



**ANNUAL REPORT  
2024-25**

## **Sealand Community Council**

---

Councillor Barbara Hinds  
Chairperson of the Council

Ashley Griffiths  
Clerk and Financial Officer

## TABLE OF CONTENTS

Welcome and introduction by Councillor Barbara Hinds, Chairperson of the Council	3
Information about Sealand Community Council	4-7
Finance and Expenditure	8
Achievements 2024/25	9-10
Details of Councillors and Clerk	11-12

## WELCOME AND INTRODUCTION

It is my great pleasure to present the Fourth Annual Report of Sealand Community Council, which provides a detailed account of our efforts during the 2024/25 period. This report highlights the initiatives undertaken in partnership with our community and collaborators to enhance Sealand's economic, social, environmental, and cultural well-being. Through these endeavours, we strive to make Sealand a more prosperous and welcoming place for all—both as a place to reside and as a destination.

Our vision remains unwavering: “To ensure that Sealand continues to be a pleasant and welcoming place for individuals of all ages to reside, offering safety, opportunities for physical and mental well-being, and a high-quality environment to socialise and work.”

We are fortunate to be supported by a dedicated network of knowledgeable individuals within our local community, whose contributions are integral to achieving our shared objectives. The achievements presented in this report are a direct result of the collective efforts and collaboration of all those involved. I would like to take this opportunity to express my sincere gratitude to everyone who has contributed to the betterment of our community, regardless of the scale or form of their involvement.

This report provides a comprehensive overview of the Community Council's activities over the past year. While acknowledging the challenges faced by our community and partners, we remain committed to working together to achieve our shared goals. We continue to push forward with determination, striving to fulfil our vision for Sealand.

The Community Council functions as a corporate entity. While the responsibilities of my role as Chairperson can be demanding, they are considerably eased by the unwavering support of my fellow elected members and our diligent Clerk. It is both an honour and a privilege to represent the Council at various events and civic functions, particularly while wearing the chain of office.

I would also like to take this opportunity to acknowledge the long and outstanding service given by the previous Clerk, Peter Richmond. With the opportunity for our new Clerk to work alongside Peter, a seamless transition has occurred.

I am pleased to report that our elected members and the Clerk have worked closely this year to ensure the delivery of services that benefit both our residents and visitors. Their tireless dedication to our shared goals deserves recognition, and I would like to publicly express my profound appreciation for their contributions.

I sincerely thank all who have supported the Council's work during the past year. We look forward to another year of continued collaboration and progress.

Councillor Barbara Hinds  
Chairperson of Sealand Community Council  
March 2025

## INFORMATION ABOUT SEALAND COMMUNITY COUNCIL

### 1. Sealand Community Council

The Council is a corporate body with a legal existence of its own, which is entirely separate from that of its members. Its lawful acts, assets and liabilities are its own and not those of its individual members. Any decisions made by the Community Council are the responsibility of the entire body, and it is irrelevant whether any particular Member agreed or disagreed with a specific proposal. A Community Council can legally raise money through the Precept – a levy which its residents pay through the Council Tax. It also has a range of powers that enable it to allocate this public money to the services it provides. These may include the provision of Playing Fields, Playgrounds, Public Parks, and Community Centres.

Parish/Town Councils were established in 1894 by an Act of Parliament and were subsequently reformed into Community Councils by the Local Government Act 1972, which divided Wales into communities. The Community Council has a duty to ensure that the rules for the administration of the Council are followed - the Council must appoint a Chair, appoint a Clerk, appoint a Responsible Financial Officer, appoint an independent and competent internal auditor, hold an Annual Meeting of the Council and keep records of all decisions related to Council business.

Council meetings are held monthly on the third Monday, except for August, when the Council is in recess. In December, the meeting is held on the second Monday. Emergencies will be accepted when a meeting date needs to be changed, and the change will be circulated and discussed at the nearest meeting. All members of the Council will be notified of any date changes and informed of the updates for the public.

## Sealand Community Council

**The Council has a number of broad-ranging responsibilities and powers, which, depending on available finance and other resources, enable the development and improvement of facilities and services for residents and visitors to the community. These include:**

- Working in partnership with a number of other organisations, community groups and the community to try to ensure the best for Sealand residents and the maintenance of services;
- Working on behalf of local people to request that Flintshire County Council and other statutory bodies meet their duties and responsibilities in a way which satisfies the needs of Sealand residents;
- Considering and responding to planning applications;
- considering and responding to a number of consultations by statutory bodies on a national and local level and always considering how decisions affect people in the area;

## THE COUNCIL

### 2. Membership

Thirteen councillors have been elected to Sealand Community Council. At the May annual meeting, a chair and vice chair are elected. Councillor Barbara Hinds is the current Chairperson, and Councillor David Wisinger is the Vice Chairperson.

### 3. Staff

The Council has one staff member, Ashley Griffiths, who serves as both the Clerk and Finance Officer. He works part-time. The Clerk can be contacted by email at [sealandcommunitycouncil@gmail.com](mailto:sealandcommunitycouncil@gmail.com) or by letter to 3 Bridge View, Garden City, Deeside. CH5 2HY or phone/text to 07410 408410.

### 4. Meetings

Meetings of the Council are held monthly, generally on the third Monday, starting at 6 pm at Sealand Primary School.

Provision is made for holding meetings in a hybrid manner, with the non-face-to-face requestor having access to the meeting via a conference phone or a video link. The Clerk must receive a request to hold a hybrid meeting by the previous Thursday to the Monday Council meeting.

The Council's website and five notice boards will provide details of meetings to encourage members of the public to attend.

### 5. Website

Information about the Community Council, including the agenda for meetings, policies and minutes, are available on the Council's website: <https://sealandcommunitycouncil.co.uk>.

## **EXTERNAL MEMBERSHIP**

The Community Council benefits significantly from being a member of One Voice Wales, the leading representative body for community and town councils in Wales.

One Voice Wales ensures a strong voice to represent the interests of councils and offers a range of quality services to support their work. By being a member, the Community Council can benefit from legal advice, guidance on service improvements, training, policy matters, and access to a monthly newsletter, as well as attend conferences that provide networking opportunities and share best practices within the sector. The Council can elect a member to attend One Voice Wales's online Regional Committees. The Clerk of the Council often attends these meetings.

Additionally, the Clerk is a member of the Society of Local Council Clerks (SLCC), a source of information and best practice in the sector, which also offers training courses and conferences. There is a Clwyd Regional Committee for Clerks who are members of the SLCC and which meets occasionally during the year. The Clerk of the Council often attends these meetings.

## **ACCOUNTABILITY**

The Community Council has adopted a code of conduct for its members, and a register of interests is maintained for each member. Each councillor must declare any interest they have in items to be discussed at the start of each meeting, and these are noted in the minutes.

The Community Council is audited annually by both internal and external auditors. JDH Business Services Ltd undertake the internal audit, and Audit Wales conducts the External Audit.

## FINANCE AND EXPENDITURE

The Community Council's expenditure budget is £71,975 for the financial year 2024/25, as agreed by the Council at its Annual Finance Meeting on 11 December 2023.

A summary of the main areas of the budget expenditure for 2023-24 is provided below:

Annual Subscriptions	£800.00
Audit Fees	£750.00
Bank Charges	£150.00
Chair's Fund	£800.00
Chain of Office - Engraving	£20.00
Clerk's salary and allowance	£15,375.00
Conferences - attendance	£200.00
Council's Website including VAT	£2,400.00
Data Protection Registration	£35.00
Defibrillator – Energy – Garden City	£75.00
Free Resource Fund - Grants	£3,035.00
Insurances	£650.00
Joint funding project play areas	£11,000.00
NI Employers contribution	£720.00
Playleader Scheme	£7,665.00
Postage / Mileage	£800.00
Printer, Computer repairs, etc, and printer cartridges	£500.00
Stationary	£100.00
Street Furniture Repairs – Seats / Notice Boards	£200.00
Street Lighting – Energy - £5000.00, Repairs & Maintenance £4000.00 and Replacement / Adoption of 8 lights at Riverside Park and Cedar Close - £17,200.00 – VAT charged to maintenance	£26,200.00
Councillors and Clerks Training Costs	£500.00
<b>Total</b>	<b>£71,975.00</b>

The primary source of income for the Community Council is the precept, which is set annually and presented to Flintshire County Council in December for the following financial year.

The precept is collected on behalf of the Community Council by Flintshire County Council and is the only source of tax revenue available to Town and Community Councils.

The process of determining the level of precept by the Sealand Community Council involves preparing a draft budget based on the Community Council's financial situation, considering likely costs and project plans, setting a contribution amount within the guidelines published annually, and addressing any other relevant financial matters.

Consideration is also given to the reserves held by the Community Council to ensure an appropriate precept is set. The precept level for 2024/25 was £64,000.

The Community Council reclaims the VAT paid for goods and services annually

## **ACHIEVEMENTS 2024/25**

### **1. Street Lighting**

The Community Council has invested in more efficient and environmentally friendly energy sources in recent years, reducing carbon footprint and energy costs. The Council has been systematically upgrading its streetlighting with new LED Heads, which consume less energy and are more environmentally friendly. Flintshire County Council then adopts these lights. In 2010, the Council had 169 old and almost obsolete lights. As of 1 April 2024, the lighting stock was 41, with eight lights being upgraded and adopted in the 2024/25 financial year at Cedar Avenue, Riverside Park, and Stoneleigh Close, bringing the number of council-owned lights down to 33.

### **2. Play leadership Scheme**

The Community Council annually supports a summer Play Scheme at the recreation fields at Garden City and Sealand Manor. Flintshire County Council professionally runs the scheme, which the Community Council provides funding for annually, so that it can run for a maximum of six weeks at each site each year.

### **3. Match Funding Scheme Improvements to Children's Play Areas 2024/25**

Flintshire County Council, Aura, and the newly formed Gwella Wales local authority trading company have continued the match-funding initiative with Town and Community Councils. This scheme works on the basis of (£ for £). The Council sought an Expression of Interest (EOI) for the 2024/25 scheme. The Council allocated £11,000 of its funds to improve play equipment in the parks of Sealand.

### **4. Grants**

Each year, the Council considers applications for financial assistance. Understandably, the Council can be inundated with applications, most of which are for worthy causes. In these circumstances, the Council formulated a policy whereby, in the main, grants are restricted to organisations within the community or those that may have a link with the community and/or its residents. Several organisations within the community provide valuable services, and the Council is keen to support those organisations that help themselves. Applications are considered as soon as they are submitted to the Council.

Any organisation making an application must have its own bank account, and the Council cannot make grants to an individual member of the public.

### **5. Police**

The Council maintains regular contact with North Wales Police to discuss issues affecting the area.

## **6. Flintshire County Council**

Throughout the year, the County has been heavily involved with Flintshire County Council in progressing a number of issues and seeking improvements to the community.

## **7. Sustainable Office**

The Clerk is working towards the Council's transition towards a paperless office environment and the initiatives undertaken to support sustainability within the operations. As part of its efforts to enhance operational efficiencies and promote environmental sustainability, the Council has initiated the systematic conversion of physical records to electronic formats wherever feasible. This transition, in conjunction with the Record Office, aims to ensure that historical documents are preserved, thus enhancing accessibility while reducing reliance on paper storage.

Furthermore, the use of email as a primary means of communication has seen a marked increase, particularly in the circulation of significant documents. In addition to these measures, the Council has adopted an eco-tank printer, which is significantly more energy-efficient than conventional laser printers. This change reflects our ongoing commitment to reducing the carbon footprint and ensuring that sustainability remains at the forefront of our operations.

## **8. Monthly coordination meetings**

A new initiative has been established to take place monthly: Pre-Council meetings between the Council Chairperson, Vice Chairperson, and Clerk to address any urgent matters and streamline Council discussions.

## **9. Onsite training**

As part of the ongoing efforts to enhance the skills and knowledge of all involved with the Council, quarterly on-site training sessions have been successfully implemented. These sessions have been designed to focus on critical areas of development, ensuring that all Councillors are equipped with the necessary tools, information and resources to perform at their best. To reinforce key concepts and encourage consistent learning, the Council has utilised the OVW training PowerPoint presentations during the sessions.

## Details of Members of Sealand Community Council – 2024/25

Political affiliations are available via this link:

<https://sealandcommunitycouncil.co.uk/your-council/members/>

<p>Cllr Barbara Hinds,  <b>Chairperson, Sealand Community Council</b>            5 St. Bartholomew's Court            Sealand            Deeside Flintshire CH5 2QT</p>	<p>B7beh@icloud.com</p>
<p>Cllr David Edward Wisinger,  <b>Vice Chairperson, Sealand Community Council</b>            7 Church Cottages            Sealand Road            Sealand CH1 6BR</p>	<p>davidwisinger@yahoo.com</p>
<p>Cllr Gwyneth Bullock,            28 Orchard Way            Garden City            Deeside            CH5 2JP</p>	<p>gwynethbullock@hotmail.com</p>
<p>Cllr Christine Margaret Jones,            31 Welsh Road            Garden City            Deeside CH5 2NU</p>	<p>christine.m.jones@flintshire.gov.uk</p>
<p>Cllr Norman Jones,            19 Kingsley Road            Garden City            Deeside CH5 2HZ</p>	<p>m.n.jones@talktalk.net</p>
<p>Cllr Alex Lewis,            56B Green Lane Estate            Green Lane            Sealand CH5 2NA</p>	<p>anlewis@hotmail.co.uk</p>
<p>Cllr Lionel Prouvé,            74 Sealand Road            Sealand CH5 2RJ</p>	<p>Lionel_prouve@yahoo.co.uk</p>
<p>Cllr Mrs M Southall,            4 East Green            Sealand Manor            Deeside CH5 2SS</p>	<p>mary.southall@hotmail.co.uk</p>

Cllr Linda Thomas, 23 Kenneth Cross Way Sealand Deeside CH5 2FJ	<a href="mailto:lindathomaspcs@hotmail.co.uk">lindathomaspcs@hotmail.co.uk</a>
Cllr Brian Ward, 38 Sealand Road Sealand Deeside CH5 2RJ	<a href="mailto:brianefc@btinternet.com">brianefc@btinternet.com</a>
Cllr Shelley Webber, Ivy Cottage Gladstone Street Queensferry Deeside CH5 1ST	<a href="mailto:shelley.webber@hotmail.co.uk">shelley.webber@hotmail.co.uk</a>
Cllr Jean Fairbrother, 56a Green Lane Estate Green Lane East Sealand CH5 2NA	<a href="mailto:jean.fairbrother.2010@btinternet.com">jean.fairbrother.2010@btinternet.com</a>

#### Clerk of the Council

Ashley Griffiths, 3 Bridge View Garden City Deeside CH5 2HY	<a href="mailto:Sealandcommunitycouncil@gmail.com">Sealandcommunitycouncil@gmail.com</a>  07410 408410
--	--

The Council approved the Annual Report at its meeting held on 17<sup>th</sup> March 2025

AG – 17<sup>th</sup> march 2025