

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON 18th JUNE 2018 AT SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Chris Jones (Chair and County Councillor), Jean Fairbrother, Barbara Hinds (Vice-Chair), Norman Jones, Joan Keith, Mikael Khan, Alex Lewis, Mary Southall, Mike Walker, Rhondda Whittaker and David Wisinger.

Peter Richmond: Clerk and Financial Officer.
Two members of the public.

18/38 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Shelley Webber and Sarah Wilson

RESOLVED - that the apologies as submitted are received and accepted

18/39 CODE OF CONDUCT DECLARATION OF INTEREST

No Declarations were submitted at the beginning of the meeting.

RESOLVED - that the report be noted.

18/40 CHAIR'S REPORT AND ACTIONS SINCE 21st MAY 2018

The Chair advised that she had no actions to report on.

RESOLVED - that the report be noted.

18/41 MATTERS RAISED BY THE PUBLIC

No matters were raised.

18/42 MINUTES OF THE ANNUAL GENERAL MEETING OF THE OF COUNCIL HELD ON 21st MAY 2018

RESOLVED - that the minutes of the Annual General Meeting of Council held on 21st May 2018 be confirmed as a true and correct record.

18/43 POLICE ISSUES

There were no police in attendance.

1. Riverbank cycle path - Shotton to Chester.
Previous police report - Non-covert and covert patrols are being undertaken.

2. Community Speed Watch - Councillor Mike Walker advised no further speed checks had been undertaken. It is planned to undertake further checks on Seahill Road and on Welsh Road on the approach to the blue bridge.
3. Cars doing U-turns - traffic lights Sealand Road/ Seahill Road - various times of the day. Previous police report - It was confirmed that CMB Craig Williams will continue to investigate.
4. Quad Bikes are again becoming an issue again.
5. Green Lane East - concern about through traffic and speeding traffic. PCSO Christopher Phillips submitted a report to the previous meeting.

PCSO Christopher Phillips has recently advised that the County Councillor has mentioned regarding possible drug dealing on the riverbank cycleway near to Claremont Drive. The PCSO asked that councillors should ensure that residents should call the police on 101 with the intelligence or phone the PCSO directly on 07989164229.

RESOLVED - that the report be noted.

18/44 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Water Leaking from Walls - Foxes Lane Underpass

Wayne Jones previously reminded council that further information had come to light as Welsh Water think that there is a possible leak from a mains water pipe within the bridge structure. This is still being investigated and council will be kept informed.

RESOLVED - that Wayne Jones be asked to provide a progress report.

b) Underpass- Foxes Lane and Green Lane West

Wayne Jones previously advised that he still understands that it is still proposed to install new lighting at these two underpasses subject to funding being provided by NMWTRA.

RESOLVED - that Wayne Jones be asked to provide a progress report.

c) Ferry Lane Footbridge - Noise Nuisance

The County Councillor advised that Mark Middleton will be resuming responsibility for the bridge.

RESOLVED - that the report be noted.

d) Car Sales - Sealand Road / St. Bartholomew's Court

Council has been advised that the planning application will not be considered until the complaints regarding the lights have been actioned.

RESOLVED - that the report be noted.

e) The Owl Industrial Estate - Manor Road

The County Councillor advised that she is awaiting a full report from the County Council's Enforcement Officer.

RESOLVED - that the report be noted.

f) Land opposite St. Bartholomew's Church

It was previously reported that two large galvanised gates have been installed together with fencing. The owner of the site is required to submit a planning application for the installation of the gates - it was reported that the gates have now been painted green and that a planning application has now been submitted.

RESOLVED - the report be noted.

g) Pot Holes - Foxes Lane and Claremont Avenue

It was reported that the pot holes have been filled in but not very well.

RESOLVED - that the matter be referred to Wayne Jones to action.

h) Foxes Lane - Parking by the Shops and on the grass verge at Riverside Park

RESOLVED - that the issue be again referred to the County Council's Enforcement Officer requesting patrols to be carried out at Foxes lane as cars are constantly parking on the double yellow lines and on the grass verge at Riverside Park.

i) Deeside Lane

At the previous meeting members of the public raised various concerns as reported in the May 2018 council minutes.

The Chair (County Councillor) advised at the same meeting - that she has been dealing with all of these issues for well over 18 months and during that time has been in communication with residents and all appropriate officers at Flintshire County Council and that she will arrange as a matter of urgency a site meeting with all involved FCC officers to determine how the issues can be progressed.

The County Councillor advised on the on-going discussions with officers at the County Council.

RESOLVED - that the report be noted.

18/44 LIGHTING MATTERS

Council has 99 lights this will further reduced at 31st March 2019 by 9 lights leaving the Council's stock at 90. The Clerk has been in contact with the county council to confirm that the 2018/19 charges for energy and maintenance will be based on 99 lights.

At the Annual Finance Meeting in December 2017 council agreed to replace and have adopted by Flintshire County Council an additional 9 lights in the 2018/19 financial year. The lights being - along Foxes Lane 60 to 65 (6) and Sealand Avenue 93, 94 and 115 (3). This will reduce the lighting stock to 90 as at 31st March 2019. The Clerk advised that the installation work has started at both Foxes Lane and Sealand Avenue.

One of the new columns along Foxes Lane has been hit by a vehicle and this will reported to the county council.

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.

**18/45 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 2154 and £7.57 per elector produces an upper limit of £16,305.78.

The grant allocation for the 2018/19 financial year is £2,500. Spent so far - £1,168.75

The expenditure on free school milk comes under well-being (Local Government Act 2000, Sections (1-5) - this power is again restricted again by the S137 limit (£7.57 per elector in any given financial year).

The school milk estimated expenditure for 2018/19 is £3,500. Spent so far - £599.64

Giving a total estimated Section 137 (4) (a) of the Local Government Act 1972 expenditure of £6,000 in the 2018/19 financial year.

RESOLVED - that the report be noted.

18/46 GRANT REQUESTS

a) Sealand Happy Group

RESOLVED - that the grant request be considered at the next meeting of Council.

18/47 PLANNING APPLICATIONS

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

058454 - Proposed covered storage area at Unit 103, Welsh Road, Garden City, Deeside, Flintshire, CH5 2LR

058508 - Application for the approval of details reserved by condition nos. 5 (construction environmental management plan) and 6 (ecological compliance audit report) attached to planning permission ref. 057404 at RAF Sealand South Camp, Welsh Road, Sealand, Deeside, CH5 2RD

058514 - Application for the approval of details reserved by condition nos. 5 (phasing scheme) 6 (development brief), 12 (flood consequence assessment), 30 (highway works/transport implementation strategy), 34 (framework travel plan) and 38 (scheme for the layout, design and timetable for implementation of works) attached to planning permission ref. 049320 at RAF Sealand South Camp, Welsh Road, Sealand, Deeside, CH5 2RD

058531 - Application for the approval of details reserved by condition no. 27 (construction management plan) attached to planning permission ref. 049320 at RAF Sealand South Camp, Welsh Road, Sealand, Deeside, CH5 2RD

RESOLVED - that no objections be made regarding the above planning applications.

18/48 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 - £5 per month.

Cheque No	Payable to	Details	Amount	VAT	V a t Code	Expenditure Powers
003153	Flintshire County Council	Part Payment Double Yellow Lines - Riverside Park	£1,400.00			Highways Act 1980 (S274a)
003154	P. Richmond	Salary etc. - June 2018	£694.88			Local Govt Act 1972 (S112)
003155	HM Revenues and Customs Only	Income Tax - PR - June 2018	£262.80			Local Govt Act 1972 (S112)
003156	Cancelled					
003157	Richie Hayes and Sons Dairy Ltd	School Milk - May 2018	£213.18			Local Govt Act 1971 (S137)
003158	Flintshire County Council	Street Lighting Maintenance and Energy - April 2018	£617.93			Highways Act 1980 (301)
003159	JOLORA	Web Site Maintenance Monthly Retainer June 2018	£192.00	£32.00	294456859	Local Govt Act 1972 (S142)
003160	Councillor Alex Lewis	Refund cost to engrave the Council's Chain of Office	£23.00			Local Govt Act 1972 (S111)
Total Spend			£3,403.79	£32.00		

18/49 INCOME

The Clerk advised that Council had received the following income -

Lloyds Bank Interest - £1.61
Total £1.61

RESOLVED - that the income be noted.

18/50 CORRESPONDENCE

A) Email from a member of the public regarding the pot holes in Green Lane East.

The email was copied to the County Councillor who has responded as follows -

a) I have just spoken to our Rights of Way Officer, Derek Charlton and discussed the issues that you have raised. He told me that he will have the lane inspected and if the potholes are deemed very deep, he will instruct highways to fill them in. As it is a bridleway that is all that can be done by FCC. If the residents want the road maintaining to a higher standard, then it is the responsibility of the homeowners to pay for this.

b) I have spoken with Derek Charlton, who is our Rights of Way Officer at FCC and he is going to ask the staff to fill the potholes in. It is our (FCC) responsibility to maintain a Bridleway to a safe standard. He said they are actually in the process of devising a new policy for the care of bridleways in Flintshire.

I hope this is acceptable. I am more than happy for you to share this information with residents

RESOLVED - that the report be noted.

B) Email from Sam Perry - Corporate Business and Communications Support Officer, Flintshire County Council. The email was copied to members of council. Please find attached information around WW1 Silent Soldiers and possible covenant funding which you may find useful.

RESOLVED - that the information be passed to St. Bartholomew's Church.

18/51 COMMUNITY TRANSPORT PROJECT

At an earlier meeting Council resolved that Kate Wilby - Community Transport be advised council understands that consideration is being given as part of the Flintshire Bus Services Review to withdraw the No 8 service that goes to Sealand Manor. The County Councillor has requested details about the number of passengers using the service and the cost in running the service. In the meantime, council requests that consideration, be given for a possible community transport service to be provided for Sealand Manor in line with the pilot scheme at Northop Hall. A reply is still awaited.

RESOLVED - that the report be noted.

18/52 THE AIRFIELDS DEVELOPMENT

There was no further action or information to report on.

RESOLVED - that the report be noted.

**18/53 MATCHED FUNDING SCHEME
IMPROVEMENTS TO CHILDREN'S PLAY AREA 2017/18 AND 2018/19
SEALAND MANOR**

The Clerk advised that the agreed 2017/18 play area works have been completed.

It was reported that funds are being prepared to support the 2018/19 pay area works.

RESOLVED - that the report be noted.

18/54 SEALAND FLOOD WARDENS

The Clerk advised that Kelly McLaughlin replied (email was copied to all members of council) asking that can all Councillors who would like to resign from their role as Flood Wardens to email gwyn.moseley@cyfoethnaturiolcymru.gov.uk to let him know, as he will need to make sure your data is removed from our systems, in accordance with GDPR

Any ID badges for Flood Wardens who have resigned will need to be returned to NRW or please confirm that they have been destroyed

NRW don't have a dedicated vehicle or team of people available to knock doors in the community; but there may be possibilities of flood awareness raising activities with other organisations such as the National Flood Forum, who are an independent charity and advocates for flood affected communities <https://nationalfloodforum.org.uk>

Just to reiterate that NRW would not expect any Flood Wardens to put themselves or others at risk by responding during a flood, any activities that NRW suggest for Flood Wardens take place before a flood and include raising awareness in the local community, and encouraging people to sign up for free flood warnings and nothing that should attract any personal risk to Wardens; we want them to be safe at all times

If anyone wants to chat about the role of Flood Warden, or flood risk please contact Kelly who will provide clarity or further information - 03000 654373 / 07824 499664. Alternatively, the local contact in North Wales is Gwyn Moseley (03000 653738)

RESOLVED - that the -

- i) report be noted.
- ii) members of council should decide on whether they wish to remain as Flood Wardens - in the event they do not want to continue they should contact Gwyn Moseley (03000 653738)
- iii) further consideration be given to the roles of Sealand Flood Wardens at the next meeting of council.

18/55 **CHIMNEY EMISSIONS - KNAUF AT SANDYCROFT**

Elizabeth Voice at NRW has advised that -

1. We have received one complaint of smoke since the Community Council meeting, on 16th May 2018. I was unable to substantiate the complaint (ie I did not observe the smoke as the complaint was made after the issue had passed), but the complainant has been informed to contact the NRW hotline as soon as possible in the future.

2. I contacted a past complainant in April for an update on issues. This complainant has work premises close to Knauf. He felt that there has been some improvement on site in relation to emissions to air, although not resolved.

3. The Air Quality Modelling and Risk Assessment Team (AQMRAT) have reviewed the modelling reports and technical notes for odour assessment and fugitive emissions from the furnace tap out. They have some queries which need to be resolved before a final review can be completed, and we are meeting Knauf and their environmental consultant in June to close these out.

4. During the site inspection in March, all of the emissions from site were within their permitted emission limit values. We discussed the furnace tap out process in detail with relevant site engineers as we believe that there are potential improvements which can be made to the process. This work is ongoing.

RESOLVED -that the report be noted.

18/56 **COMMUNITY DEFIBRILLATOR**

The Clerk reminded Council that at the Annual Finance Meeting held in December 2017 Council earmarked £1,000 for the provision of an external defibrillator.

The Clerk advised that he had discussed this with Wayne Jones who said that the defibrillator could be delivered to his offices and that he would arrange for its installation.

The Clerk advised that the relevant power to enable the council to purchase a defibrillator is Power of Well-Being, Local Government Act 2000 (S1-5).

RESOLVED - that the -

- i) report ne noted.
- ii) Clerk should seek costs to purchase a defibrillator.
- iii) Manager of the Garden City Pharmacy / Chemist be asked if would be agreeable to the defibrillator being attached to an external wall at his premises.

18/57 COMMUNITY STRATEGY- PUBLIC CONSULTATION

The Clerk circulated version 1 of the questionnaire that had been prepared by Jennifer Watson.

RESOLVED - that the -

- i) draft questionnaire be emailed to members of council requesting responses / changes to be returned to the Clerk by 25th June 2018
- ii) Clerk should pass the responses to Jennifer Watson who will then produce an updated version which will be considered at the next meeting of council on Monday 9th July 2018.

**18/58 PAYMENT TO MEMBERS OF COMMUNITY COUNCILS
INDEPENDENT REMUNERATION PANEL FOR WALES (IPRW)**

The Clerk referred back to his report at the April 2018.

At the previous meeting the Clerk advised that at the IRPW conference on Wednesday 9th May 2018. It was confirmed that the £150 payment to Members is a mandatory payment.

(Determination 44: Community and town councils in Groups A and B must make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumable etc).

It was also confirmed the payment is be paid for the Municipal year, therefore May - May.

As previously stated, this payment is a mandatory payment and should a Councillor choose not to receive this payment, they would need to write to the Clerk advising that they do not wish to receive the £150 payment.

At the May 2008 meeting it was agreed that

- i) Council noted that it should make the payment available to members of council unless the member of council should choose not to receive the payment; they would need to write to the Clerk advising that they do not wish to receive the £150 payment.
- ii) the Clerk should provide a template letter for members of council to sign indicating whether they wish to not receive the payment.

The letter was distributed to members of council and all councillors present signed the letters declining the payment. These will be held as permanent record by the Clerk

RESOLVED: - that the report be noted.

18/59

SUMMARY OF ACCOUNTS - 2018/19 FINANCIAL YEAR

The Clerk outlined the finalised expenditure and income for 2018/19 financial year up to cheque number 003158

2018 / 19 Financial Year	Actual	Anticipate d	Difference
Income			
General Admin Inc. Precept	£19,000.00	£57,000.00	-£38,000.00
Bank Interest	£3.20	£20.00	-£16.80
Insurance Claims / Refunds	£0.00	£0.00	£0.00
VAT Refund	£307.60	£200.00	+£107.60
Milk Claims	£0.00	£500.00	£0.00
Total	£19,310.80	£57,920.00	-£38,409.20
Expenditure	Actual	Anticipate d	Difference
Bank Charges	£15.00	£60.00	£45.00
Chairman's Fund	£0.00	£800.00	£880.00
Staffing Costs	£2,470.44	£9,882.00	£7,411.56
General Admin Costs	£627.38	£3,320.00	£2,692.62
Council Web Site	£480.00	£2,000.00	£1,520.00
Insurances	£852.61	£1,000.00	£147.39
Defibrillator - LGA Act 2000(S2)	£0.00	£1,000.00	£1,000.00
Play Schemes and New Equipment	£0.00	£9,400.00	£9,400.00
Highways	£1,400.00	£0.00	-£1,400.00
Street Lighting	£1,132.96	£25,400.00	£24,267.04
CCTV Maintenance	£0.00	£200.00	£0.00

Grants - Section 137	£1,168.75	£2,500.00	£1,331.25
School Milk - Section 137	£599.64	£3,500.00	£2,900.36
Total	£8,746.78	£59,062.00	£54,201.08

Current Summary	Balance as at 31 March 2018 including £25,000 contingency fund.	£39,991.15
	Total expenditure	£8,746.78
	Total income	£19,310.80
	Balance in year spend	£10,564.02
	Overall balance as at 18th June 2018	£50,555.17
	VAT Costs for 2018/19 financial year	£45.20
End of Year Prediction	Balance as at 31 st March 2018	£39,991.15
	Total anticipated expenditure	£59,062.00
	Total anticipated income	£57,920.00
	Anticipated balance for the year	-£1,342.00
	Anticipated Overall Balance as at 31st March 2019	£38,649.15

18/60

REPORT - ANNUAL FINANCIAL RETURN - 2017/18

Key Dates for 2017/18 audit

HMRC VAT claim submitted for 2017/18 for £307.60	1 st April 2018 - completed.
HMRC Basic Tools on Line System set up for 2018/19	31 st March 2018 - completed.
Bank Reconciliation for 31 st March 2018	1 st April 2018 - completed.

Internal Audit	12 th April 2018 - collected records on 19 th April 2018 - completed.
Date of council meeting to approve accounting statements and to present annual return to smaller body prior to audit.	21 st May 2018 - Approved.
Display notice	From 30 th April 2018 to 13 th May 2018 Notices displayed on the council's web site and 5 notice boards from 15 th April 2018.
Make records available	From 14 th May 2018 to 11 th June 2018. Public inspection period now ended.
Date of council meeting to receive internal audit report	21 st May 2018 - Received and noted.
Send annual return to external auditor - BDO.	6 th June 2018 - Posted 1 st Class.
Annual return required by external auditor - BDO	12 th June 2018 - Sent on 6 th June 2018
<p>The Clerk advised that the external auditor had advised on 15th June 2018 that other payments has decreased by £8,604, 16% from 2016/17 to 2017/18 an explanation for which was provided, however there was insufficient information for us to draw a conclusion. The Clerk advised the external auditor that she should refer to appendix A - as sent with the audit pack on information.</p> <p>Appendix A - that highlights in green all the areas of other payments comparing 2016/17 with 2017/18 - by removing the rounding required for the Annual Return the two totals are £54,617.41 and £46,014 - the difference being an actual of £8,603.41.</p> <p>The key differences are the reduction in expenditure on street lighting, highways and school milk</p>	

Publication of audited accounts as soon as possible after completion of the audit - or in any event no later than

30th September 2018

RESOLVED: - that the report be noted.

18/61 MATTERS RAISED BY MEMBERS OF COUNCIL

- Flooding in field near to Deeside Crescent / Sealand Road.
- 14 parking bays now provided at Orchard Way.
- Hedge cuttings on the pavement - o/s 25 Farm Road.
- Problems in receiving FCC stickers for the brown bins.
- Grass needs cutting along Sealand Road.
- Grant applications - Parc Adfer.
- Visit to Deeside Power Station to be arranged.
- Visit to Parc Adfer to be arranged.

18/62 MATTERS RAISED BY MEMBERS OF THE PUBLIC

Update provided regarding the planning application re Fir Trees at Ferry Lane.

Report about manure spreading and associated smells

18/63 DATE OF COUNCIL'S NEXT MEETING - 9th JULY 2018

RESOLVED - that the meetings of Council for 2018 be held on the following dates - 9th July 2018, 17th September 2018, 15th October 2018, 19th November 2018, 10th December 2018 (Annual Finance Meeting), 21st January 2019, 11th February 2019, 18th March 2019, 15th April 2019 and 20th May 2019 (AGM)

18/64 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT - DECLARATION OF INTEREST

Council Member	Item	Minute Reference
No declaration of interest were made		

The meeting opened at 6.30pm and closed at 8.30 pm

..... Signed 9th July 2018
Chairman of the Council.