CYNGOR CYMUNED ACTON COMMUNITY COUNCIL

9 July 2026

Dear Councillor,

You are hereby summoned to attend a **HYBRID** meeting of **ACTON COMMUNITY COUNCIL** to be held in accordance with Local Government and Elections (Wales) Act 2021 on **WEDNESDAY 15 JULY 2026** at **6.30pm**. The Meeting will be held in the **LITTLE ACTON COMMUNITY CENTRE,** The Green, Little Acton, Wrexham LL12 8BH.

For anyone unable to attend the meeting in person you can join the Zoom Meeting online by using this hyperlink to join the Hybrid Council meeting on Wednesday 15 July 2026 or use the Zoom Meeting ID: 884 9207 8250 and Passcode: 381607. Please note that the Meeting and those participating in person and online will be recorded. The business to be transacted is as set out in the agenda below.

Yours faithfully

Carole Roberts

Clerk and Responsible Financial Officer to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE:** To receive any apologies and reasons for absence.
2. **PUBLIC PARTICIPATION:** At this stage of the proceedings the Chair will give any Members of the Public in attendance a reasonable opportunity to make representations about any business to be discussed at the meeting, unless doing so is likely to prejudice the effective conduct of the meeting. This does not mean that Members of the Public can take part in debate, but they must be given a reasonable opportunity to make representations about business to be discussed. The period of time designated for Public Participation at a meeting in accordance with Standing Order 3(e) shall not exceed **15** minutes unless directed otherwise by the Chair of the meeting.
3. **DECLARATION OF INTERESTS:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting. It is for Members' judgment if there is a public interest and it relates to a financial or regulatory matter.
4. **CONFIRMATION OF MINUTES:** To confirm the Minutes of the Council meeting held on 17 June 2026. (Copy attached)
5. **INFORMATION FROM 17 JUNE 2026 MINUTES:** Minute 35 June 2026 -Pump Track PIPIF Grant – to consider any updates
6. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCIES IN THE ACTON PARK WARD**: To consider filling these vacancies. The three current applicants have been invited to attend the meeting and their application forms (received to 9 July 2026) are attached. If any further applications are received by the closing date of noon on 13 July 2026 they will be circulated to Members. The Returning Officer's Advice note on the procedure to Co-opt members is attached.
7. **SERVICE LEVEL AGREEMENT REPORTING - WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX:** to consider the Quarter 1 Report to 30 June 2026 circulated separately. Emily Moreton, Chief Executive will be in attendance at the meeting to present this report

Please contact Carole Roberts, Clerk to the Council on: 07913 071470
or E-Mail: clerk@actoncommunitycouncil.gov.uk with any apologies or requests for further information.
You can also write to the Clerk at Little Acton Community Centre, The Green, Little Acton, Wrexham LL12 8BH

8. **PROCEDURAL MATTERS:** To consider the following matters:

   1. **AUGUST RECESS ARRANGEMENTS**: To make arrangements to deal with any urgent business that arises during the August recess.
   2. **EXTERNAL AUDIT UPDATE**: Clerk to give an update.
   3. **ANNUAL PLAYGROUND INSPECTIONS:** Further to Minute 26.3 June 2026 to receive and consider any reports that may be available.
   4. **SCHOOL GOVERNOR VACANCIES:** Further to Minute 26.4 June 2026 to consider the attached update.
   5. **COMMUNITY AGENT**
      1) To consider the Acton Community Agent's monthly report on her activities and interaction with Acton Community residents aged 50 and over. (Copy attached).
      2) Further to Minute 34**.**1 June 2026 to receive an update on any responses received from other providers and their willingness to continue this provision on a contracted out/ service level agreement basis to 31 March 2027.
   6. **LOW CARBON COMMUNITY GRANT FOR 2026/27:** To consider whether the Council wishes to make an application for this year by 31 July 2026. -

9. **KEY ACTON ISSUES:** WCBC Members to report verbally on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011)

10. **COMMUNITY ENGAGEMENT & UPDATE ON PROGRESSING ANNUAL REPORT PRIORITIES**: Chair to provide an update on the following matters:
    1. **Events at Acton Park**
    2. **Progress of Annual Report Priorities:** Acton Park Play areas; Little Acton Community Centre; Christmas Celebrations; Maesydre Powerhouse; SLA Commitments; Other Projects.
    3. **Annual Report 2025/26:** Further to Minute 28 June 2026, to approve this report (Copy to follow)

11. **REPORT FROM CLERK:** To consider details of Consultations and Correspondence / other information that has been received and circulated to Members since the last meeting. Details Attached.

12. **PAYMENT OF ACCOUNTS & Q1 PROGRESS AGAINST THE 2026/27 BUDGET**: To note details of any payments received, authorise any outstanding debtor or other payments by either cheque or BACS; and to receive details of the first quarter progress against the 2026/27 Budget. (details to follow)

13. **PLANNING APPLICATIONS:** To consider any comments and/or representations the Council may wish to make on application(s) and Consultations within the Acton Community or adjoining areas made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

Case Number/ Address / Proposed Development	**Decision**
1. P/2026/0404: Single storey side extension at 12 Ffordd Alun, Wrexham LL12 7PH	
2. P/2026/0392: Single storey front extension at 6 Sherwell Avenue, Wrexham LL13 9TZ	

***the plans and documents for these applications can be viewed online** by clicking here *and selecting Category of Planning Applications then scroll to the Application Status box and select "Under Consultation" then scroll down to the Community box and select the Community of Acton for the search. The Clerk requests an extension of the 21 day consultation period where appropriate*.

CYNGOR CYMUNED ACTON COMMUNITY COUNCIL

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 17 June 2026 remotely via Zoom and at Little Acton Community Centre, The Green, Little Acton, Wrexham.

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy (Vice Chair)
"	Ms S Bailey	"	A Gallanders
"	W Baldwin	"	Ms H Hewitt
"	T Coxon	"	Ms C Jarvis
"	M Davies	"	M Peters *
"	C Downes	"	Ms D Wallice
"	Ms S Edwards *	"	Vacancy
''	Mrs A Evans	''	Vacancy

* Absent

Also Present:
Phil Lloyd, Retired Acton Community Councillor
Ms Suzanne Nantcurvis, Chair of Trustees, Wrexham Foodbank
Mrs Carole Roberts & Mrs Michelle Williams, Clerk & Administrative Assistant to the Council

Mrs Carole Roberts & Mrs Michelle Williams, Clerk & Administrative Assistant to the Council

18. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms S Edwards and M Peters.

19. PUBLIC PARTICIPATION

There were no members of the public present at the meeting to make any representations as set out in Standing Order No. 3(e).

20. DECLARATION OF INTERESTS

There were no declarations of interest made at this stage of the proceedings.

21. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 20 May 2026 were received.

RESOLVED – that the Minutes of the hybrid Council Meeting held on 20 May 2026 be received and confirmed as a correct record.

22. INFORMATION FROM 20 MAY 2026 MINUTES

1) **MINUTE 8.1) S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY ACTON PARK WARD:** Notification has been received from the Returning Officer that no electors have come forward to request an election and this vacancy must now be filled by co-option.

RESOLVED – that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option and issue the relevant Public Notice.

2) **MINUTE 8.7) FINANCE COMMITTEE:** Following the Staffing Committee Meeting on the 10 June 2026, the Chair of Staffing informed Members of their recommendation to defer the creation of a Finance Committee until the Council Meeting in September 2026.

RESOLVED – Members agreed to defer the creation of a Finance Committee until the Council Meeting in September 2026.

3) **MINUTE 8.10) INSURANCE PROVIDER AND COVER FROM 1 JUNE 2026:** The Clerk reported that the renewal quotation to provide cover from 1 June 2026 had now been received and has been updated to reflect the information contained in the Asset Register and to ensure adequate cover for the Little Acton Community Centre.

RESOLVED –

i) to accept the quote and additional premium for the cover for Little Acton Community Centre provided by Zurich Municipal Insurance Company and enter into the second year of the three year long-term agreement.

ii) that the Clerk notify Zurich Municipal accordingly and arrange payment of the additional premium by Faster Payment.

23. WREXHAM FOODBANK

The Chair welcomed Suzanne Nantcurvis, Chair of Trustees at Wrexham Foodbank to the meeting. Ms Nantcurvis provided an excellent presentation on the work of the Foodbank and the other assistance they provided to members of the public, for example, CMA Connect, and proactive work seeking to reduce referrals down the line. It was noted that the Wrexham Foodbank is considered one of the top Foodbanks in Wales. Members asked a number of questions about the information that had been provided and in particular about the funding and donations/collections and the benefits of regular contributions that help with planning for the Foodbank. Members were invited by Ms Nantcurvis to visit the Foodbank.

The Chair thanked Ms Nantcurvis for her attendance, presentation and invitation to visit the Foodbank.

24. ANNUAL ACCOUNTS

1. STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026 AND ANNUAL RISK ASSESSMENT REPORT Members considered a report prepared by the Clerk and Responsible Financial Officer in accordance with the Accounts and Audit (Wales) Regulations 2014 setting out the supporting Annual Statement of Accounts for 2025/26 and included the accounting statements for the Annual Return together with the supporting governance and annual risk assessment.

RESOLVED –

i) To approve the Supporting Statement of Accounts for the year ended 31 March 2026 and the Annual Risk Assessment required under the Accounts and Audit (Wales) Regulations 2014 and proper practices as set out in Appendix 1 of the Report ;

ii) That consideration of the report as contained in Appendix 2, be accepted as completion of the formal Risk Assessments for 2025/26;

iii) That in relation to the key risks, these be identified as relating to the Community Council's assets, bank accounts, internal financial controls and insurance cover for statutory and other purposes;

iv) The Council continue to make arrangements for formal fraud checks on new supplier's credentials via HSBC bank, Unity Trust Bank and Companies House as part of the risk assessment prior to any new suppliers payments being authorised to mitigate risk.

2. INTERNAL AUDITORS REPORT: Members considered a copy of this Report for the year ended 31 March 2026. Tit was noted in particular that exceptionally, the Internal Auditor's Action Plan had not made any recommendations.

RESOLVED that the Internal Auditor's report in respect of the Audit of the Council's Accounts for the year ended 31 March 2026 be received. The Internal Auditor to be informed of the outcome of the Council's consideration of his 2025/26 report.

3. APPROVAL FOR THE CHAIRMAN TO SIGN THE ANNUAL RETURN: Members noted that formal approval was required for the Chairman to sign the Statement on Page 3 of the Annual Return for 2025/26

on the Council's behalf, prior to its submission to the External Auditor. The Council's approval is statutorily required before 30 June 2026.

RESOLVED that –
i) The Statements as set out in Sections 1 and 2 and additional disclosures set out on Page 3 of the Annual Return for the year ended 31 March 2026 be approved; and
ii) The Chair be authorised to sign on the Council's behalf before 30 June 2026, the relevant section on Page 3 of the Council's Annual Return for the year ended 31 March 2026 in order to ensure compliance with the Accounts and Audit (Wales) Regulations 2014 (as amended) prior to the submission of the Annual Return to the External Auditor.

25. FINANCE COMMITTEE – TERMS OF REFERENCE

A recommendation from the Staffing Committee, to defer the creation of a Finance Committee until the Council Meeting in September 2026, had already been considered and resolved under Minute 22 2).

26. PROCEDURAL MATTERS

1. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCIES – ACTON PARK WARD:** Notification has been received from the Returning Officer that no electors have come forward to request an election and this vacancy must now be filled by co-option. It was noted that the other vacancy for the Acton Park Ward was being advertised concurrently and the closing date for receipt of applications was 13 July 2026

RESOLVED – that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option and issue the relevant Public Notice.

2. **SERVICE LEVEL AGREEMENT REPORTING – COMMUNITY AGENT:** The Council received the Community Agent's report highlighting May outcomes.

RESOLVED – that the report be received and noted.

3. **ANNUAL INSPECTIONS OF THE THREE PLAYGROUNDS IN THE ACTON COMMUNITY:** Members noted that the annual inspection reports for the three playgrounds had not been received yet. The Clerk confirmed that the replacement ladybird spring for Acton Park play area was still on order and had not been installed yet.

4. **SCHOOL GOVERNOR VACANCIES:** An email had been received from Acton CP School confirming a vacancy for an Additional Community Governor, following the resignation of Councillor Phil Lloyd. Councillor Kevin Roberts asked to be considered for the vacancy.

RESOLVED –that:-
- ***i) Acton CP School be notified that the Community Council has appointed Councillor Kevin Roberts to fill the additional Community Governor vacancy.***
- ***ii) the administration assistant continue to contact the Clerks to the Governors for the remaining schools in the Acton Community to ascertain if there are any further Governor vacancies that need to be filled.***

27. KEY ACTON ISSUES

1. **ACTON COMMUNITY RESOURCE CENTRE:** Members received and noted an update from Councillor Jarvis, following a meeting of the Wrexham CBC Scrutiny Committee, on the plans for Acton Community Resource Centre. Phase 1 would be the repurposing of the Centre for use by clients of the Cunliffe Centre ; subject to planning approval and funding. Phase 2 would be an extension of the existing Centre for Community use. Members were disappointed that the Community use could not continue whilst the repurposing works were carried out. The present position was noted.

2. **BUS SHELTER ON HOLT ROAD:** Councillors M Davies and A Gallanders provided Members with a positive update on the reinstatement of the bus shelter. Having met with Belway, the developers, it was confirmed that a Belway delivery driver had hit the bus shelter and taken responsibility. An insurance claim was now underway, that would result in the replacement of the shelter. Members welcomed the update.

3. **DOG FOULING ON NINE ACRE PLAYING FIELD:** There had been complaints from users of the playing field about dog fouling on the field with bags left to hang on the fence. Members considered the possibility of signs being put up encouraging dog walkers to use the bins provided.

4. **THE GROVES:** Councillor Jarvis confirmed that the Groves site will be transferred to Coleg Cambria once negations/legalities have concluded and that a period of engagement with local residents will take place as part of the planning process. Members welcomed the update.

28. PUBLIC ENGAGEMENT & UPDATE ON FINALISING ANNUAL REPORT

1. **ANNUAL REPORT:** This item was deferred to the July Council Meeting as Councillor Edwards was absent from the meeting.

2. **THE LODGE ACTON PARK:** The Chair provided an update to Members on the new owners, following the sale of the Lodge on the edge of Acton Park.

3. **HANNAH FARNELL FORMER ACTON PARK RANGER:** The Chair informed Members that Ms Hannah Farnell, the former Acton Park Ranger had been successful in securing a new position with Powys County Council and had expressed her thanks to Acton Community Council for their help and support. The Chair and Clerk had extended best wishes to her on behalf of the Council.;'

29. FINANCIAL ASSISTANCE

Members considered the Clerk's report detailing the Council's Policy to apportion the annual £12,500 budget equally between each of the quarterly meetings. Members then proceeded to consider the three applications received during the present quarter and whether the Council wished to make a grant to the applicants under the provisions of Section 137 of the Local Government Act 1972. In particular members took account of the number of Acton residents involved with each group as a key consideration.

Having regard to the earlier Presentation from Suzanne Nantcirvis, Wrexham Foodbank and in particular about the benefits of regular contributions that help with planning for the Foodbank, it was proposed that £2,500 from the current year's budget be ring fenced to the Wrexham Foodbank and £625 quarterly payments of these monies be paid in June, September, December 2026 and March 2027.

RESOLVED – that
i) during the 2026/27 financial year the Council shall give £2,500 to the Wrexham Foodbank to be split into 4 equal payments of £625 in June, September, December 2026 and March 2027.
ii) the following Financial Assistance grants be made under the Council's Powers contained in Section 137 of the Local Government Act 1972 (as amended) :-

Organisation	**Details**	**Decision**
1. KWDF Dance Academy	Financial support to take the children to dance in front of an international audience at Disneyland, Paris. Tier 1 support of £200 - £500 was sought	**£100**
2. Llangollen Musical Eisteddfod	Financial support towards the general financial security and used for their daytime cultural activities. Tier 3 support £25 - £50 was sought	**£0**

3. Wrexham Allotment and Leisure Gardeners Association (WALGA)	Financial assistance towards the running cost of the WALGA Annual Flower, Vegetable and local produce open show. Tier 3 support £25 - £50 was sought	**£100**
4. Wrexham Foodbank	To assist with planning for the Foodbank throughout the year ,a sum of £2,500 to be paid in four equal quarterly payments of £625.00 in June, September, December 2026 and March 2027.	**£625.00**
	TOTAL	**£825.00**

Councillor Andy Gallanders declared a personal and prejudicial interest in respect of the2026/27 quarterly grants to Wrexham Foodbank as his Father volunteers at their warehouse, and he took no part in the discussion.

30. REPORT FROM CLERK

The Council received a report from the Clerk detailing consultations and other correspondence that had been received since the last meeting as follows:

1. LETTER FROM MS SAM ROWLANDS: The Clerk read out an email received from Sam Rowlands, Member of the Senedd, offering to attend a Community Council meeting to discuss any topics Members might find useful. Members considered that, should they take Sam up on his invitation, they should also reach out to the other five new members of the Senedd.

RESOLVED – that the other new members of the Senedd be contacted to ascertain if they would like to attend a meeting of the Community Council.

2. CORRESPONDENCE

Organisation	Details
CORRESPONDENCE	
1. One Voice Wales	**1. June 2026 – What Could your Council Do?:** email dated 28 May 2026 with details of an event being held on 17 June 2026. **2. Practice Development Notes:** email dated 28 May 2025 containing links to the latest Practice Development Notes. **3. Webinar – Biodiversity Team:** email dated 26 May with details of webinars about the 5 pillars of nature recovery. **4. One Voice Wales e-bulletin Issue 25:** email dated 5 June 2026 with the latest newsletter from One Voice Wales. **5. Training Dates – June – September 2026:** email dated 9 June 2026 with the latest training dates from One Voice Wales. ***Above information noted***
2. Wrexham CBC	**1. June 2026 In Sweet Harmony: Wrexham's Music Scene Comes Together to Back UK City of Culture 2029 Bid**: email dated 28 May 2026 with information on the City of Culture 2029 Bid. **2. Call Out for Official Wrecsam 2029 Ambassadors!:** email dated 27 May 2026 calling out for Ambassadors to support the Bid. **3. Acton Community Resource Centre - Update and invite to engagement event:** email dated 9 June 2026 inviting users of the Resource Centre to an engagement event in 25 June 2026 between 3pm and 6pm at the Resource Centre. ***Above information noted*** **4. Mayor's Civic Visit to St. Giles Church on Sunday 12 July 2026:** email dated 10 June 2026 inviting two Councillors to represent the Community Council at this Service on Sunday 12 July 2026. ***RESOLVED – that subject to checking his availability, Councillor Trevor Coxon***

	would attend the Civic Service.
3. AVOW	**Members Mailout May 2026:** email dated 27 May 2026 with the latest Newsletter from AVOW. ***Information noted***
4. Llais	**IMPACT – Llais monthly Newsletter:** email dated 27 May 2026 with their latest newsletter. ***Information noted***
5. Planning Aid Wales	**1. Upcoming Training from Planning Aid Wales:** email dated 1 June 2026 containing details of their latest training. **2. Upcoming Training from Planning Aid Wales:** email dated 8 June 2026 containing details of their latest training. ***Above information noted***
6. Rainbow Foundation	**Celebrating Life Without Limits: A Week for Ageing Well in Wrexham with the Rainbow Foundation:** email dated 5 June 2026 with details of events being held during this week. ***Information noted***
7. Wales NHS	**It's National Blood Donor Week:** email dated 9 June 2026 with information about National Blood Donor Week 8 – 14 June 2026. ***Information noted***
8. Nightingale House Hospice	**Nightingale House Hospice – Report on Financial Assistance:** email dated 2 June 2026 with a report and thanks from Helen Glaze at Nightingale House Hospice. ***Information noted***

31. PAYMENT OF ACCOUNTS

The Clerk reported on payments, bank charges and spending under her delegated powers that have been made since 20 May 2026, and requested payment authorisation for outstanding debtor or other cheque, bills and debit card payments, as set out in the schedule below. The Clerk also sought approval to replenish the Unity Trust Bank Current Account with £30,000 from the HSBC deposit Account, subject to being able to obtain a replacement HSBC Security device to login. In the event of any difficulties it was noted that the Clerk would do a temporary transfer between the Unity Trust Earmarked Reserve to the Unity Trust Current account to ensure there are sufficient monies to meet the payments below and known future contractual commitments.

RESOLVED –

i) to approve the transfer of £30,000 by the Clerk from the HSBC Deposit Bank Account to the Unity Trust current Account to ensure payment of known commitments and in the event of being unable to access the HSBC bank accounts, the Clerk top up the Unity Trust current Account from the Unity Trust earmarked account until such time as the monies can be replaced from the HSBC deposit account;

ii) to approve the making of payments for June 2026 as set out in the schedule below as reported to the meeting;

Voucher/Payment Ref & Payee	Details	Amount
U31.B23.6.26 Cloudy It	Data Safe Cloud& End user support + MS365 Apps for business to 26/5/27, S112 Local Government Act 1972 (as amended)	£907.20 (VAT=£151.20)
U32 B24.6.26 Caia Park Partnership Ltd	Q1 Sla Payment Acton Youth Club S19 Local Government (Miscellaneous Provisions)Act 1976	£7,451.83 (VAT=£0.00)
U33.B 25.6.26 Carole Roberts	Salary and office expenses for June 2026 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
U34.B 26.6.26 Michelle Williams	Salary for June 2026 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
U35.B 27.6.26	Pension payments for June 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)

Clwyd Pension Fund		
U36.B.28.6.26 HMRC	Payroll payments for June 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
H37 DC3.6.26 Vista Print	Equipment Stickers S112 Local Government Act 1972 (as Amended)	£48.28 (VAT=£8.05)
H38.DD.7.6.26 BT com	Internet/Phone Provision Little Acton Community Centre to 30/6/26 S112 Local Government Act 1972 (as amended)	£93.54 (Vat= £15.59)
H39 DC4.6.26 Amazon	Presentation Charity Cheque and Whiteboard Pens S112 Local Government Act 1972 (as amended)	£20.55 (VAT= £ 3.42)
U40.B.29.6.26 Tomos Durnell Electricals Ltd	Electrical Repairs/ Upgrades to address C2 issues + Replacement Outside Lights Section 112 Local Government Act 1972 (as amended)	£1,218.24 (VAT= £203.04)
U41.B.30.6.26 Clark & Kent Contractors Ltd	Attendance Site Visit & Consultation for Pump Track @Acton Park Section 112 Local Government Act 1972 (as amended)	£780.00 (VAT= £130.00)
U42.B.31.6.26 Work Nest	Fire Risk Assessment/ General Risk assessment Little Acton Community Centre Section 112 Local Government Act 1972 (as amended)	£1,914.00 (VAT= £319.00)
U43.B:32.6.26 Viking Office Ltd	PrinterDrum/ Ink & Stationery Section 112 Local Government Act 1972 (as amended)	£345.63 (Vat= £57.61)
U44.B.33.6.26 Paul Williams Windows	Little Acton Community Centre – Deposit Replacement Windows Doors Section 112 Local Government Act 1972 (as amended)	£6,376.00 (VAT= £1,062.66)
H45 DC5.6.26 Vista Print	Advertising Flag for Gazebo with water stand S112 Local Government Act 1972 (as Amended)	£164.57 (VAT=£27.43)
U46.B34.6.26 Wrexham County Borough Council	!/2 yearly SLA Payment Inspection+ maintenance of lay Areas in Acton S19 Local Government(Miscellaneous Provisions) Act 1976	£3,898.80 (VAT=£649.80)
U47.B:35.6.26 SLCC	Renewal Clerk's Membership for 2026/27 Section 112 Local Government Act 1972 (as amended)	£253.00 (Vat= £0.00)
U48 B.36.6.26 Zurich Insurance Company Ltd	Additional Insurance Premium Little Acton CC from 1 June 2026 – YLL-2720431173 S112 Local Government Act 1972 (as amended)	£410.59 (VAT=£0.00)
H49 DC.6.6.26 Tesco Stores Ltd	Phone Topup/ Stationery S112 Local Government Act 1972 (as amended)	£26.05 (VAT= £1.84)
U50 B.37.6.26 D Ferrari Ltd	Repair Works to Little Acton Community Centre S112 Local Government Act 1972 (as amended)	£12,558.00 (VAT= £2,093.00
U51 B.38.6.26 Wrexham Foodbank	Q1 Financial Assistance Grant Section 137 Local Government Act 1972 (as amended)	£625.00 (VAT= £0.00)
U52 B.39.6.26 KWDF Dance Academy	Financial Assistance Grant Section 137 Local Government Act 1972 (as amended)	£100.00 (VAT= £0.00)
U53 B.40.6.26 Wrexham Allotment & Leisure Gardeners Association	Financial Assistance Grant Section 137 Local Government Act 1972 (as amended)	£100.00 (VAT= £0.00)
H54.DD.8.6.26 British Gas	LACC Electricity supply costs 2/5/26 -1/6/26 S112 Local Government Act 1972 (as amended)	£142.33 (VAT= £37.86)
H55.DD.9.6.26 British Gas	LACC Off Peak Electricity supply costs 8/5/26- 7/6/26 S112 Local Government Act 1972 (as amended)	£115.46 (5% VAT= £5.49)

H56.DD10.6.26 Wrexham County Borough Council	NNDR Little Acton Community Centre 10/6/26 S112 Local Government Act 1972 (as amended)	£158.00 (VAT=£0.00)

32. PLANNING RELATED MATTERS AND APPLICATIONS

The Council considered the following matters and applications within the Acton Community area that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

RESOLVED - that the following observations be made on the applications as set out below:

Case Number/ Address / Proposed Development	Decision
1. P/2026/0318: Advertisement consent for 1 Fascia Sign (Illuminated) at Jaeger House, 141 Holt Road, Wrexham LL13 9DY	***No observations***
2. P/2026/0304: Single storey side extension at 15 Philips Close, Wrexham LL12 7RW	***No observations***
3. P/2026/0261: Works to trees protected by Tree Preservation Order WMBC 77 at 90 Dean Road, Wrexham LL13 9EL.	***No objections subject to the Arboricultural Officer being satisfied the works are necessary to ensure the health of the tree and such works are carried out under the direction of the Arboricultural Officer.***
4. P/2026/0310: Change of use of building from Class A1/B2 (Plumbers Merchant) to Mixed Use Class B2/A1/A3 (Microbrewery/Tap House) at Jaeger House, 141 Holt Road, Wrexham LL13 9DY	***No observations***

33. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED – that the Press and Public be excluded from the meeting during consideration of the next items of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

[Councillors B Baldwin and Ms D Wallice left the meeting at this stage of the proceedings.]

34. STAFFING COMMITTEE MINUTES

The confidential Minutes and recommendations from the Staffing Committee meeting held on 10 June 2026 were received and considered. It was noted that the recommendation to defer the creation of a Finance Committee until the Council Meeting in September 2026 had already been considered and resolved under Minute 22 2).

Members then considered two recommendations from the Staffing Committee in respect of the Community Agent and Future Succession Planning.

RESOLVED – to receive and note the Minutes of the Staffing Committee held on 10 June 2026 and in respect of its recommendations to endorse them as set out below

i) ***COMMUNITY AGENT: The Council*** **should reach out on a source basis, to AVOW, Rhosddu Community Council, Caia Park Partnership, and the Rainbow Centre Penley to ascertain whether they would be prepared to provide this service for an Acton Community Agent as a sole provider on a contracted out/service level agreement basis for the provision of a Community Agent Role until March 2027, and the position should be reviewed in advance of that date for 2027/28, once the detail of the new Social Prescribing & Community Wellness project has been rolled out.**

(In the absence of the Clerk for the next two weeks and as time was of the essence , the Administration Assistant was asked to take this forward in consultation with Councillor T Coxon); and

ii) FUTURE SUCCESSION PLANNING: the Council notes that following the discussion at the meeting it will continue developing the existing Administrative Assistant and the idea of a Deputy role not be progressed at this time and in the event of the Clerk's post becoming vacant in the future this be dealt with as an employment matter.

35. PROPOSED PUMP TRACK PROJECT

Further to Minute 17 May 2026, the Clerk reported that due to delays that would be caused in Wrexham CBC adding Clark and Kent Contractors to its Framework, and having regard to the time limited nature of this potential Pride in Place additional Project, she had approved under her delegated powers in consultation with the Chair, the spending of up to £750 to enable the Community Council to commission design options for a new pump Track in Acton Park. Subsequently she had met with Nicky Ellis, Carla Hinde, Wrexham CBC Officers and Clark & Kent Contractors to look at an area of Acton Park identified by Nicky Ellis which would be suitable for the installation of a Pump Track.

Following the Meeting, the Clerk had received a proposal for a Pump Track in Acton Park from Clark & Kent Contractors, which had been circulated to Members. The proposal identified three different designs and pricing options, dependent on the complexity of the chosen design.

RESOLVED – that the Proposal contents and options be received and in the event of a Pride In Place or other grant funding becoming available the Council progress the consultation and plans for the provision of a Pump Track in Acton Park to meet any grant deadlines.

Councillor Kevin Roberts Chair

Signed as a correct record this 15TH July 2026

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Presiding Chair

REPORT FROM CLERK ON S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 -: CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCIES IN THE ACTON PARK WARD

Further to Minute 8.1 May 2026 and Minute 26.1 June 2026, the Community Council currently has two casual vacancies in the Acton Park ward which the Council **must fill** by co-option. The necessary steps to fill the vacancy together with the appropriate Public Notices have both been on display since 22 May 2025 and 18 June 2026 respectively in accordance with Section 116 of the Local (Wales) Measure 2011.

PURPOSE OF REPORT

To enable Members to consider any expressions of interest submitted to the Clerk to the Council by noon on 13 July 2026 in accordance with Section 116 of the Local Government (Wales) Measure 2011.
Any expressions of interest received will be circulated and the Candidate(s) will be invited to give a short two or three minute presentation to the full Council on why they have expressed an interest and consider that they are qualified to be considered for co-option onto the Community Council.

DECISION REQUIRED

To consider the **three** Expressions of Interest application forms already received and circulated separately, together with any further applications that may be submitted by the closing date of noon on 13 July 2026 and if appropriate, to proceed to fill the **two** casual vacancies in the Acton Park Ward by Co-option in accordance with the requirements of Section 116 of the Local Government (Wales) Measure 2011.

INFORMATION
Each of the three current applicants have been invited to attend the meeting and their application forms (received to 9 July 2026) will be circulated separately to this Report in order of receipt from:-

1. Mohammed Salim
2. Sam Regan
3. Richard Everall

If any further applications are received by the closing date of noon on 13 July 2026 they will be circulated to Members to enable their consideration as well.

Members must give consideration to all expressions of Interest received by noon on 13 July 2026 and to assist with the filling of the vacancy by co-option at the Meeting, listen to the supporting statement given by any Candidates. If there is a vacancy remaining after consideration of this report, the Clerk should be authorised to re-advertise the vacancies in order to meet the requirements of Section 116 of the Local Government (Wales) Measure 2011.

CO-OPTION PROCEDURES – (ADVICE GIVEN BY THE RETURNING OFFICER)

The Returning Officer has given the following advice in respect of the Co-option Procedure:

1. "A person must be qualified, and not disqualified, to serve as a councillor in order to be co-opted. The person co-opted must receive an absolute majority vote of the councillors present and voting. The council may have Standing Orders which relate to the co-option of Members. Where there are more than two candidates for the vacancy, it would be best practice, for example, to run a series of votes, each time removing the candidate who has the least number of votes until one candidate secures an absolute majority.
2. The usual rules on voting apply. Provided that the meeting has a quorum, the decision must be made by a majority of members who are present and voting. The person presiding over the meeting may vote, and if there is an equality of votes he may exercise his casting vote. Members must vote by show of hands unless the council has standing orders that provide otherwise.
3. The Council's debate and vote on the co-option must be conducted in the public section of its meeting. It follows that the candidates, as members of the public, will be entitled to be present
9. during the proceedings."

ACTON COMMUNITY COUNCIL -15 JULY 2026 **AGENDA ITEM 7**

SERVICE LEVEL AGREEMENT REPORTING - WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX:

Members are requested to consider the Quarter 1 SLA Report to 30 June 2026 circulated separately.

Emily Moreton, Chief Executive will be in attendance at the meeting to present this report

REPORT FROM CLERK ON PROCEDURAL MATTERS

1) AUGUST RECESS ARRANGEMENTS: The Council will be in recess during August and arrangements should be put in place to deal with any urgent business that arises during the recess.
It is **RECOMMENDED** that the Clerk to the Council, in consultation with the Chair and Vice Chair of the Community Council be authorised to deal with any urgent issues that arise during the August recess and report thereon to the September 2026 meeting of the Community Council.

2) EXTERNAL AUDIT UPDATE: The relevant documents and explanations as required by the External Auditor for the Audit of the Council's 2025/26 Accounts were submitted on 16 June 2026, before the notified deadline.

It is **RECOMMENDED** that the Council note the action taken by the Clerk to ensure compliance with the External Auditor's requirements for the 2025/26 Audit of the Council's Accounts

3)ANNUAL PLAYGROUND INSPECTIONS: Further to Minute 26.3 June 2026 the Clerk has been advised that the Inspections have now taken place. To receive and consider any reports that may be available.

4)SCHOOL GOVERNOR VACANCIES: Further to Minute 26.4 June 2026 to consider the following schedule and to make any appointments that may be necessary:

School	**Current Governors**	**Position**	**Term of Office Expiry**
Acton CP School	1. Bill Baldwin **2. Kevin Roberts**	Local Authority **Community**	1. 28 June 2027 2. emailed Acton CP School 29 June with Kev's details, waiting on reply.
Alexandra CP School	1. Becca Martin **2. Morgan Peters**	Local Authority **Community**	1. 31 October 2025 Becca still on their list 2. 31 August 2029
Barkers Lane CP School	**Ralph Hardy**	**Community**	28 November 2028
Borras Park CP School	**Carl Downes**	**Community**	15 July 2029
Llan y Pwll School	1. Becca Martin **2. Andy Gallanders**	Local Authority **Community**	1. 4 July 2029 2. 30 June 2027
Rhosnesni High School	1. Corin Jarvis 2. Anne Evans	Local Authority Local Authority	Both Corin and Anne are no longer on the board of Governors However, there is a vacancy on their list for a Community Governor. MW has emailed the School on the 29 June to ask if they would like ACC to nominate someone and chased them up on 8 July 2026.

5) COMMUNITY AGENT

1) To consider the Acton Community Agent's monthly report below on her activities and interaction with Acton Community residents aged 50 and over.
2) Further to Minute 34.1 June 2026 to receive an update on any responses received from other providers and their willingness to continue this provision on a contracted out/ service level agreement basis to 31 March 2027.

Community Agent – update to Community Council

Community Council Area: Acton, Borras, Rhosnesni and Maes Y Dre
Month: June 2026

Number of new client referrals this month	June 2026– 3 clients
Services signposted to *(List)*	Blue Badge Telecare Social activities in the area Citizens Advice
Number of groups attended *(List)*	Craft Group Little Acton weekly Coffee Morning 2 per month at Acton Resource Centre
Any feedback from citizens re ideas for future activities or support needs	The craft group on a Monday at Little Acton, they are not happy I am finishing and no one to take over the group, they are going to miss coming.

6) LOW CARBON COMMUNITY GRANT FOR 2026/27: To consider whether the Council wishes to make an application for this year by 31 July 2026. -

ACTON COMMUNITY COUNCIL **AGENDA ITEM 11**

Consultation and Correspondence Report of the Clerk to the Council **15 July 2026**

Organisation	Details	Notes
CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations		
1. North Wales Fire and Rescue Service	**Hub Awen Training Centre Consultation:** email dated 3 July 2026 - Have your say- the consultation is open from June 29 - until midnight August 31 North Wales Fire and Rescue service has launched a eight-week non-statutory public consultation for its plans to build Hwb Awen the new Training and Development Centre at St Asaph Business Park.	
2. Democracy and Boundary Commission Cymru	**DBCC Research –** email dated 19 June 2026. The Democracy and Boundary Commission Cymru (DBCC) has been asked to explore attitudes and perceptions of Town and Community Councillors with particular consideration to their views on the size and structure of such councils and how they vary according to local circumstances. http://www.opinionresearch.co.uk/DBCC_Town_and_Community_Council_Survey Above is the link to the consultation, it closes in approximately 6 weeks. There is provision for individual Member responses and a collective Council led response. **Member's Instructions are requested**	
3. Wrexham CBC	**Wrexham Council Active Travel Statutory Consultation:** email dated 6 July 2026 with this link Have Your Say Today - Wrexham Active Travel Network Map 2026 - Commonplace where you can log on and comment on the various settlements around Wrexham and provide your feedback when it comes to Active Travel. The consultation is open until the 21 September 2026.	
CORRESPONDENCE		
4. Wrexham CBC	**1. Quarterly Events Listing**: email dated 10 June 2026 with details of upcoming events in Wrexham From July to September 2026. **2. Wrecsam 2029 Heritage Piece:** email dated 2 July 2026 with information on how the Communities of Wrexham can come together to support the bid. **3. Take this survey and help us improve our services:** email dated 30 June 2026 with a link to a survey on Customer Engagement, open until 21 August 2026. **4. Environment Update:** email dated 29 June 2026 with the latest environment update. **5. Environment Update:** email dated 6 July 2026 with the latest environment update.	
5. Planning Aid Wales	**Next Network Event from Planning Aid Wales:** email dated 23 June 2026 with details of their next event on Wednesday 8 July 2026.	
6. One Voice Wales	**1. Larger Local Councils Committee 8 July 2026:** email dated 2 July 2026 with the Agenda and associated information for this meeting. **2. Urgent July Training available this w/e 10 July 2026:** email dated 6 July with details of training taking place this week. **3. What Community and Town Councils are Achieving Across Wales:** email dated 1 July 2026 with details of a report commissioned by One Voice Wales in conjunction with independent researchers, Wavehill, who to undertook a Social	

	Impact Assessment of the contribution community and town councils are making to communities across Wales. **4. NEW DIGITAL TRAINING MODULES:** email dated 29 June 2026 with details of 2 new digital training modules. **5. Cost of Living Crisis Project - Information and Resources:** email dated 29 June 2026 with their latest information and resources. **6. Practice Development Note 28:** email dated 29 June 2026 with the latest Practice Development Note for Internal Audit. **7. Issue 3 of The Voice':** email dated 26 June 2026 with the latest One Voice Wales e-magazine. **8. WREXHAM AND FLINT AREA COMMITTEE 22 July 2026:** email dated 26 June 2026 with details of this upcoming meeting. **9. One Voice Wales E Bulletin issue 26:** email dated 19 June 2026 with their latest e-bulletin. **10. One Voice Wales E Bulletin Issue 27:** email dated 6 July 2026 with their latest e-bulletin. **11. Orchard Pruning Workshops - Llais Y Goedwig & Keep Wales Tidy:** email dated 8 July 2026 with details of a **Summer Orchard Pruning Workshop** with **Tom the Apple Man** at **Stori Brymbo** on **Saturday 18th July 10am - 3pm.**	
7. Audit Wales	**Audit Wales Newsletter:** email dated 1 July 2026 with their latest newsletter.	
8. AVOW	**Members Mailout June 2026:** email dated 30 June 2026 with their latest newsletter.	
9. Rainbow Foundation	**New Active Futures Cohort Starts This July – Please Help Us Spread the Word:** email dated 25 June 2026 with information on their Active Futures events.	
10. Play Wales	**1. June 2026 e-bulletin:** email dated 22 June 2026 with the latest e-bulletin from Play Wales. **2. Focus on play – NMS for open access playwork:** email dated 6 July 2026 with a link to this latest publication from Play Wales, focussing on the National Minimum Standards for open access play work settings.	
11. Andrew Ranger MP	**Letter from Andrew Ranger MP re: Pride in Place Funding:** email dated 6 July 2026 asking for an update on the Community Council's proposed spend with the Pride in Place funding and their proposals should any additional funding become available.	