

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF THE MEETING OF COUNCIL HELD ON 16th FEBRUARY 2026 AT SEALAND COUNTY  
PRIMARY SCHOOL, FARM ROAD, GARDEN CITY, CH5 2HH**

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

OTHERS: Two members of the public

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

**25/245 APOLOGIES FOR NON-ATTENDANCE**

Apologies were received from Councillors: Linda Thomas, Norman Jones, Brian Ward, Shelley Webber & Barbara Hinds.

RESOLVED – that the apology be received and accepted.

**25/246 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.

**25/247 SEALAND COMMUNITY FLOOD PLAN AND FLOOD WARDENS**

Ashley Griffiths (Clerk), on behalf of the Flood Warden Team, contacted the National Flood Forum to enquire about potential funding for sandbags following the previous discussion regarding operational areas, and forwarded the updated zone details to Gwenno Talfryn (NRW).

Councillor Bob James reported that the airfield site contains a significant amount of debris within the drainage ditches.

RESOLVED – that David Harmon (Praxis) be contacted regarding the removal of debris in the ditches.

**25/248 CODE OF CONDUCT DECLARATION**

RESOLVED - that it should be noted that one declaration of interest was made during the meeting:

- Cllr Christine Jones declared an interest in minute number 25/254 (b)

**25/249 MATTERS RAISED BY THE PUBLIC**

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

**25/250 CHAIR'S REPORT AND ACTIONS SINCE 19<sup>th</sup> JANUARY 2026**

David Wisinger (Chairman) and Ashley Griffiths (Clerk) considered all notice boards within the area and reviewed options for replacement where required to present a report to the Council at the February meeting. Bus shelters in Sealand were also assessed to identify those in need of repair, and the relevant Streetscene representatives have been contacted by email.

RESOLVED – that the report be noted.

**25/251 MINUTES OF THE MEETING OF COUNCIL HELD ON 19<sup>th</sup> JANUARY 2026**

RESOLVED—that the minutes of the Council meeting held on JANUARY 19<sup>th</sup>, 2026, be confirmed as a true and correct record.

## **25/252 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).

The Chairman proposed that a payment of £200.00 from the Chair's fund be approved for St Bartholomew's Church, towards the civic remembrance refreshments in November and secular costs for the community-focused element of the Christmas celebration in December.

RESOLVED – that £200.00 from the Chair's Fund be approved for St Bartholomew's Church

Spend so far - £ 500.00

## **25/253 POLICE ISSUES**

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

Following the most recent Speed Watch session, a Go Safe Wales safety camera van was deployed on Welsh Road to monitor traffic. An additional Speed Watch session has been scheduled for the coming weeks.

RESOLVED – that the report be noted.

### **b) PCSO Aled Hughes – 3292**

PCSO Aled Hughes advised the Council on February 16, 2026, that he had no updates to provide and confirmed that regular foot and vehicle patrols had been undertaken.

Councillor Christine Jones reported that a community walkabout has been carried out and that a further walkabout is currently being organised.

RESOLVED – that the report be noted.

## **25/254 MATTERS REFERRED TO FLINTSHIRE COUNTY COUNCIL**

### **I. Sealand Ditches**

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

Neil Parry (Project Engineer, Flintshire County Council) reported to the Council on February 16, 2026, that the full pipe drainage crossing is progressing through the FRAP process. Owing to the complexity of the procedure and associated timescales, the matter remains ongoing with no further update available at present. Neil Parry will contact Natural Resources Wales (NRW) to seek an update on the progress of the FRAP process.

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), reported to the Council on February 16, 2026, that an inspection at the fisheries site had been completed, which confirmed the flow depth to be approximately half the pipe diameter.

A report from Natural Resources Wales (NRW) will be provided following completion of the survey.

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 February 16, 2026, that, further to his last inspection of the watercourse at one of the landowners' sites and the observations of the clearing of all impediments, a further site visit will be undertaken at the end of the month.

RESOLVED – that Neil Parry will be asked for an update upon completion of his next inspection.

**iv) Sealand Avenue**

Neil Parry, Project Engineer (Flintshire County Council), informed the Council on February 16, 2026, that a small section would be manually desilted shortly due to restored access.

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

**v) West Green**

Neil Parry, Project Engineer (Flintshire County Council), reported to the Council on February 16, 2026, that Street Scene had been informed of the debris in the ditch and had been instructed to remove it.

Councillor Christine Jones also reported the matter.

RESOLVED – that the report be noted.

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

Katie Wilby, Streetscene and Transportation (Flintshire County Council), reported to the Council on February, 16,2026, that the matter is being dealt with by the Council's legal department as the road upgrade has not met the standards for the highways network.

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

RESOLVED— that Susan Cordiner, Katie Wilby and Matthew Parry-Davies be asked to provide further clarification on the next steps regarding the resurfacing of the road.

**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.

RESOLVED – that Ashley Griffiths (Clerk) contact Mike Taylor (Coastal Ranger) regarding the proposed bench due to the possibility of a local organisation funding the replacement benches.

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

Alex Philips (Housing Officer) reported to the Council on February 5, 2026, that the tree stump on Orchard Way remains on the list of outstanding works. He will discuss its removal with management and arrange for the inspection of the roots affecting the pavements.

Regarding North Green, no further updates are available as the trees are situated on private land. Streetscene has been notified of the concerns.

RESOLVED—Alex Philips (Housing Officer) be requested to provide a progress update on the tree process with Streetscene, including the removal of the tree stump/roots on Orchard Way and Stuart Body (Forestry Officer).

**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 be asked again to inspect the underpass with a view to the jet washing of the area and removal of the Graffiti.

**g) Ferry Lane Footbridge**

Katie Wilby, Streetscene and Transportation (Flintshire County Council), reported to the Council on February 16, 2026, that Flintshire County Council has been engaging with Transport for Wales (TfW) to explore the inclusion of the bridge within the Regional Transport Development Programme (RTDP), with a view to securing funding for a new active travel scheme over the next three years. Funding for this section is expected to be available in Years 2–3 (2027–2029) if accepted. An update will be provided once the Cabinet Secretary for Transport finalises the programme. In the interim, any temporary measures could introduce additional risks.

RESOLVED— that Katie Wilby be asked for an update on the RTDP.

**h) Bus Stop Repairs (Sealand)**

Ashley Griffiths (Clerk) provided a detailed list of repairs for all bus shelters in Sealand and awaits an update from Wayne Jones & Lee Shone, Streetscene (Flintshire County Council).

RESOLVED— that streetscene be asked for a further update.

**i) Pot Holes**

Ashley Griffiths (Clerk) and Cllr Christine Jones notified the Council that Wayne Jones, Streetscene Officer (Flintshire County Council), has been notified regarding the potholes in Garden City, which are scheduled for repair.

RESOLVED – that the report be noted.

**25/255 COUNCIL'S STREET LIGHTING**

Dylan Williams (Streetlighting 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 December 2, 2025, that after reviewing the columns for upgrade, the Council will only replace whole

roads or sections of lights next to each other, as opposed to individual streetlighting; therefore, the Council will only upgrade Villa Road.

Darrel Jones (Operational North & Street Lighting Manager) reported to the Council on January 14, 2026, that adoptions are with him and are set in policy and specification, so he is the only one who can sanction such workstream elements.

Dylan Williams (Streetlighting Team Leader) reported to the Council on February 5, 2026, that the upgrade had been completed on Villa Road.

Thirty-three of the current lighting stock are in working order.

RESOLVED – that Darrel Jones be contacted for a site meeting regarding the proposed lighting stock upgrade and to attend the next Council meeting.

### **25/256 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 £1,850.00.

RESOLVED – that the report be noted

### **25/257 PLANNING APPLICATIONS**

PA Number	Application details	Location
FUL/000125/26	PROPOSAL: To construct a 20m x 12m @ 3.65m tall concrete agricultural slurry store above ground. Total capacity of 876m <sup>3</sup> and working capacity of 804m <sup>3</sup> after allowing 300mm of freeboard.	Birchenfields, Sealand Road, Sealand, Chester, CH1 6BS.

RESOLVED -that –:

No objection be raised in respect of the above planning application – FUL/000125/26.

### **25/258 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.

Ashley Griffiths (Clerk) informed the Council that he has liaised with the Royal British Legion, and the Council can order the memorial online and pay by cheque when required

RESOLVED – that the report be noted.

**25/259 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 (30/01/2026) is £16.50 - re £8.50 per month with an additional charge of 8 cheques x £1.00 = £8.00.

Cheque No	Payable to	Details	Amount	VAT	VAT Code	Expenditure Powers
Direct debit	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003745	Jo-lora Ltd	Website Maintenance	£384.00	£64.00	294456859	Local Govt Act 1972 (S142)
003746	HMRC	PAYE – Income Tax and National Insurance (supplementary payment)	£266.56			Local Govt Act 1972 (S142)
003747	Ashley Griffiths	February Salary, Allowance & stamp refund/mileage	£980.84			Local Govt Act 1972 (S112)
003748	Flintshire County Council	Supply & Installation of 3No 15W LED lanterns & 3No photocells (Ferry Lane)	£788.40	£131.40	636613732	Highways Act 1980 (301)
003749	Flintshire County Council	Sealand Manor match Funding 2025/26	£1,295.00			Local Govt (Miscellaneous Provisions) Act 1976 Section 19
Total spend			<b>£3,764.75</b>	<b>£195.40</b>		

**25/260 INCOME**

Lloyds Bank	Interest Payment 09/02/2026	£34.96
<b>Total Income</b>		<b>£34.96</b>

RESOLVED – that the income received be noted.

**25/261 CORRESPONDENCE**

Ashley Griffiths (Clerk) advised the Council of the HyNet community information event scheduled for 17 February 2026, noting that details had been circulated. An invitation to attend the next Council meeting has also been sent to the HyNet team.

Ashley Griffiths (Clerk) reported to the Council that he had inquired with MK Illuminations about Christmas assorted items to attach to the current lamp posts and awaits their correspondence regarding options.

RESOLVED – that the report be noted.

**25/262 FRIENDS OF SEALAND –ST. BARTHOLOMEW’S CHURCH**

Brian Ward (Friends of Sealand) emailed the Council to advise that the church is holding an Alpha course that starts on February 18, 2026, in Connahs Quay, and the annual Bart Art exhibition date will be circulated very soon.

RESOLVED- that the report be noted.

**25/263 REVIEW OF NOTICE BOARD CONDITIONS**

Ashley Griffiths (Clerk) presented a report on the condition of six notice boards across Sealand. The report detailed the location, design, and current condition of each board.

- Boards in Good Condition:
  - Sealand Primary School
  - Dee Gardens (recently installed Eco wood unit)
  - The Airfields (recently installed Eco wood unit)
- Boards Requiring Replacement or Repair:
  - Seahill Road: Damage to the lower section and a poor door mechanism.
  - Ferry Lane: Board unusable due to missing door frontage.
  - Sealand Manor Residents Association: Discoloured Perspex panel affecting visibility.

Quotations Considered for Replacement Boards:

Supplier	Quotation (£)
Shelley Signs	3,690.00
Greenbarnes Ltd	4,247.10
Noticeboard Company	2,534.40
The Parish Noticeboard Company	2,046.00

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

1. To approve the replacement of the three notice boards identified as requiring attention at:
  - o Seahill Road
  - o Ferry Lane
  - o Sealand Manor Residents Association.
2. To accept the quotation from The Parish Noticeboard Company (£2,046) for the supply and Flintshire County Council for installation of the replacement notice boards.
3. To authorise the Clerk to proceed with procurement and to coordinate the installation of the notice boards.

RESOLVED- that the Clerk arrange the purchase and installation.

#### **25/264 REVIEW OF TRAINING AND DEVELOPMENT PLAN**

The Council noted the Auditor General's observations on the current Training and Development Plan, and the Council reviewed the existing plan in detail, considered the Auditor General's recommendations, and, in consultation with Ashley Griffiths (Clerk), the Training and Development Plan was updated accordingly.

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

1. The updated Training and Development Plan, incorporating the external audit feedback, be approved.
2. The revised plan be formally adopted as the Council's current Training and Development Plan.

RESOLVED- that the Clerk implement the approved plan and ensure records are updated accordingly.

#### **25/265 SEALAND MANOR PLAYAREA**

Ashley Griffiths (Clerk) discussed the play areas in Sealand with Richard Roberts (GWELLA), and it was noted that the old kissing gates at Sealand Manor should be replaced with more accessible single-leaf, easy-to-use gates, in line with similar upgrades introduced in other areas of Sealand.

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

1. The replacement of the old kissing gates at Sealand Manor with accessible single-leaf gates be approved.
2. The Council agrees to fund the replacement.

RESOLVED- that the Clerk is instructed to arrange the payment for the installation of the new gates.

## 25/266 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 003748.

<b>Sealand Community Council - Summary Accounts</b>			
<b>2025/26 Financial Year</b>			
		<b>Actual</b>	<b>Anticipated</b>
<b>Income</b>			<b>Difference</b>
	Precept	£64,000.00	£64,000.00
	Bank Interest and Refund of Fees	£439.30	£525.10
	VAT Refund Flintshire County Council	£0.00	£0.00
	VAT Refund HMRC	£976.18	£1,000.00
	<b>Total</b>	<b>£65,415.48</b>	<b>£65,525.10</b>
			<b>-£109.62</b>
		<b>Actual</b>	<b>Agreed Spend</b>
<b>Expenditure</b>			<b>Balance</b>
	Bank Charges	£136.00	£150.00
	Chairman's Fund	£500.00	£800.00
	Staffing Costs	£15,720.02	£14,592.65
	General Admin inc	£2,395.41	£4,266.64
	Insurances	£492.27	£650.00
	Play Schemes and New Play Equipment	£15,538.40	£16,813.00
	Street Furniture Repairs	£0.00	£200.00
	Street Lighting	£5,571.67	£28,750.00
	Election Costs	£0.00	£0.00
	Council Web Site	£2,556.00	£2,400.00
	S137 - Grants	£1,850.00	£3,035.00
	<b>Total</b>	<b>£44,759.77</b>	<b>£71,657.29</b>
			<b>£26,897.52</b>
<b>Current Summ</b>	<b>Balance 1st April 2025 inc £25,000 contingency fund</b>	<b>£64,041.63</b>	
	Total Expenditure	£44,759.77	
	Total Income	£65,415.48	
	Balance	£20,655.71	
	<b>Balance as at 16 February 2026</b>	<b>£ 84,697.34</b>	
	<b>VAT Costs for 2025/26 Financial Year</b>	<b>£1,521.21</b>	
<b>End of Year Prediction</b>			
	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	
	<b>Anticipated Closing Balance as at 31 March 2026</b>	<b>£ 57,909.44</b>	

## **25/267 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.

### **Publication of audited accounts for the year ending 31 March 2025**

Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) requires that by 30 September 2025, Sealand Community Council publish its accounting statements for the year ended 31 March 2025 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. The Auditor General has not yet issued an audit opinion.

Ashley Griffiths (Clerk) informed the Council that the audit of accounts for Sealand Community Council for the year ending 31 March 2025 has been concluded, and the annual return is available for inspection by any local government elector for the area of Sealand Community Council upon application. Members of the Council noted the external auditor general's recommendations.

Audit General Opinion: Unqualified. On this basis of my audit, in my opinion, no matters have come to my attention to give cause for concern, in any material respect, the information reported in this Annual Return.

### **Other matters and recommendations**

I draw the Council's attention to the following matters and recommendations, which do not affect my audit opinion but should be addressed by the Council.

- i) Assertion 9 in the annual governance statement
- ii) The Council is required to adopt and publish an amended compliance training plan
- iii) Website organisation of Finances and audit section

RESOLVED – that the report be noted and Ashley Griffiths (Clerk) will prepare actions to address the recommendations for approval at the next meeting.

- j) Recommend replacements of notice boards that do not allow the public to read visibly published notices per Audits
  - ii) Adopt a training plan with details of individual Councillor training and future recommendations of training for Councillors and staff.

iii) separation of the original format of Council files in the finance and audit section for ease of reading on the Council website.

**25/268 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.

**25/269 MATTERS RAISED BY MEMBERS OF THE COUNCIL**

- Councillor Gwyneth Bullock noted that the uneven path caused by tree roots is creating a significant trip hazard.
- Councillor Christine Jones reported fly-tipping near the pharmacy; it was confirmed that this has been reported to FCC.
- Councillor David Wisinger highlighted that street lights on Old Sealand Road are not functioning.

RESOLVED—that Ashley Griffiths (Clerk) follow up with the relevant departments to address the hazards, fly-tipping, and faulty street lights.

**25/270 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

**25/271 DATE OF COUNCIL'S NEXT MEETING – 16<sup>th</sup> MARCH 2026.**

**25/272 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT, DECLARATION OF INTEREST—** One Council member declared an interest to the Council.

Councillor Christine Jones declared an interest in minute number 25/254 (b)

The meeting opened at 6:00 pm and closed at 8:13 pm.

..... Signed 16<sup>th</sup> March 2026, Chairperson of the Council