

SEALAND COMMUNITY COUNCIL

DECISION SUMMARY OF THE ANNUAL GENERAL MEETING OF COUNCIL HELD ON 18th MAY 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), Bob James, Jean Fairbrother, Mary Southall, Gwyneth Bullock, Brian Ward, Shelley Webber, Linda Thomas, Barbara Hinds, Lionel Prouvé & Norman Jones.

OTHERS: One member of the public.

Aled Hughes – PCSO.

Two Friends of Sealand Representatives.

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

26/1 APOLOGIES FOR NON-ATTENDANCE

RESOLVED – that all members of the Council were present; no apologies were necessary.

26/7 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2026/27

Two nominations were received for the office of Chairperson, Councillor Alex Lewis and Councillor Barbara Hinds, each being duly proposed and seconded in accordance with the standing orders.

A vote was taken, and Councillor Alex Lewis received the majority of votes cast and was duly elected Chairman for the ensuing year.

RESOLVED – that Councillor Alex Lewis be elected chairman of Sealand Community Council for 2026/27.

The Chairman signed the required Declaration of Acceptance of Office.

26/8 ELECTION OF VICE CHAIR FOR THE COUNCIL YEAR 2026/27

Two nominations were received for the office of Vice Chairperson, Councillor Christine Jones and Councillor Barbara Hinds, each being duly proposed and seconded in accordance with the standing orders.

A vote was taken, and Councillor Christine Jones was duly elected Vice Chairperson for the ensuing year.

RESOLVED – that Councillor Christine Jones be elected vice chairperson of Sealand Community Council for 2026/27.

26/14 PLANNING APPLICATIONS

PA Number	Application details	Location
ADV/000326/26	Advertising consent for the installation of five signs, associated with the premises, comprising one building sign, one visitor car park sign, two identical welcome signs and one directional sign.	Unit D2 The Airfields, Welsh Road, Garden City, Deeside, CH5 2SZ.
FUL/000117/26	External works to include, Reconfiguration and provision of additional on-site parking spaces and EV chargers, New gates to service yard,	Unit 1 And 2a To B, New Tech Square, First Avenue, Sealand, Deeside, CH5 2NT

	Relocation of hedges, Upgrade to the existing front canopy, Installation of new ventilation louvers to elevations, Installation of four new fire exit doors to external elevations, Erection of a timber fence dedicated bin store within the yard area, Installation of new fencing to the rear elevation, Erection of a new pedestrian pathway within the site and installation of a bike store, External single storey glazed lean-to extension to facilitate separate occupancy at first floor Internal works to include ground floor refurbishment for veterinary practice.	
FUL/000343/26	Planning permission to erect a rock mineral wool insulation product manufacturing plant (B2), including storage (B8), office space (B1), guardhouse, vehicular access, landscaping, parking and associated infrastructure, external works, demolition, remediation and refurbishment of existing buildings.	Land East of Tata Steel Works, Deeside Industrial Estate, CH5 2LF.
FUL/000280/26	New clubhouse (modular and temporary) to replace existing steel containers to provide a meeting room, toilets, changing rooms, a cafe, and a store.	Saughall Colts JFC, Seahill Playing Fields, Seahill Road, Chester, CH1 6BJ.
FUL/000361/26	Two-storey side extension.	MORRISTON FARM, Green Lane East, Sealand, Deeside, CH5 2LH.
FUL/000362/26	Application for Removal or Variation of Condition 1 following Grant of Planning Permission RES/000071/23.	Plot H4, The Airfields, RAF Sealand South Camp, Welsh Road, Garden City, Flintshire, CH5 2RD.

RESOLVED -that –:

- i. No observations be raised in respect of the above applications - ADV/000326/26, FUL/000117/26, FUL/000343/26, FUL/000361/26 and FUL/000362/26.
- ii. The following observations were made: the importance of stringent monitoring by NRW of water extraction associated with the manufacturing of mineral wool insulation products at the site, together with the effectiveness of the chimney filtration system, to safeguard the amenity and wellbeing of local residents.
- iii. The following observations were made regarding flood risk and surface water management, with particular reference to the documented history of drainage issues and waterlogging affecting the playing field and surrounding area.

26/17 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 (30/04/2026) are £7.25 - re £4.25 per month for the account maintenance fee with an additional charge of 6 cheques x £0.50 = £3.00.

Cheque No	Payable to	Details	Amount	VAT	VAT Code	Expenditure Powers
Direct debit	NEST	Pension	£49.95			Local Govt Act 1972 (S112)
003773	Flintshire County Council	Energy costs January, February & March 2026.	£620.46	£103.41	636613732	Highways Act 1980 (301)
003774	JDH Business Services	Internal Audit 2025/26	£424.80	£70.80	771744412	Local Govt Act 1972 (S111)
003775	Ashley Griffiths	May 2026, Salary, allowance & Refund (HSE book & Mileage)	£1,000.92			Local Govt Act 1972 (S112)
Total spend			£2,096.13	£174.21		

26/20 CERTIFICATE OF APPRECIATION POLICY

Members noted that the proposed Certificate of Appreciation Policy had been circulated by Ashley Griffiths (Clerk) in advance of the meeting. The Ashley Griffiths (Clerk) presented the policy and outlined its purpose, scope and key provisions for Members' consideration. Following discussion and due consideration of the policy, it was proposed, seconded and resolved that the Certificate of Appreciation Policy be approved and adopted by the Council and that the policy be subject to annual review.

RESOLVED – That the Certificate of Appreciation Policy be approved and adopted by the Council and reviewed annually.

26/21 COUNCIL EMBLEM

Members considered the proposal to adopt the emblem featured on the Chairman's Chain of Office for official Council purposes. The proposal was discussed in relation to its use on administrative documentation, printed materials, digital communications and civic correspondence. Members further considered using the existing blue design as the approved template for the emblem.

Following discussion and due consideration, it was proposed, seconded and resolved that the emblem displayed on the Chairman's Chain of Office be formally adopted as the official emblem of the Council for administrative, printed, digital and civic purposes, and that the existing design be approved as the standard format for its use.

RESOLVED – That the emblem displayed on the Chairman's Chain of Office be adopted as the Council's official emblem for administrative, printed, digital and civic purposes, with the existing blue design approved as the standard version for all official applications.

26/27 INTERNAL AUDIT – ANNUAL FINANCIAL RETURN 2025/26 FINANCIAL YEAR

The Clerk advised the Council that JDH Business Services Limited reported on 6 May 2026 that the Council's systems of internal controls are in place, adequate for the intended purposes, and effective, subject to issue 1 in the internal audit report. Ashley Griffiths (Clerk) reported to the Council that issue 1 had been dealt with.

RESOLVED – That the report be noted.

26/28 EXTERNAL AUDIT – ANNUAL FINANCIAL RETURN 2025/26 FINANCIAL YEAR

The Clerk gave an overview of the requirement to Council for the external audit, noting that the Audit packs must be submitted to Audit Wales' email address, by post to the Cardiff office only or via Objective Connect where required, with a deadline of the 7th July 2026 and mandated the Council to publish an audit notice on all notice boards and the Council website. The Council requires that electors be given 20 working days of inspection from the 6th July to the 31st of July. Section 30 of the Public Audit Wales Act 2004 gives the right of the elector to inspect the Council's accounts.

The clerk received the audit notice 2026 for the audit of accounts and noted to the council that he would send the relevant documents to the auditors in the near future, after he has received the internal audit back and outlined the accounts for the Council in the Local Council for Wales Annual Return for the year ended 31 March 2026.

The Clerk advised that, as RFO/Clerk, he had signed the certification of the Annual Return on the 17th May 2026, certifying that the account statements contained in the Annual Return fairly present the financial position of the Council, its income and expenditures or properly present receipts and payments, as the case may be, for the year ending 31 March 2026.

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 the final version being added on completion of the Audit.

iii) the Chair be authorised to sign the Annual Return under resolution 26/28iii confirming that the accounting statements and Annual Governance statements are approved by Council.

26/33 PAYMENTS TO MEMBERS OF COMMUNITY COUNCILS 2026/27 FINANCIAL YEAR

The Clerk has once again circulated a form for completion to the Councillors present at the meeting concerning the 2026/27 financial year. All 13 Councillors have now completed and signed the form, 12 advising that they declined the payments and 1 Councillor accepting the payment.

RESOLVED—that the report be noted and that one payment will be held back until March 2027.

26/34 DATE OF COUNCIL'S NEXT MEETING – 15th JUNE 2026.

26/35 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 26/11 (b).

The meeting opened at 6:00 pm and closed at 8:54 pm.

..... Signed 15th JUNE 2026, Chairperson of the Council