section 137 of the Local Government Act 1971, the Council should award 50 Plus Action Group (Flintshire) a grant of £150.00, which is in the best interest of the area and its inhabitants.

RESOLVED – that the report be noted

25/47 PLANNING APPLICATIONS

PA Number	Application details	Location
FUL/000472/25	Site alterations comprising the installation of plant and associated works to facilitate electric vehicle charging infrastructure.	Plot A, The Airfields, Northern Gateway, Deeside, CH5 2RD.

RESOLVED – that – No objections be raised in respect of the above planning application - FUL/000472/25.

25/48 ACCOUNTS FOR PAYMENT

RESOLVED: - that-

- i) The under-mentioned accounts be approved for payment.
- ii) It is noted that the Lloyds Bank charges for the most recent period (30/05/2025) are £18.50 - re £8.50 per month with an additional charge of 10 cheques x £1.00 = £10.00.

Cheque No	Payable to	Details	Amount	VAT	VAT Code	Expenditure Powers
Direct debit	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003703	Jo-lora Ltd	Website Maintenance	£384.00	£64.00	294456859	Local Govt Act 1972 (S142)

003704	Ashley Griffiths	June Salary, allowance & Stationery refund	£977.25			Local Govt Act 1972 (S112)
003705	50 Plus Action Group (Flintshire)	Grant	£150.00			Section 137 of the Local Govt Act 1971
Total spend			£1,561.20	£64.00		

25/49 INCOME

Lloyds Bank	Interest Payment 09/06/2025	£48.84
Total Income		£48.84

RESOLVED – that the income received be noted.

25/50 CORRESPONDENCE

There was no additional correspondence to report on.

25/51 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH

Brian Ward (Friends of Sealand) informed the Council that the Church would be hosting an exhibition of Sealand’s past and present on 12-13 July 2025. Ashley Griffiths (Clerk) informed the Council that he would be sending a marketing banner for the event.

RESOLVED- that the report be noted.

24/52 WELSH ROAD SKATE FACILITY

Richard Roberts (Play Design Officer) reported to the Council on June 16, 2025, that the tarmac is currently being repaired and the graphics for the mini scooter and trike area will be installed by the start of July.

RESOLVED— that the report be noted.

25/53 SEALAND PLAY AREAS

Richard Robert (Play Design Officer) informed the Council on June 16, 2025, that the Roundabout is on order and is expected to be installed in July.

RESOLVED— that the report be noted.

25/54 PLAY SCHEMES – 2025

Darren Morris (Play Development) reported to the Council that a marketing campaign is underway. He clarified that if the Council would like to proceed with purchasing two banners for both sites without a specific date, this is now possible.

Following a thorough discussion and careful consideration, it was agreed that banners would be purchased from Flintshire County Council this year. This decision was made on the basis that Flintshire County Council would offer the option of producing a dateless banner, allowing for its reuse in subsequent years.

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

RESOLVED— that the Council shall proceed with the purchase of two banners for both Play Scheme sites.

25/55 SUMMARY OF ACCOUNTS – 2025/26 FINANCIAL YEARS

Ashley Griffiths (Clerk) outlined the expenditure and income for the 2025/26 financial year up to cheque number 003705. Note that outstanding cheque numbers not banked by organisations:

- (No:003694) from April 2025, totalling £384.00
 - (No:003695 from April 2025, totalling £24.00
- Totalling £408.00

Sealand Community Council - Summary Accounts 2025/26 Financial Year							
Income			Actual	Anticipated	Difference		
	Precept		£21,333.34	£64,000.00	-£42,666.66		
	Bank Interest and Refund of Fees		£138.56	£525.10	-£386.54		
	VAT Refund Flintshire County Council		£0.00	£0.00	£0.00		
	VAT Refund HMRC		£976.18	£1,000.00	-£23.82		
	Total		£22,448.08	£65,525.10	-£43,077.02		
Expenditure			Actual	Agreed Spend	Balance		
	Bank Charges		£29.00	£150.00	£121.00		
	Chairman's Fund		£0.00	£800.00	£800.00		
	Staffing Costs		£3,907.00	£14,592.65	£10,685.65		
	General Admin inc		£1,590.18	£4,266.64	£2,676.46		
	Insurances		£492.27	£650.00	£157.73		
	Play Schemes and New Play Equipment		£135.60	£16,813.00	£16,677.40		
	Street Furniture Repairs		£0.00	£200.00	£200.00		
	Street Lighting		£576.70	£28,750.00	£28,173.30		
	Election Costs		£0.00	£0.00	£0.00		
	Council Web Site		£792.00	£2,400.00	£1,608.00		
	S137 - Grants		£0.00	£3,035.00	£3,035.00		
	Total		£7,522.75	£71,657.29	£64,134.54		
Current Summ	Balance 1st April 2025 inc £25,000 contingency fund		£64,041.63				
	Total Expenditure		£7,522.75				
	Total Income		£22,448.08				
	Balance		£14,925.33				
	Balance as at 16th JUNE 2025		£ 78,966.96				
	VAT Costs for 2025/26 Financial Year		£370.72				
End of Year Prediction							
	Balance as at 1st April 2025		£64,041.63				
	Total Anticipated Expenditure		£71,657.29				
	Total Anticipated Income		£65,525.10				
	Balance Expenditure compared with income at 31st March 2025		-£6,132.19				
	Anticipated Closing Balance as at 31 March 2026		£ 57,909.44				

25/56 INTERNAL AUDIT PLAN 2024/25 FINANCIAL YEAR

The Clerk advised the Council that JDH Business Services Limited reported on 7 May 2025 that the Council's systems of internal controls are in place, adequate for the intended purpose, and effective, subject to the issue reported in the action plan.

RESOLVED – That the report be noted.

25/57 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 between the hours of 10:00 and 17:00 from Monday to Friday in line with 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 by July 16, 2025, for submission to the Local Council for Wales in the Annual Return for the year ended March 31, 2025.

RESOLVED – that the report be noted.

25/58 EXTERNAL AUDIT - ANNUAL FINANCIAL RETURN – 2023/24 FINANCIAL YEAR AND NOTICE OF AUDIT

Ashley Griffiths (Clerk) advised that the completed Annual Return and most of the requested information were uploaded to the objective portal on 10 July 2024. Two documents were posted via special delivery to Audit Wales on 18 July 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 the audit of accounts for the Sealand Community Council for the year ended 31 March 2024 has been concluded, and the annual return is available for inspection by any local government elector for the area of the Sealand Community Council upon application.

Audit General Opinion: Unqualified. Based on the audit, in the opinion, no matters have come to the auditors' attention to give cause for concern that, in any material respect, the information reported in this Annual Return. However, there are some advisories for presentation on the website.

RESOLVED – that the report be noted.

25/59 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 and voted unanimously to change providers.

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

RESOLVED— that the Council shall proceed with the setup and migration of a new website with an external hosting provider, and that the resolution be adopted.

25/60 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.

25/61 MATTERS RAISED BY MEMBERS OF THE COUNCIL

Cllr Gwyneth Bullock brought to the Council's attention concerns regarding the No. 5 bus route from Mold to Asda in Queensferry, specifically the lack of a designated pick-up point in Garden City, which adversely affects a significant number of residents.

25/62 MATTERS RAISED BY MEMBERS OF THE PUBLIC

25/63 DATE OF COUNCIL'S NEXT MEETING – 15th SEPTEMBER 2025.

25/64 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 Shelley Webber declared an interest in minute number 25/46

The meeting opened at 6:00 pm and closed at 8:40 pm.

..... Signed 14th July 2025, Chairperson of the Council