**SEALAND COMMUNITY COUNCIL**

**DECISION SUMMARY OF THE MEETING OF COUNCIL HELD ON 19TH OCTOBER 2026 AT SEALAND COUNTY PRIMARY SCHOOL, FARM ROAD, GARDEN CITY, CH5 2HH**

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

OTHERS:

One member of the public.

OFFICER: Ashley Griffiths – Clerk and Financial Officer.

**26/146 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 2026/27 is £11.60 per elector. The electoral roll from Flintshire County Council was 2812 in December 2025. So, per elector, this produces a total of £32,619.20.

The allocated spending in 2026/27 is Section 137 grants of £3,035.00.

Several grant requests had been received.

Sealand County Primary School submitted a grant request; an up–to–date copy of the bank statement was provided.

A grant request had been received from Cerebral Palsy Cymru.

A grant request was received from Sealand Spartans Football Club – an up–to–date copy of the bank statement has been provided.

RESOLVED –

I. The report be noted
II. In accordance with Section 137 of the Local Government Act 1971, the Council should award a grant of £1000.00 to Sealand County Primary School, which is in the best interests of the area and inhabitants.
III. In accordance with Section 137 of the Local Government Act 1971, the Council should award a grant of £50.00 to Cerebral Palsy Cymru, to support and improve the quality of life of children with cerebral palsy and help families access specialist support that provides a direct benefit to the area and inhabitants.
IV. In accordance with Section 137 of the Local Government Act 1971, the Council should award a grant of £150.00 to Sealand Spartans Football Club, to provide direct benefit to the area and inhabitants.
V. In accordance with Section 137 of the Local Government Act 1971, the Council should award a grant of £200.00 to the Earl Haig Poppy Appeal, which is in the best interests of the area and inhabitants.

*Councillors Alex Lewis, Christine Jones, and David Wisinger declared an interest regarding the grant payment to Sealand C.P. School.*

Spending in 2026/27 so far is £1400.00.

**26/147 PLANNING APPLICATIONS**

| PA Number | Application details | Location |
|---|---|---|
| FUL/000833/26 | Installation of an air source heat pump. | 12 Leopard Moth Road, Sealand, CH5 2FX. |
| FUL/000558/26 | Demolition of existing bungalow and construction of new dormer bungalow and garage. | 20 Sealand Road, Sealand, Deeside, CH5 2RJ. |

RESOLVED -that –:

No observations be raised in respect of the above applications - FUL/000833/26 and FUL/000558/26.

**26/149 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 unrecognised women 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) reported that the order for the memorial item had been placed on 4 October 2026 and that a cheque was awaiting signature before being forwarded to (RBVE). Following a stock check with Cllr Bob James, eight additional poppies had been purchased for display on lampposts, as the remaining poppies were in good condition and did not require replacement.

The Clerk further reported that Darrel Jones, Operational North & Street Lighting Manager (Flintshire County Council), had consented to the installation of poppies on lampposts. FCC had stipulated that weekly checks must be undertaken and that, following the designated display period, all items, including cable ties, must be removed.

RESOLVED – that Ashley Griffiths (Clerk) will forward the cheques to the appropriate organisations.

**26/150 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 (30/09/2026) 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 (October) | £49.95 | | | Local Govt Act 1972 (S112) |

| | | | | | | |
|---|---|---|---|---|---|---|
| 003786 | Royal British Veterans Enterprise | Unknown Woman in War Statue | £200.00 | £33.33 | 916326234 | Section 137 (1) of the Local Govt Act 1972 |
| 003787 | Jolora Ltd | Website Maintenance 2 months | £384.00 | £64.00 | 294456859 | Local Govt Act 1972 (S142) |
| 003788 | HMRC | PAYE – Income Tax and National Insurance, October, November, December | £1151.90 | | | Local Govt Act 1972 (S112) |
| 003789 | Ashley Griffiths | October Salary & Allowance & backdated pay | £1653.56 | | | Local Govt Act 1972 (S112) |
| 003790 | Earl Haig Poppy Appeal | Grant Payment | £200.00 | | | Section 137 of the Local Govt Act 1971 |
| 003791 | Sealand County Primary School | Grant Payment | £1000.00 | | | Section 137 of the Local Govt Act 1971 |
| 003792 | Cerebral Palsy Cymru | Grant Payment | £50.00 | | | Section 137 of the Local Govt Act 1971 |
| 003793 | Sealand Spartans Football Club | Grant Payment | £150.00 | | | Section 137 of the Local Govt Act 1971 |
| Total spend | | | **£4,839.41** | **£97.33** | | |

**26/152 <u>SEALAND COMMUNITY COUNCIL – BANK RECONCILIATION – 30th SEPTEMBER 2026</u>**

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 30th June, 30th September, 31st December and 31st March each year.

Account – No 0388217 - £9,082.17 - Account – No 7326098 - £90,988.94. Total - £100,071.11.

| **Unpaid – Cheque number** | **Payable to** | **Amount - £** |
|---|---|---|
| 003782 | Flintshire County Council (Street light inspection, April,May,June) | £252.65 |
| 003783 | Jolora Ltd | £384.00 |
| **Total** | | **£636.65** |

Total bank accounts - £100,071.11 less unpaid cheques of £636.65 as outlined above, leaves a net balance of £99,434.46. This amount cross-references with the summary of the income and expenditure report as at 30th September 2026.

The Vice-Chair signed two hard copies of the bank reconciliation statements.

RESOLVED – that the report be noted.

**26/161 REVIEW OF COUNCIL POLICIES AND PROCEDURES**

The Clerk, Ashley Griffiths, advised that the Council is required to review its policies and procedures annually as per standard governance procedures; a number of the policies are subject to annual review. The following policies were presented:

- Biodiversity Policy Report Section 6 Duty/Notice
- Information Asset Register
- Annual Investment Strategy
- Internal Controls Policy
- Annual Risk Assessment
- Complaints Procedure Policy
- Data Protection Policy
- Multi Location Meetings Policy
- Grants Policy
- Press and Social Media Policy
- Contract of employment

The Clerk circulated the policies to all Council members. Copies of all other documents can be found on the Council's website

RESOLVED-that-

a) The report be noted.

b) Consideration of the Clerk's Annual Risk Assessment Report be accepted as the formal risk assessment for the 2027/28 financial year.

c) The key risks relate to the Council's assets, bank accounts, internal controls, and insurance cover for statutory and other purposes.

d) The arrangements highlighted in the Risk Assessment detail are that the council takes all the appropriate steps to minimise risks in conjunction with the council's internal financial controls and that the Risk Assessment 2027/28 be noted.

e) JDH Business Services be reappointed as the council's internal auditor.

f) Biodiversity Policy Report Section 6 Duty/Notice, Information Asset Register, Annual Investment Strategy, Internal Controls Policy, Annual Risk Assessment, Complaints Procedure Policy, Data Protection Policy, Multi Location Meetings Policy, Grants Policy, Press and Social Media Policy and Contract of employment, be approved.

**26/170 DATE OF COUNCIL'S NEXT MEETING – 16th NOVEMBER 2026.**

**26/171 IN ACCORDANCE WITH THE SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT, DECLARATION OF INTEREST—** Three Council members declared an interest to the Council.

- Cllr Christine Jones declared an interest in minute number 26/143 (b)
- Councillors Alex Lewis, Christine Jones, and David Wisinger declared an interest regarding the grant payment to Sealand C.P. School, minute number 26/145.

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

……. Signed 16th November 2026, Chairman of the Council