

# **SEALAND COMMUNITY COUNCIL**

**Ashley Griffiths**

**Clerk and Financial Officer**    Mobile: 07410 408410

**3 Bridge View**

**Garden City**

**CH5 2HY**

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4<sup>th</sup> September 2025

Dear Councillor

**A meeting of Sealand Community Council will be held on Monday, 15<sup>th</sup> September 2025, at Sealand County Primary School, Farm Road, Sealand, CH5 2HH**

The next Sealand Community Council meeting will be held on Monday, September 15th, 2025, starting at 6 p.m., at Sealand County Primary School.

All members of the Flood ward Team are kindly requested to attend a virtual meeting with Gwenno from NRW at 5:30 p.m.

Members of the public are welcome to attend the meeting starting at 6 p.m. At the beginning of the meeting, there will be an "Open Forum" not exceeding 10 minutes to raise any issues with the Community Council. If members of the public prefer to ask the Clerk to raise an issue on their behalf, please contact the Clerk at [sealandcommunitycouncil@gmail.com](mailto:sealandcommunitycouncil@gmail.com).

If members of the public are planning to attend, can they please advise the Clerk by Thursday, 11<sup>th</sup> September 2025.

Provision can be made for holding the meeting in a hybrid manner, with the non-face-to-face requestor having conference phone dial-in access to link to the meeting. The Clerk must receive a request to hold a hybrid meeting by Thursday, September 11th, 2025.

The agenda is detailed below.

Yours sincerely



**Ashley Griffiths - Clerk & Financial Officer**



**SEALAND COMMUNITY COUNCIL – MEETING OF COUNCIL**

**Sealand CP School, Farm Road, Sealand. CH5 2HH**

**Monday – 15<sup>th</sup> September 2025 - 6 pm START**

**AGENDA**

1. To receive the Notice of the Meeting.
2. Declaration of Interest—Members are reminded of their responsibility to declare any personal or personal and prejudicial interest they have in any item of business on the agenda no later than when that item is reached and to leave the meeting prior to discussion and voting on the item.
3. To receive apologies for non-attendance.
4. Open Forum – To request members of the public to comment on matters relating to the agenda or to raise matters for the Council's attention.
5. To receive the Chair's Report, including actions taken since the meeting held on 14<sup>th</sup> July 2025.
6. To endorse the minutes of the Council Meeting held on 14<sup>th</sup> July 2025. Copy emailed to members of Council.
7. Matters Arising.
8. To consider planning applications received from Flintshire County Council.

| PA Number      | Application details  | Location  |
|----------------|--|---|
| FUL/000618/25  | PROPOSAL: ERECTION OF 1NO. RETAIL UNIT (CLASS A1) WITH ASSOCIATED ACCESS AND SERVICING ARRANGEMENTS, MEANS OF ENCLOSURE TO CREATE EXTERNAL DISPLAY AREA AND HOLDING AREA, VEHICLE AND CYCLE PARKING, TROLLEY CORALS, LANDSCAPING, SUBSTATION, PLANT AND PLANT ENCLOSURE, AND ASSOCIATED WORKS. | RAF Sealand South Camp, Welsh Road, Garden City, Deeside, CH5 2RD |
| FUL/000429/25  | PROPOSAL: CHANGE OF USE OF RETAIL AREA TO NEW CUSTOMER & STAFF TOILETS & CUSTOMERS DISABLED TOILETS ACCOMODATION. UPGRADE EXISTING EMERGENCY EXIT DOORS & INTERNAL AREAS. REPLACE SOME OF THE EXISTING WINDOWS. 95 CAR-PARKING SPACES.   | Winfields Outdoors, Burgess Drive, Sealand, Chester, CH1 6EB      |
| FUL/000429/25  | PROPOSAL: CHANGE OF USE AND REFURBISHMENT OF EXISTING BUILDING AND SITE CURTILAGE TO FORM CAR SALES (SUI GENERIS) WITH ASSOCIATED CAFETERIA (A3), TOILET FACILITIES & CAR PARKING.   | Winfields Outdoors, Burgess Drive, Sealand, Chester, CH1 6EB      |
| FUL/000685/25. | PROPOSAL: NEW VEHICULAR ACCESS ONTO A548 - ACCESS TO SERVE AGRICULTURAL FIELD AND PROPOSED FORESTRY BUILDING (ALSO SUBJECT OF PRIOR APPROVAL APPLICATION WHICH IS PENDING, AS  | Land adj. Inter-Leisure, Sealand Road, Sealand, Chester, CH1 6EB  |

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|--|---|--|
|  | CONSIDERED PERMITTED DEVELOPMENT). A TRACK FINISHED IN WOOD CHIPPINGS, LOG STORAGE AREA, PARKING AREA, TIMBER POST AND RAIL BOUNDARY, AND ASSOCIATED WORKS. |  |
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9. To consider requests for grant payments.
10. To receive a report from Friends of Sealand regarding St. Bartholomew's Church.
11. To review the Council's Training Plan for members of the Council and the Clerk. The current training plan has been circulated by email to all members.
12. To review the Council's Policy and Notice as required under Biodiversity and Resilience of Ecosystems Duty. The Policy / Notice has been Circulated by email to members of the Council.
13. To note the updated Information Asset Register, Annual Investment Strategy, Internal Controls Policy, Annual Risk Assessment Policy, Press and Social Media Policy, Complaints Procedure, Data Protection Policy, Multi Location Meetings Policy, Public participation Policy, Information Security Policy, Freedom of Information Scheme, Health and Safety Policy and Grants Policy as circulated by email to members of the Council.
14. To note the following do not require updating and should be endorsed- Financial Regulations, Records Management Policy, Retention of Records Policy and standing orders. Copies of these can be found on the Council's Website.
15. Public Resilience Planning for critical utilities.
16. To approve accounts for payment.
17. To note income received.
18. To receive correspondence not previously circulated.
19. To receive details of the Council's current overall estimated income and expenditure for the 2025/26 financial year. Copies will be circulated by email before the meeting.
20. To receive an update on the audit process regarding the 2024/25 financial year.
21. To receive details of matters requiring attention from Members of the Council.
22. To receive details of matters requiring attention from Members of the Public.
23. The date of the Council's next meeting is Monday, 20<sup>th</sup> October 2025 – the venue is Sealand County Primary School.