

SEALAND COMMUNITY COUNCIL

**MINUTES OF FIRST ANNUAL GENERAL MEETING OF THE NEW COUNCIL
HELD ON 15th MAY 2017**

PRESENT: Councillors: Alex Lewis (Chairman), Mrs Chris Jones (County Councillor and Vice Chairman), Mrs. Joan Keith, Alex Lewis (Vice Chairman), Mrs Mary Southall, Mike Walker, Mrs Shelley Webber, Miss. Sarah Wilson and David Wisinger.

Peter Richmond - the Clerk and Financial Officer.
Wayne Jones = Street Scene – Flintshire County Council
Also in attendance – 2 members of the public.

17/1 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillor Norman Jones.

RESOLVED – that the apology be received and accepted

17/2 DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk advised that all members of the new Council have signed the required copy of the Declaration of Acceptance of Office forms which he has also signed.

Councillor Norman Jones had advised that he would not be attending the meeting. The Clerk had visited the councilor to obtain the required signed and witnessed form.

RESOLVED – that the report be noted.

17/3 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.

17/4 REGISTRATION OF MEMBERS' INTEREST

All present members completed the required Registration of Members Interest - the new information will shortly be added to the Council's we site.

The Clerk reminded members of Council that should there be change to their registered information that they should advise the Clerk so that the core information can be updated.

RESOLVED – that the report be noted.

17/5 MATTERS RAISED BY THE PUBLIC

No matters were raised.

17/6 **CHAIR'S REPORT AND ACTIONS SINCE 14th APRIL 2017**

The Chairman advised that he attended and Chaired the two recent site meetings concerning the water leakage problems at the Foxes Lane underpass and the condition of the Ferry Lane footbridge.

RESOLVED – that report be noted.

17/7 **ELECTION OF CHAIRMAN FOR THE COUNCIL YEAR 2017/18**

The retiring Chairman thanked members of Council and the Clerk for their support during her year in office.

Members of Council expressed their thanks and appreciation for the work undertaken by the retiring Chairman during the past year.

There was one nomination proposed and seconded – Councillor Alex Lewis

RESOLVED: - that Councillor Alex Lewis be elected Chairman for 2017/18

17/8 **ELECTION OF VICE CHAIRMAN FOR THE COUNCIL YEAR 2017/18**

There were two nominations proposed and seconded – Mrs Chris Jones and Mrs. Mary Southall

RESOLVED: - that Councillor Mrs. Chris Jones be elected Vice Chair for 2017/18.

17/9 **ELECTION OF COUNCIL REPRESENTATIVE ON THE GOVERNING BODY OF SEALAND PRIMARY SCHOOL – 2017/2021**

There was one nomination proposed and seconded – Councillor Mrs. Joan Keith

RESOLVED: - that Councillor Mrs. Joan Keith be elected for the period 2017/21.

17/10 **COUNCIL VACANCIES**

The Clerk advised that the Council should consider the filling of its three Councillor Vacancies by co-option. The Council has to fill the three vacancies by co-option within 35 days (working days not including Saturdays – Sundays or Bank Holidays) calculated from the election day of 4th May 2017 i.e. by 20th June 2017.

The Clerk circulated the required Notice of Co-option.

RESOLVED that the required Notice of Option seeking expressions of interest be advertised on the Council's web site and notice board with a closing date of Wednesday 16th June 2017 and that Council will consider expressions of interest at its next meeting on Monday 19th June 2017.

17/11 **MINUTES OF THE MEETING OF COUNCIL HELD ON 10th APRIL 2017**

RESOLVED - that the minutes of the meeting of Council held on 10th April 2017 be confirmed as a true and correct record

17/12 **POLICE ISSUES**

The Clerk advised that District Inspector Andrew Griffiths will be meeting with members of Council at 6pm on Monday 19th June 2017 at 6pm – the District Inspector had been unable to attend the May 2017 meeting.

The Chairman welcomed CBMs Dave Huxley and Christopher Phillips to the meeting.

1. Anti-social behaviour Green Lane West - police advised that the situation is improving – the County Council’s Safety Team has been involved.

Patrols are still being carried out.

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>.

No further reports have been received by the Police.

The County Councillor advised that a school crossing patrol person will shortly be starting her duties.

3. ASB on riverbank cycle path by Blue Bridge – Wayne Jones had previously advised that the Council seat is going to be temporarily removed and hopefully will be reinstalled at the same location. The seat is still in place.
4. Community Speed Watch – Council requires an update as members of the council and public have volunteered to be involved.

Martin will resend the link to the Clerk.

6. Small motorbike – two/three youths- Sealand Manor / Garden City Area and along the riverbank – no further complaints have been received by the police.

Residents must know who are riding the quad bikes.

7. 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

will not close off the alleyways.

Residents must know who are riding the bikes? If the Police can establish who is riding the bikes they can proactively visit and deal with any offences or suitably advise them. The Police have spoken to some local youths and asked them who is riding them however no names to date. They have been asked to tell their friends that the Police are patrolling and on the lookout for the bikes.

RESOLVED – that the report be noted.

17/13 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Welsh Road Recreation Field / Deeside Lane – Dogs

The County Councillor advised that the new orders will shortly be approved

RESOLVED - that the report be noted.

b) Water Leaking from Walls – Foxes Lane Underpass

It was reported that a site meeting was recently held with Mark Middleton to find out what's causing water to leak out of the wing walls. A report of the meeting and a progress report will be requested by the Clerk.

RESOLVED – that the report be noted.

c) Underpass- Foxes Lane

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

RESOLVED – that the report be noted.

d) Ferry Lane Footbridge – Noise Nuisance

It was reported that a site meeting was recently held with Mark Middleton to find out the details of the structural problems with the bridge including the excessive noise levels. It was reported that Mark will be arranging for the bridge provider to meet on site and inspect the bridge. A report of the meeting and a progress report will be requested by the Clerk.

RESOLVED – that the report be noted.

e) Trees at Rear of 12 St. Bartholomew's Court

The Clerk advised that he had received an email from the County Councillor advising that Stuart Body, Forestry Officer, Environment & Conservation Section, Environment Directorate, Flintshire County Council has inspected the trees. Apart from a single sycamore all the trees are ashes, either single stemmed or multi-stemmed specimens. The trees reach a

height of approximately 13m. There is also an old hedgerow adjacent to the rear boundary of No. 12 which has been topped.

It is Stuart's professional opinion that none of the trees can be considered dangerous within the scope of the S23 of the Local Government (Miscellaneous Provisions) Act 1976 or Section 154 of the Highways Act 1980. None of the trees are dead, hollow, structurally unsound or are uprooting.

It is evident from Steve Bartley's response to Mark Tami that the land is not maintained by the Highways Authority however he has emailed Legal Services to see if it is council land – which it isn't.

RESOLVED – that the report be noted

f) Car Sales – Sealand Road / St. Bartholomew's Court

The Clerk advised that he had received an email from the County Councillor advising that she has contacted Mark Jones, Planning Enforcement Officer that she is receiving complaints with regards to the lights that have been installed at this site. They are visually intrusive to the properties on St Bartholomew's Court. There are cars for sale and flags have been erected, all without permission. This is not right and action is needed as soon as possible – the site needs to be visited. There are cars parked on both sides of the site, on the grassed area and hardstanding. Can the inspection also report on the existence of the required septic tank. Has the required drainage system been implemented?

It was reported that the planning application will not be considered until the complaints regarding the lights have been actioned.

RESOLVED – that the report be noted

g) The Owl Industrial Estate – Manor Road

The Clerk advised that he had received an email from the County Councillor advising she has received a number of complaints about the Owl Industrial Estate, not just about the storage of caravans and boats but the car transporters and cars being stored on site without permission. These transporters as going to the site along an unadopted road. There is also a possibility that travellers are on site.

This has been referred again to the County Council for enforcement investigation.

RESOLVED – that the report be noted

h) Yellow line scheme for Riverside Park and the parking restrictions at the side of the chemist on Welsh Rd.

The Clerk advised that he had received an email from the County Councillor advising she has requested an update on the yellow line scheme for Riverside Park and the parking restrictions at the side of the chemist on Welsh Road. The Clerk to seek progress reports from Nick Williams and Anthony Stamford.

RESOLVED – that the report be noted

i) Town Lynx Bus Service

The Clerk advised that he had received an email from the County Councillor advising she has requested information on this bus service and why it is being withdrawn.

RESOLVED – that the report be noted

j) Improved Surface – Green Lane East Bridleway

Members of Council thanked the County Councillor for the repairs to Green Lane East

RESOLVED – that the report be noted

17/14 LIGHTING MATTERS

a) Street Lighting Report

All lights are working apart column 65 on Foxes Lane which is always on.

Council now has 108 lights 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 – 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 replace 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. There is still an old column in place fitted with a CCTV at Manor Road.

RESOLVED – that the report be noted.

**17/15 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 £7.42 per head produces an upper limit of £14,572.00

Allocation for the 2017/18 financial year for grants is £2,500.

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 £3,200.

Giving a total estimated expenditure of - £5,700

RESOLVED – that the report be noted.

17/16 GRANT REQUESTS

a) Sealand Rainbows

The Clerk advised that he had received a letter from Hayley Wilson writing on behalf of a new Rainbows group that we are hoping to open in Sealand. Let me explain our current situation. Myself and 3 other local mums have decided we want to try and open a Rainbows and Brownies group in the area. The current waiting list is up to five years in the other groups nearby so people have previously been put off registering their daughters. The most local are Sandycroft, Hawarden and Connah's Quay and as you know the transport to these places are either not there or the ones that are have poor timings and not reliable. We were told that the current number of children registered in Sealand/Garden City were 3. In one day of us asking on social media we had 18 girls registered by their parents wanting to attend one here. We are hoping to use the Youth club. The four of us met the Deeside Commissioner on Friday and she said we can start training and if we raise enough money to set up we could be set up by September and we are able to run a Rainbows group which will include children of Brownie's age until we are fully up and running and developed a strong group. We are asking that you consider a grant to help us do this please? We believe it will really benefit our community. These groups in previous years have helped fundraise in the local community and even marched on Remembrance Sunday - we want this to happen again. A lot of girls now don't even know these groups exist and it is such a shame because it teaches them skills, life lessons and helps them develop socially and personally. This community over the years has lost a lot of places and locally now there isn't much for children and we really think this and the things we have planned will help bring the community back together

Councillor Mrs Chris Jones declared an interest

RESOLVED – that a grant payment of £150.00 will be made to the Sealand Rainbows as soon as they have set up a bank account.

b) Calendar Girls Bingo and John Summers High School.

RESOLVED: -that in accordance with Section 137 of the Local Government Act 1971 that the Council should award grants of £150.00 to the Calendar Girls Bingo and £100 to the John Summers High School which are in the best interests of the area and its inhabitants.

17/17 PLANNING APPLICATIONS

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

056827 - Proposed conversion of 2no. dwellings into 7no flats with parking at Yew Tree Farm, Sealand Road, Sealand, Chester, CH1 6BS

056884 - Proposed Covered storage building at Unit 103, Welsh Road, Garden City, Deeside, Flintshire, CH5 2LR

RESOLVED: - that no objections be raised in respect of the PA 056884 in the case of PA 056827 further information about the planning application is required to enable Council give full consideration.

17/18 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 April to 9th May 2017 - £5 will be deducted on 10th May 2017.

Cheque No	Payable to	Details	Amount	VAT	Vat Code	Expenditure Powers
003055	Heswall Computers	4 Boxes of A4 paper	£100.00	£20.00	539439706	Local Government Act 1972 (s111)
003056	Flintshire County Council	Street Lighting Maintenance and Energy – March 2017	£526.90			Highways Act 1980 (301)
003057	Zurich Municipal	Annual Insurance Premium	£893.98			Local Govt Act 1972 (S111)
003058	JDH Business Services Ltd	Internal Audit Fee for 2016/17	£262.80	£43.80	771744412	Local Govt Act 1972 (S111)
003059	P. Richmond	Salary – May 2017	£669.50			Local Govt Act 1972 (S112)
003060	HM Revenues and Customs Only	Income Tax – PR – May 2017	£262.80			Local Govt Act 1972 (S112)
003061	Cheque Destroyed					
003062	Richie Hayes and Sons	School Milk – April 2016	£126.35			Local Govt Act 1971 (S137))
003063	Calendar Girls Bingo	Grant	£150.00			Local Govt Act 1971 (S137))

003064	John Summers High	Grant	£100.00			Local Govt Act 1971 (S137))
Total Spend			£3,092.33	£63.80		

17/19 INCOME

The Clerk advised that Council had received the following income –

Lloyds Bank :	Interest	£1.48
HMRC :	VAT Refund 2016/17	£389.11
Flintshire County Council:	Precept – First Payment	£19,000.00
	Total	£19,390.59

RESOLVED - that the report be noted.

17/20 PLAY AREAS - SEALAND

The Clerk reminded Council that at the meeting of Council held on 20th March 2017 it agreed to the additional funding of £722 so that the 2016/17 match funded project of £11,445 could proceed. 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 Aerial runway or zip wire has been installed at Sealand Manor.

RESOLVED – that the report be noted.

17/21 LAND DRAINAGE ISSUES

At the April 2017 meeting Council asked Neil Parry to confirm that the responsibility for the maintenance and cleaning of the Ferry Lane ditches sites with FCC and not the local residents

RESOLVED – that Neil Parry be asked again

17/22 CORRESPONDENCE

- a) Letter from Andrew Farrow, Chief Officer (Planning & Environment) regarding - Open space land within your responsibility for inclusion in consultation on the Implementing of a Dog Control - Public Spaces Protection Order (PSPO) in Flintshire.

Flintshire County Council is intending to consult on a proposed Dog Control Public Spaces Protection Order (PSPO) to cover the whole County.

PSPOs are intended to prevent individuals or groups committing anti-social behaviour in a public space where the behaviour is having, or is likely to have, a detrimental effect on the quality of life of those in the locality, is, or is likely to be, persistent or continuing in nature, and is, or likely to be, unreasonable.

The proposed prohibited activities agreed by the Council to be included in the Dog Control PSPO are summarised below, any breaches would result in the issuing of a Fixed Penalty Notice to the offender.

1. Dog faeces must be removed immediately from all public land.
2. A dog owner may be asked to place their dog on a lead, if requested, by an authorised officer, if the dog is causing nuisance or harassment to another dog, person or animal at any public location (there is **NOT** a requirement for dogs to be kept on a lead at all times in public areas)
3. Dogs to be excluded from the playing areas of marked sports pitches, designated sporting areas (bowling greens, tennis courts), fenced equipped children's play areas and School Grounds.
4. Dogs to be kept on a lead in Cemeteries.
5. Dog walkers to have on their person a means of collecting dog waste if asked by an authorised officer.

The PSPO is necessary to replace the current Dog Control Order which will cease in October 2017, and will last for an initial period of 3 years.

This matter will be open to consultation from 1st June 2017 and the County Council is currently developing a list of sites within its ownership that will be included in the order.

The purpose of this letter is to enquire if there are any 'Public space' sites that fall within your responsibility (either owned or leased) that you would like to nominate to be included in the consultation exercise, which would allow enforcement action to be taken against any individual allowing their dog to contravene any of the above orders.

There will be no costs associated with the order for the Town and Community Councils and the cost of the enforcement patrols will be recovered through the income from any fixed penalty notices issued. There will be some minimal costs in respect of any signage required by the Town and Community Councils at each of the nominated sites, which will be agreed between the two parties before the arrangements come into place.

Nominated sites will need to be provided to us by no later than the **26th May 2017** to ensure that they are included in the consultation documents that will be sent out on the 1st June 2017. In order to assist you with this, your Streetscene Area Coordinator Wayne Jones is available to meet with you and attend your next monthly meeting to explain the consultation process and help you in identifying all potential sites.

Wayne Jones will make contact with you during the week beginning the 24th April to arrange a meeting and establish the date of your next meeting.

RESOLVED – that the –

- i) report be noted
- ii) Council should raise the issue about the public access areas at Sealand Churches,

Clwyd and Alyn allotments at Garden City and the linear sustran cycle routes along the River Dee embankment and from Chester to Neston and Hawarden Bridge.

- b) Letter from Mandy Haslam - PA to Chief Officers (Governance) & (Planning & Environment)

Further to my earlier email regarding training, I should be grateful if you could forward the following dates to your councillors.

Thursday, 25 May starting at 6pm – Council Chamber, County Hall, Mold (PLEASE NOTE CHANGE OF VENUE)

Tuesday, 30 May starting at 2pm – Talacre Community Centre, Gamfa Wen, Talacre, Flintshire.

Thursday, 1 June starting at 6pm in the Council Chamber, County Hall, Mold

All three sessions will cover the topics of how the Council works, what town/community councils can do and code of conduct. Councillors need only attend one session.

If at all possible, could you email me with the numbers from your council will be attending and their chosen date.

RESOLVED – that the report be noted

17/23 COMMUNITY TRANSPORT

RESOLVED – that the Jessica Pritchard to the next meeting so that she can update Council with regard to the Community Transport Project.

17/24 SEALAND COMMUNITY COUNCIL – SUMMARY OF ACCOUNTS - 2017/18 FINANCIAL YEAR

The Clerk outlined the expenditure and income for the 2017/18 financial year up to cheque number 003062

	Actual	Anticipated	Difference
Income			
General Admin Inc. Precept	£19,000.00	£57,000.00	-£38,000.00
Bank Interest	£1.48	£24.00	-£22.52
Insurance Claims / Refunds		£0.00	
VAT Refund	£389.11	£500.00	-£110.89
Milk Claims		£500.00	
Total	£19,390.59	£58,024.00	-£38,633.41
Expenditure	Actual	Anticipated	Difference
Bank Charges	£5.00	£60.00	£55.00
Chairman's Fund		£800.00	£800.00
Staffing Costs	£1,646.96	£9,276.00	£7,629.04
General Admin Costs	£1,298.05	£3,795.00	£2,496.95
Insurances	£893.98	£1,200.00	£306.02
Election Costs		£4,500.00	£4500.00
Play Areas		£8,100.00	£8,100.00
Highways		£700.00	£700.00
Street Lighting	£1,116.30	£23,400.00	£22,283.70
CCTV Maintenance	£660.00	£1,000.00	£340.00
Grants – Section 137		£2,500.00	£2,500.00
School Milk – Section 137	£466.45	£3,200.00	£2,733.55
Total	£2,242.75	£58,531.00	£52,444.26

Current
Summary

Balance as at 31 March 2017	£36,987.43
Total Expenditure	£2,242.75
Total Income	£19,390.59
Balance	£17,147.84
Overall balance as at 15th May 2017	£54,135.27
VAT Costs for 2017/18 financial year	£173.80

End of Year
Prediction

Balance as at 31 March 2017	£36,987.43
Total Anticipated Expenditure	£58,531.00
Total Anticipated Income	£58,024.00
Anticipated Balance for the year	-£507.00
Anticipated Overall Balance as at 31st March 2018	£36,480.43

17/25

REPORT – ANNUAL FINANCIAL RETURN – 2016/17

Key Dates for 2017/18

HMRC VAT Claim for 2016/17 for £389.11	1 st April 2017- completed.
HMRC Basic Tools on Line System set up for 2017/18	31 st March 2017 – completed.
Bank Reconciliation for 31 st March 2017	1 st April 2017 – completed.
Internal Audit	13 th April 2017 – collect records on 27 th April 2017 – completed.
Date of council meeting to approve accounting statements and to present annual return to smaller body prior to audit.	10 th April 2017 – completed.
Display notice	From 1 st May to 14 th May 2017 Notices displayed on web site and notice boards from 10 th April 2017
Make records available	From 15 th May to 12 th June 2017
Date of council meeting to receive internal audit report	15 th May 2017 – completed and required action taken.
Send annual return to external auditor – BDO.	6 th June 2017
Annual return required by external auditor - BDO	13 th June 2017
Publication of audited accounts as soon as possible after completion of the audit – or in any event no later than	30 th September 2017

The Clerk outlined the information required to be sent to the External auditor.

RESOLVED: - that the report be noted.

17/26

INTERNAL AUDIT REPORT 2015/16 FINANCIAL YEAR

The Clerk advised that the Internal Audit was completed by JDH Business Services Ltd following testing of the internal controls specified on the Annual Return for local councils in Wales. On the basis of the internal audit work carried out, in their view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan.

- The audit was undertaken using the following testing of the internal controls specified on the Annual Return for local councils in wales.

- Books of account have been properly kept throughout the year.
- Standing Orders & Financial Regulations have been adopted and applied
- The Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for.
- Adequate arrangements are in place to manage all identified risks
- The annual precept request is the result of a proper budgetary process; budget progress is regularly monitored and the council's reserves are appropriate.
- Income procedures ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for.
- Wages and salaries to employees have been paid in accordance with Council approvals and PAYE and NI requirements have been properly applied.
- Asset and investments registers are accurate
- Bank Reconciliation procedures ensure the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year End Procedures ensure the accuracy and completeness of the financial statements
- Recommendations for Improvement are implemented on a timely basis

Guidance Note

The street lighting contract with Flintshire County Council (FCC) expired in 2015/16. Street Lighting expenditure in the year is in excess of the threshold of £3,000 required for 3 written estimates in the Financial Regulations. The Clerk has explained that FCC are maintaining the lights to the required level and then adopting them on a phased basis.

Recommendation

The contract with Flintshire County Council should be updated and signed by both parties to the agreement. This is currently being actioned by the clerk.

Clearly FCC are in practice the only provider that could carry out this service as they then formally adopt the street lights as their own assets. However, the minutes should state this is the case so that standard Financial Regulations with regard to securing three written estimates should not apply.

RESOLVED: - that –

- i) the report be noted.
- ii) in respect of the expenditure undertaken in the 2016/17 financial year with Flintshire County Council in respect of all areas of street lighting – total being

- iii) £31,653.40 that Financial Regulations should have been suspended with regard to securing three written estimates should not apply. It be noted that this will not be the case for the 2017/18 financial year as the anticipated expenditure is £23,400.00.
- iv) it be noted that Flintshire County Council is preparing a Service Level Agreement for its lighting support contract for council for the 2017/18 financial year.

17/27 ACCESS TO INFORMATION: MEMBERS ALLOWANCES AND EXPENSES

The Clerk referred to the Local Government Democracy (Wales) Act 2013 and the work undertaken by the Remuneration Panel for Wales. Section 151 of the Local Government (Wales) Measure 2011 requires relevant authorities including this Council to arrange for the publication within its area of the remuneration received by members and co-opted members. This information must be published and provided to the Panel no later than 30 September following the end of the financial year to which the payment relates. The following must be provided about payments made by Council to named members –

- Attendance allowance
- Financial loss allowance
- Payments for costs incurred in respect of telephone usage / broadband
- Allowances made to the Chair
- All travel and subsistence expenses and other payments received by each named member.

The Clerk advised that the Council had not made any such payments to members of Council and he has advised the Remuneration Panel for Wales that no payments were made in the 2016/17 financial year. A notice to that effect has as is required been placed on the Council's web site and the Council's notice boards.

The Clerk reminded Council that at its meeting held on 14th September 2015 it resolved that –

- i) payment of a civic allowance to the Chairman undertaking the functions of that office be discontinued with effect from the 2015/16 municipal year.
- ii) the Chairman be entitled to reimbursement of expenses incurred and to bring forward suggested assistance for organisations for Council's endorsement up to the provision previously allocated in the budget for allowance purposes - £800.00
- iii) the Chairman's use of the fund including requests for payment be brought to Council through "Chair's Report and Actions".

RESOLVED – that –

- i) the report be noted.
- ii) that the following payments should apply for the 2017/18 financial year –
Payment of Chairman's Fund and reimbursement of members travel expenses when undertaking approved duties – payable at the HMRC rate of £0.47 per mile.

17/28 **DRAFT SOCIAL MEDIA POLICY**

The Clerk advised that the Draft Social Media Policy will be on the agenda for the June 2017 Meeting. A copy has already been emailed to members of Council.

RESOLVED – that the report be noted.

17/29 **ST. BARTHOLOMEW'S CHURCH**

RESOLVED – that a letter be sent to Whom It May Concern outlining that the Sealand Community Council which represents over 2500 residents in the Sealand area. The Council has very close contact with St Bartholomew's Church and holds an annual Service of Remembrance at the church. The church is also the venue for the Christmas Celebrations which the Council hosts and invites other local Councils in the locality. In the past, the Council has made donations to support the work of the church especially with repairs and maintenance.

St Bartholomew's Church is always very welcoming despite its limited facilities. The Councillors are mindful that the church needs to upgrade its very basic facilities to enable the church to offer even more activities for all ages within the Sealand Community.

The Sealand Community Council held their monthly meeting on Monday 15 May 2017. The councillors discussed the reordering plans that have been drawn up by the architect in conjunction with the church members. The councillors were in full agreement that St Bartholomew's has their full support for the proposed works to improve, upgrade and enhance the facilities of the building.

17/30 **MATTERS RAISED BY MEMBERS OF COUNCIL**

Damaged footway – Sealand Road - Wayne Jones to advise.

Graffiti on Foxes Lane underpass - Wayne Jones to advise.

Crack in the Centre Joint - A548 roundabout, Welsh Road site of former British Legion and at the Foxes Lane underpass - Wayne Jones to advise.

TPO required for two trees at Old Sealand Road.

Higher Ferry Sign at Ferry Lane has been removed - Wayne Jones to advise regarding the need for a replacement sign to be installed.

Perspex required for the notice board at Ferry Lane - Wayne Jones has given this to Peter Siddorn who will install on the notice board.

17/31 **MATTERS RAISED BY MEMBERS OF THE PUBLIC**

No issues Raised

17/32 DATE OF COUNCIL'S NEXT MEETING – 19th JUNE 2017

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

**17/33 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S
CODE OF CONDUCT - DECLARATION OF INTEREST**

Council Member	Item	Minute Reference
Councillor Chris Jones	Grant Request Sealand Rainbows	17/16a

The meeting opened at 6.30pm and closed at 8.15pm

..... Signed 19th June 2017