

SEALAND COMMUNITY COUNCIL

**MINUTES OF THE MEETING OF COUNCIL HELD ON 17th NOVEMBER 2025 AT SEALAND COUNTY
PRIMARY SCHOOL, FARM ROAD, GARDEN CITY, CH5 2HH**

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

OTHERS: Robin Davies – Headteacher – Sealand County Primary School.

One member of the public.

Ian McDermott – Operations Manager – Welsh Border Community Transport.

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

25/158 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Norman Jones and Linda Thomas.

RESOLVED – that the apologies be received and accepted.

25/159 COUNCILLOR'S LEAVE OF ABSENCE

The Council received a request on 17th November 2025 from Councillor Linda Thomas for leave of absence from 17th November 2025, in accordance with Section 85 (1) of the Local Government Act 1972, and considered approval of the reason for Councillor Linda Thomas's non-attendance at meetings.

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

RESOLVED – that the Council approves the reason for Councillor Linda Thomas's non-attendance and grants a leave of absence until 16th November 2026, pursuant to Section 85 (1) of the Local Government Act 1972.

25/160 IN-HOUSE TRAINING

The Council will deliver a scheduled in-house training session in the first quarter of 2026.

RESOLVED – that the report be noted.

25/161 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS

It was noted that the hybrid meeting would be deferred for discussion to the next meeting.

RESOLVED – that the report be noted

25/162 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 25/168 (b) & minute number 25/171.

25/163 MATTERS RAISED BY THE PUBLIC

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

25/164 CHAIR'S REPORT AND ACTIONS SINCE 20th OCTOBER 2025

David Wisinger (Chairman) reported to the Council that he attended the Remembrance Sunday Service at St Bartholomew's church alongside several Councillors and laid a wreath on behalf of the Council.

It was also reported that the Civic regalia of Sealand had been carefully disassembled and engraved with the names of the past and current chairs. It was then returned to David Wisinger (Chairman) by the Clerk, who coordinated the completion of the work.

RESOLVED – that the report be noted.

25/165 MINUTES OF THE MEETING OF COUNCIL HELD ON 20th OCTOBER 2025

RESOLVED—that the minutes of the Council meeting held on October 20th, 2025, be confirmed as a true and correct record.

25/166 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.

25/167 POLICE ISSUES

a) Community Speed Watch

It was reported that the scheduled speed watch would take place in partnership with PCSO Aled Hughes on dates that suit all parties.

b) PCSO Aled Hughes – 3292

PCSO Aled Hughes advised the Council that the deployment of a speed enforcement van is contingent upon the completion of a community speed watch, which must be conducted in collaboration with him in December.

RESOLVED – that PCSO Aled Hughes be asked for a further date to conduct a speed watch in the area.

25/168 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 November 14, 2025, that all previously identified impediments have been addressed. It was noted that NRW had been informed of the landowner's intention to follow the FRAP process and submit an application to NRW for the full pipe drainage crossing. Due to the complexity of the process and the time required, this work remains ongoing; therefore, no further updates are available at this stage until the next scheduled on-site meeting.

RESOLVED – that Neil Parry will be asked for an update on the application to NRW.

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 November 14, 2025, that the site levels towards Saughall are progressing well. He also discussed the impediments within the main river watercourse with NRW and is awaiting a site survey from NRW, scheduled for April.

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 had been removed. Further, a site visit is scheduled for the autumn.

RESOLVED – that the report be noted.

iv) Sealand Avenue

Neil Parry, Project Engineer (Flintshire County Council), informed the Council on November 14, 2025, that NRW has access to the site and that the desilting process will begin in 6–12 weeks.

RESOLVED – that Neil Parry, Project Engineer (Flintshire County Council), be asked for an update from NRW once the site has been desilted.

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

Matthew Parry-Davies, Flintshire County Council (Service Manager, Planning, Environment, and Economy), reported to the Council on November 14, 2025, that the developer has agreed to proceed with the road upgrade. As no contractor has been engaged to date, StreetScene has expressed its willingness to provide a quotation for the proposed works.

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

RESOLVED— that Susan Cordiner and Matthew Parry-Davies be asked to provide a further update on the progress of the ongoing legal issues.

c) Sealand Road – A548 – Extend Street Lighting

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

The Council noted that, notwithstanding efforts to secure external funding for new benches, it was necessary to proceed with the procurement of a replacement unit of one of the benches.

A resolution was duly proposed, seconded, and carried unanimously to procure a replacement bench.

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

RESOLVED – that Ashley Griffiths (Clerk) contact Mike Taylor (Coastal Ranger) for an installation cost of one bench and provide additional quotations.

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

Councillor Mary Southall reported to the Council that she had liaised with the housing officer, who has submitted a request for the necessary works to be carried out. Alex Philips (Housing Officer) contacted the Council on November 4, 2025, to confirm that he has reached out to the relevant section in Flintshire for further advice regarding trees across the county.

RESOLVED—Alex Philips (Housing Officer) be requested to provide a progress update on the trees, including the removal of the tree stump on Orchard Way, and to coordinate a site visit.

f) Foxes Lane – Underpass - Water leakage and Graffiti

Wayne Jones, Streetscene Officer (Flintshire County Council), informed the Council that the pumping station is operational and an ACCO drain was installed several years ago to discharge water from the footway to the road.

RESOLVED—that Wayne Jones asked again to inspect the underpass with a view to potential jet washing of the area.

g) Ferry Lane Footbridge

Katie Wilby, Streetscene and Transportation (Flintshire County Council), reported to the Council on October 20, 2025, that Lee Shone would be in touch to discuss the issues surrounding the bridge.

RESOLVED— that Katie Wilby be contacted to organise a site visit to discuss the matter, as the issue remains unresolved.

h) Welsh Road play area (biodiversity)

Harry Owen, Flintshire County Council (Nature Recovery Project Officer), reported to the Council on November 4, 2025, that he is awaiting contractor quotes and will report back once the plants are ready for installation.

RESOLVED – that the report be noted.

25/169 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.

Jake Smith, Flintshire County Council (Street Lighting Technical Officer), reported to the Council on November 4, 2025 that he has confirmed the columns for replacement on Cedar Avenue, Hawthorn View and Villa Road are in progress, but noted that he has spoken with Darrel Jones, and given the history of Ferry Lane, Station Cottages and Deeside Lane Flintshire County Council will not adopt or replace any of the specified lights.

Thirty-one of the current street lighting stock are working, with two requiring maintenance.

RESOLVED – that the report be noted

25/170 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 £1,500.00.

RESOLVED – that the report be noted

25/171 PLANNING APPLICATIONS

PA Number	Application details	Location
FUL/000699/25	PROPOSAL: To extend a dropped curb at the front of the property.	29, Welsh Road, Garden City, Deeside, Flintshire, CH5 2HU.
FUL/000869/25	PROPOSAL: Construction of 4 No. Padel Courts, 1No. Single Padel Court, 3 No. Pickleball Courts and a central hub containing changing rooms, WCS, Reception, and Café.	Chester Football Club, Deva Stadium, Bumpers Lane, Sealand, Chester, CH1 4LT.

RESOLVED -that –:

- i. No objections be raised in respect of the above planning application – FUL/000699/25

Cllr Christine Jones declared an interest in this application.

- ii. Observations be raised in respect of the above planning application – FUL/000869/25 regarding potential noise pollution from the proposed paddleboarding activity, particularly given its proximity to Ferry Lane.

25/172 REMEMBRANCE ITEMS

The Council considered the acquisition of additional items to commemorate those who served in wartime. After due consideration and discussion, it was formally resolved that:

- i) Twenty additional poppies will be purchased for display on lampposts.
- ii) A memorial to honour the unreconciled woman who served during the war will be commissioned to be erected alongside the existing Unknown Tommy statue in St Bartholomew's church.

A resolution was duly proposed, seconded, and carried unanimously to purchase the remembrance items.

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

RESOLVED – that Ashley Griffiths (Clerk) will liaise with the Royal British Legion, as the registered charity specialising in the provision of remembrance items.

25/173 ACCOUNTS FOR PAYMENT

RESOLVED: - that-

- i) The under-mentioned accounts be approved for payment.
- ii) It is noted that the Lloyds Bank charge for the most recent period (30/10/2025) is £11.50 - re £8.50 per month with an additional charge of 3 cheques x £1.00 = £3.00.

Cheque No	Payable to	Details	Amount	VAT	VAT Code	Expenditure Powers
Direct debit	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003726	Ashley Griffiths	Stationary Refund	£50.20			Local Govt Act 1972 (S112)
003727	Ashley Griffiths	November Salary & Allowance	£969.47			Local Govt Act 1972 (S112)
Total spend			£1,069.62			

25/174 INCOME

Lloyds Bank	Interest Payment 10/11/2025	£38.32
Total Income		£38.32

RESOLVED – that the income received be noted.

25/175 CORRESPONDENCE

There was no additional correspondence to report on.

25/176 WELSH BORDER COMMUNITY TRANSPORT

Ian McDermott from Welsh Border Community Transport attended to provide an overview of the organisation and their cost structure. The organisation operates services in Flintshire and across the north west to provide transport to medical appointments and offer transport to local amenities.

Within the ward of Sealand, a service runs every 2 weeks on a Friday to Morrisons solely for shopping and pickup at 12:45, for £4.50 each way.

RESOLVED- that the report be noted.

25/177 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH

Brian Ward (Friends of Sealand) informed the Council that the Church held a Remembrance Service with many Councillors in attendance, and noted the Christmas service will be on 17th December 2025.

RESOLVED- that the report be noted.

25/178 PLAY SCHEMES – 2025

Darren Morris (Play Development) reported to the Council on November 4, 2025, that attendance figures were accurate and that staff are required to register each child's attendance in a daily record.

RESOLVED— that the report be noted.

25/179 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 003727.

**Sealand Community Council - Summary Accounts
2025/26 Financial Year**

		Actual	Anticipated	Difference
Income	Precept	£42,666.67	£64,000.00	-£21,333.33
	Bank Interest and Refund of Fees	£341.02	£525.10	-£184.08
	VAT Refund Flintshire County Council	£0.00	£0.00	£0.00
	VAT Refund HMRC	£976.18	£1,000.00	-£23.82
	Total	£43,983.87	£65,525.10	-£21,541.23

		Actual	Agreed Spend	Balance
Expenditure	Bank Charges	£96.50	£150.00	£53.50
	Chairman's Fund	£0.00	£800.00	£800.00
	Staffing Costs	£11,177.50	£14,592.65	£3,415.15
	General Admin inc	£2,023.38	£4,266.64	£2,243.26
	Insurances	£492.27	£650.00	£157.73
	Play Schemes and New Play Equipment	£15,538.40	£16,813.00	£1,274.60
	Street Furniture Repairs	£0.00	£200.00	£200.00
	Street Lighting	£4,783.27	£28,750.00	£23,966.73
	Election Costs	£0.00	£0.00	£0.00
	Council Web Site	£1,560.00	£2,400.00	£840.00
	S137 - Grants	£1,500.00	£3,035.00	£1,535.00
	Total	£37,171.32	£71,657.29	£34,485.97

Current Summary	Balance 1st April 2025 inc £25,000 contingency fund	£64,041.63
	Total Expenditure	£37,171.32
	Total Income	£43,983.87
	Balance	£6,812.55
	Balance as at 17th November 2025	£ 70,854.18
	VAT Costs for 2025/26 Financial Year	£1,199.81

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

25/180 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.

25/181 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.

25/182 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.

25/183 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.

25/184 MATTERS RAISED BY MEMBERS OF THE COUNCIL

Cllr Jean Fairbrother informed the Council of an aggressive dog at a farm along Green Lane, Sealand and noted that the matter has been reported to the Police.

RESOLVED— that Aled Hughes, PCSO, be asked to attend a Council meeting in the near future.

25/185 MATTERS RAISED BY MEMBERS OF THE PUBLIC

25/186 DATE OF COUNCIL'S NEXT MEETING – 15th DECEMBER 2025.

25/187 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT, DECLARATION OF INTEREST— One Council member declared several interests to the Council.

Councillor Christine Jones declared an interest in minute number 25/168 (b) and minute number 25/171 (PA Number FUL:000699/25).

The meeting opened at 6:00 pm and closed at 8:45 pm.

..... Signed 15th December 2025, Chairperson of the Council