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SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 16th APRIL 2012 AT THE SEALAND PRIMARY SCHOOL.

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

Peter Richmond - the Clerk and Financial Officer.

One member of the public was in attendance.

11/265 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from – Councillors J.J. Griffiths, Miss.H. Jones and N. Jones.

11/266 CODE OF CONDUCT DECLARATION

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

11/267 MATTERS RAISED BY THE PUBLIC

No matters were raised.

11/268 CHAIR'S ACTION SINCE 19th MARCH 2012

The Chair advised that she attended the recent Sealand Manor Fun Day.

RESOLVED – that the report be noted.

11/269 MINUTES OF THE MEETING OF COUNCIL HELD ON 19th MARCH 2012

RESOLVED - that the minutes of the meeting of Council held on 19th March 2012 be confirmed as a true and correct record.

11/270 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.

11/271 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 the report be noted.

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.

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 -

- 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.

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) Additional CCTV – Sealand Manor

The Chairman advised 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.

RESOLVED - that the report be noted.

11/272 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 is programmed for May 2012 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

Councillor J.A. Dodd advised that the public footpath route through the Shooting School is still not adequately marked.

RESOLVED - that the Clerk should forward a copy of a map for the area of the Shooting School to Councillor J.A. Dodd for him to indicate where additional direction signs should be installed .

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) Green Lane Estate – Need Dog Bin.

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

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.

RESOLVED – that the report be noted.

l) Kingsley Road Play Area - Need for a replacement Dog Bin

The County Councillor advised that the dog bin has been repaired.

RESOLVED - that the report be noted.

11/273 LIGHTING MATTERS

a) Street Lighting Report

The Clerk reported that his most recent lighting inspection of the Council's 149 lights took place on 14th April 2012 all lights were working.

It was reported that Column 58 on Manor Road has been pushed around by 90 degrees and needs to be realigned – the Clerk will report this to the County Council.

RESOLVED – that the report be noted.

b) Proposed Lighting Projects – 2012/13

The Clerk reminded Council that at the recent Annual Finance Meeting it allocated the following for the 2012/13 Financial Year –

Energy	£6,500
Repairs and Maintenance	£6,000
New / Replacement Columns	£10,000

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.

11/274 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

It was reported that there are large areas of damp on one of the sidewalls and that a section of one of the sidewall appears to have been damaged by a heavy implement. It

was reported that the County Council are waiting on a report from NEWTRA who will be inspecting the damp area on the bridge.

RESOLVED - that the report be noted.

11/275 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 2114 and £6.50 per head produces an upper limit of £13,741.00.

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 a request for a grant had been received from St. Bartholomew's Church – Councillor J.A. Dodd will advise the church that a current balance sheet is required for Council to consider the request.

RESOLVED - that the report be noted.

11/276 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 19th March 2012.

049573 - Erection of a two storey rear extension at 62 Sealand Road, Sealand, Deeside, CH5 2RJ

049311 - Retention of 7m high CCTV camera pole at Barn 3 Willow Farm, Sealand Road, Sealand, Deeside, CH5 2LQ

RESOLVED - that the planning applications 049573 and 049311 be supported.

11/277

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:

- 049467 – Erection of a single story garage and porch extension at 12 Deeside Crescent, Sealand.

RESOLVED - that the report be noted.

11/278

ACCOUNTS FOR PAYMENT

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

Cheque No	Payable to	Details	Amount	VAT	Vat Code
002620	The Information Commissioner	Data Protection Registration	£35.00		
002621	One Voice Wales	Annual Subscription	£329.00		
002622	Flintshire County Council	Night Inspection and Repairs – January 2012	£800.00		
002623	Flintshire County Council	Night Inspection and Repairs – February 2012	£300.00		
002624	Flintshire County Council	Night Inspection and Repairs – March 2012	£828.10		
002625	P. Richmond	Salary – April 2012	£555.45		
002626	HMRC	Income Tax – PR – April 2012	£187.90		
002627	Scottish Power	Energy – 29/2/12 to 31/3/12	£528.04	£88.04	659372008
002628	AON Ltd	Annual Insurance Premium	£5360.30		
Total Spend			£8923.79	£88.04	

11/279

INCOME

The Clerk advised that Council had received the following income –

Total

£0.00

RESOLVED - that the income be received.

11/280 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 Headteacher advised that the school has been charged for the new notice board and she will shortly invoice Council.

RESOLVED - that the report be noted.

11/281 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.

**11/282 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.

11/283 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 reminded the County Council that Council still awaits payment of both the claims for the Spring and Summer Terms 2011.

RESOLVED - that the report be noted.

**11/284 SEALAND COMMUNITY COUNCIL – SUMMARY
ACCOUNTS 2011/12 FINANCIAL YEAR**

The Clerk outlined the overall finalised expenditure and income for the 2011/12 financial year. The Clerk detail that the closing bank accounts are -

Account - no – 0388217 - £6,159.99
Account - no – 7326098 - £37,812.49
Total - £43,972.48

Less unpaid cheques of £0.00

Total bank Accounts - £43,972.48– less unpaid cheques of £0.00 leaves a closing balance of £43,972.48

The Clerk confirmed that he had submitted to HMRC the Council’s VAT claim for the 2011/12 financial year for £1366.08.

RESOLVED: - that the report be noted

**11/285 SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS
2011/12 FINANCIAL YEAR**

The Clerk outlined the finalised expenditure and income for the 2011/12 financial year.

2 0 1 1 / 1 2 Financial Year		Actual	Anticipated	Difference
Income	General Admin inc Precept/	£50,100.00	£50,000.00	+£100
	Bank Interest	£19.63	£20.00	-£0.37
	Insurance Claims / Refunds	£0.00	£0.00	-
	VAT Refund	£1,119.96	£2,000.00	-£880.04
	Milk Claims	£244.50	£750.00	-£505.50
	Total	£51,484.09	£52,770.00	-£1,285.91
		Actual	Anticipated	Difference
Expenditure	Play Areas	£1525.54	£4,026.00	+£2,500.46

	General Administration inc Doggy Signs	£4,734.63	£4,250.00	-£486.63
	Staffing Costs	£7,336.80	£7,337.00	+£0.20
	S137 Grants	£3,375.00	£3,500.00	+£125.00
	Lighting	£25,789.63	£26,500.00	+£710.37
	Milk	£3,204.34	£4,200.00	+£995.66
	Insurances	£5,019.77	£4,500.00	-£519.77
	Total	£50,985.71	£55,563.00	+£4,577.29
C u r r e n t S u m m a r y	Balance as at 31 March 2011	£43,474.10		
	Total Expenditure	£50,985.31		
	Total Income	£51,482.51		
	Balance	+£498.38		
	Overall balance as at 31st March 2012 .	£43,972.48		
	VAT Costs for 2011/12	£1,366.08		

End of Y e a r P r e d i c t i o n	Balance as at 31 March 2011	£43,474.10
	Total Anticipated Expenditure	£55,563.00
	Total Anticipated Income	£52,770.00
	Anticipated Balance for the year	-£2,793.00
	Anticipated Overall Balance as at 31 March 2012	£40,681.10

RESOLVED - that the report be noted.

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		Actual	Anticipated	Difference
Income	General Admin Inc. Precept	£0.00	£53,000.00	-£53,000.00
	Bank Interest	£0.00	£20.00	-£20.00
	Insurance Claims / Refunds	£0.00	£0.00	£0.00
	VAT Refund	£0.00	£1,366.00	-£1,366.00
	Milk Claims	£0.00	£750.00	-£750.00
	Total	£0.00	£55,136.00	-£55,136.00
		Actual	Anticipated	Difference
Expenditure	Play Areas	£0.00	£6,570.00	£6,570.00
	Staffing Costs	£619.75	£7,437.00	£7,437.00
	General Admin Costs	£487.60	£4,420.00	£3,932.40
	S137 Grants	£0.00	£4,000.00	£4,000.00
	CCTV	£0.00	£4,000.00	£4,000.00
	Street Lighting	£2,456.14	£23,500.00	£21,043.86
	Notice Boards	£0.00	£250.00	£250.00
	Insurances	£5,360.30	£5,100.00	-£260.30
	Milk	£0.00	£3,750.00	£3,750.00
	Election Costs	£0.00	£3,000.00	£3,000.00
	Total	£8,923.79	£62,027.00	£53,103.21
C u r r e n t Summary	Balance as at 31 March 2012	£43,972.48		
	Total Expenditure	£8,923.79		
	Total Income	£0.00		
	Balance	-£8,923.79		
	Overall balance as at 16th April 2012 including cheques authorised for payment.	£35,048.69		
	VAT Costs for 2012/13	£88.04		

**End of
Year
Prediction**

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
Anticipated Overall Balance as at 31 March 2013	£37,081 .48

11/289

REPORT – ANNUAL FINANCIAL RETURN – 2011/12

The Clerk detailed the accounts for Council in the Local Council for Wales Annual Return for the year ended 31 March 2012.

Statement of Accounts

31-Mar-11	31-Mar-12	
£	£	
£37,906	£43,474	Total balances and reserves at the beginning of the year as recorded in the council's financial records.
£48,000	£50,000	Total amount of precept income received in the year.
£4,024	£1,484	Total income or receipts as recorded in the cashbook minus the precept
£7,885	£7,337	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses.

£0.00	£0.00	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
£38,571	£43,649	Total expenditure or payments as recorded in the cashbook minus staff costs and loan/interest expenditure/payments.
£43,474	£43,972	Total balances and reserves at the end of the year.

£0.00	£0.00	The value of debts owed to the council at the year end.
£43,474	£43,972	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March - must agree with the reconciled cash book balance and not the balance shown on the bank statements.
£0.00	£0.00	The value of monies owned by the council (except borrowing) at the year end
£43,474	£43,972	Total balances

£195,089	£234,971	The recorded current book value at 31 March of all fixed assets owned by the council and any other long-term assets e.g. loans to third parties.
£0.00	£0.00	The outstanding capital balance as at 31 March of all loans from third parties.
N/A	N/A	Trust Fund Disclosure

The Accounts and Audit Regulations were amended in 2010. Process to follow is –

1. Draft the Annual Return sections 1 and 2 – Now Complete.
2. Pass the Return to the internal auditor – (16th May 2012 – to be returned on 23rd May 2012)
3. The Responsible Financial Officer signs Page 1, where indicated when it is returned from the internal auditor.
4. The Council approves the Return in draft and the Chair signs Page 1 – where indicated (June 2012 meeting of Council)
5. Send a copy of the Return to UHY Hacker Young with bank reconciliation and variance analysis.

6. UHY Hacker Young will send a letter at the end of the audit with details of their comments on the Return – if any.
7. Part 3 of the Return is signed by the Responsible Financial Officer.
8. The Council considers UHY’s letter and approves the Return.
9. Part 3 of the Return is signed by the Chair

The original of the Return is sent to UHY for signature and closure of the audit.

RESOLVED: - that the report be noted and that Council in draft approves Section 1 and Section Annual Governance Statement..

11/290 MATTERS RAISED BY MEMBERS OF COUNCIL

- Impending elections
- Concern about speeding traffic along Kingsley Road – children running out of the alleyways (To be referred again to the Police)
- Foxes Lane – cars parked in the road near to Car Sales (To be again referred to the Police)
- Black Quad Bike – Registration number beginning – YLP – Farm Road - (To be referred to the Police)
- Children Playing Football in the road – Farm Road - (To be referred to the Police)

11/291 MATTERS RAISED BY MEMBERS OF PUBLIC

- No matters were raised.

11/292 DATE OF NEXT MEETING - MONDAY 21st MAY 2012.

The meeting opened at 6.30 pm and closed at 7.55pm.

Signed Monday 21st May 2012

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