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SEALAND COMMUNITY COUNCIL

MINUTES OF THE FIRST ANNUAL GENERAL MEETING OF THE NEW COUNCIL HELD ON 21st MAY 2012 AT THE SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Mrs S. Webber (Chairman), Mrs G Bullock, J.A. Dodd, Mrs C M Jones (County Councillor), J.J Griffiths, A. Lewis, W.Morris, Mrs B.M.A Southall and D. E. Wisinger.

Peter Richmond - the Clerk and Financial Officer.

One member of the public was in attendance.

12/1 DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk advised that all members of the new Council have signed the required copy of the Declaration of Acceptance of Office forms which he has also signed. All members of Council have a copy of the relevant Council's Code of Conduct (as adopted at the meeting of Council held on 21st April 2008).

RESOLVED – that the report be noted.

12/2 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from Councillor N.Jones.

12/3 CODE OF CONDUCT DECLARATION

RESOLVED – that it be noted that no declarations were made to Council.

12/4 MATTERS RAISED BY THE PUBLIC

No matters were raised.

12/5 CHAIR'S ACTION SINCE 16th APRIL 2012

The Chair advised that she had no actions to report.

RESOLVED – that the report be noted.

12/6 ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2012/13

The retiring Chairman thanked members of Council and the Clerk for their support during her year in office.

Members of Council expressed their thanks and appreciation for the work undertaken by the retiring Chairman during the past year.

There was one nomination proposed and seconded – Councillor Mrs. S. Webber.

RESOLVED: - that Councillor Mrs.S. Webber be elected Chairman for 2012/13.

12/7 **ELECTION OF VICE CHAIRMAN FOR THE COUNCIL YEAR 2012/13**

There was one nomination proposed and seconded – Councillor Mrs. M. Southall.

RESOLVED: - that Councillor Mrs. M. Southall be elected Vice Chair for 2012/13.

12/8 **ELECTION OF COUNCIL REPRESENTATIVE ON THE GOVERNING BODY OF SEALAND PRIMARY SCHOOL – 2012/17**

There was one nomination proposed and seconded – Councillor Mrs G Bullock

RESOLVED: - that Councillor Mrs G Bullock be elected for the period 2012/17.

12/9 **ELECTION OF COUNCIL REPRESENTATIVES ON WREXHAM TO BIDSTON RAIL ASSOCIATION.**

There was one nomination proposed and seconded – Councillor J.J. Griffiths.

RESOLVED: - Councillor J.J. Griffiths be elected for the period 2012/17

12/10 **FILLING OF TWO COUNCILLOR VACANCIES BY CO-OPTION.**

The Clerk advised that the Council should consider the filling of two Councillor Vacancies by co-option. The Council has to fill the two vacancies by co-option within 35 days (working days not including Saturdays – Sundays or Bank Holidays) calculated from the election day of 3rd May 2012 i.e. by 25th June 2012. The Clerk advised that it is very important that members of Council should be very clear that all nominations understand the role of being a member of the Council and that they

would be required to sign the required acceptance form at the meeting of Council to be held on Monday 18th June 2012.

The Clerk outlined the secret ballot voting arrangements that could be followed with Council's approval – a proposer and seconder being required.

There was three nominations proposed and seconded – Graham Coppack, Jeff Shotton and Mike Walker.

A vote was undertaken with Jeff Shotton and Mike Walker being duly elected.

RESOLVED: - that

- i) Jeff Shotton and Mike Walker be elected as Community Councillors for the period 2012/17.
- ii) the Clerk should invite the above to attend the next meeting of Council where they will sign the required Declaration of Acceptance Forms. The Clerk will ask if they could come to the meeting at 6pm so that he can run through the business of the Council including the Code of Conduct and Standing Orders.

12/11 **MINUTES OF THE MEETING OF COUNCIL HELD ON 16th APRIL 2012**

RESOLVED - that the minutes of the meeting of Council held on 16th April 2012 be confirmed as a true and correct record.

12/12 **COUNCIL'S CHAIN / BADGE OF OFFICE**

At the July 2011 Council agreed that the quotation submitted W.H. Darby Ltd to manufacture and sew a velvet collar onto a single row chain of office for £165.00 be accepted. Council also agrees to accept the W.H. Darby courier service, which carry the correct insurance, to collect and deliver the chain of office. The price for this is £35 collection and £10.50 for delivery. The Chair advised that the Chain of Office is still with W.H. Darby Ltd.

RESOLVED - that the report be noted.

12/13 **POLICE ISSUES**

The Clerk advised that following the January 2012 meeting as resolved he had sent a letter to the Chief Constable of North Wales Police advising that until recently the police have attended the majority of Council meetings which has benefited both Council and North Wales Police. Council asks if the attendance can be resumed. The letter has been acknowledged however no further communication has been received.

RESOLVED – that Inspector Paul McKeown be asked to clarify the policing arrangements for Sealand and to advise on when Council is likely to have a police attendance at its meetings.

Police Surgeries – Sealand

RESOLVED - that the matter be deferred.

**a) Problem with youths – mainly from outside Sealand: 7pm to 10pm:
various locations: Garden City.**

It was previously reported that PCSO Gareth Price 2944 will attend on a regular basis both the Youth Club at Garden City and the Kids Klub at Sealand Manor. The Clerk advised that he has not any communications from PCSO Gareth Price 2944.

It was also reported that Sergeant Tony Hayward has transferred to the Flint station. Council has not formally been informed of this.

RESOLVED - that the report be noted.

c) Matters raised previously by members of Council

The Clerk reminded Council of PCSO Gareth Price 2944 email report given at the March 2012 meeting of Council - updates have been requested but no replies have been received.

- Motorised scooter:
Police will patrol – Police require information on the drivers of the scooters.
- Fly tipping:
Police will request that the area be cleaned up.
- Drugs:
Police require more information in regards to who and where.
- Kids on scooters:
PCSO 2944 stopped a few youths last week in regards to this, this will be kept under review.
- Parking congestion outside Sealand Primary School:
Police will provide extra patrols and speak with parents.

- Concern about speeding traffic along Kingsley Road – children running out of the alleyways
- Foxes Lane – cars parked in the road near to Car Sales
- Black Quad Bike – Registration number beginning – YLP – Farm Road
- Children Playing Football in the road – FarmRoad.

RESOLVED - that the report be noted.

d) Sealand Primary School

The Headteacher advised that she had raised issues with her children about the problems associated with mixing with older children – playing in the street and drugs. The Headteacher stressed the importance in children seeing a Police presence at the school. The Police have been invited to come to the school but they have not responded to the invite even though one issue raised by the Headteacher was urgent.

RESOLVED - that the report be noted.

e) CCTV – Sealand Manor

The Chairman advised that she understands that PCSO Gareth Price 2944 is looking into costs for CCTV installations for a number of Councils in order to achieve best value.

The Clerk confirmed that following the previous meeting he had advised PCSO Gareth Price 2944 that the Council has allocated funds for an additional CCTV to be located at The Greens at Sealand Manor and that Council asks that it be provided with details of costs for its consideration.

It was reported that the existing camera at Sealand Manor has been repaired following an act of vandalism.

RESOLVED - that the report be noted.

12/14 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Meadow View– Need for Additional off Street Car Parking

The County Councillor advised that the County Council are preparing details of how car parking can be improved together with costings and a possible date when the work may be undertaken.

RESOLVED - that the County Councillor’s report be noted.

b) Old Marsh Farm Road – Street Name Signs

The County Councillor advised that the street name signs have been made and will shortly be installed.

RESOLVED - that the County Councillor's report be noted.

c) Improvement to Road Surface – Riverside Park, Farm Road, Sandy Lane and Brookside.

The County Councillor advised that the projects are on the County Council priority list – Riverside Park has been completed and the remaining areas will be actioned when funds become available.

RESOLVED - that the County Councillor's report be noted.

d) Car Park – Welsh Road – Need for a Stopping up Order.

RESOLVED - that the matter be deferred.

e) Speeding Traffic – West Green, Sealand Manor

The County Councillor reminded Council that West Green will be assessed for traffic calming in accordance with the traffic calming as approved in November 2010

RESOLVED - that the report be noted.

f) Public Footpaths

Missing footpath direction signs – North Wales Shooting School.

The Clerk confirmed that a new footpath sign has been installed on Foxes Lane

The Clerk advised that he has provided Councillor J.A. Dodd with a map of the area so that the Councillor can indicate where additional direction signs should be installed. The Councillor advised that he will shortly walk the route with Mr Ronnie Bray.

RESOLVED - that the report be noted.

Need to clarify re-routing of public right of way in the area of the closed steel works offices

It was reported at the previous meeting that Councillor Norman Jones had met representatives from Pochins on site to discuss possible routes for the replacement public right at this location. It is understood that three routes were discussed which are now being considered by Pochins.

RESOLVED - that the report be noted.

h) Grassing Cutting

The County Councillor advised that due to resource issues there have been delays to the grass cutting in Sealand. The grass cutting will be carried out very shortly.

RESOLVED - that the report be noted.

i) Land Ownership Enquiry – Fencing along the link footpath at West Green at Sealand Manor

It was reported that the fencing has been temporarily repaired and arrangements will shortly be made for replacement permanent fencing to be installed.

RESOLVED - that the report be noted.

j) Walkabout by the County Councillor

The County Councillor advised that she will be undertaking every two months walkabouts at both Sealand Manor and Garden City with various officers from the County Council including Derek Turner – Area Supervisor - to cover issues such as housing repairs – tree cutting – highway and footway maintenance etc. Dates to be given out in due course – next one likely to be mid June 2012.

RESOLVED – that the report be noted.

l) Green Lane Estate – New Dog Bin

The County Councillor advised that the dog bin is still on order.

RESOLVED - that the report be noted.

m) Houlbrooks Site – Planning Appeal – Public Enquiry

The Clerk reported on a letter received by residents at Manor Road regarding the public enquiry regarding the Houlbrooks site. The Clerk detailed the process of the enquiry including dates. The County Councillor reaffirmed the public enquiry process and advised that she will be attending the enquiry.

RESOLVED - that the report be noted.

12/15 LIGHTING MATTERS

a) Street Lighting Report

The Clerk reported that his most recent lighting inspection of the Council's 149 lights took place on 15th May 2012 all lights were working. One light on Sealand Avenue is permanently on.

RESOLVED – that the report be noted.

b) Proposed Lighting Projects – 2012/13

At the March 2012 meeting of Council it was resolved that Council approved the quotations to undertake the following lighting improvements in the 2012/13 financial year -

North Green – Additional Col - £2,500

Bridge View – Cols x 5 £8,200

The County Council's Street Lighting Manager has advised that the work will be undertaken in May 2012.

Also at the March 2012 meeting Council resolved that a decision regarding the lighting project for Kingsley Road be deferred until later in the 2012/13 financial year depending on the availability of funds. The Kingsley Road lighting project is – Cols x 2 - £3,290.

RESOLVED - that the report be noted.

c) Increase cost in Energy – Scottish Power from 1 May 2011

The Clerk advised that he had responded to the Head of Streetscene to the County Council's review of Street Lighting as outlined at the February 2012 meeting of Council. A reply is still awaited.

RESOLVED - that the report be noted.

12/16 FLOOD RISK - HIGHWAYS

a) A550 Drainage Scheme

At the previous meeting the Clerk advised that Neil Parry's had informed him that with regards to the other drainage issues that have been discussed previously the

County Council are still awaiting the downpour to test the drainage in the area of the A550.

Neil had asked that if any Councillors wish to discuss the issue of flooding at this location they can contact Neil on 01352 704723.

RESOLVED - that the report be noted.

b) Foxes Lane Underpass

The Chairman advised that the underpass has been inspected by a Structural Engineer whose report is still awaited by the County Council.

The Chairman explained that on the support section of the underpass near to Claremont Avenue there clearly is an issue with one of the drainage tracks that is leaking water.

RESOLVED - that the report be noted.

12/17 SECTION 137 – LOCAL GOVERNMENT ACT 1971
PAYMENT OF GRANTS

a) Summary of Grant Payments – 2011/12 Financial Year

The Clerk advised that the Government has confirmed that 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 role of 2192 and £6.50 per head produces an upper limit of £14,248.

The Clerk reminded Council that at the recent Annual Finance Meeting it resolved that grant payments for the 2012/13 financial year be restricted to a maximum of £150.00 apart from Sealand Primary School who should receive £1000.00 and the Sealand Manor Community Group who should receive £1200 towards the upkeep and maintenance of the Community Centre. Grants will be considered for payment at the May 2012, November 2012 and February 2013 meetings of Council.

Allocation for the 2012/13 financial year is £4,000.00

It was reported that at the previous meeting of Council that a request for a grant had been received from St.Bartholomew's Church – Councillor J.A. Dodd agreed to advise the church that a current balance sheet is required for Council to consider the request.

RESOLVED:- that

i) the under mentioned accounts be approved for payment and that in accordance with Section 137 of the Local Government Act 1971 that the Council should award the following grant which is in the best interests of the area and its inhabitants.

Sealand Primary School - £1,000

St.Bartholomew's Church - £150

Eye to Eye - £150

12/18 PLANNING APPLICATIONS

The Clerk advised that the following planning applications had been received electronically from Flintshire County Council since the meeting of Council held on 16th April 2012.

049711- Erection of a two storey extension at rear to provide ground floor porch and w.c. with first floor bathroom extension at 6 Cleveland Grove, Garden City, Deeside, CH5 2SW

049722 – Change of use to include the operation of two taxi vehicles from existing residential property at 6 Green Lane Estate, Green Lane, Sealand CH5 2NE

RESOLVED - that the planning applications 049711 and 049722 be supported.

12/19 NOTIFICATION OF PLANNING PERMISSIONS

The Clerk advised that the Head of Planning had submitted details of planning decisions since 19th March 2012 meeting of Council.

The following planning application had been approved:

- 049573 - Erection of a two story rear extension at 62 Sealand Road, Sealand.
- 049467 – Erection of a single story garage and porch extension at 12 Deeside Crescent, Sealand.
- 049475 – Erections of a single story porch extension at 11 Deeside Crescent, Sealand.

RESOLVED - that the report be noted.

12/20 ACCOUNTS FOR PAYMENT

RESOLVED - that the under mentioned accounts be approved for payment.

Cheque No	Payable to	Details	Amount	VAT	Vat Code
002629	Hayes Dairy Ltd	School Milk March 2012	£366.66		
002630	Councillor	Chairman's Allowance 2012/13	£800.00		
002631	P. Richmond	Salary – May 2012	£557.24		
002632	HMRC	Income Tax – PR – May 2012	£187.90		
002633	AON Ltd Replacement cheque for 002628 – returned by Lloyds TSB re mandate issue	Annual Insurance Premium	£5360.30		
002634	Scottish Power	Energy – 31/3/12to 30/4/12	£512.14	£85.36	659372008
002635	Hayes Dairy Ltd	School Milk April 2012	£158.76		
002636	Sealand Primary School	Grant	£1000.00		
002637	Sealand Primary School	New Notice Board and installation	£1200.00		
002638	St.Barthomlows Church	Grant	£1250.00		
002639	Eye to Eye	Grant	£150.00		
Total Spend			£11,543.00	£85.36	

12/21 INCOME

The Clerk advised that Council had received the following income –

Lloyd TSB	Bank Interest	£1.62
Flintshire County Council	Milk Claims(Spr & Summer 2012)	£371.05
Flintshire County Council	Precept – 1 st payment	£17,666.66
HMRC	Vat Refund – 2011/12	£1,366.08
Total		£19,405.41

RESOLVED - that the income be received.

12/22 **NOTICE BOARDS**

The Clerk advised that he awaits the invoice from Flintshire County Council for the work involved in moving the notice board from Sealand Avenue to Ferry Lane.

The Clerk advised that the Headteacher had given me the school invoice for £1200 (no VAT chargeable) in respect of the new notice board installed on the school grounds.

Following a Councillor's question the Clerk and Headteacher explained the VAT process relationship between the County Council - the school and the Council.

RESOLVED - that the report be noted.

12/23 **BT PROPOSALS TO REMOVE PUBLIC PAYPHONES**

The Clerk advised that he has been informed by BT that there are still some issues with our new contractors that BT need to iron out. As mentioned in a previous email BT haven't forgotten the job and they will take the box away as part of this year's nationwide removal programme. Unfortunately no-one will commit to any dates at the moment so BT cannot provide a date for its removal. It's not a satisfactory answer. BT expect some kind of progress in the next month or so in terms of commitment dates for all these boxes

RESOLVED - that the report be noted.

12/24 **CORRESPONDENCE**

The Clerk detailed the following correspondence –

Chief Executive – Membership of One Voice for Wales for 2012/13 – Nomination to join Area Committee.

Chief Executive – Notice of One Voice for 2012 Conference and AGM.

Returning Officer – Flintshire County Council – Election Results 3rd May 2012

Member Engagement Manager – Flintshire County Council - Best Kept Communities Competition 2012.

Head of Legal and Democratic Services – Flintshire County Council – Induction Training for Town and Community Councils – June 2012.

Action – reserve 3 places for Wednesday 20th June 5 to 8pm at Council Chamber, County Hall, Mold

12/24 **FLOOD AWARENESS WALES – HELPING COMMUNITIES PLAN AND BETTER PREPARED FOR FLOODING**

The Clerk advised that he is still awaiting her initial work on the Sealand Community Flood Plan

RESOLVED - that the report be noted.

12/24 **MILK CLAIMS**

The Clerk advised that he had recently submitted the Council’s milk claim for the Autumn Term 2011 to Flintshire County Council

The Clerk also advised that he had received payment for the milk claims for the Spring and Summer Terms 2011.

RESOLVED - that the report be noted.

12/25 **SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS 2012/13 FINANCIAL YEAR**

The Clerk outlined overall expenditure and income for the 2012/13 financial year up and including cheque number 002628.

2 0 1 2 / 1 3
Financial Year

Income

	Actual	Anticipated	Difference
General Admin Inc. Precept	£17,666.66	£53,000.00	-£35,333.34
Bank Interest	£1.62	£20.00	-£18.38
Insurance Claims / Refunds	£0.00	£0.00	£0.00

	VAT Refund	£1,366.08	£1,366.00	£0.08
	Milk Claims	£371,050.00	£750.00	-£378.95
	Total	£19,405.41	£55,136.00	-£35,730.59
		Actual	Anticipated	Difference
Expenditure	Play Areas	£0.00	£6,570.00	£6,570.00
	Staffing Costs	£1,239.50	£7,437.00	£6,197.50
	General Admin Costs	£1,412.96	£4,420.00	£3,007.04
	S137 Grants	£0.00	£4,000.00	£4,000.00
	CCTV	£0.00	£4,000.00	£4,000.00
	Street Lightning	£2,968.28	£23,500.00	£20,531.72
	Notice Boards	£0.00	£250.00	£250.00
	Insurances	£5,360.30	£5,100.00	-£260.30
	Milk	£525.42	£3,750.00	£3,224.58
	Election Costs	£0.00	£3,000.00	£3,000.00
	Total	£11,506.46	£62,027.00	£50,520.54
C u r r e n t S u m m a r y	Balance as at 31 March 2012	£43,972.48		
	Total Expenditure	£11,506.46		
	Total Income	£19,405.41		
	Balance	£7,898.95		
	Overall balance as at 21st May 2012 including cheques authorised for payment.	£51,871.43		
	VAT Costs for 2012/13	£173.40		

E n d o f Y e a r P r e d i c t i o n	Balance as at 31 March 2012	£43,972.48
	Total Anticipated Expenditure	£62,027.00
	Total Anticipated Income	£55,136.00
		-
	Anticipated Balance for the year	£6,891.00

SEATS WELSH ROAD / SEALAND AVENUE

RESOLVED: - that

- i) the police be asked to deal with the serious complaints about youth creating problems in the areas of the seat at the corner of Welsh Road / Sealand Avenue and Welsh Road / Orchard Way – in the event that the problem has not improved by the next meeting then Council will request the County Council to remove the two seats.
- ii) Should the problem get worse then before the next meeting the Chairman will request the removal of the two seats.

12/28 MATTERS RAISED BY MEMBERS OF COUNCIL

- Need to have the hedge cut back – 6 Welsh Road
- Kingsley Road Play Area – Site meeting will be held on Wednesday 23rd May 2012 to discuss the future of the site and grass cutting.

12/29 MATTERS RAISED BY MEMBERS OF PUBLIC

- No matters were raised.

12/30 DATE OF NEXT MEETING - MONDAY 21st MAY 2012.

The meeting opened at 6.30 pm and closed at 8.15pm.

Signed Monday 17th June 2012

Chair – Councillor Mrs. S. Webber - Sealand Community Council) PR