

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF THE MEETING OF COUNCIL HELD ON 20<sup>th</sup> JULY 2015 AT THE SEALAND PRIMARY SCHOOL.**

**PRESENT: Councillors:** David Wisinger (Chairman), Mrs. Gwyneth Bullock, Mrs. Barbara Hinds, Mrs Chris Jones (County Councillor), Alex Lewis, Wayne Morris, Mrs Mary Southall, Mike Walker (Vice Chairman) and Shelley Webber.

Peter Richmond - the Clerk and Financial Officer.

Also in attendance –

Four members of the public.

Wayne Jones and Darell Jones from Street Scene Flintshire County Council  
CBM David Huxley 2596.

**15/58            APOLOGIES FOR NON-ATTENDANCE**

Apologies were received and accepted from Councillors John Dodd, John Griffiths and Norman Jones.

RESOLVED – that apologies be noted.

**15/59            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.

**15/60            MATTERS RAISED BY THE PUBLIC**

No matters were raised.

**15/61            CHAIR'S ACTION SINCE 15<sup>th</sup> JUNE 2015**

The Chairman advised that he had no actions to report.

RESOLVED – that the report be noted.

**15/62            MINUTES OF THE MEETING OF COUNCIL HELD ON 15<sup>th</sup> JUNE 2015**

RESOLVED - that the minutes of the Meeting of Council held on 15<sup>th</sup> June 2015 be confirmed as a true and correct record.

**15/63            COUNCIL'S CHAIN / BADGE OF OFFICE**

The Chairman said that he will enquire about having the chain engraved locally. The Chairman passed the second chain to the Clerk that covers the period 1991/1992 until 2011/12. This will now be held by the Clerk.

RESOLVED – that the Council’s first chain held by Councillor John Dodd should be passed to the Clerk for safe keeping.

**15/64            POLICE ISSUES**

The Chairman welcomed CBM David Huxley - 2596 to the meeting

1.        Parking problems – Farm Road

Wayne Jones advised that the bollards which had been removed will be reinstalled and in a way that they can’t easily be removed.

The damaged section of railing still needs to be repaired.

2. Air Gun – Sandy Lane

David advised that residents need to report the matter to the Police.

3. Stolen Bikes

David reported on recent incidence of cycle thefts and outlined the free bike registration project. .

RESOLVED – that the reports be noted.

**15/65            CCTV – SEALAND – LIGHT COLUMN SEALAND AVENUE /  
BROOKSIDE**

David Huxley advised that the new CCTV is delivering high quality images.

RESOLVED – that the report be noted.

**15/66            FLINTSHIRE COUNTY COUNCIL MATTERS**

Darell Jones Area Coordinators line manager was welcomed to the meeting.

The Clerk advised that he had been informed by Steve Jones - Chief Officer (Streetscene and Transportation) that Council will be aware that the Streetscene Service has undergone a recent staffing review following the redesign of Chief Officer portfolios within the Council. This has resulted in a number of staff changes which will provide an improved and more

integrated contact arrangement for Members when reporting or enquiring about any Streetscene and Transportation issues in the future.

The new contact arrangement for the service is now :

1. For all day to day service requests, initial contact should still be made through the Streetscene Contact Centre on 01352 701234 as all of these calls are recorded and will provide a log both of your call details and actions taken, should a follow up call be required.

2. For a verbal update/discussion on any issue or to raise concerns about maintenance issues generally the one point of contact will be the Area Coordinator. For your area this is:

Wayne Jones  
01352 704795 / 07711 437958

This would include enquiries on the following maintenance issues

- Highway Maintenance
- Winter maintenance
- Grounds maintenance
- Cleansing

The Area Coordinators will work in pairs (to cover sickness and holiday periods) and should you be unable to contact your normal Coordinator, his partner is:

John Griffiths  
01352 704755 / 07990 698897

3. All Strategic issues will be dealt with by the Area Coordinators line manager - contact details are as follows:

Darell Jones  
01352 701290

This would include enquiries on the following issues

- Traffic Calming Requests
- Traffic Order requests or reviews
- Requests for Highway Improvement schemes
- Resurfacing work
- Streetwork Activities (Statutory Undertakers)

I have asked both the Coordinator and Manager to make personal contact you over the coming weeks to both introduce themselves and explain how the now process will work however if you have any queries on the new arrangements, please do not hesitate to contact Steve Jones.

**a) Litter Bins and Benches – Sealand Manor Recreation Field**

It was reported that the litter bins and benches will shortly be installed.

RESOLVED – that report be noted.

**b) Additional Waiting Restrictions – Farm Road and Foxes Lane**

The Clerk referred to a 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. At the February 2015 meeting Council resolved to advise Ian Jones - Senior Engineer (Traffic) that it was reported that on 4th February 2015 a bus could not pass the parked traffic on Foxes Lane and requesting an urgent update regarding Council's request for extended waiting restrictions at Foxes Lane. Ian confirmed that the location is on the County Council's list for consideration.

RESOLVED – that Wayne Jones and the Clerk should again ask that Enforcement Officers should monitor Foxes Lane regarding the ongoing parking issues and to submit a report to Council.

**c) Fly Tipping – Green Lane East**

It was reported that tipping is still taking place and that Wayne Jones will action as required.

RESOLVED – that the report be noted.

**d) Ferry Lane Foot Bridge – Remedial Repairs / Vibration Noise Levels**

The Clerk advised that he had been informed by Martin Bishop – Flintshire County Council that that he thinks he might now have discovered the source of the irritating noise.

The use of timber, though, was meant only as a cheap way of testing our supposition that it was the vibrating balusters causing the noise. He doesn't really see the use of timber for the whole bridge as a long-term remedy. For a long-term solution he would prefer to see a flat, aluminium plate welded across the middle of each panel. This could be a significant cost, however, and he is hoping the bridge supplier would make a significant contribution towards this work.

RESOLVED – that the report be noted

**e) Sealand Manor - West Green Ditch**

Wayne Jones advised that at the present time as the ditch is dry it isn't possible to arrange for it to be cleaned out.

RESOLVED – that the report be noted.

**f) Green Lane East – Clarification of Responsibility to Maintain as a Bridleway**

The Clerk advised that he has been informed by Stephen Bartley, Senior Rights of Way Officer, Flintshire County Council that he apologised for the delay in replying. Green Lane East has appeared on the definitive map as a public bridleway since the map was first prepared in 1953. As such, it is maintainable at the public expense, but only to a standard suitable for horse-riders and pedestrians. I hope this answers your question, but please do not hesitate to contact me if you require any further information.

RESOLVED – that –

- a) the report be noted.
- b) Stephen Bartley, Senior Rights of Way Officer, Flintshire County Council be asked if he could provide a map that indicates the exact line of the maintained bridleway along the unadopted section of Green Lane East

**15/67            LIGHTING MATTERS**

**a) Street Lighting Report**

All lights 128 columns / 130 lights are working.

RESOLVED – that the report be noted.

**b) Electrical Inspection / Structural Inspection of Street Lights**

Darell Jones that all lights have now been electrically tested and the project will not need to be restarted until 2018.

Darell also advised that the Council should commence a structural inspection programme which would identify the lights that Council should replace. Darell will send further details to the Clerk

RESOLVED – that the report be noted.

**c) Lighting Improvements – 2015/16**

Council is now awaiting an invoice from Flintshire County Council for £11,725 in respect of the replacement columns installed at Sealand Manor. An invoice is also awaited regarding the replacement of column 105 at Sandy Lane

The Street Lighting Manager, Flintshire County Council confirmed that the cost to replace columns and adopt 158 and 159 at Riverside Park is £4,460 and he has been asked to proceed with the replacement work.

RESOLVED – that the report be noted.

**d) Change of Street Lighting at High Grove Estate – Columns 31 and 32**

Darrell Jones advised that work has now completed concerning the adoption arrangements at the High Grove Estate – new lights and highways.

Darrell agreed that column 31 be removed and column 32 should be retained – maybe the fuse should be removed from 32 to identify whether it isn't required and then removed later.

RESOLVED – that -

- a) the report be noted.
- b) Column 31 should be removed and that further consideration be given at the September 2015 meeting regarding the removal of column 32.

**15/69                    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 2015/16 financial year is £2000 - the previous stipulation on payment dates has been removed. £1000 has already been paid out.

RESOLVED: - that the report be noted.

**15/70                    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 15<sup>th</sup> June 2015.

053908 - Display of 3no. sponsorship advertisements at Roundabout No. 7 adjacent to Parkway Deeside Industrial Estate, Sealand.

053979 - Change of use to private fitness suite at Unit 27, Evans Business Centre, Minerva Avenue, Sealand, Chester, Flintshire, CH1 4QL.

053896 - Erection of general agricultural storage building at Manor House, Deeside Lane, Sealand, Chester, CH1 6BP

RESOLVED: - that no objections be raised in respect of the above planning applications.

**15/71                    NOTIFICATION OF PLANNING PERMISSIONS**

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

**Approved –**

053632 - Erection of industrial unit, vehicle parking and associated works            at Unit 49, Parkway, Deeside Industrial Park, Deeside, CH5 2NS. Decision Type: Approved. Decision Date: 26 June 2015. Determination Level: Delegated-Officer.

053658- Display of roundabout sponsorship signs at Roundabout No. 32 adjacent to Garden Centre A548, Garden City. Decision Type: Approved. Decision Date: 29 June 2015. Determination Level: Delegated-Chair.

RESOLVED - that the report be noted.

**15/72                    ACCOUNTS FOR PAYMENT**

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

<b>Cheque No</b>	<b>Payable to</b>	<b>Details</b>	<b>Amount</b>	<b>VAT</b>	<b>Vat Code</b>
002895	JOLORA	Web Site Maintenance April to June 2015	£176.00		
002896	P. Richmond	Salary – July 2015	£628.29		
002897	P. Richmond	Salary – August 2015	£519.25		
002898	HM Revenues and Customs Only	Income Tax – PR – July 2015	£235.20		
002899	HM Revenues and Customs Only	Income Tax – PR – August 2015	£234.80		
002900	UHY Hacker Young	External Audit Fee 2014/15	£354.00	£50.00	160357284
002901	Heswall Computers Ltd	Printer Cartridges	£508.00	£84.67	539439706
<b>Total Spend</b>			<b>£2,655.54</b>	<b>£134.67</b>	

**15/73**            **INCOME**

The Clerk advised that Council had received the following income –

Lloyds Bank	Bank Interest	£1.95
AON UK Ltd	Refund Insurance Premium	£37.65
<b>Total</b>		<b><u>£39.60</u></b>

RESOLVED - that the income be received.

**15/74**            **CORRESPONDENCE**

- a) One Voice Wales Conference which is due to take place on Saturday 3rd October at the Bont Pavillion, Pontrhydfendigaid, Ceredigion, SY25 6BB. Flyers were distributed to members of Council by email. Cost per delegate is £85.00

Action – Councillors to advise the Clerk if they wish to attend.

- b) Janet Roberts, Flintshire Play Development Officer - Flintshire County Summer Play scheme Programme, 2015.

As a partner to the Flintshire County Summer Playscheme Programme 2015, I write to inform your Council of both the times of operation and the team recruited for your scheme. The playscheme programme will commence on Monday 20th July, 2015 for a period of 5 weeks finishing on Friday 21st August 2015, and your scheme is planned as follows:

Location	Community Play Team Members
Garden City – Welsh Road	Scott Formstone & Emily Buckley-Jones
Sealand Manor	Scott Formstone & Emily Buckley-Jones

Please find attached posters that can be displayed in your local area with your kind assistance.

In the event of inclement weather, the team on site will have access to tents and tarpaulins we also access to limited indoor provision in some areas. However, we will continue outdoor activities whatever the weather.

You are most welcome to visit any of the sessions during the summer. If possible please can council representatives have an official form of ID with them to present on arrival at the playscheme site.

May I take this opportunity to thank you for your support. If you have any issues, problems, concerns or compliments regarding your scheme, please do not hesitate to contact the Play Unit as soon as possible, contact details as above.

- c) One Voice Wales – Agenda meeting to be held at Wrexham on 27<sup>th</sup> July 2015 – at 7pm. Councillors Mary Southall and Shelley Webber to attend

Councillor Mrs Shelley Webber left the meeting at 7.50pm

RESOLVED – that the report ne noted.

**15/75      SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS**

The Clerk outlined expenditure and income for the 2015/16 financial year up to cheque number 002901 - .

**2 0 1 5 / 1 6**  
Financial Year

		<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
<b>Income</b>	General Admin Inc. Precept.	£19,000.00	£57,000.00	-£38,000.00
	Bank Interest	£5.27	£20.00	-£14.73
	Insurance Claims / Refunds	£37.65	£0.00	£37.65
	VAT Refund	£904.08	£900.00	£4.08
	Milk Claims	£0.00	£500.00	-£500.00
	<b>Total</b>	<b>£19,947.00</b>	<b>£58,420.00</b>	<b>-£28,473.00</b>
		<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
<b>Expenditure</b>	Play Areas	£0.00	£8,000.00	£8000.00
	Staffing Costs	£3,770.25	£9,049.00	£5,278.75
	General Admin Costs	£1,992.67	£4,930.00	£2937.33
	S137 Grants	£1000.00	£2,000.00	£1,000.00
	CCTV	£3,907.20	£4,000.00	£92.80
	Street Lighting	£1,752.39	£26,700.00	£24,947.61
	Street Furniture Repairs	£0.00	£500.00	£500.00
	Insurances	£2,356.02	£2,500.00	£143.98

	Milk	£640.78	£3,200.00	£2,559.22
	<b>Total</b>	<b>£15,419.31</b>	<b>£60,879.00</b>	<b>£45,459.69</b>
C u r r e n t S u m m a r y	Balance as at 31 March 2015	£42,772.74		
	Total Expenditure	£15,419.31		
	Total Income	£19,947.00		
	Balance	£4,527.69		
	<b>Overall balance as at 20<sup>th</sup> July 2015</b>	<b>£47,300.63</b>		
	VAT Costs for 2015/16 financial year	£834.07		
E n d o f Y e a r P r e d i c t i o n	Balance as at 31 March 2015	£42,772.74		
	Total Anticipated Expenditure	£60,879.00		
	Total Anticipated Income	£58,420.00		
	Anticipated Balance for the year	-£2,459.00		
	<b>Anticipated Overall Balance as at 31<sup>st</sup> March 2016</b>	<b>£40,313.74</b>		

RESOLVED - that the report be noted.

#### **15/76      REPORT – ANNUAL FINANCIAL RETURN – 2014/15**

The Clerk advised that the external auditor – UHY Hacker Young has certified the Council's Annual Return for the 2014/15 financial year. On the basis of their review, in their opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have to come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

A copy of the audited Annual Return has been placed on the Council's web site – in the local news section, Council Budgets and Council Notices.

It was confirmed that notices had been attached to the notice boards at Ferry Lane, Sealand Manor and Seahill Road.

The Council is required to issue a Notice of Conclusion of Audit and Right to Inspect the Annual Return. The Notice dated 9<sup>th</sup> July 2015 has been placed on the Council's web site in Council Notices and is also on Council's notice boards. It is required that the annual return

can be inspected and this opportunity advertised for at least 14 days. At the end of the required period the Clerk completes the Statement of Assurance of Completion of Audit and sends it to the external auditor.

RESOLVED: - that the report be noted.

**15/77            SUMMARY ACCOUNTS 2015/16 FINANCIAL YEAR – AS AT 30<sup>th</sup>  
JUNE 2015**

The Clerk advised that in line with the new Financial Regulations he submits details of the Council's overall bank balances in respect of – as at 30<sup>th</sup> June, 30<sup>th</sup> September, 31<sup>st</sup> December and 31<sup>st</sup> March each year.

The position as at 30<sup>th</sup> June 2015 is –

Account - no – 0388217 - £ 3,001.21

Account - no – 7326098 - £ 47,117.31

Total - £50,118.52

Less unpaid cheque of £200.00

Cheque no – 002889 - £200.00

Total bank Accounts - £ 50,118.52 less unpaid cheques of £200.00 leaves a balance of £49,918.52.

RESOLVED: - that the report be noted.

**15/78            COMMUNITY ASSET TRANSFER**

The Clerk reminded that at the March 2015 previous meeting the expression of interest form had been approved and submitted to Flintshire Local Voluntary Council in respect of the four play Areas – Kingsley Road; Riverside Park; Sealand Manor and Welsh Road.

The Clerk had received a joint letter from Flintshire County Council and the Flintshire Local Voluntary Council advising that at a panel meeting on 4<sup>th</sup> April 2015 it was agreed that Council's application can proceed to Business Model Stage 2. Given the nature of this asset a meeting needs to be arranged with Council, Flintshire County Council and the FLVC. Please contact FLVC at your convenience to arrange a date.

A meeting has been arranged with John Gray at 6pm on Monday 14<sup>th</sup> September 2015 prior to the September meeting of Council.

RESOLVED – that reported be noted.

**15/79            COUNCIL'S 2015 REMEMBRANCE SUNDAY SERVICE  
ST. BARTHOLOMEW'S CHURCH  
SUNDAY 15<sup>th</sup> NOVEMBER 2015**

There seemed to be some confusion concerning the number of wreaths that will be required. Five have been ordered but are six required?

RESOLVED – that the Chairman and Vice-Chairman should determine the number of wreaths that will required.

**15/80            2015 SEALAND CHRISTMAS CAROL SERVICE  
ST. BARTHOLOMEW'S CHURCH  
TUESDAY 15<sup>th</sup> DECEMBER 2015**

RESOLVED – that the matter be deferred to the September 2015 meeting

**15/81            VIBRANT AND VIABLE PLACES –  
LANDSCAPING SCHEME – GARDEN CITY**

Prior to the meeting there was a further presentation about the Vibrant and Viable Places Landscaping Project for Garden City.

The various proposed project details were outlined and these were RAG rated by Council. The project details and Council's RAG ratings will be put together and will be emailed to the Clerk which will then emailed to members of Council to confirm the RAG ratings.

This will then lead to the Green and Amber ratings being costed.

RESOLVED – that the report be noted.

**15/82            MATTERS RAISED BY MEMBERS OF COUNCIL**

- Perimeter fence still needs to be repaired - - Sealand Manor (Wayne Jones has contacted the Shooting School)
- Councillor Mike Walker has repaired the notice board on Seahill Road
- Overgrown trees – Welsh Road Recreation Field ( FAO WJ)
- When will grass cutting be completed – only partially done along Sealand Road ( FAO WJ)
- Dog mess- footway near to the Hotel Leprechaun - ( FAO WJ)
- Light off – near to 74 Riverside Park( FAO WJ)

- Various properties at Garden City – overgrown trees and hedges
- Complaints about grass cutting – tenant properties at Garden City ( For FCC to action properties need to be on the appropriate tenants list)
- Concern about admission arrangements to Nursery class at Sealand Primary School – child at Sealand Manor having to go to Sandycroft Primary School.

**15/83      MATTERS RAISED BY MEMBERS OF THE PUBLIC**

Query concerning the current position of Planning Application 053203 Extension to caravan park to provide for 88 touring caravans with associated landscaping and planting at Ferry Lane.

**15/84      DATE OF COUNCIL'S NEXT MEETING – 14<sup>th</sup> SEPTEMBER 2015 – 6pm start**

RESOLVED – that the meetings of Council for 2015 be held on the following Mondays –, 19<sup>th</sup> October, 16<sup>th</sup> November and 14<sup>th</sup> December (1 week early).

.....  
Signed            14<sup>th</sup> September 2015 – Chairman of Council