

11 November 2015

Dear Councillor

You are summoned to attend the meeting of **ACTON COMMUNITY COUNCIL** to be held in the Training Room at **ACTON COMMUNITY RESOURCE CENTRE**, Overton Way, Acton, Wrexham, LL12 7LB on **TUESDAY next 17 NOVEMBER 2015 at 6:30pm**.

Yours Sincerely

*Carole Roberts*

Clerk to the Council

## AGENDA

### 1. APOLOGIES FOR ABSENCE

2. **DECLARATION OF INTERESTS:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

### 3. CONFIRMATION OF MINUTES:

1. To confirm the Minutes of the Meeting of the Council held on 20 October 2015 (Copy attached)
2. To confirm the Minutes of the Special Meeting of the Council held on 28 October 2015 (Copy attached)

### 4. INFORMATION FROM THE MINUTES:

1. **Minute 62 – Accommodation for Tenants with challenging behaviour:** To consider the attached letter received from Dr. Helen Paterson, Chief Executive of Wrexham County Borough Council.
2. **Minute 71 – Pensions Regulator – Automatic enrolment:** Chair to report on progress.
3. **Minute 76 – Urgent Item, Minutes of the meeting of the Youth Committee held on 27 October 2015:** Clerk to provide an update on the response received from Wrexham County Borough Council.

5. **COMMUNITY POLICING MATTERS:** To receive an update from the Acton Community Police Officers in respect of the following matters:

1. **Monthly Policing and Operations Report**
2. **Dedicated Acton Community Safety Camera - Funding Streams:** Item placed on the Agenda in accordance with Minute 32.3 July 2015 to enable the Acton Community Policing Team to provide an update on evaluations in other areas prior to the Community Council determining its budget and precepting requirements for 2016/17.

- 6 **PROCEDURAL MATTERS:** Further to Minute 72 October 2015, following the co-option of Councillor Gareth Pearce to fill one of the Casual Councillor vacancies in the Borrass Park ward it is now appropriate to consider the following procedural matters:-

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Please contact Carole Roberts, Clerk to the Council on: 07913 071470 or

E-Mail: [clerk@actoncommunitycouncil.gov.uk](mailto:clerk@actoncommunitycouncil.gov.uk) with any apologies or requests for further information.

You can also write to the Clerk at Acton Community Resource Centre, Overton Way, Wrexham LL12 7LB

1. **MEMBERSHIP OF COMMITTEES** – To consider the filling of the vacancy on the Planning Committees that has been created by the resignation of Councillor Olive Simm; for convenience, the existing membership is also included:  
*Planning Committee:* Chair or Vice Chair, Councillors Anne Evans, Ralph Hardy, Geoff Lowe, and Mrs Barbara Smith. 1 vacancy.  
*Terms of Reference:*  
To consider and respond to planning applications, planning appeals, any matters related to the development of the Local plan, including consultations and surveys such as the Open Spaces Survey where there is insufficient time for the full Council to consider such matters.
2. **BANKING MANDATE FOR PAYMENTS:** To review and refresh the list of persons authorised to sign all cheques and other authorisations for payment on behalf of the Council. The current signatories are Councillors William Baldwin Edmund Boylin, Geoff Lowe, and former Councillor Olive Simm. The mandate requires that any two of the four signatories can sign cheques.
7. **KEY ACTON ISSUES:** WCBC Members to report verbally on any 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)
8. **CONSULTATIONS:** The following consultation papers have been received since the last meeting and Members are requested to consider whether to make any comments on them:
  1. **Consultation on Draft Public Services Ombudsman (Wales) Bill:** Email dated 21 October 2015 from the National Assembly for Wales inviting the Community Council to **comment by 18 January 2016** as to whether the Public Services Ombudsman should have more powers. More information about the draft Bill and the Consultation documents can be [viewed here](#).
  2. **Green Paper: Welsh Government seeking views on healthcare in Wales.** Email dated 21 October 2015 from the North Wales Community Health Council publicizing two events held on 10 and 12 November 2015 being held to gather views on this Consultation which **closes on 20 November 2015**. The email was circulated to all members of the Community Council on 22 October 2015 to afford an opportunity to attend the Wrexham Event. The Consultation documents can be viewed by [clicking here](#)
  3. **Wrexham Open Space Assessment – Community Council Consultation:** Further to Minute 67.4 October 2015, an Email dated 28 October 2015 from the Planning Policy Team at Wrexham County Borough Council has been received and circulated to all members of the Council. A Copy of the Study was circulated with the email. The original deadline for this Consultation has been extended to 24 November 2015.
9. **REPORT FROM CLERK:** Clerk to report on correspondence and other information that has been received since the last meeting. Details Attached.
10. **PAYMENT OF ACCOUNTS:** To note details of any payments received and authorise any outstanding debtor or other payments.
11. **PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on the following applications made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):-

<i>Case Number/ Address</i>	<i>Proposed Development</i>	<i>Decision</i>
P/2015/0768 12 Ffordd Garmonydd, Wrexham	Two Storey side extension comprising study and plant room Ensuite/ Walk in wardrobe over and single storey rear	

	extension.	
P/2015/0805 21 Jeffreys Road, Wrexham	Single Storey rear extension	
P/2015/0823 14 Carnoustie Close, Wrexham	First floor extension over existing garage	

*\*the plans and documents for planning applications can be viewed online [by clicking here](#) and selecting the Community of Acton for the search. The Clerk to the Council has requested an extension of the 21 day consultation period where appropriate.*

**Minutes of the Meeting of Acton Community Council held on Tuesday 20 October 2015 at Acton Community Resource Centre, Overton Way, Acton, Wrexham**

Present:

Councillor	L Closs (Chair)	Councillor	W Baldwin (Vice Chair)
"	E Boylin *	"	T Pierce
	Mrs A Evans		J Richards
"	R Hardy	"	K Roberts
"	J A Kelly *	"	Mrs B Smith
	G Lowe	"	Mrs S Stanford
"	Mrs A O'Neill	"	2 vacancies
"	Mrs C O'Toole		

\* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

## 56 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors E Boylin and J A Kelly.

## 57 DECLARATION OF INTERESTS

The following Declarations of Interest were made at this stage of the proceedings:

- Councillor Anne Evans declared a personal and non-prejudicial interest in respect of agenda item 7.1 being a Wrexham County Borough Council representative on the North Wales Fire Authority
- Councillor Geoff Lowe declared a personal and non-prejudicial interest in respect of agenda item 7.1 being a Wrexham County Borough Council representative on the North Wales Fire Authority.
- Councillor Carole O'Toole declared a personal and prejudicial interest in respect of Agenda Item 7.2 as a member of her family sits on the Independent Remuneration Panel.

## 58 CONFIRMATION OF MINUTES

The Minutes of the Meeting of the Community Council held on 15 September 2015 were received. It was noted that an incorrect date had been inserted in the resolution of Minute 41.1 and it should be 21 July 2015 and not 20 January 2015.

***RESOLVED – that subject to the amendment of the date in Minute 40.1 as referred to above, the Minutes of the meeting of the Community Council held on 15 September 2015 be received and confirmed as a correct record.***

## 59 INFORMATION FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 21 JULY 2015

1. **Minute 44.3: Service Level Agreement Acton Play areas:** The Clerk advised that Mr Martin Howorth was arranging for costing estimates to be provided in respect of the work required to remedy the low risk items identified in the Annual inspection to be undertaken. It was noted that Gwersyllt Community Council had recently commissioned a painter to paint its play area equipment and the possibility of the Council using the painter be investigated.

***RESOLVED –that the Clerk to the Council take the necessary steps to ensure the remedial minor works at the Aran Road and Ffordd Garmonydd Play areas as identified in the Annual Risk Assessment be carried out with the cost of such works being taken from the Earmarked Reserve for Playground provision.***

2. **Minute 51.1: Dementia Friendly Communities:** It was noted that Mr Webb is currently away from work and arrangements for him to come and make his presentation to the Council will be made on his return.
3. **Minute 51.7: Wrexham Town & Community Council Forum 15 October 2015.** It was noted that the Council had not been represented at this meeting.
4. **Minute 55 – Special meeting to discuss budget.** – It was noted that this Special meeting had been arranged for Wednesday 28 October 2015 and would commence at 6:00pm.

## **60 COMMUNITY POLICING MATTERS**

The Chair advised that an apology has been submitted by PC Kerry Evans as no police representatives were available to attend the meeting. The Chair referred to an email providing the following update from the Police:

- The Acton team are currently arranging a Policing Operation about awareness for residents to keep lights on when not at home to avoid evening burglaries.
- The team are updating the cold caller work carried out with the elderly residents, although reports of cold callers have dropped.
- In respect of approaches by Councillors asking PC Evans to arrange for speed cameras to be placed on certain roads where reports of speeding cars is causing problems for residents, whilst this is antisocial behaviour and dangerous, many PCSO's are not trained to use the speed camera and if trained they have to work with a Police Officer to do the actual stop as PCSOs do not have the power to stop the car or issue the ticket. PC Evans undertook to contact the Local Roads Policing Team to ask them to put the suggested roads on their list to visit. If they find that there is a need to visit on a regular basis then they will do so.
- PC Evans indicated she was happy for the Policing objective meetings to be held half yearly as the subjects are the same and if they need to change it can be discussed at the monthly Community Council meeting.
- In response to the Community Council's request for monthly comparisons up or down of the crime types, PC Evans advised that the monthly report format has been agreed by Wrexham County Borough Council and not by the Police so unfortunately this request is out of Police control.

**RESOLVED- that PC Evans' update be received and noted.**

## **61 PROCEDURAL MATTERS - CASUAL COUNCILLOR VACANCIES**

Further to Minute 38.6 July 2015 and in accordance with Section 116 of the Local Government (Wales) Measure 2011, consideration was given to the filling of the two casual vacancies in the Borrass Park Ward by co-option. The relevant Public Notices had been on display since 22 July 2015 and 2 September 2015 respectively with a submission date for expressions of interest being 13 October 2015. The Clerk confirmed that the Electoral Office had advised that in the event of insufficient candidates coming forward to fill the two Borrass Park Ward vacancies by Co-option, the Community Council may fill one vacancy by Co-option and re-advertise the remaining vacancy by Public Notice in accordance with Section 116 referred to above.

Members were advised that one Expression of Interest form had been received, submitted by Mr Gareth Dafydd Pearce who had been unavoidably delayed and was unable to give a presentation at the meeting. Members proceeded to consider Mr Pearce's application.

**RESOLVED - that**

- i. the Mr Gareth Dafydd Pearce of 17 Derwent Close, Acton Wrexham be co-opted as Member of the Community Council to fill one of the two casual vacancies for the Borrass Park Ward on the Council; and*
- ii. the Clerk to the Council arrange for the remaining casual vacancy for the Borrass Park Ward to be re-advertised by Public Notice in accordance with Section 116 of the Local Government (Wales) Measure 2011 and any expressions of interest received be considered by the Community Council at its meeting to be held on 15 December 2015.*

## 62 KEY ACTON ISSUES:

Wrexham County Borough Council Members advised that apart from the current Budget Saving regime, there were no other matters that had been recently considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers).

General reference was made to incidents of intimidating and challenging behaviour in the Acton area, leading to the distress of elderly residents as reported to previous meetings with the Police. In particular the housing of some difficult and anti-social individuals in areas accommodating a high proportion of elderly and vulnerable residents, and situations that have developed leading to significant levels of anxiety and concern amongst elderly residents, to the point where police involvement has become necessary. It was noted that there are difficulties associated with housing challenging tenants (not least because of the limited supply of appropriate dwellings) but Members questioned with some vigour the efficacy of placing such persons into properties in areas where there are high numbers of older and more vulnerable people.

Members were concerned that residents of long-standing within their familiar community and in the later stages of their lives, should not be subject to this kind of anti-social behaviour. Therefore tenants who have any kind of history of displaying anti-social behaviour or have the potential to behave in any way that has the effect of intimidating and arousing fear in vulnerable residents should not be housed in such areas.

***RESOLVED – that the Community Council write to the Chief Executive of Wrexham County Borough Council inviting her or the relevant Senior Officer, to attend a future meeting of the Community Council to discuss the issue of the housing of difficult and anti-social individuals in areas accommodating a high proportion of elderly and vulnerable residents and to enable Wrexham County Borough Council to provide its view and response to this sensitive and far from straightforward issue.***

## 63 ACTON PARK MATTERS - 2015 SEASONAL PARK RANGER

The report from the 2015 Acton Park Seasonal Ranger was received and considered. The report detailed the Ranger's general duties, extra duties including School visits, Park Surveys and the Dog Fouling Campaign together with a summary of Events held in the Park during the summer and suggestions for improvements to the Park area and other general comments. Members noted the concerns about lack of storage facilities for the Ranger but considered this temporary post funded through a Service Level Agreement with the Community Council had proved successful and worthwhile and should be continued and expanded if at all feasible.

***RESOLVED – that the Seasonal Ranger's report be received and noted***

## 64 CUNLIFFE BOWLING CLUB

The Council considered a request from the Cunliffe Bowling Club to support its application to Wrexham County Borough Council under the "Together in Wrexham – Enabling Grants" Scheme for assistance with the purchase of a new mower to replace the second hand mower the Club have been using since taking over responsibility for the Cunliffe Bowling Green. It was noted that the Enabling Grants Scheme was discussed at the Town and Community Council Forum on 15 October 2015. As part of the Enabling Grant process before submission, the application form requires the signature of the relevant Community Council Clerk.

***RESOLVED – that the Community Council support the Cunliffe Bowling Club's application and the Clerk be authorised to sign the Enabling Grant Application Form on behalf of the Community Council***

## 65 THE FAIRWAYS NOTICE BOARD

The Chair reported that the current Notice Board on the Fairways estate was installed by Holt Community Council when the Estate was in its area. Subsequently this Estate became part of Rhosnesni ward and the Notice Board key has been lost and the Board has fallen into a general state of disrepair with water ingress onto the display area. A locksmith has gained access to the Board but its frame is damaged and warped. A copy of the current meeting dates and Dog Fouling Campaign posters have been placed on display. However the Notice Board appears to be of limited interest to the local Community and the cost of repair or replacement must be considered in the context of the present austerity measures.

**RESOLVED – that**

- i. a Notice be placed on display in the Fairways Notice Board advising of a proposal to remove and not replace the Board and inviting comments or objections to the proposed action within one month; and*
- ii. subject to there being no response received to the Notice from any residents of the Fairways, the Notice Board be removed.*

**66 CONSULTATIONS**

Consideration was given to the following consultation documents received since the last meeting and whether to make any comments on them:

**1. YOUR SERVICES YOUR CHOICES:** The North Wales Fire and Rescue Service Consultation on the Services to be provided in North Wales 2016/17 and Beyond is available online [here](#). The Closing date for receipt of responses is 1 December 2015.

**RESOLVED – that the Consultation be noted but if individual Members feel strongly or have concerns about the proposals contained in the document they were encouraged to respond individually.**

*(Councillors Anne Evans and Geoff Lowe being Wrexham County Borough Council representatives on the North Wales Fire Authority declared a personal and non-prejudicial interest in this item. They left the meeting taking no part in the consideration, discussion or voting on this matter.)*

**2. INDEPENDENT REMUNERATION PANEL FOR WALES DRAFT ANNUAL REPORT - FEBRUARY 2016:** In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, the Panel’s draft report was available online [here](#). Any representations about this report should be submitted by no later than **30 November 2015**. It was noted the report with permissive determinations will have effect for the financial year 2016/17. Section 10 of the Report refers specifically to Town & Community Councils, and [this separate flyer](#) summarises the changes proposed for this year.

**RESOLVED:**

- i. To make no representations on the Draft Annual report as the proposed allowances for Town and Community Councils meet the Equalities agenda in terms of providing for carers with responsibilities that include adults as well as children; and*
- ii. The Community Council at its Special meeting on 28 October 2015 consider the financial and budget implications of adopting any or all of the proposals within the draft Annual Report that will become effective from 1 April 2016.*

*(Councillor Carole O’Toole having a member of her family sit on the Independent Remuneration Panel declared a personal and prejudicial interest in this item. She left the meeting taking no part in the consideration, discussion or voting on this matter.)*

**67 REPORT FROM CLERK**

Information and general correspondence that had been received and was available for members at the meeting was reported and dealt with as follows:

<b>Organisation</b>	<b>Details and action taken</b>
1 Mark Pritchard Council Leader Wrexham CBC	<b>Wrexham County Borough Council – ‘Difficult Decisions 2016-17’:</b> Email dated 16 September 2015 previously circulated to all members of the Council advising of this <a href="#">Budget Consultation</a> and an event on 20 October 2015 at the Guildhall. The Closing date for responses to the Consultation is 27 October 2015. <b>RESOLVED - that as there is no overall consensus, individual responses be submitted if Members wished to do so.</b>
2 Wales Audit Office	<b>External Audit arrangements: Annual Returns 2015-16; 2016-17; and 2018-19:</b> Letter dated 24 September 2015 advising that Grant Thornton will become the appointed Auditor responsible for delivering the Audit of the Council’s Annual Return for the next three years. In addition there will be changes to the audit fees for the 2015-16 accounts.

Organisation	Details and action taken
	<b>Information was noted and will be included for consideration as part of the 2016/17 Budget setting process.</b>
3 Lower Park Farm Cooperative	<b>Renewable Energy Cooperative:</b> Email dated 18 September 2015 offering to attend a meeting of the Council to explain how the local community can benefit from this initiative. <b>RESOLVED – that Clerk extend invite the Organisers to give a 15 minute presentation to the January 2016 Council meeting.</b>
4 Planning Policy unit Wrexham CBC	<b>Open Space Audit and Assessment:</b> Email dated 18 September 2015 advising Consultants carrying out the work have produced settlement based maps reflecting information gathered on site visits to areas of Open Space in the County Borough. Comments on the accuracy of the information, and any additional comments in relation to the Open Spaces recorded in the Community Council area, were required by Friday 2 October. Due to the time constraint it had not been possible to respond- to the Audit and Assessment <b>Information noted.</b>
5 Planning Aid Wales	<b>Planning Training Workshop:</b> Email dated 22 September 2015 inviting the Council to attend this workshop being held at the Guildhall on 22 October 2015. <b>Information noted.</b>
6 Lindy Jones Wrexham Include	<b>Wrexham Include:</b> Email dated 23 September 2015 giving information about a floating support service for people aged 55+ living in the Borough of Wrexham. The project helps to support people to live independently in their home, typical issues supported include: threat of homelessness, accessing information on benefits / grants and feeling safe. The project has a tiered system enables access up to a maximum of 2 years. <b>Information noted.</b>
7 Civic Support Officer Wrexham CBC	<b>Remembrance Day Service on Sunday 8 November 2015:</b> Email dated 24 September 2015 extending an official invitation for the Community Council to send two representatives to the Service and to lay a wreath as part of the Service. <b>RESOLVED – that the Chair &amp; Vice Chair attend as representatives of the Council</b>
8 Minster for Public Services Welsh Government	<b>Preparing for Public Service Boards Conference 2015:</b> Letter dated 23 September 2015 inviting the Council to attend the Public Services Board Conference on 26th November at the Millennium Stadium, Cardiff. <b>RESOLVED – that Councillor Carole O’Toole’s interest in attending as the Council’s representative be submitted subject to spaces still being available.</b>
9 Planning Policy Section Wrexham CBC	<b>Wrexham Town Centre Masterplan:</b> Email dated 5 October 2015 advising that Wrexham County Borough Council is currently consulting until 13 November 2015 on <a href="#">this plan</a> . The survey can be completed online by <a href="#">clicking here</a> <b>It was noted that individual responses can be made and the Chair is planning to respond to the Consultation.</b>
10 One Voice Wales	<b>Devolution Of Services Training:</b> Email dated 14 October 2015 advising of this new training to take place on the evening of Wednesday 28 October in Mold. <b>Information noted.</b>
11 William Powell AM	<b>Petition: Charging for Parking and the Relationship to High Streets and Their Success:</b> Email dated 19 October 2015 advising of <a href="#">this petition</a> which is gathering signatures until 30 October 2015. <b>Information noted.</b>
12 Wrexham Area Civic Society	<b>In Focus – Issue 41 Autumn 2015:</b> A copy of this publication was available for Members’ perusal at the meeting. <b>Information noted.</b>
13 Clerk to Council	<b>Attendance at SLCC Conferences:</b> The Clerk gave a brief summary of the workshops and seminars she had attended at the following Conferences: 1. <b>Welsh Regional Conference</b> at Swansea on 17 September 2015; and 2. <b>Annual SLCC Conference</b> at Hinckley Island Coventry from 15 to 17 October 2015-



<b>Organisation</b>	<b>Details and action taken</b>
	<i>The Information was noted and the Clerk was thanked for her attendance and report</i>

## 68 PAYMENT OF ACCOUNTS

Members considered details of payments received, progress against the Budget to the end of the second Quarter for 2015/16 and outstanding debtor or other payments. A copy of the Financial Statements for the Budget and Bank Reconciliation to 30 September 2015 was tabled and considered at the meeting.

**Resolved – that**

*i. the progress against the 2015/16 budget be received and noted ; and*

*ii. the following payments be approved: -*

<b>Voucher No; Payee</b>	<b>Details</b>	<b>Amount</b>
30 Carole Roberts Clerk to the Council	Clerks Expenses for October 2015 Section 112 Local Government Act 1972	£283.25
31 SLCC Enterprises Ltd	Delegate Fee – National Conference at Hinckley Island on 15-17 October 2015 Section 112 Local Government Act 1972	£432.00 (inc £13.80 vat)
32 Wrexham County Borough Council	1 <sup>st</sup> Payment under 2015/16 SLA Acton Detached Youth Service Section 19 Local Government Act (Misc Prov) 1976	£10845.50
33 Wrexham County Borough Council	Clerks Salary and office expenses for October 2015 paid by the Council's Agent: Wrexham County Borough Council in accordance with Minute 99.1 December 2009 Section 112 Local Government Act 1972	NJC Rates

## 69 PLANNING APPLICATIONS

The Council considered the following applications made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

<b>Case Number/ Address</b>	<b>Proposed Development</b>	<b>Decision</b>
P/2015/0712 77 Dean Road Wrexham	Variation Of Condition 4 of Planning Permission WRE 6/04201 Dated 23.06.1978 to allow works to various trees	<b>To make no objections to the proposed works subject to the Council's Arboricultural Officer being satisfied that the minimum works necessary are to be undertaken under this application.</b>
P/2015/0732 Acton Park Hotel, 110 Chester Road Wrexham	Rear Porch Extension	<b>No Objections</b>
P/2015/0734 32 Smithy Lane, Wrexham	Construction of New Vehicular Access	<b>No Objections</b>
P/2015/0745 3 Camberley Drive, Wrexham	Outline Application to erect 1 No. dwelling on land adjacent to 3 Camberley Drive	<b>To object to this outline application on the grounds that the proposed development will not be in keeping with the Wrexham Town Character Area Guidelines for interwar Suburban areas in terms of</b> <ul style="list-style-type: none"> <li><b>Conserving and enhancing existing highway verges and street trees</b></li> </ul>

		<ul style="list-style-type: none"> <li>• <b>Conserving low density of development and will result in over-development of the plot (Local Council Planning Guidance Note No 19 refers)</b> <b>The proposed vehicular access from Park Avenue will create road safety and highways issues.</b></li> </ul>
P/2015/0753 20 Glen Avon Wrexham	Erection of Summerhouse in Rear Garden for use as Hairdressers by appointment only	<b>To object to this application for the following reasons:</b> <ul style="list-style-type: none"> <li>• <b>the proposed Summerhouse will result in the overdevelopment of this plot in this residential area</b></li> <li>• <b>the Summerhouse will have a detrimental visual impact and is in close proximity to neighbouring properties.</b></li> </ul>
P/2015/0754 17 Ffordd Tegid, Wrexham	Single Storey side and Rear Extension	<b>No Objections</b>
P/2015/0757 9 Turnberry Avenue, Wrexham	Single Storey Rear Extension	<b>No Objections</b>

## 70 EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED - that the press and public be excluded from the Meeting during consideration of the following item 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.**

## 71 PENSIONS REGULATOR – AUTOMATIC ENROLMENT PROCESS

The Chair reported receipt of a notification from the Pensions Regulator on 18 September 2015 of the requirements the Council has to meet in order to comply with the Pensions Act 2008 which stipulates that every employer in the UK must put certain staff into a Pension scheme and contribute towards it. This is called automatic enrolment and the Community Council's final Pension Enrolment date is 1 July 2016. The Chair referred to the Pension Schemes available to the Council and the approximate £1,250 cost per scheme of obtaining an evaluation from the Actuaries for Admission to a scheme.

### **RESOLVED –**

- i. to proceed to make arrangements to join a Pension Scheme by 1 April 2016;**
- ii. to approve expenditure in the sum of £1,250 to enable the Community Council to meet its obligations under the Pensions Automatic Enrolment Regulations and apply in the first instance to the Administrators of the Clwyd Local Government Pension Scheme to receive a quote (based on risk, length of time in scheme, age of Employees etc.) for the contribution rate and other short and long term costs of joining this Pension Scheme on 1 April 2016.; and**
- iii. that the Chair report back in due course on the quote received.**

Signed as a correct record this 17th day of November 2015

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Chair

**Minutes of a Special Meeting of Acton Community Council held on Tuesday 28 October 2015 at Acton Community Resource Centre, Overton Way, Acton, Wrexham**

Present:

Councillor	L Closs (Chair)	Councillor	W Baldwin (Vice Chair)
"	E Boylin *	"	G Pearce
	Mrs A Evans		T Pierce
"	R Hardy	"	J Richards *
"	J A Kelly	"	K Roberts
	G Lowe	"	Mrs B Smith
"	Mrs A O'Neill	"	Mrs S Stanford
"	Mrs C O'Toole		1 Vacancy

\* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

## **72 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors E Boylin and J Richards.

## **73 DECLARATION OF INTERESTS**

The following Declaration of Interest was made at this stage of the proceedings:

- Councillor Carole O'Toole declared a personal and prejudicial interest in respect of Agenda Item 3 Annual Estimates of Income and Expenditure for 2016/17 Financial Year – New Expenditure, as a member of her family sits on the Independent Remuneration Panel.

## **74 ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2016/17 FINANCIAL YEAR- GENERAL ADMINISTRATION**

Further to the decision contained in Minute 55 September 2015 the Chair reminded members that this special meeting had been convened to enable the Community Council to review its Priorities, Spending Powers and current budget headings to inform the budget setting process for 2016/17. A number of background papers had been circulated with the agenda to assist members in their deliberations, namely:

### **Current expenditure:**

1. Extract of the Estimates and Precept Setting Minutes from 16 December 2014
2. Copy of the Clerk's Report on the Annual Investment Strategy for 2015/16
3. Copy of the Draft Provisional estimates for 2015/16 submitted to 16 December 2014 Council meeting
4. SLCC Advice Note on What Can Local Council's Do?
5. SLCC Advice Note on Local Council Services and Powers
6. Welsh Government Letter dated 5 January 2015 advising of the Section 137 Expenditure Limit for 2015-16
7. Copy of the minutes of 13 September 2011 Special meeting of the Council concerning Strategic Priorities for the Medium Term
8. Copy of the July 2011 Thinker for Acton Community Local Priorities
9. Extract from July 2011 of Wrexham's Community Strategy and Local Service Board
10. Current Year Receipts and Payments by Budget Heading to 30 September 2015
11. Summary of Receipts and Payments to 30 September 2015
12. Bank – Cash and Investment Reconciliation as at 30 September 2015

## **New Expenditure**

1. Extract from 2016/17 Draft Report of the Independent Remuneration Panel  
(Members may also consider the cost implications of the New Audit Regime and Automatic Enrolment as notified by the Pensions Regulator)

## **GENERAL ADMINISTRATION**

Members proceeded to consider the present 2015/16 Budget's expenditure item by item to determine whether the present and other priorities in the coming year are the most cost effective way of spending the Precept and other monies to the best of the Council's ability; and whether within existing Powers and aspirations there is scope to use the monies differently. Under the first section of General Administration it was accepted there were certain mandatory items such as Employers costs, Insurance, Election and Audit Fees and Website costs. The other remaining items were optional but the Council wished to retain the existing items of expenditure for the time being but noted that it would be possible to review the Section 137 Budget having regard to the limits imposed by the Welsh Government under the Local Government act 1972.

At this stage in the proceedings the Chair proposed that the Minutes of the Youth Committee held on 27 October 2015 should be considered as an urgent item due to the potential impact on the remaining Budget considerations for 2016/17.

## **75 EXCLUSION OF THE PRESS AND PUBLIC**

***RESOLVED - that the press and public be excluded from the Meeting during consideration of the next item 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.***

## **76 URGENT ITEM**

The Chairman considered that the following item of business should be dealt with as a matter of urgency as it would be unnecessarily delayed if held over to the next meeting.

### **MINUTES OF THE MEETING OF THE YOUTH COMMITTEE HELD ON 27 OCTOBER 2015**

The Minutes of the meeting of the Youth Committee meeting held on 27 October 2015 were tabled.

The Community Council considered a recommendation from the Youth Committee that having considered the two quarter reports for 2015/16 it has grave concerns and dissatisfaction about the value for money, performance and effectiveness of the current Service Level Agreement to provide a Youth Project across the five Acton wards due to the lack of demonstrable improvement and sustainability of the Service. The current providers are failing to achieve the key Targets set out in the Service Level Agreement and build a recognisable service. The Youth Committee therefore recommended to the Community Council that notice be served in writing on Wrexham County Borough Council of an intention to invoke clause 5.1.1.1 of the 2015/16 Service Level Agreement and terminate the contract with effect from 31 December 2015.

## ***RESOLVED – that***

- 1. the Minutes of the Meeting of the Youth Committee held on 27 October 2015 be received; and***
- 2. to accept and approve the recommendation of the Youth Committee that Notice now be served in writing on Wrexham County Borough Council of an intention to invoke clause 5.1.1.1 of the 2015/16 Service Level Agreement to provide a Youth Project across the five Acton wards and terminate the contract with effect from 31 December 2015.***

## **77 PRESS AND PUBLIC**

***RESOLVED – that the Press and Public be re-admitted to the meeting for the remaining business.***

## **78 ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2016/17 FINANCIAL YEAR – SERVICE LEVEL AGREEMENTS, OTHER PROJECTS AND NEW EXPENDITURE**

### **1. SERVICE LEVEL AGREEMENTS & OTHER PROJECTS**

Members continued to consider the present year's budget expenditure item by item in respect of existing Service Level Agreements and Other Projects. Following the decision in Minute 76 above, reference was made to the potential to develop opportunities from ground level subject to sufficient demand from Young People within the Acton Community and the wish to retain some monies in the budget to be able to do this. In respect of the remaining Service Level Agreements, Members endorsed the Services being provided as representing good value for money and a wish to continue with these Service Level Agreements.

In respect of Other Projects, the Community Council noted the issues around a Community Group taking over responsibility of the Little Acton Community Centre and maintaining its viability. The Council wished to consider updated running costs before providing financial support at a ceiling amount. It was proposed that the Community Streetscene Budget be increased to £5000 and extended to provide for environmental works in each of the five wards of the Community Council.

### **2. NEW EXPENDITURE**

#### **i. 2016/17 Draft Report of the Independent Remuneration Panel:**

The Council considered each of the determinations contained within Section 10 of this draft report.

***RESOLVED – that the decision set out below will apply to all Members of the Community Council from 1 April 2016 and is confirmed as being the Community Council's determination in respect of the permissive powers contained in the Independent Remuneration Panel's Draft report for 2016/17 which will become effective from 1 April 2016 and a relevant budget provision and heading of "Members Remuneration" should be included in the General Administration Section of the 2016/17 Budget:***

- 1) Determination 45: Expenses and Costs up to £100 per member - Not to adopt this provision**
- 2) Determination 46: Senior Role Salaries – Not to adopt this provision**
- 3) Determination 47: Civic Allowance – Not to adopt this provision**
- 4) Determination 48: Reimbursement of Travel and Subsistence when undertaking approved duties: To adopt this provision subject to payments being the actual costs of travel by public transport or the HMRC mileage allowances as below:**
  - 45p per mile up to 10,000 miles in the year.**
  - 25p per mile over 10,000 miles.**
  - 5p per passenger per mile – passenger supplement.**
  - 24p per mile for private motor cycles.**
  - 20p per mile for bicycles.**
- 5) Determination 49: Reimbursement of subsistence expenses for attending approved duties outside the area of the Council – to adopt this provision and pay the maximum rates set out below on the basis of receipted claims:**
  - £28 per day allowance for meals, including breakfast where not provided.**
  - £200 – London overnight.**
  - £95 – elsewhere overnight.**
  - £30 – staying with friends and/or family overnight.**
- 6) Determination 50: Attendance Allowance – Not to adopt this provision**
- 7) Determination 51: Financial loss Allowance – Not to adopt this provision**
- 8) Determination 52: Care Allowance – to adopt this provision to provide for reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on production of receipts from the carer.**

*(Councillor Carole O'Toole having a member of her family sit on the Independent Remuneration Panel declared a personal and prejudicial interest in this item. She left the meeting taking no part in the consideration, discussion or voting on this matter.)*

ii. **New Welsh Audit Regime:** It was noted that the Community Council would now be charged for the hourly cost of undertaking the External Audit rather than by a fixed amount as in previous years.

***RESOLVED - that the existing Audit budget be doubled in anticipation of increased costs as a result of the new charging structure***

iii. **Automatic Enrolment:** further to Minute 71 October 2015 it was noted that a new provision would be required to meet the Council's obligations under the Pensions Act 2008

***RESOLVED - that the Employers costs heading in General Administration be increased to reflect the new costs from 1 April 2016 onwards of meeting the Council's obligations under the Pensions Act 2008.***

Members noted that in order to progress and develop the Budget for 2016/17 and to ascertain the Community Council's precept requirements it will now be necessary to obtain costings and work up the various budget requirements before determination.

***RESOLVED that the Clerk in consultation with the Chair and Vice Chair of the Community Council update and prepare budget costings to reflect the debate at this meeting and present the Draft 2016/17 Budget proposals to an early meeting of the Community Council.***

Signed as a correct record this 17th day of November 2015

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Chair

Chief Executive/Prif Weithredwr  
Dr Helen Paterson

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Councillor L Closs  
Chair to Acton Community Council  
c/o 20 Turnberry Close  
Wrexham  
LL13 9GG

Your Ref/Eich Cyf  
Our Ref/Ein Cyf HP/DD  
Date/Dyddiad 3 November 2015  
Ask for/Gofynnwr ar Helen Paterson  
Direct Dial/Rhif Union 01978 292100  
E-mail/E-bost ChiefExecutive@wrexham.gov.uk

Dear Councillor Closs

**Accommodation for Tenants with Challenging Behaviour**

Thank you for your letter dated 27 October 2015 regarding the above.

Without reference to specific areas of concern it is difficult to comment on the cases referred to in your letter. Our current housing policy is based on a statutory requirement to rehouse applicants and, unless a person is excluded from the Housing Register due to previous known action for anti-social behaviour, the Council has a duty to rehouse all applicants in priority and date order.

It is important to note that exclusion from the register is time limited and must be revoked when a person can demonstrate their behaviour has changed. Notwithstanding this, anti-social behaviour is not tolerated and there is a robust tenancy agreement outlining the responsibilities of both the landlord and the tenant. The Tenancy Conditions are a legally enforceable document and I can assure you that severe anti-social behaviour or breaching tenancies are dealt with promptly and, where applicable, progressed through to Court action. This can sometimes be a lengthy process due to the time taken to gather all the evidence that is required to enable a successful outcome.

A Senior Housing Officer and the Acting Enforcement Officer would be happy to accept your invitation to attend a future Acton Community Council meeting upon receipt of future meeting dates. They will then be able to fully explain the Council's Housing Policy and enforcement action in detail, if you feel this may be beneficial.

Yours sincerely

Dr Helen Paterson  
Chief Executive

Cc Mr Andy Lewis, Head of Housing, Public Protection & Environment  
Councillor Mark Pritchard, Leader of the Council  
Councillor Ian Roberts, Lead Member for Place - Housing



**ACTON COMMUNITY COUNCIL – 17 NOVEMBER 2015**  
**INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING**

**AGENDA ITEM 9**

	<b>Organisation</b>	<b>Details</b>	<b>Comments</b>
1.	One Voice Wales	<p><b>1. November Trainings:</b> Email dated 22 October 2015 advising of the training sessions for Councillors taking place in and around the local area.</p> <p><b>2. Community and Town Council News 2015:</b> Email dated 29 October 2015 circulating this update on the Welsh Government work that affects this sector.</p> <p><b>3. Want to protect the people and improve places where people walk in your local area?:</b> Email dated 3 November 2015 providing information on Initiatives by Ramblers Cymru who are keen to work with Town and Community Councils to help understand and exercise rights to help protect paths in the area.</p>	
2.	Groundwork North Wales	<b>Groundwork North Wales news – November 2015:</b> Email dated 3 November 2015, providing details of the latest newsletter	
3.	Play Wales Friends of Acton Park	<b>Minutes and Nature Report:</b> Email dated 3 November 2015 circulating a copy of the latest documents.	