

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 20th MARCH 2017

PRESENT: Councillors: Alex Lewis (Vice Chairman), John Dodd, Mrs. Barbara Hinds Mrs Chris Jones (County Councillor), Norman Jones, Mrs. Joan Keith, Mrs Mary Southall, Shelley Webber and David Wisinger.

Peter Richmond - the Clerk and Financial Officer.

Also in attendance – 5 members of the public.

Wayne Jones – Street Scene – Flintshire County Council

16/264 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors – Mrs. Gwyneth Bullock, John Griffiths and Mike Walker (Chairman).

RESOLVED – that apologies be received and accepted

16/265 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.

16/266 MATTERS RAISED BY THE PUBLIC

No matters were raised.

16/267 CHAIR'S REPORT AND ACTIONS SINCE 13th FEBRUARY 2017

The Clerk advised that the Chairman attended a meeting on 9th March 2017 regarding Wheelabrator Parc Adfer regarding the new incinerator. The Chairman will report fully at the April 2017 meeting of Council.

The Clerk reported that on 3rd March 2017 he had been advised by Richard Roberts from Flintshire County Council that that the joint funded 2016/17 proposed play equipment scheme is to supply and install a 25 metre Aerial runway [zip wire] at Sealand Manor. The two quotes add up to £11,445.00 which is £1,445.00 over the £10,000 budget, if your community council would like to consider contributing an additional amount of £722.00 the County Council would be able to match this to get to the Total of £11,445.00 and implement this proposal. With the additional contribution being invoiced in the 2017/18 financial year

The Clerk consulted with the Chairman copied to the Vice-Chairman and County Councillor and it was agreed to proceed with the proposed project at Sealand Manor and for the County Council to invoice Council for £722 in the 2017/18 financial year.

RESOLVED – that the –

- i) report be noted.

- ii) Chairman's action as outlined be endorsed.

16/268 **MINUTES OF THE MEETING OF THE MEETING OF COUNCIL
HELD ON 13th FEBRUARY 2017**

RESOLVED - that the minutes of the meeting of Council held on 13th February 2017 be confirmed as a true and correct record subject to the following inclusion in Declared Interests

Councillor David Wisinger declared an interest with regard to 16/252 Planning Application concerning planning application ref - 056436

16/269 **POLICE ISSUES**

The Clerk advised that both PCSO Dave Huxley and PC Martin Price were unable to attend the meeting. PCSO Dave Huxley has said that regarding his position as PCSO covering the Sealand area he is sadly moving over to cover the Shotton area of Deeside.

1. Anti social behaviour Green Lane East - police advised that the situation is improving – the County Council's Safety Team has been involved.
2. Need someone to monitor school crossing patrol – police advised that a motor vehicle passing through any red light is committing an offence, if members of the public manage to catch this on video this can automatically be uploaded to the North Wales Police website and will be dealt with dependant on the quality of the footage provided. The link is - <https://www.north-wales.police.uk/contact/minor-incident-reporting/roads-policing-intel>
3. ASB on riverbank cycle path by Blue Bridge – Wayne Jones advised that the Council seat is going to be temporally removed and hopefully will be reinstalled at the same location.
4. Eggs being thrown at windows – police advised that ASB patrols will continue in the area – If any members of the public are aware of anything occurring at the time please ask them to contact North Wales police on 101.
5. Community Speed Watch – Council requires an update as members of the council and public have volunteered to be involved and haven't been advised about what they will be required to do.
6. Speed Checks / Sealand Road will be maintained. The County Councillor advised that average speed cameras are going to be installed along Sealand Road.
7. Cars are turning into Old Sealand Road at the traffic lights then doing a U-turn – 5 to 6pm – this will continue to be monitored.
8. Small motorbike – two/three youths- Sealand Manor / Garden City Area and along the riverbank – no further complaints have been received by the police.
9. The County Councillor has asked the Clwyd Alyn Housing Association whether the alleyways on every road on the estate can be closed off. We are experiencing so much anti-social behaviour at the moment and motorbikes speeding around the estate and up the alleys.

The County Councillor advised that the Clwyd Alyn Housing Association are going to consult with local residents.

10. Replacement laptop for the Council's CCTV has been ordered. The original laptop has been returned to council and has been passed to the Head teacher to see if it can be used at the school.

RESOLVED – that the District Inspector Andrew Griffiths should be invited to attend a future meeting of Council to discuss police matters concerning the Sealand area.

16/270 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Welsh Road Recreation Field / Deeside Lane – Dogs

The County Councillor advised that the new orders have been approved

RESOLVED - the Clerk should obtain details of the new orders and for them to be added to the Council's web site.

b) Water Leaking from Walls – Foxes Lane Underpass

Wayne Jones advised that he is still trying to get an update from Mark Middleton to find out what's causing water to leak out of the wing walls.

RESOLVED – that the report be noted.

d) Underpass- Foxes Lane

Wayne Jones advised that he understands that it is proposed to install new lighting at the underpass.

RESOLVED – that the report be noted.

16/271 LIGHTING MATTERS

a) Street Lighting Report

All lights are working apart from column 98 on Sealand Avenue and column 65 on Foxes Lane is always on. These have been reported.

Council has 121 lights and this will reduce to 108 with the adoption of the 13 replacement lights at the end of the 2016/17 financial year. This will further reduce at 31st March 2018 by 9 lights leaving the Council's stock at 99.

The Clerk reminded Councillors again that should they see a light that needs attention to phone / text or email the Clerk straightaway or to contact Wayne Jones rather than leave to the next meeting of Council. This will ensure that lights can get fixed as soon as possible.

RESOLVED – that the report be noted.

b) Lighting Improvements – 2016/17

The Clerk reminded Council that it accepted the quotation from Flintshire County Council agreed to replace and have adopted the following lights as on 1st April 2017 - Sealand Avenue Columns 87,88, 89, 91, 92 and 95 - Manor Road – 28, 29, 30, 35, 36 and 37.

All work has been completed.

RESOLVED – that the report be noted.

c) Lighting Improvements – 2017/18

The Clerk reminded Council that it allocated £18,000 for lighting improvements and adoption for the 2017/18 financial year. Cost per light being £2000. At the meeting held on 16th January 2017 Council agreed to replaced and have adopted 96 to 99 at Sealand Avenue and 55 to 59 at Manor Road.

Replacement columns for 55 to 59 at Manor Road have already been installed and are working.

RESOLVED – that the report be noted.

16/272 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 Section137 (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 £7.42 per head produces an upper limit of £14,572.00

Allocation for the 2016/17 financial year for grants is £3,500. £2,525.00 has been paid out this year.

The expenditure on free school milk comes under well-being (Local Government Act 2000, Sections (1-5) - this power is restricted by the S137 limit (£7.42 per elector in any given financial year). The school milk estimated expenditure for 2016/17 is £3,100.

Giving a total estimated expenditure of - £6,600

RESOLVED – that the report be noted.

16/273 GRANT REQUESTS

The Clerk advised that there were no requests to consider.

RESOLVED – that the report be noted.

16/274 PLANNING APPLICATIONS

The Clerk advised that the following planning applications had been received electronically from Flintshire County Council.

056365 - Erection of office premises and siting of temporary office accommodation (including kitchen and W/C) and erection of site lighting at the former Smithy Garage, Sealand Road, Sealand, Deeside, CH5 2LQ

056454 - Tank farm expansion including temporary car parking and construction contractors compound, new access to rear of site at Valspar, Parkway, Deeside Industrial Park, Deeside, CH5 2NN

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

16/275 ACCOUNTS FOR PAYMENT

RESOLVED: - that –

- i) the under mentioned accounts be approved for payment.
- ii) it be noted that the Lloyds Bank charges for the period as previously notified to Council –for the period 10th January to 9th February 2017 - £10 will be deducted on or after 8th March 2017.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003042	Flintshire County Council	Matched Funded Contribution towards Sealand Manor Play Area	£5000.00			Local Govt (Miscellaneous Provisions) Act 1976 Section 19
003043	P. Richmond	Salary – March 2017	£655.54			Local Govt Act 1972 (S112)
003044	HM Revenues and Customs Only	Income Tax – PR – March 2017	£242.40			Local Govt Act 1972 (S112)
003045	Richie Hayes and Sons Dairy Ltd	School Milk – February 2017	£216.60			Local Govt Act 1971 (S137)
003046	Information Commissioner	Renewal of Data Protection Registration - Registration reference: Z3096829	£35.00			Local Govt Act 1972 (S111)
003047	Flintshire County Council	Street Lighting Maintenance and Energy – January 2017	£651.90			Highways Act 1980 (301)
Total Spend			£6,801.44			

16/276 **INCOME**

The Clerk advised that Council had received the following income –

Lloyds Bank – Interest	£1.94
Total	£1.94

RESOLVED - that the report be noted.

16/277 **PLAY AREAS - SEALAND**

The Clerk referred back to Minute 16/267.

RESOLVED – that the report be noted.

16/278 **LAND DRAINAGE ISSUES**

Neil Parry met with councillors prior to the meeting and will be submitting his report which will be circulated by email by the Clerk and will reported at the next meeting of Council.

RESOLVED – that the report be noted.

16/279 **CORRESPONDENCE**

Planning Officer, Flintshire County Council – PA Ref 056436 – Erection of two storey and single extension to rear of dwelling at 5 Church Cottages, Sealand Road, Sealand, CH1 6BR – Planning and Development Control Committee on 22nd March 2017 – 1pm at the Council Chamber, Mold

RESOLVED – that the report be noted

Councillor David Wisinger declared an interest with regard planning application ref - 056436

16/280 **COMMUNITY TRANSPORT**

The correspondence received by Councillor Jan Keith was circulated at the meeting.

RESOLVED – that the matter be deferred.

16/281 **SEALAND COMMUNITY COUNCIL – SUMMARY OF ACCOUNTS - 2016/17 FINANCIAL YEAR**

The Clerk outlined the expenditure and income for the 2016/17 financial year up to cheque number 003047 -

2016/17

Financial Year

Income

	Actual	Anticipated	Difference
General Admin Inc. Precept.	£57,000.00	£57,000.00	£0.00
Bank Interest	£21.85	£20.00	£1.85
Insurance Claims / Refunds	£118.30	£0.00	£118.30
VAT Refund	£890.47	£1,100.00	-£209.53
Milk Claims	£570.27	£750.00	-£179.73
Total	£58,600.89	£58,870.00	-£269.11

Expenditure

	Actual	Anticipated	Difference
Play Scheme and Equipment	£7,840.00	£11,000.00	£3,160.00
Staffing Costs	£9,275.22	£9,049.00	-£226.22
General Admin Costs	£5,490.69	£4,005.00	-£1,485.69
S137 Grants	£2,525.00	£3,500.00	£975.00
Bank Charges	£45.00	£0.00	-£45.00
Street Lighting inc CCTV repairs	£31,653.40	£25,850.00	£5,803.40
Highways	£1,500.00	£500.00	-£1,000.00
Insurances	£1,099.65	£2,500.00	£1,400.35
Milk – Section 137	£3,644.52	£3,100.00	-£544.52
Chairman's Fund	£800.00	£800.00	£0.00
Total	£63,873.48	£60,304.00	-£3,569.48

Current
Summary

Balance as at 31 March 2016	£42,277.72
Total Expenditure	£63,873.48
Total Income	£58,600.89
Balance	-£5,272.59
Overall balance as at 20th March 2017	£37,005.13
VAT Costs for 2016/17 financial year	£389.11

End of Year
Prediction

Balance as at 31 March 2016	£42,777.72
Total Anticipated Expenditure	£60,304.00
Total Anticipated Income	£58,870.00
Anticipated Balance for the year	-£1,434.00
Anticipated Overall Balance as at 31st March 2017	£40,843.72

RESOLVED - that the report be noted.

16/281 THEMATIC REQUIREMENTS FOR THE 2016/17 AUDIT

The Clerk reported that he has been advised that the 2016/17 audit arrangements will continue to focus on thematic areas for review at all councils. These themes will vary from year to year and are to address concerns arising from audit findings.

The themes identified for the 2016/17 audit concern council's arrangements for the management of its payroll and the council's adoption of its Code of Conduct by members.

The Clerk outlined the thematic requirements that will need to be provided by him when completing the evidence material for the internal and external auditors.

RESOLVED – that the report be noted,

16/282 REVIEW OF THE CLERK'S CONTRACTUAL HOURS

The Clerk advised that he is contracted for a normal working week of 12 hours and the NJC salary points being 23 to 25. He is on point 25. The pro rata salary based on NJC point 25 - £22,434 is 12/37 results in the Clerk's current salary of £7276

The Clerk also advised that based on his time records he spends well in excess of 12 hours a week on Council work – the figure is averaging 16 hours a week. Travel time to and from Sealand is not included in the 16 hours.

The Clerk asked the council to consider increasing his contracted hours from 12 to 13.

Increasing the hours to 13/37 would result in total gross pay of £7882.

RESOLVED – that the –

- a) report be noted
- b) Clerk's contractual hours be increased to 13 hours per week with effect from 1st April 2017.
- c) Clerks amended contract of employment be signed by the Chairman and Clerk and dated 20th March 2017.

16/283 MATTERS RAISED BY MEMBERS OF COUNCIL

Invite Niall Waller to the April 2017 meeting to outline the County Council's 30-year plan.

Responsibility of trees along Green Lane East – Wayne Jones will check.

Damaged footway – Sealand Road - Wayne Jones will check.

St Bartholomew's Church – Event on 25/26 March 2017 – “150 years of Wedding's at the church “

Graffiti on Foxes Lane underpass - Wayne Jones will check.

Mud on the highway at Foxes Lane - Wayne Jones will check.

16/284 MATTERS RAISED BY MEMBERS OF THE PUBLIC

Ownership / responsibility to maintain the ditches at Ferry Lane – the Clerk to contact Neil Parry.

Higher Ferry Sign at Ferry Lane has been removed - Wayne Jones will arrange for a replacement sign to be installed.

Foot bridge still very noisy - Wayne Jones will consult with Mark Middleton.

Perspex required for the notice board at Ferry Lane - Wayne Jones to investigate.

Update on the PA re Fir Trees Caravan Site – this was provided by County Councillor Chris Jones.

16/285 DATE OF COUNCIL'S NEXT MEETING – 10th APRIL 2017

RESOLVED – that the meetings of Council for 2017 be held on the following Mondays 10th April, 15th May, 19th June, 17th July, 18th September., 23rd October, 20th November and 11th December 2017.

16/286 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT - DECLARATION OF INTEREST

Council Member	Item	Minute Reference
Councillor David Wisinger	Planning application ref - 056436	16/252 – 10 th February 2017 and 16/279 20 th March 2017

The meeting opened at 6.30pm and closed at 7.50pm

..... Signed 10th April 2017