

## **SEALAND COMMUNITY COUNCIL**

### **MINUTES OF THE MEETING OF COUNCIL HELD ON 14th JULY 2025 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY, CH5 2HH**

PRESENT: Councillors: David Wisinger (Chair), Christine Jones (County Councillor, Brian Ward, Bob James, Norman Jones, Mary Southall, Gwyneth Bullock.

OTHERS: One member of the public.

Robin Davies, Headteacher - Sealand Primary School.

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

#### **25/65 APOLOGIES FOR NON-ATTENDANCE**

Apologies were received from Councillors Alex Lewis (Vice-Chair), Jean Fairbrother, Linda Thomas, Lionel Prouvé, Barbara Hinds, and Shelley Webber.

RESOLVED – that the apologies be received and accepted.

#### **25/66 IN-HOUSE TRAINING**

The in-house training is scheduled for October. Further details will be communicated in due course.

RESOLVED – that the report be noted.

#### **25/67 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS**

Ashley Griffiths (Clerk) and Shelley Webber (Flood Warden) have organised a hybrid meeting on 15th September at 5:30 PM, prior to the Council meeting, with Gwenno (NRW) to discuss the new amended flood plan and any issues the Wardens would like to raise.

RESOLVED – that the report be noted

#### **25/68 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 25/74 (b)

#### **25/69 MATTERS RAISED BY THE PUBLIC**

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

#### **25/70 CHAIR'S REPORT AND ACTIONS SINCE 16th JUNE 2025**

David Wisinger (Chair) informed the Council that he had attended the opening ceremony to celebrate the start of the journey of the newly developed Theatr Clwyd alongside many dignitaries from the Welsh Government. Along with meeting Ashley Griffiths (Clerk) to discuss any pressing issues before the meeting, and to review the documents to be sent to the external Auditor.

RESOLVED – that the report be noted.

#### **25/71 MINUTES OF THE MEETING OF COUNCIL HELD ON 16<sup>TH</sup> JUNE 2025**

RESOLVED—that the minutes of the Council meeting held on June 16th, 2025, be confirmed as a true and correct record.

#### **25/72 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.

#### **25/73 POLICE ISSUES**

**a) Community Speed Watch**

There was no report.

**b) PCSO Aled Hughes – 3292**

PCSO Aled Hughes reported to the Council that he would monitor the anti-social behaviour that was reported to him. He expressed his appreciation to County Councillor Christine Jones, who recently had a walkabout with him to discuss the ongoing issues in the community.

It was noted that the ongoing speeding in the area would benefit from the presence of the mobile speed van.

RESOLVED – that PCSO Aled Hughes be asked to organise the mobile speed van to visit the area.

#### **25/74 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 July 10, 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 July 10, 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.

**iv) Sealand Avenue**

Councillor Bob James brought to the Council's attention that the disused ditch located at the end of Sealand Avenue, adjacent to the industrial estate, is heavily overgrown and contains approximately one metre of silt, thereby presenting a potential hazard to public safety.

RESOLVED – that Neil Parry, Project Engineer (Flintshire County Council), be asked to inspect the overgrown ditch at his earliest convenience.

**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, Neil Cockerton, and Susan Cordiner 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 July 11, 2025, that with the introduction of speed cameras along the road, the incidence of casualties has decreased to a level that no longer meets the criteria for extending street lighting. Nevertheless, the consideration of active travel options will be maintained for any prospective extensions to the lighting infrastructure.

Cllr Christine Jones reiterated the necessity of addressing the condition, inadequate width, and lack of lighting along the footpath on Sealand Road, noting that these issues may oblige pedestrians to step onto the carriageway, thereby presenting a potential risk to pedestrian safety.

RESOLVED – that Lee Shone, Streetscene Officer (Flintshire County Council), be contacted over the unlit footpath.

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

Mike Taylor, Senior Coastal Ranger (Flintshire County Council), advised the Council on July 14, 2025, that in light of unavailability of the UK SPS Fund, alternative sources should be explored, including potential match funding programmes.

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.

Following due consideration, the Council resolved that Mike Taylor should proceed with pursuing the match-funding arrangements.

RESOLVED – that Mike Taylor be requested to look at the match funding option.

**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 again to carry out an inspection of the underpass with a view to potential jet washing of the area and contact Ken Skates (MS) for assistance.

**g) Ferry Lane Footbridge**

Katie Wilby, Streetscene and Transportation (Flintshire County Council), informed the Council on July 2, 2025, that Lee Shone, Streetscene Officer (Flintshire County Council), would be best placed to advise on this matter.

Lee Shone, Streetscene Officer (Flintshire County Council) informed the Council on July 11, 2025, that he would contact Wayne Jones and retired Officer Robin Nursaw for insight into this issue to move forward.

RESOLVED— that Lee Shone be contacted to organise a site visit to discuss the issue further.

**h) 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).

**i) Chester Giant Car Boot Sale**

Peter Hayes, Flintshire County Council (Senior Markets Officer), notified the Council that in relation to the traffic management on the A548, the organiser has engaged with an accredited contractor and an approval has been made for temporary traffic management on the A548.

RESOLVED— that the report be noted.

**25/75 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

## **25/76 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.

Spending in 2025/26 so far is £150.00.

RESOLVED – that the report be noted

## **25/77 PLANNING APPLICATIONS**

PA Number	Application details	Location

## **25/78 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 (30/06/2025) are £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	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003706	HMRC	PAYE – Income Tax and National Insurance, April, May & June.	£926.94			Local Govt Act 1972 (S112)
003707	Flintshire County Council	Energy costs January, February & March 2025	£910.04	£151.67	636613732	Highways Act 1980 (301)
003708	Flintshire County Council	Energy costs October, November & December 2024	£910.04	£151.67	636613732	Highways Act 1980 (301)
003709	Flintshire County Council	Energy costs July, August & September 2024	£910.04	£151.67	636613732	Highways Act 1980 (301)

003710	Flintshire County Council	Energy costs April, May & June 2024	£909.90	£151.65	636613732	Highways Act 1980 (301)
003711	Audit Wales Office	External Audit Fees 2023/24	£253.00			Local Govt Act 1972 (S111)
003712	Flintshire County Council	Street lighting inspection – April, May & June 2025	£313.90			Highways Act 1972 (301)
003713	Ashley Griffiths	July 2025, Salary & Allowance	£969.47			Local Govt Act 1972 (S112)
Total spend			<b>£6,153.28</b>	<b>£606.66</b>		

#### **25/79 INCOME**

Lloyds Bank	Interest Payment 09/07/2025	£40.41
<b>Total Income</b>		<b>£40.41</b>

RESOLVED – that the income received be noted.

#### **25/80 CORRESPONDENCE**

There was no additional correspondence to report on.

#### **25/81 COMMUNITY REVIEW 2025**

Lyn Philips, Flintshire County Council (Democratic Services), submitted correspondence to the Council via email concerning the statutory review.

The Council duly considered the consultation documentation and, following deliberation, submitted a formal response setting out the Council's official position.

RESOLVED – that the report be noted.

#### **25/82 FRIENDS OF SEALAND –ST. BARTHOLOMEW'S CHURCH**

Brian Ward (Friends of Sealand) informed the Council that the Church had a successful exhibition of Sealand's past and present on 12-13 July 2025.

RESOLVED- that the report be noted.

## **25/83 SEALAND COMMUNITY COUNCIL- BANK RECONCILIATION – 30<sup>th</sup> JUNE 2025**

In line with the Council's Financial regulations and audit requirements, the Clerk submits details of the Council's overall bank balance in respect of – as at the 30<sup>th</sup> June, 30<sup>th</sup> September, 31<sup>st</sup> December and 31<sup>st</sup> March each year.

Account – No 0388217 - £9,586.84 - Account – No 7326098 - £71,136.87. Total - £80,723.71

Unpaid – Cheque number	Payable to	Amount - £
003694	Jolora Ltd	384.00
003695	Jolora Ltd	24.00
003703	Jolora Ltd	384.00
003704	Ashley Griffiths – Wages, Allowances & Stationery refund	977.25
003705	50 Plus Action Group	150.00
Total		1,919.25

Total bank accounts - £80,723.71 less unpaid cheques of £1,919.25 as outlined above, leaves a net balance of £78,804.46. This amount cross-references with the summary of income and expenditure report as at 30<sup>th</sup> June 2025.

The Vice–Chair was absent from the meeting; therefore, the Chairman of the Council signed two hard copies of the bank reconciliation statements.

RESOLVED— that the report be noted.

## **25/84 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.

## **25/85 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.

## **25/86 PLAY SCHEMES – 2025**

Darren Morris (Play Development) reported to the Council that a marketing campaign is underway, and the marketing banners will be installed on the parks to amplify the playscheme.

RESOLVED— that the report be noted.

## 25/87 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 003713. 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			£178.97	£525.10	-£346.13
	VAT Refund Flintshire County Council			£0.00	£0.00	£0.00
	VAT Refund HMRC			£976.18	£1,000.00	-£23.82
Total			£22,488.49	£65,525.10	-£43,036.61	
Expenditure				Actual	Agreed Spend	Balance
	Bank Charges			£41.50	£150.00	£108.50
	Chairman's Fund			£0.00	£800.00	£800.00
	Staffing Costs			£5,827.36	£14,592.65	£8,765.29
	General Admin inc			£1,869.18	£4,266.64	£2,397.46
	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			£4,530.62	£28,750.00	£24,219.38
	Election Costs			£0.00	£0.00	£0.00
	Council Web Site			£792.00	£2,400.00	£1,608.00
	S137 - Grants			£150.00	£3,035.00	£2,885.00
	Total			£13,838.53	£71,657.29	£57,818.76
Current Summary	Balance 1st April 2025 inc £25,000 contingency fund			£64,041.63		
	Total Expenditure			£13,838.53		
	Total Income			£22,488.49		
	Balance			£8,649.96		
	Balance as at 14th JULY 2025			£ 72,691.59		
	VAT Costs for 2025/26 Financial Year			£1,029.70		
	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			



#### **25/88 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.

#### **25/89 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 the relevant documents have been sent via email to the auditors, 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.

#### **25/90 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.

## **25/91 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.

## **25/92 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.

## **25/93 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.

## **25/94 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

## **25/95 DATE OF COUNCIL'S NEXT MEETING – 15<sup>th</sup> SEPTEMBER 2025.**

## **25/96 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 25/74(b)

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

..... Signed 15<sup>th</sup> September 2025, Chairperson of the Council