

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 15th DECEMBER 2014 AT THE SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Norman Jones (Chairman), Mrs Gwyneth Bullock, Mrs. Barbara Hinds, Mrs Chris Jones (County Councillor), Alex Lewis, Mrs Mary Southall, Mike Walker, and David Wisinger (Vice – Chairman).

Peter Richmond - the Clerk and Financial Officer.

Also in attendance –
Three members of the public.

14/165 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from Councillors John Dodd, John Griffiths, Mrs. Shelley Webber and Wayne Morris.

RESOLVED – that the report be noted,

14/166 CODE OF CONDUCT DECLARATION

RESOLVED – that it be noted that no declarations were made to Council at the beginning of the meeting in respect of the agenda.

14/167 MATTERS RAISED BY THE PUBLIC

No matters were raised.

14/168 CHAIR'S ACTION SINCE 17th NOVEMBER 2014

The Clerk and Chair advised that the Chair had endorsed the following responses to two planning applications –

Objections in respect of planning application 052875 - Outline application for the erection of 2no. dwellings at 6 Welsh Road, Garden City, Deeside, CH5 2RA

- The development will be extremely harmful for adjacent residents due to its extreme closeness to existing properties.
- The proposal will create a general nuisance for residents which would have a negative impact on their lives.
- Any development would constitute a visual intrusion for properties that surround the proposed site.
- Any development would constitute a noise nuisance for properties that surround the proposed site.

- The proposal will be harmful to the current townscape of Garden City.
- The proposal is situated very close to the River Dee with the site being within the River Dee flood plain.
- Access / egress onto Welsh Road is situated on the rise to the bridge across the River Dee which accentuates the traffic hazards which has restricted views. The situation is more problematic due to the nearness of Sealand Primary School.

Objections in respect of planning application 052887 - Outline application for the erection of 6no. dwellings at (Former garage site) Land rear of 31 Welsh Road, Garden City, Deeside, CH5 2HU

- The site suffers from frequent flooding due to very poor drainage which is exacerbated by collapsed drains in this vicinity.
- Access to the site is totally inadequate.
- Access to the site is unadopted.
- Vehicular access onto Welsh Road from the proposed site would constitute a major traffic hazard.
- Access would be across a public footpath, used constantly by pedestrians, including children, going to the local shops and would therefore be a danger.
- Any development would constitute a visual intrusion for properties that surround the proposed site.
- Any development would constitute a noise nuisance for properties that surround the proposed site.
- The site sits within the Sealand River Dee flood plain.
- The proposed site is totally inappropriate for the proposed development.

RESOLVED – that the report be noted and that the Chairman’s actions be endorsed.

14/169 MINUTES OF THE MEETING OF COUNCIL HELD ON 17th NOVEMBER 2014

RESOLVED - that the minutes of the Meeting of Council held on 17th November 2014 be confirmed as a true and correct record.

14/170 FLOOD AWARENESS – SEALAND

The Chairman reminded Council that at the previous meeting of Council he advised that he has been informed by Huw Webb - Flood Incident Management – North Wales that the identity badges for the Sealand flood wardens will shortly be produced. The required photographs will be accessed from the Council’s web site.

RESOLVED – that that the report be noted.

14/171 COUNCIL’S CHAIN / BADGE OF OFFICE

The Clerk reminded Council that at the previous meeting Council accepted the quotation submitted by Fattorini as detailed and the names of Chairman missing from the current chain should be engraved on the new Chain and for Fattorini to be asked to action this.

Fattorini have also requested a photograph of the Council's badge of office taken alongside a ruler to ensure that the badge can be attached to the new chain. This will be provided to Fattorini on Tuesday 16th December 2014.

RESOLVED – that the report be noted.

Note 1 - engraving protocol - it is usual to start (as you look at the chain been worn) on the link, just to the right hand side of the centre link. Then the next entry goes on the link just to the left of the centre link and over and back, filling the chain from the front to the back.

14/172 POLICE ISSUES

The Chairman invited CBM Dave Huxley C 2598 to the meeting.

Issues raised -

1. Problems with youths at Sandy Lane – Police to maintain visits. An active CCTV (Community Safety) has now been positioned on a lighting column near to the Youth Centre.
2. Need for the Council's CCTV at Sealand Manor to be repaired by Digital Surveillance Wrexham Limited and possibly relocated to Garden City. The Clerk advised that he has sent numerous emails and left telephone messages and has not received a response Dave Huxley said they are busy and he will contact them on Tuesday 16th December 2014. The CCTV is still not working.
3. Costings to be obtained from Digital Surveillance Wrexham Limited for an additional CCTV and to be referred to the Annual Finance Meeting in January 2015. Refer to 2) above – Dave Huxley to action.
4. Police unable to provide details of prosecutions made in Sealand based on information gathered from CCTVs.
5. Complaints about youths riding a motorcycle around Garden City and not wearing helmets. Police to action.
6. Complaints about parking on the footway on Farm Road / Sealand Primary School – Police to action.
7. Traffic Accident – Seahill Road – Note RTA – 893 – 4th December 2014

RESOLVED – that the reports be noted.

14/173 FLINTSHIRE COUNTY COUNCIL MATTERS

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

RESOLVED – that the matter be again deferred pending receipt of the detailed planning application for this area that will include details of proposed routes for public rights of way.

b) Litter Bins – Sealand Manor Recreation Field

RESOLVED – that the provision of two new litter bins be deferred pending the completion of the landscaping work at the site of the former Community Centre.

c) Changes to Speed Limits – Seahill Road, Old Sealand Road and A548 Sealand Road

RESOLVED – that the matter be deferred pending the installation of the new speed limits.

d) Additional Waiting Restrictions – Farm Road and Foxes Lane

The Clerk referred to the previous meeting of Council when he reported on correspondence with the County Council regarding Council's requests for additional waiting restrictions. These relate to Farm Road and Foxes Lane at their junctions with Welsh Road. These sites are now on the appropriate list for consideration.

RESOLVED – that the reports be noted.

e) Change of Street Lighting at High Grove Estate

The Clerk reported that the Council has four lighting columns at this estate two will be part of the County Council's scheme (columns 31 and 32) and will be replaced by the County Council and adopted the remaining two are on private unadopted land at Station Cottages and will not be replaced by the County Council. The lighting works are now underway.

RESOLVED – that the report be noted.

f) Fly Tipping – Green Lane East

RESOLVED - that Wayne Jones be asked to arrange for Richard Blake to provide additional No Tipping signs to be installed as well as ensuring that dumped rubbish is removed.

g) Need for overtaking lines to be installed on the Railway Bridge / Seahill Road.

The Clerk advised that at the previous meeting Council resolved to ask Ian Jones - Senior Engineer (Traffic) to provide details of the criteria that is required to be met in order that

DWLs can be provided to Seahill Road on the section of the highway that runs ups to and across the bridge over the MCR. A reply is still awaited.

RESOLVED – that the report be noted.

14/174 LIGHTING MATTERS

a) Street Lighting Report

All lights 138 columns / 140 lights were working apart from Columns

- 129 at Cedar Close
- 134 at Cedar Close – double lantern – one light off
- 105 at Sandy Lane – hit by a vehicle.
- Six at Riverside Park

The lighting engineers will be repairing the lights later today.

Column 105 will be the subject of an insurance claim. RTA reference R196898.

RESOLVED – that the report be noted.

b) Electrical Inspection –Street Columns

The Clerk advised that he has been informed Darell Jones that all lights have now been electrically tested and a report outlining work that is required to be undertaken including costs will be issued to Council shortly. All lights are required to be electrically tested every five years.

RESOLVED – that the report be noted.

c) Lighting Improvements – 2013/14 and 2014/15

The Clerk advised that all of the 2013/14 lighting works have been completed – the Council now awaits an invoice for £13,200.

The Clerk reminded Council that he had asked the County Council to provide costings for the following columns that may feature in the Council's 2015/16 lighting programme –

Top of Sealand Avenue – 96 -99 – 4 columns

Sealand Manor - 40 to 42 North Green and 38 & 54 – approach into the Greens 6 columns

Darrel Jones from Flintshire County Council has advised that Columns, 96 / 97 / 98 / 99 Sealand Ave will cost £5,600 plus commuted sum of £3,780 Total £9,380.

Columns 40 / 41 / 42 / 38 / 54 (Greens) Sealand Manor –will cost £7,000 plus commuted sum of £4,725 Total £11,725

RESOLVED – that the report be noted.

14/175 SECTION 137 – LOCAL GOVERNMENT ACT 1971
PAYMENT OF GRANTS

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 1964 and £6.50 per head produces an upper limit of £12,766

Allocation for the 2014/15 financial year is £3000 awarded to date £1,297.96

Grants will be considered for payment at the May 2014, November 2014 and February 2015 meetings of Council.

A letter of thanks has been received from Eye 2 Eye

RESOLVED: - that the report be noted.

14/176 PLANNING APPLICATIONS

The Clerk advised on the planning applications that had been received electronically from Flintshire County Council since the meeting of Council held on 17th November 2014.

052923 – Removal and subsequent relocation of existing signage onto newly constructed extension wall at Units 105-106, Tenth Avenue, Deeside Industrial Park, Deeside. CH5 2UA

052969- Proposed change of use of existing redundant storage building to form a children play/activity centre at Marcher House, Marcher Court, Sealand Road, Sealand, Flintshire, CH1 6BS

053012 - Erection of 21No dwellings to include 15No two bed apartments 6No one bed apartments at Land side of Gateway to Wales Hotel, Welsh Road, Garden City, Deeside, CH5 2HX

RESOLVED:-that all planning applications be noted and no objections raised.

14/177 NOTIFICATION OF PLANNING PERMISSIONS

The Clerk advised that the Head of Planning had advised that the following planning Applications have been approved –

052360 - Demolition of a disused sub-station and proposed new building extension to the existing Farmers Boy facility. The proposed extension is located primarily within the existing service yard area and works include all associated external infrastructure inclusive of yard area whilst retaining the existing site access at Units 105-106, Tenth Avenue, Deeside Industrial Park, Deeside, Flintshire, CH5 2UA.

052644 – Application for variation of a condition No 18 attached to planning permission 051618 at Starlight’s Social Club, Sealand Avenue, Garden City. CH5 2HLK

052695 - Change of use from Class B1 to Class B2 vehicle repairs at Unit 2, First Avenue, Deeside Industrial Park, Deeside. CH5 2NU.

Refused – 052521 - Proposed erection of a single storey portal framed building inclusive of all associated external and other required works relating to at City Furniture `Marcher Court, Sealand Road, Sealand, Chester, Flintshire, CH1 6BS

Part Permitted / art Refused - 052636 - Display of re-branded signage to replace existing signs at Deeside Zone 2, Deeside Industrial Park, Deeside, Flintshire. CH5 2NU

RESOLVED - that the report be noted.

14/178 ACCOUNTS FOR PAYMENT

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

Cheque No	Payable to	Details	Amount	VAT	Vat Code
002850	SLCC	Annual Subscription	£103.00		
002851	Shaw & Sons	New Account Book	£70.80	£10.80	701576159
002852	P. Richmond	Salary – December 2014	£560.34		
002853	Cheque Destroyed				
002854	HM Revenues and Customs Only	Income Tax – PR – December 2014	£189.60		
002855	Flintshire County Council	Street Light Maintenance, Repairs and Energy – August 2014	£848.20		

002856	Flintshire County Council	Street Light Maintenance, Repairs and Energy – September 2014	£654.38		
002857	Flintshire County Council	Street Light Maintenance, Repairs and Energy – October 2014	£654.38		
002858	Heswall Computers Ltd	New Toners	£591.00	£98.50	539439706
002859	Councilor N. Jones	Balance of 2014/15 Chairman's Allowance	£400.00		
Total Spend			£4,071.70	£109.30	

14/179 INCOME

The Clerk advised that Council had received the following income –

Lloyds Bank	Bank Interest	£2.12
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Total		<u>£ 2.12</u>
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RESOLVED - that the income be received.

14/180 CORRESPONDENCE

The Clerk reported on the following correspondence –

a) Email from Louise Blackwell, Community Development Officer, Clwyd and Alyn Housing Association

Advised that that the fence panels have all now been replaced around Garden City Community Garden and so we wanted to thank Council again for their kind contribution towards making this happen. We are also keen to celebrate this positive partnership working so please can you confirm whether you are happy with the draft press release. The Chairman had agreed to this.

RESOLVED – that the correspondence be received.

14/181 SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS

The Clerk outlined expenditure and income for the 2014/15 financial year up to cheque number 002858.

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Financial Year

Income

	Actual	Anticipated	Difference
General Admin Inc. Precept / Payment from Welsh Audit office of £30	£35,363.33	£53,000.00	-£17,636.67
Bank Interest	£14.23	£20.00	-£5.77
Insurance Claims / Refunds	£1,025.00	£0.00	£1,025.00
VAT Refund	£646.11	£750.00	-£103.89
Milk Claims	£0.00	£600.00	-£600.00
Total	£37,048.67	£54,370.00	-£17,323.45

Expenditure

	Actual	Anticipated	Difference
Play Areas	£2,796.40	£9,200.00	£6,403.60
Staffing Costs	£5,943.25	£7,637.00	£1,693.75
General Admin Costs	£3,993.19	£5,760.00	£1,766.81
S137 Grants	£1,297.96	£3,000.00	£1,702.04
CCTV	£0.00	£250.00	£250.00
Street Lighting	£8,766.16	£25,100.00	£16,333.84
Notice Boards	£0.00	£1000.00	£1000.00
Insurances	£2,356.02	£2,500.00	£143.98
Milk	£1,674.59	£3,800.00	£2,125.41
Total	£26,827.57	£58,247.00	£31,419.43

**C u r r e n t
Summary**

Balance as at 31 March 2014	£40,623.37
Total Expenditure	£26,827.57
Total Income	£37,048.67
Balance	£10,221.10
Overall balance as at 15 th December 2014	£50,844.47

	VAT Costs for 2014/15 financial year	333.10
End of Year Prediction	Balance as at 31 March 2014	£40,623.37
	Total Anticipated Expenditure	£58,247.00
	Total Anticipated Income	£54,370.00
	Anticipated Balance for the year	-£3,877.00
	Anticipated Overall Balance as at 31 March 2015	£36,746.37

RESOLVED - that the report be noted.

14/182 COMMUNITY ASSET TRANSFER

Prior to the meeting Council has discussion with Ian Bancroft, Chief Officer Organisational Change and Ann Woods from Flintshire Local Voluntary Council

Ian outlined the revised Community Asset Transfer scheme that was launched a few weeks ago. Council has now been launched by Flintshire Local Voluntary Council and that you will have received the email below from them along with the guidance notes and expression of interest form.

The Expression of Interest (EOI) stage is only an idea stage and commits you to nothing apart from you showing an interest in specific assets. Expressions of interest should be sent to FLVC and will be considered monthly so the initial closing dates are the last day in November and the last day in December. If the EOI does progress to the next stage we will provide a background pack of supporting documents at this stage including surveys and cost information to help you progress with the second stage.

Ian mentioned that this is long term approach to help solve the County Council's shortfall in funding. Councillors and the Clerk raised issues to do with the Council's very limited financial resources and the ongoing unfairness permutated by Flintshire County Council with regards to street lighting with the smaller Councils burdened with street lighting whereas the larger Town Councils (former Urban District Councils) have no lighting responsibilities.

Ian also mentioned the need for legal agreements should Council wish to take over County Council's assets.,

Sealand Assets

Sealand Youth Centre

Four play Areas – Kingsley Road; Riverside Park; Sealand Manor and Welsh Road

Two playing fields – Welsh Road and Sealand Manor

RESOLVED – that –

- a) Ian Bancroft and Ann Woods be thanked for attending the meeting.
- b) Council should defer consideration of these proposals as set out to a subsequent meeting.

14/ 183 COUNCIL’S POLICIES, REGULATIONS AND PROTOCOLS

The Clerk advised that it is required to review on annual basis and then endorse the Council’s - Financial Regulations – Internal Financial Controls – Annual Investment Strategy – Risk Assessment processes, Freedom of Information Access Arrangements, Complaints Procedure, Data Protection Policy, Records Management Policy, Information Security Policy, Health and Safety Policy, Press Media Policy, Public Participation Protocol. Copies have previously been provided to members of Council and are all currently available on the Council’s web site.

A master set will be held by the Clerk at the meeting.

A master set is available at the meeting for scrutiny.

RESOLVED – that

- a) the report be noted.
- b) consideration of the Clerk’s Risk Assessment Reports be accepted as the formal risk assessment for 2015 and that this is again be undertaken in December 2015.
- c) in relation to the key risks, these be identified as relating 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 Report items 1a) to 1d) and 3a) to 3l) of the report be accepted as having taken all the appropriate steps to minimise risks in conjunction with the documented Internal Financial Controls, which are also subject to a report to this meeting of Council.
- e) JDH Business Services Ltd be reappointed as the Council’s internal auditor.
- f) it be noted that no changes are required to Council’s - Financial Regulations – Internal Financial Controls – Annual Investment Strategy – Risk Assessment processes, Freedom of Information Access Arrangements, Complaints Procedure, Data Protection Policy, Records Management Policy, Information Security Policy, Health and Safety Policy, Press Media Policy, Public Participation Protocol.

14/184 COUNCIL’S ASSET REGISTER

RESOLVED – that the Council’s Asset Register be approved and that it be noted that the Council’s fixed assets are currently valued at £262,446.76

Chains of Office	£4,128.66
Notice Boards	£5,556.46
Office Equipment	£462.02
Public Seats	£6,829.77
Wayside Lights	£240,983.90
Digital Recorder Camera	£3,123.75
5 Non Active CCTVs	£1,362.20
Total	£262,446.76

14/185 REVIEW OF CLERK’S SALARY

The Clerk advised on his request that in line with his Contract of Employment dated 19th October 2009 that he can progress from Point 24 to Point 25 on the NJC Scale with effect from 1st April 2015. The Clerk is contracted for a normal working week of 10 hours. The full amount for Points 24 and 25 are £21,067 and £21,734. The amount based on 10 hours a week is £5693 and £5874.

The Clerk also advised that based on his time records he spends well in excess of 10 hours a week on Council work – the figure is averaging 15 hours a week. Travel time to and from Sealand is not included in the 15 hours.

RESOLVED – that the –

- a) Clerk should progress from Point 24 to Point 25 with effect from 1st April 2015.
- b) review of the Clerk’s hours be undertaken at the Annual Finance Meeting.

14/186 MATTERS RAISED BY MEMBERS OF COUNCIL

- Church Hall on Sealand Avenue will shortly be demolished.
- Candle lit Christmas Carol Service – St. Bartholomew’s Church – Thursday 18th December 2014

14/187 MATTERS RAISED BY MEMBERS OF THE PUBLIC

- Noise complaints – Ferry Lane Footbridge – Clerk to ask the Bridge Engineer to contact Peter Siddall

- Any news regarding the Seismic Survey recently carried out?
- Any news regarding the proposed Chester West Relief Road?

14/188 DATE OF COUNCIL'S NEXT MEETING – 19th JANUARY 2015

RESOLVED – that the meetings of Council for the period to July 2015 be held on the following Mondays –

19th January 2015 – Annual Finance Meeting- Start time 6pm

9th February 2015; 16th March 2015; 20th April 2015; 18th May 2015 – Annual General Meeting; 15th June 2015 and 20th July.

14/189 DECLARATION OF INTEREST

Councillor Mrs. Chris Jones raised an interest with regard to – 14/168 Planning application 052887 - Outline application for the erection of 6no. Dwellings at (Former garage site) Land rear of 31 Welsh Road, Garden City, Deeside, CH5 2HU

The Chairman extended a Very Happy Christmas and prosperous New Year to all present at the Meeting.

The meeting opened at 6.30pm and closed at 8.10pm

Signed

19th January 2015