

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 18th FEBRUARY 2019 AT SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: Chris Jones (Chair and County Councillor), Barbara Hinds (Vice-Chair), Mary Southall, Mike Walker, Rhondda Whittaker and David Wisinger.

Peter Richmond: Clerk and Financial Officer.

Wayne Jones - StreetScene

18/253 APOLOGIES FOR NON-ATTENDANCE

Apologies were received and accepted from Councillors Jean Fairbrother, Norman Jones, Mikael Khan, Alex Lewis, Shelley Webber and Sarah Wilson

18/254 NOTICE UNDER LOCAL GOVERNMENT ACT, 1972 (Section 87(2)) VACANCY FOR A COUNCILLOR

The Clerk advised that the public notice has been issued and dated 28th January 2019 to the effect that a casual vacancy has occurred in the office of Councillor for the Community Council of Sealand following the resignation of Councillor Joan Keith.

- 1 Rule 5(2) of The Local Elections (Parishes and Communities) (England and Wales) Rules 2006 now applies.
- 2 The rule allows TEN ELECTORS for the Community in which the casual vacancy has arisen to request the Returning Officer to hold an election to fill the vacancy. That request must be made within FOURTEEN DAYS, calculated in accordance with the rules, of the date of the notice. The fourteen-day period ended on 15th February 2019.
- 3 If no request is made the Community Council must, as soon as practicable after the expiry of the fourteen-day period, co-opt a person to fill the vacancy.

The Returning Officer's address is Flintshire County Council, County Hall, Mold, Flintshire. CH7 6NR and the telephone number for further guidance is 01352 702329.

The said notice had been added to the council's 5 notice boards and the council's web site.

The Clerk understands that no request for an election was received by the Returning Officer at Flintshire County Council – confirmation is awaited. The next step will be to give public notice of co-option in accordance with Section 116 of the Local Government (Wales) Measures 2011.

RESOLVED – that the report be noted.

18/255 CODE OF CONDUCT DECLARATION OF INTEREST

No Declarations were submitted at the beginning of the meeting.

RESOLVED – that the report be noted.

18/256 CHAIR'S REPORT AND ACTIONS SINCE 21st JANUARY 2019

The Chair advised that she attended the Friends of Sealand Meeting on 11th February 2019.

Chair's Fund Update - Agreed Spend to date

Cost of refreshments at the Remembrance Sunday Service and at the Christmas Carol Service – Total cost £250.00

£50 payment to the Deva Brass who performed at the Christmas Carol Service.

Payments of £25 to Eye to Eye, Sealand Happy Group, Calendar Girls Bingo, St.

Bartholomew's Church and the Leprechaun Monday Club. Total £125

Allocation is £800 and spent £425

Payments being made under expenditure powers - Ancillary Power Local Government Act 1972 (S11)

RESOLVED – that the report be noted.

18/257 MATTERS RAISED BY THE PUBLIC

No matters were raised.

18/258 MINUTES OF THE MEETING OF THE OF COUNCIL HELD ON 21st JANUARY 2019

RESOLVED - that the minutes of the meeting of Council held on 21st January 2019 be confirmed as a true and correct record.

18/259 POLICE ISSUES

The Chair welcomed PC Craig Bellamy to the meeting

1. Riverbank cycle path - Shotton to Chester – Drugs Problem.
PC Craig Bellamy advised that the police are continuing to carry out patrols.
2. Ferry Lane – Drugs Problem
PC Craig Bellamy advised that he will investigate the reports of drug activity taking place late mornings.

3. Community Speed Watch - should councillors wish to take part in the community speed watch to contact Councillor Mike Walker. Councillor Mike Walker will again ask his police contact whether Speed Watch Signs can be installed at locations to be specified by the said the Councillor.
4. Cars are still doing U-turns – traffic lights Sealand Road/ Seahill Road. A site meeting was recently held and the County Council are looking at whether the light's sequences can be changed in order to improve the situation and whether some of the traffic lights can be repositioned. PC Craig Bellamy will continue to visit the location.
5. Green Lane East – there is still concern about through traffic and speeding traffic especially at weekends. It was previously advised that the police are making visits. It was suggested that local residents should take photographs of the offending vehicles and then contact the police on 101. PC Craig Bellamy suggested that photographs of cars driving along Green Lane East be sent to the Police for investigation.
6. Very important that unsocial behaviour is reported to the Police via 101 – or via the Police's on-line reporting facility. It was reported that the problem is on the increase in the evenings by the Spar Shop and the Sandy Lane Youth Club.
7. CCTV and laptop – the Clerk reminded Council that he has asked PCSO Chris Phillips 3686 for the police's proposal to return the laptop to council to be reconsidered as the council entered into the CCTV/laptop arrangement in 2008 at the request of North Wales Police through CBM Dave Huxley with North Wales Police taking ownership of the said laptop. The Council does not want to take ownership of the laptop. A reply is still awaited.

PC Craig Bellamy said he will discuss with his Sergeant.

Wayne Jones advised that he will arrange for a CCTV sign to be attached to the street light column on Foxes Lane

The Clerk advised that PCSO Chris Phillips has reported that the Sealand CCTV isn't connecting to the laptop and needs to be have the technical fault repaired. The Clerk will action.

RESOLVED – that the report be noted.

18/260 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Underpass - Lighting and Surface Water - Foxes Lane

Wayne Jones previously advised that he still understands that it is proposed to install new

lighting at these two underpasses subject to funding being provided by NMWTRA. The Clerk advised that all lights have been repaired apart from one.

Wayne Jones advised that he will inspect the drainage situation.

RESOLVED – that the report be noted.

b) Ferry Lane Footbridge – Noise Nuisance

The County Councillor advised that she understands that costings are being produced for remedial work to be undertaken to reduce the noise nuisance.

The County Councillor will again ask Mark Middleton to provide a progress report.

RESOLVED – that the report be noted.

c) 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. The lights still need to be reviewed and repositioned.

Another porta cabin has recently been installed.

The County Councillor will contact Planning Enforcement.

RESOLVED – that the report be noted.

d) Land opposite St. Bartholomew’s Church – The Spinney

RESOLVED –the matter be deferred.

e) Foxes Lane – Parking by the Shops and on the grass verge at Riverside Park

The County Councillor advised that the County Council’s Enforcement Team are currently monitoring both sites.

RESOLVED – that the report be noted.

f) Deeside Lane – Various Issues

The County Councillor advised on various issues at Deeside Lane. The issues are being investigated by the County Council’s Enforcement Team.

RESOLVED – that the report be noted.

g) Car Park – Welsh Road (Griffiths Pharmacy) Stopping Up Order)

The Chair reported on recent progress about this matter including a site meeting. It is understood that the car park is now on the required list for consideration. The proposed improvements are now on the priority list.

RESOLVED –the report be noted.

h) Speed Limit – Ferry Lane – 30 mph

The Clerk advised that he has been advised by the County Council that a speed check will be undertaken about half way along Ferry Lane. Council will be informed of the outcome of the speed checks.

RESOLVED – that the report be noted.

i) Green Lane East – Bridleway – Pot Holes

The Chair advised that she has asked for the bridleway way pot holes to be filled in.

RESOLVED – that the report be noted.

j) Dandy’s Top Soil – Sealand Road

The Chair referred to the new building and signage that has been installed without planning permission. This has been referred to Planning Enforcement

RESOLVED – that the report be noted.

k) Morryston Farm – Green Lane East

RESOLVED – that Neil Cockerton be asked if he could advise on whether the farm’s tenancy agreements makes reference to the use of Green Lane East and the direction of the traffic flow to and from the farm.

l) Foxes Lane Corner – Access point into the Farm

It was reported that on the farm corner, there are two very wide farm gates. Facing the left hand side of the left gate, at the bottom, there is a blue pipe sticking up out of the concrete base. Also where the gates are there is a large amount of hard core. Further into the field hardcore has recently been deposited and a concrete base has been installed that includes up right pipes.

RESOLVED – that Planning Enforcement be asked to comment on the report.

m) Welsh Road Recreation Field – Rubbish

RESOLVED – that Wayne Jones be asked to arrange for the rubbish to be removed.

18/261 COUNCIL'S STREET LIGHTING

The Clerk advised that –

- a) all of the Council's lights are working apart from one column at Station Cottages.
- b) the old column 61 on Foxes Lane is still working and needs to be removed as soon as the supply has been transferred to the adjacent new column. The County Council have again been advised of this.

The Clerk reminded council that for the 2019/20 financial year the council agreed at its October 2018 meeting to upgrade the following 9 lights - 86 and 90 on Sealand Avenue, 167 on the footway alongside the former police station, and then Sandy Lane 100 to 104 (from Sealand Avenue to junction with Maplewood Avenue) and 109 (Sandy Lane cul-de-sac). The expenditure of £18,000 was approved by Council at its Annual Finance Meeting held on 10th December 2018.

The Clerk advised that he has informed that the new columns will be installed during April 2019 and will be connected to the mains supply via a transfer of service as soon as possible.

RESOLVED – that the report be noted.

**18/262 SECTION 137 – LOCAL GOVERNMENT ACT 1972
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 2154 and £7.57 per elector produces an upper limit of £16,305.78.

The amount per elector has recently been increased to £8.12 and this will be applied in respect of the 2019/20 financial year. The recently issued electoral role from Flintshire County Council indicates a total of 2101. The amount per elector is £8.12 producing a total of £17,060.12

The grant allocation for the 2018/19 financial year is £2,500. Spent so far - £2,068.75

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 - £1,971.44

The above indicates a total estimated Section 137 (4) (a) of the Local Government Act 1972 expenditure of £6,000 in the 2018/19 financial year. Total spent so far - £4,040.19

RESOLVED – that the report be noted.

18/263 PLANNING APPLICATIONS

The Clerk advised on the planning applications received from Flintshire County Council.

59336 - Installation of 3 concrete plinths, to finish at ground level, then situation of aircraft gate guardian at Dara Sealand, Marsh Farm Road, Sealand, Deeside, Flintshire, CH5 2LS

059514 - Application for approval of reserved matters following outline approval for the erection of 283 no. dwellings. (058990) at Former RAF Sealand South Camp, Welsh Road, Sealand, Deeside, CH5 2RD

RESOLVED – that no objections be raised in respect the above planning applications.

18/264 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	Vat Code	Expenditure Powers
003222	P. Richmond	Salary etc. – February 2019	£685.71			Local Govt Act 1972 (S112)
003223	HMRC	PR – Income Tax February 2019	£270.80			Local Govt Act 1972 (S112)
003224	Jolora Ltd	Web Site Maintenance Monthly Retainer February 2019	£192.00	£32.00	294456859	Local Govt Act 1972 (S142)
003225	One Voice Wales	Annual Subscription	£430.00			Miscellaneous Powers LGA 1972 (S111)
Total Spend			£1,578.51	£32.00		

18/265 **INCOME**

The Clerk advised that Council had received the following income –

Lloyds Bank	Interest	£2.24
Total		£2.24

RESOLVED – that the income be noted.

18/266 **CORRESPONDENCE**

The Clerk advised that some general correspondence had been emailed to members of council which did not need reporting at the meeting.

Membership of One Voice Wales – 2019/20 – emailed to members of Council on 12th February 2019

RESOLVED - that the correspondence be noted

18/267 **THE AIRFIELDS DEVELOPMENT**

The Chair referred to planning application – 059514 – refer to Minute 18/263

RESOLVED – that the matter be deferred.

18/268 **MATCHED FUNDING SCHEME**
IMPROVEMENTS TO CHILDREN’S PLAY AREA - 2018/19
SEALAND MANOR

The Clerk advised that he has been informed by Richard Roberts – Play Design Officer – AURA that the matched funding project at Sealand Manor has been approved – funding being SCC £5,000 – Sealand Manor Community Groups £5,000 and Flintshire County Council £10,000. AURA Ltd will deliver the project and further details will shortly be provided.

The invoice will be sent to council for payment before 1st March 2019.

RESOLVED – that the report be noted.

18/269 **SEALAND COMMUNITY FLOOD WARDENS**

The Clerk advised that at the previous meeting it was resolved that -

- i) Flood Warden section on the council’s web site should be amended to say “The 8 Sealand Flood Wardens are involved regarding the section of the northern

- embankment running from Tata Steel to Bumpers Lane” – names and contact details are not to be added
- ii) Council web site should include a link to NRW’s automated message flood warning service. (This has been added)

After discussion with Councillor Norman Jones re i) above it was amended to – “There are 8 volunteer flood wardens in Sealand to work with Natural Resources Wales and the Emergency Services in the event of a breach in the Northern Embankment which covers from Tata Steel to Bumpers Lane. The Sealand flood wardens have a link to the lead flood warden in Sealand and he has the link to the duty officer at Natural Resources Wales in case of a flood”

RESOLVED – that the report be noted.

18/270 FRIENDS OF SEALAND - COMMUNITY STRATEGY- PUBLIC CONSULTATION

The Vice Chair gave an update on the work currently being undertaken and outlined the details of the meeting held on 11th March 2019.

It was agreed that members of Council would hand deliver to local residents an update of the survey and notification that the next public meeting will be held on 11th March 2019.

RESOLVED – that the report be noted.

18/271 MILK SUBSIDY CLAIMS – RURAL PAYMENTS AGENCY

The Clerk advised that he submitted the claim for the Autumn Term 2018 on 22nd January 2019.

RESOLVED – that the report be noted.

18/272 REMEMBRANCE SUNDAY – 2019

The Clerk advised that he has spoken with Colin Sargent at the Royal British Legion to arrange to purchase a supply of poppies to be attached to street light columns. Further information is still awaited.

RESOLVED – that the report be noted.

18/273 INTERNAL AUDIT PLAN – 2018/ 19

The Clerk referred to the letter received from the Council’s Internal Auditor JDH Business Service Ltd that was emailed to members of council on 24th January 2019. The letter outlined the annual audit plan that is detailed in the comprehensive audit plan that comprises one year-end audit and on audit report.

The Clerk reported on the details of the audit plan

The Clerk advised that Council had agreed to approve and sign its letter of engagement with JHD Business Services Ltd at its December 2018 meeting for them to be the Council's internal auditor for the 2018/19 financial year.

RESOLVED – that the report be noted.

18/274 TOWN AND COMMUNITY COUNCIL'S PLAYScheme PROGRAMME 2019

The Clerk advised that he had received a letter dated 10th January 2019 from the Chief Officer Education and Youth by email on 25th January 2019 – the email was circulated to members of Council on the same day.

The local authority has had recent notification that a grant has been made available to support and part-fund our summer programme. This funding (45K) is has been made possible, via the Welsh Government's Play Opportunities Grant.

As in previous years, we are reliant on local support from individual town and community council to ensure the continuity of this much valued provision in each area. We are therefore, seeking a financial contribution from each town and community council to support local schemes and the wider county playscheme programme.

The cost of a basic local scheme is as follows and includes:

2 x Community Play Team Members

The team would provide x 2 hours per session x 5 sessions x 3 weeks

The team would work on site Monday to Friday AM or PM (Those areas requiring both AM & PM sessions at the same location, will need to be registered with the Care Inspectorate of Wales, before May 2019).

- Area Supervision
- Access to a bank of reserves (if number and ratios increased)
- Kit/Equipment/Mobile phones
- All training: Including safeguarding and child protection; paediatric first aid; risk management and risk assessment; health and safety in the workplace; Playwork; dealing with challenging behaviour on site, disability inclusion training, basic food hygiene
- Flintshire Buddy scheme for children with disabilities to play out in their own community with support where necessary

The cost of a basic scheme (3 weeks x 15 sessions) is **£1,373.95** for each site location.

Local councils can opt for additional locations, at the same cost and on the same basis.

Local councils can also opt for additional weeks 4, 5 and 6 at a cost of **£355.00** per week

Discussions are also ongoing with regard to the food poverty programme in Flintshire. The 'Share your Lunch' programme, delivered in 2018 in partnership with the Benefits Service was a huge success. Please notify us, along with your response for playscheme, if you would like further information when it is available with regard to this programme.

The summer play scheme programme in Flintshire is a highly valued service by children, families and communities. More than 4,000 children and young people attended during the summer 2018. We are thankful for the successful partnership we have with local councils to continue to deliver this vital service to communities in Flintshire

I would be grateful if you could give this matter your urgent consideration as you undertake your budget setting procedures and confirm back to me your Council's decision with regard to the provision of a summer play scheme.

The Clerk advised that he had responded on 25th January 2019 advising that –

- i) this will mean then a total cost for this council for its two sites for the full 6 weeks will be £4,877.90 - which the council has agreed to fund
- ii) in 2018 there were problems when it rained and that all involved had nowhere to shelter - can you please arrange for the provision of gazebos at both sites which the council will fund? - is seating also provided?
- iii) the council thought the Share your Lunch' programme, delivered in 2018 in partnership with the Benefits Service was a huge success and hopes it will be repeated in 2019. Can you please keep me informed on this.

The Clerk also advised that the playscheme service doesn't have gazebos as such, except where they are on hand within a community centre and we are allowed access to them. The same applies to chairs. They have tents, but appreciate that this is not quite the same. Enquires will be made and the community council will be updated on this issue.

In the meantime the Chair said she will look into arrangements to store gazebos for the 2019 playscheme.

RESOLVED – that the report be noted.

18/275 SUMMARY OF ACCOUNTS – 2018/19 FINANCIAL YEAR

The Clerk outlined the finalised expenditure and income for 2018/19 financial year up to cheque number 003224.

RESOLVED – that the report be noted.

2018 / 19 Financial Year	Actual	Anticipated	Difference
Income			
General Admin Inc. Precept	£57,000.00	£57,000.00	£0.00
Bank Interest	£19.45	£20.00	-£0.55
Insurance Claims / Refunds	£0.00	£0.00	£0.00
VAT Refund	£307.60	£200.00	+£107.60
Milk Claims	£281.94	£500.00	£218.06
Total	£57,608.99	£57,920.00	-£111.01
Expenditure	Actual	Anticipated	Difference
Bank Charges	£55.00	£60.00	£5.00
Chairman's Fund	£475.00	£800.00	£325.00
Staffing Costs	£9,276.41	£9,882.00	£605.59
General Admin Costs	£2,917.83	£3,320.00	£832.17
Council Web Site	2,048.00	£2,000.00	-£48.00
Insurances	£852.61	£1,000.00	£147.39
Defibrillator – LGA Act 2000(S2)	£1,646.81	£1,000.00	-£646.81
Play Schemes and New Equipment	£4,949.00	£9,400.00	£4,451.00
Highways	£1,400.00	£0.00	-£1,400.00
Street Lighting	£23,510.89	£25,400.00	£1,889.11
CCTV Maintenance	£0.00	£200.00	£0.00
Grants – Section 137	£2,068.75	£2,500.00	£431.25
School Milk – Section 137	£1,971.44	£3,500.00	£1,528.56
Total	£51,171.74	£59,062.00	£7,890.26

Current Summary	Balance as at 31 March 2018 including £25,000 contingency fund.	£39,991.15
	Total expenditure	£51,171.74
	Total income	£57,608.99
	Balance in year spend	£6,437.25
	Overall balance as at 18th February 2019	£46,428.40
	VAT Costs for 2018/19 financial year	£607.67
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

18/276 **DEFRIBBALTOR - WELSH ROAD**

The Clerk advised that he has been informed by Tomos Hughes – Welsh Ambulance service that –

- i) the batteries will last up to 5 years from commission. He is keeping data base when we need to change the batteries.
- ii) before batteries due to be change approximately 1 month before due date to change batteries Defibrillator will start making bleep sound to alarm the owner of the Defibrillator.
- iii) when new batteries are required notification from yourself / appointed guardian normally we will come out to change the batteries even possibly send some batteries through the post for the appointed person to change.

RESOLVED – that the report be noted.

18/277 **VISITS TO TOWN AND COMMUNITY COUNCILS**

The Clerk advised that he has received a letter from the Chief Officer Governance (copied to members of council on 13th February 2019) providing a second update regarding the visits by the independent members of the Standards Committee to Town/Community Council meetings to observe practice and gain an understanding of how local council business is conducted.

The findings from further visits undertaken were reported to the Committee on the 4th February and I am writing with feedback to all Town/Community Councils to give assurance on good practice and procedures.

The findings from four further visits, undertaken in October and November last year, were received by the Committee this week. As in the case of the last reported visits, the four independent members agreed that these had been positive experiences and praised the level of commitment and contributions by those in attendance.

Amongst the findings were some minor procedural points that may be of general interest and assistance to all Councils. The points focus on helping members of the public who wish to attend meetings and some of these points were identified in respect of the last four visits:

The same point was made again about the importance of the location of meetings being clear and information being available on the website and on noticeboards, as well as venues being clearly signposted where there is more than one room in the building;

The best use of the layout of the meeting room should be made, in terms of the audibility and visibility of the meeting for any public attending;

The identity of members of the meeting itself should be made clear for the benefit of any public attending;

Following the requirements of the Code of Conduct when declaring interests at meetings including explaining the nature of the interest, how it has arisen and what steps you will take in respect of it (e.g. to leave the room if it is a prejudicial interest) and that a request for any such declarations is made by the Chair at the beginning of the meeting prior to considering any substantive business

The Committee hopes that this feedback is useful and wishes to acknowledge the dedication and good work undertaken by Town/Community Councillors in their voluntary roles.

RESOLVED – that the report be noted

18/278 COUNCIL'S WEB SITE

The Clerk advised that the council makes considerable use of its web site and in turn that means that JOLORA Ltd who maintain the site are undertaking significant amount of work in maintaining the site. JOLORA Ltd provided a maintenance plan for council for £160 month since December 2017. For this plan council receives a scheduled half-day dedicated to Sealand's website on a monthly basis. For an average month this covers hosting, security, all amendments and updates and any extra time remaining will be used for maintaining or improving the site.

JOLORA Ltd have advised that the monthly charge will be increasing to £220 a month plus VAT from 1st April 2019. JOLORA Ltd have confirmed that they don't provide SLAs so to speak. Their maintenance agreements are simple... they set aside x amount of time per month on a particular date for £x in return. Sealand's agreement is for 4 hours work. There is no long-term contract and they only ask that 30 days' notice is given should the council wish to end the agreement. They don't guarantee that their rates will remain the same for any period of time but in truth they are very unlikely to rise at all in the next couple of years.

Members of council agreed that it has an excellent web site that is always well managed and well maintained.

RESOLVED – that –

- i) the report be noted.
- ii) Council agrees to the new charges for the maintenance plan to take effect from 1st April 2019.

18/279 MATTERS RAISED BY MEMBERS OF COUNCIL

Samaritans signs to be provided at the Saltney Ferry footbridge

Outcome of structural survey – Seahill Road Bridge.

Need to have rubbish removed from former Air Raid Shelter – off Sealand Road – Wayne Jones will arrange.

18/280 MATTERS RAISED BY MEMBERS OF THE PUBLIC

No matters were raised.

18/281 DATE OF COUNCIL’S NEXT MEETING – 18th MARCH 2019

RESOLVED – that the meetings of Council for 2019 be held on the following dates
15th April 2019, 20th May 2019(AGM), 17th June, 15th July, 9th September, 21st October, 18th
November and 9th December (Annual Finance Meeting)

**18/282 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF
CONDUCT - DECLARATION OF INTEREST**

Council Member	Item	Minute Reference

The meeting opened at 6.30pm and closed at 8.35 pm

..... Signed 18th March 2019
Chair of the Council.