

**SEALAND COMMUNITY COUNCIL**

**MINUTES OF THE MEETING OF COUNCIL HELD ON 16<sup>th</sup> DECEMBER 2013 AT THE SEALAND PRIMARY SCHOOL.**

**PRESENT: Councillors:** Mrs Mary Southall (Chairman), Mrs Gwyneth Bullock, John Dodd, John Griffiths, Mrs Chris Jones (County Councillor), Norman Jones, Alex Lewis, Mike Walker, Shelley Webber and David Wisinger.

Peter Richmond - the Clerk and Financial Officer.

Also in attendance -

Two members of the public.

Wayne Jones from Streetscene – Flintshire County Council.

**13/153            APOLOGIES FOR NON-ATTENDANCE**

There were no apologies for non-attendance

**13/154            REQUEST FOR PUBLIC TO BE TEMPORARILY EXCLUDED FROM THE MEETING**

RESOLVED:- that in view of the special nature of the business to be transacted, it is advisable in the public interest that the public is excluded for minute item 13/155

**13/155            VACANCY – WEST WARD**

The Clerk advised that at the November meeting Council agreed to the issuing of a public notice to advertise that the Sealand Community Council intends to Co-opt one member to fill the vacancy that exists in the office of Councillor for the Sealand Community Council (West Ward).

Expressions of interest are being sought from members of the public who meet the following qualifications and are interested in representing their community on the aforementioned Community Council. You must be a British, Commonwealth, Irish or a European Union citizen and be 18 years of age or over; and meet at least one of the following criteria:

- registered as a local government elector for the area named above; or
- during the whole of the last 12 months occupied as owner or tenant land or other premises in the community named above; or
- your principal or only place of work during the last 12 months has been in the community named above; or
- you have during the whole of the last 12 months resided in the Community or within 4.8 kilometres of it.

If you wish to be considered for co-option for the vacant seat or want more information regarding the role of a Community Councillor please contact the Proper Officer, Clerk to the Council Community – 3 Blakeley Court, Raby Mere. Wirral CH63 0ND / 0151 334 2247 / sealandcc@googlemail.com by 5th December 2013.

Dated this 19th day of November 2013.

The Clerk advised that by 5<sup>th</sup> December 2013 three submissions had been received and all three confirmed that they comply with the qualifications outlined above.

1. Mr. C.W. Davies - 9 Raewood Avenue, Wood Lane, Hawarden. Deeside. CH5 3JI
2. Mrs.B.E. Hinds - 5 St.Barthomlow's Court, Sealand. Deeside. CH5 2QT.
3. Mrs. J. Keith – The Jays, Deeside Crescent, Sealand Road. Chester. CH1 6BY

The Clerk read out the three applications.

The vote was undertaken

RESOLVED: - that

- i) the report be noted.
- ii) Mrs.B.E. Hinds was duly elected at Community Councillor for the Sealand West Ward and to be invited to attend the January 2014 meeting of Council..

#### **13/156            CODE OF CONDUCT DECLARATION**

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

#### **13/157            MATTERS RAISED BY THE PUBLIC**

No matters were raised.

#### **13/158            CHAIR'S ACTION SINCE 18<sup>th</sup> NOVEMBER 2013**

The Chairman advised that she had approved the signing of the Contract for Design and Development of the Sealand Community Council Web Site with Jolora together the payment of £487.50 to Jolora initial payment of 25% - Cheque number 002771.

The Chair also attended –

- 27.11.13    Web Meeting at Sealand Primary School
- 01.12.13    Craft Fair at St. Bartholomew's Church
- 02.12.13    Saltney Christmas Parade
- 04.12.13    Flood Line
- 12.12.13    Boundaries Meeting, Flint Town Hall

RESOLVED – that the Chairman’s action be noted and or endorsed.

**13/159**            **MINUTES OF THE MEETING OF COUNCIL HELD ON 18<sup>th</sup> NOVEMBER 2013**

RESOLVED - that the minutes of the meeting of Council held on 18<sup>th</sup> November 2013 be confirmed as a true and correct record subject to recording Councillor Shelley Webber in Non-Attendance rather than in Present.

**13/160**            **FLOOD AWARENESS – SEALAND**

Councillor Norman Jones gave a full and detailed report of the major flood incident that took place on 5<sup>th</sup> December 2013 – the flood level was within 4 feet at the top of the embankment by the blue bridge and 3 feet by Ferry Lane. Norman thanked Councillors for their valued support. Norman also outlined his involvement with Dawn Kent in dealing with the occupiers at the OAP bungalows at Orchard Way and Stoneleigh Close. Norman will be having a meeting with Huw Webb at the Environmental Agency to discuss lessons learnt.

Councillors raised issues to do with the automated telephone messages, text messages, need for identity provision for the flood wardens, cards to post through doors when people are out, confusion over the time(s) for the tide to be at its maximum level.

There was a suggestion that flood wardens should obtain residents mobile phones so that text messages can be sent out.

RESOLVED – that –

- a) Councillor Norman Jones should arrange for Huw Webb to attend a future meeting of Council.
- b) Dawn Kent be thanked for her support.
- c) Steve Jones Manager of StreetScene should be thanked for the excellent support services provide by his department during the flood scare at Sealand.

**13/161**            **COUNCIL’S CHAIN / BADGE OF OFFICE**

The Clerk reminded Council that at the previous meeting for Council it agreed to give further consideration on how additional links should be attached to the chain of office and that it was agreed that the Council should seek quotations to add additional links across the front of the chain and to obtain a complete new chain identical to the current chain. Councillor Mrs. S. Webber has previously advised that she has contacted the service provider who is preparing a quotation for Council to consider.

RESOLVED – that the report be noted.

**13/162      POLICE ISSUES**

The Clerk advised that he was expecting PCSO Gareth Price to be at the meeting.

The following is a summary of the police report submitted to Council by PCSO Gareth Price which had also been emailed to Councillors before the meeting.

1. Cycle Path – There have been no further complaints.
2. Anti-Social Behaviour – Garden City ASB is on a slight increase any information would be gratefully received.
3. Youth Club – There have been no recent reports / complaints. It was reported that the problems are as bad as ever and there is a risk that there will be a proposal to close the youth club.
4. SPAR – There has been a recent report of one incident of shoplifting. It was reported that youths are still creating a nuisance outside SPAR.
5. OWL – Still a push for as many people signed up to owl as possible so residents are aware of what is going on in their area.
6. Parking Sealand CP – Patrols are continuing – can this removed? Transfer to County Council Matters.
7. Parking Foxes Lane – Patrols are continuing – can this removed? Transfer to County Council Matters.
8. Neighbourhood Police Meetings. A further meeting is to be arranged.
9. Problem with youths kicking balls onto cars – 5pm to 8pm – Refer to item 2 above.
10. Small motorbikes – Blacon via Manor Road to the River Dee cycleway. No further reports – can this removed?
11. Kingsley Road Play Area – Builders container left unlocked – children have taken paint and vandalised the slide. There is an order child that is acting as the ring leader. Patrols are continuing.
12. Sealand Happy Group. Members of the group parked their cars in a lay-by on Sealand Avenue as they were joining the coach trip to Shrewsbury. Local resident verbally abused these members and also followed them onto the coach and continuing with the abuse. Police have spoken with the male in question and he has been warned that he has no legal rights regarding parking in the lay-by referred to above.

RESOLVED – that the reports be noted.

**13/163            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 deferred pending receipt of the detailed planning application for this area that will include details of proposed routes for public rights of way.

**b)        Pot Holes – Bridleway – Green Lane East**

It was reported that all pot holes had been filled in.

RESOLVED - that the report be noted.

**c)        Green Lane East – Need for a CCTV – Dumping of Rubbish**

RESOLVED - that a further email be sent to Gerwyn Davies - Anti-Social Behaviour Co-ordinator asking if he has any news regarding the fitting of a CCTV on Green Lane East.

**d)        Speed Limit Review – Locations in Sealand**

RESOLVED – that this matter be deferred.

**e)        Female Black Poplar Tree – St. Bartholomew’s Church**

It was clarified that the tree is safe and that the owner, Mrs. R. Whittaker will be arranging for the tree to be visited by a tree surgeon.

RESOLVED – that the report be noted.

**f)        Ferry Lane Footbridge - Noisy**

Councillors advised that on 5<sup>th</sup> December 2013 when visting Ferry Lane to view the height of the River Dee they heard the signicant noise being created by the bridge that resembled a second world war lancaster bomber.

The County Councillor has informed Bridge Engineer, Martin Bishop who will arrange to have the bridge inspected again.

RESOLVED – that the report be noted.

**g) Litter Bins – Sealand Manor Recreation Field**

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

**h) Need for a 40mph speed limit on Seahill Road**

The County Councillor re- confirmed that whilst the limit on the A548 is to going to be reduced, it is also proposed to reduce the speed limit on Seahill Road to 40 mph.

RESOLVED – that the reported be noted.

**i) Enforcement Hot Spots – Parking – Riverside Park, Foxes Lane, Farm Road junctions with Welsh Road.**

RESOLVED – that the Clerk should report the parking hot spots to the County Council’s Street Scene Call Centre on 01352- 701234.

**j) County Council’s lighting not working**

RESOLVED – that the County Council’s Street Lighting Engineer be informed of the following lights that are not working

- Footway light Foxes Lane – first column Sealand Manor side of the underpass.
- Two lights in the underpass.
- Footway Lights at Old Sealand Road.
- Sealand Road.

**k) Green Lane East – Weeds in Gully**

RESOLVED – that Wayne Jones from Street Scene should inspect the report.

**l) Confusion over Road Signage Green Lane East and Old Marsh Farm Road**

RESOLVED – that Wayne Jones from Street Scene should inspect the report.

**13/164      LIGHTING MATTERS**

**a) Street Lighting Report**

The Clerk reported that he had been advised prior to the meeting by the County Council that all lights 138 columns / 140 lights were working apart from one light at Sandy Lane. This has been reported to the County Council.

RESOLVED – that the report be noted.

**b) Electrical Inspection – 40% of Street Columns**

The Clerk advised that the first 40% of the lights have been inspected by the Lighting Engineers at Flintshire County Council – the next 20% will be undertaken in the 2014/15 financial year.

RESOLVED – that the report be noted.

**c) Payment of Energy – Flintshire County Council**

The Clerk advised that the energy will be charged to Council on a monthly basis and will be incorporated in the County Council's monthly invoice for maintenance.

RESOLVED – that the report be noted.

**d) Lighting Improvements – 2013/14**

At the previous meeting it was agreed that the three remaining non adopted lights at East Green Sealand Manor 45, 46 and 49 should be upgraded and adopted by Flintshire County Council. The cost to replace these 3 columns and adoption after installation is.

£1,250 per column (installation)

£965 per column to adopt

It was agreed to review adoption at the January 2014 meeting.

It is hoped that the three columns will be installed within the next two weeks.

Total £6,645

RESOLVED – that –

- a) the report be noted.
- b) Council agreed that the 3 replacement columns should be adopted following installation.

**13/165            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

Grants will be considered for payment at the May 2013, November 2013 and February 2014 meetings of Council.

Allocation for the 2013/14 financial year is £4000. Spent so far is £1,550.00

RESOLVED – that the report be noted.

### **13/166            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 21<sup>st</sup> October 2013.

050125- Employment-led mixed-use development, incorporating Logistics and Technology Park (B1,B2,B8) with residential(C3),local retail centre (A1),hotel(C1),training and skills centre(C2,D1),new parkland; conversion of buildings, demolition of barns; and associated infrastructure comprising construction of accesses, roads, footpaths/ cycle paths, earthworks and flood mitigation/drainage works at former Corus Garden City site Welsh Road, Garden City, Deeside.

051498 - Erection of a single storey pitched roof rear extension at 2 Old Farm Cottages, Deeside Lane, Sealand, Chester, CH1 6BB

051501 - Change of use of land and buildings from B1 Use with storage in connection with that use to use of the building for a mixed B1/B8 Use and the land for ancillary storage in connection with that use and for caravan storage at the Owl Halt Industrial Estate, Manor Road, Sealand, Deeside, CH5 2SB.

051519 - Use of land for the storage of motor vehicles for a temporary period of six months at the Owl Halt Industrial Estate, Manor Road, Sealand, Deeside, CH5 2SB.

051518 - Erection of 16no. dwellings to include 6no. 2 bed houses, 6no. 1 bed apartments and 4no. 2 bed apartments at Starlights Social Club, Sealand Avenue, Garden City, Deeside, CH5 2HL.

051555 - Erection of 21no. dwellings to include 15no. 2 bed apartments and 6no. 1 bed apartments at land side of Gateway to Wales Hotel, Welsh Road, Garden City, Deeside, CH5 2HX

RESOLVED:- that –



- a) no objections be raised of the planning applications 050125, 051518 and 051555.
- b) with regard to 050125 Council requests that it is very important that the development ensures that all the current public rights of way are maintained .
- c) objections are raised in respect of planning applications 051501 and 051519 on the grounds that the applications would create a substantial nuisance for local residents, the development would be visually intrusive, nuisance levels would be exacerbated at nights with the provision of flood lighting, noise levels would be unacceptable, traffic hazards would be considerable with traffic to the site having access to and from an unadopted highway - Manor Road. Manor Road is a narrow highway that would make turning into the site a difficult manoeuvre. The access from the A548 Sealand Road to Manor Road is restricted and not suitable for any increase in vehicular flows. Access from the site to Garden City is via the Foxes Lane underpass which has a very restrictive head room.

**13/167            NOTIFICATION OF PLANNING PERMISSIONS**

The Clerk advised that the Head of Planning had advised that the following planning application has been withdrawn –

051333 – Change of use of existing building into 3 self-serviced holiday accommodation units at Crofters Cottage, Deeside Lane, Sealand. CH1 6BB.

The Clerk advised that the Head of Planning had advised that the following planning applications have been refused -

049531 – Outline – erection of 2 town houses, construction of means of access and associated works ( revised scheme to that withdrawn under reference 049226) at 6 Weslh Road, Garden City. CH5 2RA

051291– Erection of a free-standing sign at junction with Sealand Road and Deeside Lane, Sealand. CH1 6BS.

RESOLVED - that the report be noted.

**13/168            ACCOUNTS FOR PAYMENT**

RESOLVED:- that 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>
002772	Flintshire County Council	2 0 1 3   S u m m e r Playscheme	£4,196.40		

002773	P. Richmond	Salary – December 2013	£565.98		
002774	HM Revenues and Customs Only	Income Tax – PR – December 2013	£187.60		
002775	Hayes Dairy Ltd	School Milk – September 2013	£358.20		
002776	Jolora	Website Design and Development - Second payment - 25% and registration of sealandcommunitycouncil.gov.uk and standard hosting for one year	£673.50		
<b>Total Spend</b>			<b>£5,981.68</b>		

### 13/169 INCOME

The Clerk advised that Council had received the following income –

Flintshire County Council	Contribution towards cost of the Council's web site	£487.50
Lloyds Bank		£2.12
<b>Total</b>		<b>£489.62</b>

RESOLVED - that the income be received.

### 13/170 CORRESPONDENCE

The Clerk reported on the following correspondence –

- Head of Finance – Town / Community Council Precepts 2014/15
- Head of Culture and Leisure, Match Funding Scheme – Improvements to Children's Play Areas 2014/15

RESOLVED - that both items of correspondence be referred to the Annual Finance Meeting in January 2014.

### 13/171 SEALAND MANOR COMMUNITY CENTRE

It was reported that the centre has now been demolished.

RESOLVED – that the report be noted.

### 13/172 SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS 2013/14 FINANCIAL YEAR

The Clerk outlined overall estimated expenditure and income for the 2013/14 financial year up to cheque number 002776

2 0 1 3 / 1 4 Financial Year		Actual	Anticipated	Difference
<b>Income</b>	General Admin Inc. Precept / contribution towards Council's web site.	£35,820.83	£53,000.00	-£17,179.17
	Bank Interest	£14.45	£20.00	-£5.55
	Insurance Claims / Refunds	£0.00	£0.00	£0
	VAT Refund	£1,500.21	£1,500.00	£0.21
	Milk Claims	£0.00	£750.00	£0
	<b>Total</b>	<b>£37,335.49</b>	<b>£55,270.00</b>	<b>-£17,934.51</b>
<b>Expenditure</b>		<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
	Play Areas	£4,187.50	£9,200.00	£5,012.50
	Staffing Costs	£5,652.42	£7,537.00	£1,884.58
	General Admin Costs	£4,200.59	£4,870.00	£669.41
	S137 Grants	£1,550.00	£4,000.00	£2,450.00
	CCTV	£0.00	£1,285.00	£0
	Street Lighting	£10,158.02	£25,800.00	£15,641.98
	Notice Boards	£0.00	£500.00	£0
	Insurances	£2,295.21	£5,600.00	£3,304.79
	Milk	£1,820.85	£4,700.00	£2,879.15
	Election Costs	£0.00	£0.00	£0
<b>Total</b>	<b>£29,864.59</b>	<b>£63,492.00</b>	<b>£33,627.41</b>	
C u r r e n t Summary	Balance as at 31 March 2013	£41,708.04		
	Total Expenditure	£29,864.59		
	Total Income	£37,335.49		
	Balance	£7,470.90		
	Overall balance as at 16 December 2013	£49,178.94		
End of Year Prediction	Balance as at 31 March 2013.		<b>£41,708.04</b>	

Total Anticipated Expenditure	£63,492.00
Total Anticipated Income	£55,270.00
Anticipated Balance for the year	-£8,222.00
Anticipated Overall Balance as at 31 March 2014	£33,586.04

RESOLVED - that the report be noted.

**13/173            PROPOSED DEESIDE SOLAR PARK**

Prior to the meeting members of Council met with officers from the Pegasus Group. They gave a presentation on the proposed Deeside Solar Park and outlined the benefits of the scheme, addressed key issues explained about the impact on the landscape and local agriculture.

Councillors raised various questions.

It was agreed that Council would not formally set out its comments in writing and will reserve its judgment until receives the planning application from Flintshire County Council.

RESOLVED – that Chris Cox be invited to the December meeting of Council at 6pm

**13/174            REMEMBRANCE SUNDAY**

The Clerk reminded Council that at the November 2013 meeting it agreed to accept the offer from Matthew Lovelock – a local historian to research names of Sealand people who are on local War Memorials. Matthew has been advised of Council’s decision.

Council also agreed that both Churches should be asked whether they wish to hold the service in 2014 and their plans in respect of celebrating the First World War.

The 4th August 2014 would mark a hundred years since the start of the First World War and Central Government had announced plans to develop a commemoration to mark the milestone and commemorate events over the 4 year period.

The Clerk advised that he has received a letter from Mrs. Jennifer Watson Warden of St. Bartholomew’s Church. The letter advised St Bartholomew’s Church would be delighted to host this Service on behalf of Sealand Community Council (SCC) once again and would, again, be prepared to deliver a service that is representative of the key values and principles of SCC. We would also make every effort to identify the names of Sealand and Queensferry personnel who have given their lives in the service of their country since the Second World War, so that their memory may be honoured too.

Should we hear that St. Bartholomew's church is the chosen venue for the Service in the near future, there is every chance that we could guarantee the presence of a British Legion Standard and full military representation, a fitting tribute for 2014 which marks the centenary of the outbreak of World War One.

An alternative suggestion that the members of St Bartholomew's would like to put forward for consideration by the SCC, is the holding of a joint ecumenical Remembrance Sunday Service organised jointly between St Andrew's, St Bartholomew's and any other church communities in Queensferry and Sealand who wish to be involved, and for the venue to rotate between such communities in future years. This would enable the whole community of Queensferry and Sealand to take part in this important annual Service and Parade.

I would also like to inform you that the wreaths which were laid on the altar steps during the last Remembrance Sunday Service were recently moved to a permanent position on the outside wall of the church, ensuring their visibility to all who pass by the church.

The Clerk advised that he has also received a reply from St. Andrew's Church. Mrs. B.Davies advised that Father Steve has said that Council is more than welcome to hold its service at St. Andrews Church. As far as the church is aware it will be just the normal Remembrance Service.

RESOLVED – that -

- a) the 2014 Remembrance Sunday service should be held at St. Bartholomew's Church.
- b) the Church Wardens of both churches be advised of Council's decision.
- c) Mrs. Jennifer Watson Warden of St. Bartholomew's Church should be invited to attend a future meeting of Council to formalise plans for the 2014 Remembrance Sunday Service.

**13/175            SNOOKER HALL – SEALAND AVENUE**

The County Councillor confirmed that building work should start at the site in March 2014.

RESOLVED:- that the report be noted.

**13/176            DEVELOPMENT OF TOWN AND COMMUNITY COUNCIL WEB SITES.**

The Clerk reminded Council that at the November 2013 meeting he advised that he had been informed by Peter Evans – Flintshire County Council that Town and Community Councils are required to have a web site in place by 31<sup>st</sup> December 2013. Whilst some Town and Community Councils may already have websites that provide the above information, for those who do not it is not too late for reimbursement of up to £500 expenditure in improving your website.

This relates to Sections 55 to 57 of the Local Government Act (Democracy) (Wales) Act 2013 that contains provisions requiring certain information to be made available by Town and Community Councils electronically. Section 55 requires the following information to be available electronically –

- Information on how to contact the Council.
- Information about the members of the Council
- The minutes of the Council's meetings
- Any audited statement of the Council's accounts.

Section 56 is amending the provision in the LGA so that where a public notice is required to be given by posting the notice in some conspicuous place it also must be published electronically.

Section 57 is amending the provisions in Schedule of the LGA 1972 requiring notice of the time and place of intending meetings to be fixed in a conspicuous place 3 clear days at least before a meeting so that it is also published electronically along with any documents relating to the business to be transacted at the meeting.

There is also Section 58 concerning publishing the register of Member interests electronically which we are seeking clarification on and once the effect of this provision is clear I will write to you again.

At the November meeting Council resolved that as the Council has to have a web site in place by 31<sup>st</sup> December 2013 and based on the fact that the Clerk was unsuccessful in gaining only one costing from a web management company and as the company was recommended by Flintshire County Council that it should accept the quotation for £1950 excluding hosting and support. Council should ask JOLORA to register the Council as [sealandcommunitycouncil.gov.uk](http://sealandcommunitycouncil.gov.uk) – noting that this will incur a charge of £40 excluding VAT. The council also accepted the annual charge of £90 to host the Council's web site. As agreed the Clerk and Chairman called a meeting to meet with Joe Spurling – the Chairman also invited the following Councillors to attend who at the previous meeting had shown an interest in developing the Council's web site – Mrs. Chris Jones, Mike Walker, Mrs. Shelley Webber and David Wisinger.

Prior to the meeting the following had been emailed to JOLORA –

- a) Council minutes January 2012 to current
- b) Standing Orders.
- c) Financial Regulations.
- d) Internal Financial Controls.
- e) Annual Investment Strategy.
- f) Risk Assessment processes.
- g) Freedom of Information Access Arrangements.
- h) Explanation of Governance in Sealand.
- i) Services available for Sealand residents

- j) Comprehensive history of Sealand.
- k) Contact details for Community Councillors and County Councillor.

At the meeting the look and feel of the web site was discussed – the Clerk circulated draft copies of the content of the web site.

At the meeting referred to above the Chair and the Clerk signed the required contract with JOLORA and the initial payment of 25% - £487.50 was authorised for payment. The Clerk asked JOLORA to provide him with a receipted copy of the invoice which they did. This was then sent to Peter Evans at Flintshire County Council. The payment of £487.50 from Flintshire County Council has already been received. The claim for the remaining £12.50 will be requested when the second invoice is paid to JOLORA.

RESOLVED – that the report be noted.

**13/177            STANDING ORDERS**

The Clerk circulated copies of the NALC / One Voice Wales model Standing Orders. The Clerk had updated the new version from the previous Standing Orders.

RESOLVED- that members of Council should read through the Standing Orders and to bring back comments to the next meeting when Council will look at adopt.

**13/178            FINANCIAL REGULATIONS – INTERNAL FINANCIAL CONTROLS  
– ANNUAL INVESTMENT STRATEGY – RISK ASSESSMENT  
PROCESSES – FREEDOM OF INFORMATION ACCESS  
ARRANGEMENTS AND ASSET REGISTER.**

The Clerk reminded Council that it reviews the above at each Annual Finance Meeting – this year the Clerk proposed to review at the meeting prior to the Annual Finance Meeting.

These documents have previously been circulated to members of Council.

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 2014 and that this is again be undertaken in January 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 Financial Regulations – Internal Financial Controls – Annual Investment Strategy – Risk Assessment processes – Freedom of Information Access Arrangements .
- g) the Council's Asset Register be approved and that it be noted that the Council's fixed assets are currently valued at £254,820.01

Chains of Office	£4,024.04
Notice Boards	£5,394.63
Office Equipment	£450.31
Public Seats	£6,630.84
Wayside Lights	£233,964.90
Digital Recorder Camera	£3,032.77
5 Dummy CCTVs	£1,322.52
<b>Total</b>	<b>£254,820.01</b>

h) Council should review the following at the Annual Finance Meeting to be held in December 2014 –

Standing Orders - Financial Regulations – Internal Financial Controls – Annual Investment Strategy – Risk Assessment processes – Freedom of Information Access Arrangements.

**13/179            MATTERS RAISED BY MEMBERS OF COUNCIL**

- Unauthorised advertising signs on the footway – o/s Car Wash on Welsh Road and on lamp posts on Old Sealand Road.

**13/180            MATTERS RAISED BY MEMBERS OF THE PUBLIC**



- No matters were raised

**13/ 181      DATE OF NEXT MEETING AND SEPTEMBER 2014**

RESOLVED – that –

- a) the Annual Finance Meeting be held on Monday 20<sup>th</sup> January 2014 starting at 6pm
- b) the September 2014 meeting be held on Monday 8<sup>th</sup> rather than Monday 15<sup>th</sup>

The meeting opened at 6.30 pm and closed at 8.45 pm.

Signed ..... Monday 20<sup>th</sup> January 2014.

**Chair –Sealand Community Council) PR**