

15 November 2017

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 21 NOVEMBER 2017 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 17 October 2016 (Copy attached);
2. To confirm the Minutes of the Special Council meeting held on 7 November 2017 (Copy attached);
3. To receive the Minutes and recommendations of the Environmental Committee meeting held on 16 November 2017 (Copy attached)

4. INFORMATION FROM THE MINUTES

1. **Minute 64.2 - Costings and Viability of providing a CCTV camera in areas where anti-social behaviour takes place in the Acton Community:** Councillor Paul Jones to Report.

5. **COMMUNITY POLICING MATTERS:** To receive the Monthly Policing and Operations Report from the Acton Community Police Officers.

6. **PLAY DEVELOPMENT IN THE ACTON COMMUNITY AREA:** Further to Minute 5.2 May 2017, Mr Jay Davies from the Wrexham County Borough Council Play Development Team will be in attendance at the meeting to discuss and help identify if there are any areas in the Acton Community where Play development schemes could be implemented and advise of any other potential sources of funding for such schemes

7. **BORRAS PARK ALBION FC:** Item placed on the agenda at the request of Councillor Ralph Hardy.

8. **KEY ACTON ISSUES:** Wrexham CBC Members to report verbally on any new or Key Issues being considered by the County Bough 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)

- 9. CONSULTATIONS & OTHER STATUTORY GUIDANCE:** To consider the details of the following Consultations/ Statements and determine what responses if any, the Community Council wishes to submit by the relevant deadlines:
- 1. Draft Annual Report for 2017/18 of the Independent Remuneration Panel:** Section 13 of this draft report relates specifically to Town and Community Councils. The closing date is 29 November 2017. An electronic copy of the Report can be viewed [online here](#). The Community Council's draft response compiled following discussion at the Special Council meeting held on 7 November 2017 (Copy attached).
 - 2. 2018 Review of Parliamentary Constituencies in Wales Revised Proposals.** The Boundary Commission for Wales has published this Report on 17 October 2017. Representations about the Revised Proposals should be made within 8 weeks of publication. The representation period ends on 11 December 2017.
 - 3. Town and Village Greens:** This consultation seeks views by 2 February 2018 on proposed changes to procedures relating to the registration of town and village greens following the commencement of relevant provisions in the Planning (Wales) Act 2015. The consultation proposes to commence sections 52 and 53 of, and Schedule 6 to, the Planning (Wales) Act 2015 which will amend the Commons Act 2006. This will introduce new procedures providing owners with a right to end use of their land as town or village green subject to certain statutory exclusions. New Regulations are also proposed to set out the detailed operation of these procedures and the consultation seeks views on the detailed content of these proposals. Details of the consultation can be found on the Welsh Government's consultation pages by [clicking here](#)
 - 4. WCBC - 'Difficult Decisions 2018-20':** Local Councils have less money to spend on services because Government (UK and Wales) are giving less money for their budgets every year. Wrexham Council may need to make another £13 million saving over the next two years. Making a total savings of £52 million since 2008. Views about the proposals are sought by 30 November 2017 by taking part in its [online](#) survey 'Difficult Decisions 2018-20'. Further information can be found at www.wrexham.gov.uk/budgetconsultation
 - 5. Off Street Parking Places Orders 2017:** Wrexham County Borough Council is inviting comments by Wednesday 13 December 2017 on various Order Notices which are appearing in the local press concerning the above proposal. The key changes with the Orders are a 3 hour tariff is being introduced in all of the Council car parks costing £1.80. In addition, there is a reduction of the all-day charge to £3.00 on weekdays on Waterworld car park in a bid to encourage more shoppers and visitors to Wrexham. There is also the removal of the 'free after three' provision from Crescent Road and People's Market as it is no longer sustainable.
 - 6. Hawarden Airport - Proposal to Adopt GNSS Approaches and amend Conventional Instrument Flight Procedures at Hawarden Airport:** This Consultation is open until 9 February 2018 Any questions on the proposals should be submitted via email to safeguarding@airbus.com
 - 7. Consultation on proposed amendments to the Local Authorities (Capital Finance & Accounting) (Wales) Regulations 2003:** This Consultation seeks views by 12 January 2018 on proposed amendments to these Regulations. A copy of the consultation documents and the response form can be viewed [online here](#).
- 10. REPORT FROM CLERK:** Clerk to report on correspondence and other information that has been received since the last meeting. Details attached.
- 11. PAYMENT OF ACCOUNTS:** To note details of any payments received, progress against the budget and authorise any outstanding debtor or other payments.
- 12. 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) and the Town & Country Planning (Trees) Regulations 1999:

Case Number/ Address	Proposed Development	Decision
*P/2017/0872 4 Ffordd Dylan, Wrexham	Extension to dwelling and alterations to include conversion of loft	
*P/2017/0875 148 Chester Road, Wrexham	Erection of Car Port	
*P/2017/0880 14 Moorhead Close, Wrexham	Change of use of land from public open space to incorporate into residential curtilage (in retrospect)	
*P/2017/0911 Nine Acre Playing Field, Westminster Drive, Wrexham	Display of sign	
*P/2017/0913 1 Gabriel Close Wrexham	Single storey front extension	
Town & Country Planning (Trees) Regulations 1999		
TPO WCBC 267/2017 – 164 Chester Road Wrexham LL12 8DS	Order confirmed 2 October 2017: Any challenge to the Order must be made within 6 weeks of this date	
TPO WCBC 268/2017 – Firgrove Corner & Huntsman's Corner Wrexham	Order confirmed 2 October 2017: Any challenge to the Order must be made within 6 weeks of this date	

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

Minutes of the Meeting of Acton Community Council held on Tuesday 17 October 2017 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor P Lloyd (Chair)
" W Baldwin
" M Davies
" Mrs A Evans
" Ms S Hope
" P D Jones
G Lowe

Councillor R Hardy (Vice Chair)
" D Picken *
" Kevin Roberts
" Mrs D Wallice
" Ms A Waters *
Ms L Williams *

3 Vacancies

* Absent

Also Present:

Sgt Vic Powell and PCSO Jessica Nunn, North Wales police
Mr Basil Pritchard
Mrs Carole Roberts, Clerk to the Council

62 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors Darren Picken, Ms Aimi Waters and Ms L Williams.

63 DECLARATION OF INTERESTS

Councillor Paul Jones in respect of Agenda item 11 Planning Matters: He declared a personal and prejudicial interest in this item being a member of Wrexham County Borough Council's Planning Committee.

64 CONFIRMATION OF MINUTES

1. Minutes of the Acton Community Council meeting held on 19 September 2017:

RESOLVED – that the Minutes of the Meeting of the Community Council held on 19 September 2017 be received and confirmed as a correct record.

2. Minutes of the Environmental Committee meeting adjourned on 12 September 2017 and reconvened on 5 October 2017: The Minutes were received and the Council considered the recommendations made to it by the Committee. During the debate that took place, the Council was mindful of the advice of its Clerk that the Environment Committee does not have the remit within its Powers and Duties to look at the provision of a CCTV camera in the Maesydre ward from the Environmental Committee's budget which is provided under the powers contained in Section 19 of the Local Government (Miscellaneous Provisions) Act 1976. However there is a separate £5,000 provision in the 2017/18 Budget for Crime Prevention Measures including the provision of CCTV Cameras under powers contained in Section 31 of the Local Government and Rating Act 1997. The Police Officer present indicated that without any specific examples, in general any CCTV cameras that may be provided should be placed at a conspicuous and not overt site and the images captured should be date and time stamped.

RESOLVED – that the Minutes be received and the recommendations be accepted subject to the amendments as set out below:-

- 1) *The full Council shall at an early meeting (prior to determining whether to use any of the Crime Prevention budget monies) receive a short report from Councillor Paul Jones setting out the information he is able to obtain on costings and the viability of providing a CCTV camera in areas where anti-social behaviour takes place within the whole of the Acton Community area and whether evidence collected from such a CCTV camera could be used as evidence by the Police in tackling this behaviour;*
- 2) *Councillor Ralph Hardy be authorised to peruse and report to the Environment Committee on investigations into the Committee providing funding for planters at the Borrass Park and Acton shops subject to the agreement of the site owners and obtaining the support and involvement from local schools, the Co-op and the expertise of the staff at the Erlas Victorian Walled Garden, together with an option for cost effective ways of providing maintenance for the Planters;*
- 3) *The Clerk now proceed to order a metal commemorative seat from David Ogilvie Engineering Limited and arrange for it to be sited at the agreed location on The Green, Little Acton in consultation with Wrexham County Borough Council who are the owners of the land.*
- 4) *To accept the recommendation that the Council approves any future requests from Wrexham County Borough Council for the Community Council to fund a skip for non-housing residents as part of an Environmental clean-up day;*
- 5) *To accept the recommendation that the Council holds in abeyance as a future option the Environment Committee's previous priority to improve the Acton Community street scene and the appearance of the area through providing funding from the Community Streetscene budget to undertake repainting and refurbishment of the older street lamps in the Maesydre and Rhosnesni wards initially subject to the Community Council not being required to take over responsibility and insurance obligations for any of the street lights and Wrexham County Borough Council giving its consent for these works to be carried out;*
- 6) *The Clerk write to Mr Lawrence Isted of Wrexham County Borough Council asking him to arrange for the prominent landmarks on the main approach into the Town Centre such as the Acton Smithy and the Four Dogs Gateway that are owned by Wrexham County Borough Council to address their untidy and unkempt state and bring them back to a clean and tidy appearance through regular maintenance; and*
- 7) *The next meeting of the Environmental Committee is held in approximately six weeks so that reports and proposals to spend the Environment Committee's budget can be developed so that the monies are spent within the current financial year*

65 INFORMATION FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 SEPTEMBER 2017

1. **MINUTE 51.2 Drugs Dog Operation:** It was noted that the Council's contribution to this Operation had now been paid.
2. **MINUTE 59.3.2 Action Day at Acton on 29 September 2017:** The Clerk referred to the report by Councillor Geoff Lowe to the Environmental Committee on 5 October 2017 (Minute 64.2 above refers) advising of the successful day and large amount of bulky items and other household/ garden waste collected. The invoice for the Community Council's half share towards the cost of providing the skip will be submitted in due course.

66 COMMUNITY POLICING MATTERS

The Chair welcomed Sergeant Vic Powell who was representing Wrexham Town Inspector Paul Wycherley together with PCSO Jessica Nunn who was in attendance and had previously circulated electronic copies of the high level Crime statistical reports for each of the Acton Community Wards. Members received guidance from Sergeant Powell on the interpretation of the high level data provided in the report and how anomalies and crime spikes were highlighted and acted upon.

Members then received updates on action being taken in response to a recent assault in the vicinity of the Acton Community Resource Centre and in respect of shed break-ins and the combined Operation Bang. In response to concerns raised Sergeant Powell indicated that Policing Patrols were being deployed out of the Wrexham Police station as effectively as they can, in response to the daily statistical information received but they may not be as highly visible to the general public. It was noted that the Chair and Clerk

to the Council had with the other three Town Community Councils met with Inspector Wycherley on 4 October 2017 to discuss policing operational matters and priorities. It was anticipated that this combined meeting would be held quarterly. The Chair Thanked Sergeant Powell for his attendance and report.

67 PROCEDURAL MATTERS

The Clerk's report concerning the following procedural matters was considered as follows:

1. CASUAL COUNCILLOR VACANCIES: Members noted that the relevant Statutory Notices had been on display advertising the Council's intention to fill the following vacancies by co-option:

Acton Park	– 1 vacancy
Borras Park	– 1 vacancy
Little Acton	– 1 vacancy

Only one suitably qualified person had expressed an interest in putting their name forward for co-option to fill the vacancies by the noon deadline on 16 October 2017. A copy of the application had been circulated prior to the meeting. Members proceeded to consider the application and invited the applicant to give a short address to the meeting in support of his application. Members then proceeded to consider the filling of this vacancy by a show of hands.

RESOLVED –that

- i) Unanimously, Mr Basil Pritchard of 9 Elm Grove Way, Acton, Wrexham, Wrexham be co-opted as a Member of the Community Council to fill the vacancy for the Acton Park Ward on the Council; and**
- ii) the Clerk proceed to re-advertise the two remaining vacancies in the Borras Park and Little Acton Wards and any applications received be considered at the 12 December 2017 meeting of the Community Council.**

(Councillor Bill Baldwin left the meeting at this stage of the proceedings)

2. SERVICE LEVEL AGREEMENT REPORTING:

i) ACTON COMMUNITY RESOURCE CENTRE: The reports setting out the agreed outputs and outcomes for the Service as set out in the ten year Service Level Agreement and as submitted to the Acton Community Resource Centre Management Committee meetings on 3 July 2017 and 4 October 2017 were received and accepted. It was noted that the detailed 3 July 2017 Report was the Annual report whilst only the higher level figures had been submitted to the 4 October 2017 meeting.

RESOLVED - that the information be accepted.

ii).CITIZENS ADVICE BUREAUX – ACTON OUTREACH SERVICE: The report submitted in accordance with this three year Service level Agreement set out the outputs and outcomes for the Service for the second quarter to 30 September 2017. In particular members noted the level of benefits and debt advice being provided and referred to the changes taken place from April 2017 as a result of the introduction of Universal Credits.

RESOLVED - that the Report and information be accepted

68 KEY ACTON ISSUES

Wrexham County Borough Council Members advised that the training and induction process following the full Council Elections was now almost complete. The following matters were highlighted by the Wrexham CBC Councillors:

1. The Groves School: The homelessness situation had now resolved itself and following a clean-up, fences were being put up to improve the site security. The present position was noted

2. Budget resourcing: It was noted that County Borough Councillors had been advised that up to £13m cuts would need to be made over the next two year and would form part of an autumn budget consultation process. Members referred to the potential for pressure from the County Borough Council for services proposed for budget cuts to be taken over by the Community Council. However it was noted

that taking over existing Wrexham CBC services may result in an increase to the Community Council's precept level.

The Chair suggested that in order for the recently elected members of the Council to be appraised of existing Budget provision and contractual and other new spending commitments a special single item meeting of the Council should be held as soon as practical.

RESOLVED – that a special meeting of the Community Council be held as soon as possible in order to inform the budget setting process for 2018/19 and to consider Priorities, Spending Powers and current budget headings

69 CONSULTATIONS & OTHER STATUTORY GUIDANCE

The Council considered details of the following Consultations and determined what responses if any, the Community Council should submit by the Consultation deadlines:-

- 1. CONSULTATION: GUIDANCE FOR PRINCIPAL COUNCILS ON THE REVIEW OF COMMUNITIES**– It was noted the closing date for this Consultation is 21 December 2017. It contains updated guidance on the conduct of community reviews by principal councils to support greater consistency in the manner in which community reviews are conducted.

RESOLVED – that Members respond individually to the Consultation.

- 2. DRAFT ANNUAL REPORT FOR 2017/18 OF THE INDEPENDENT REMUNERATION PANEL:** It was noted that Section 13 of this draft report relates specifically to Town and Community Councils. The closing date for responses to this Consultation is 29 November 2017. The Report can be viewed [online here](#).

RESOLVED that any implications financial or otherwise together with the Council's response to this Draft report of the Independent Remuneration Panel for Wales be determined at the Special meeting of the Council to be arranged in accordance with the resolution contained in Minute 68 above.

- 3. INDEPENDENT REVIEW PANEL TO CONSIDER THE FUTURE ROLE OF COMMUNITY AND TOWN COUNCIL'S - CALL TO EVIDENCE** – This Review will take twelve months and there was more information about the initial four high level questions [online here](#).

RESOLVED – that Members respond individually to the Consultation.

- 4. DRAFT BUDGET | WELSH TAX POLICY REPORT | RATES AND BANDS:** It was reported that alongside the draft budget 2018-19, the Finance Secretary has published the Welsh Tax Policy Report setting out progress to date on the tax policy framework and proposing a short list of ideas for new taxes; details of which can be found [online here](#).

RESOLVED – that Members respond individually to the Consultation.

- 5. PUBLIC SERVICES OMBUDSMAN (WALES) BILL:** It was reported that the Equality, Local Government and Communities Committee of the National Assembly for Wales are consulting on this Bill. More information can be found on the [Bill webpage](#).

RESOLVED – that Members respond individually to the Consultation

70 REPORT FROM CLERK

The Clerk reported on information and general correspondence that had been received and was available for members' perusal at the meeting. Members also gave consideration to and dealt with the following correspondence as follows:

Organisation	Details and action taken
1.Wrexham CBC	<p>1. Remembrance Day Service on Sunday 12 November 2017: Official invitation from the Civic Support Officer for the Community Council to send two representatives to the Service and to lay a wreath as part of the Service. RESOLVED – that the Council be represented at the Service by the Chair and Vice- Chair of the Council.</p> <p>2. Online Planning Consultation: Email letter from Mr Lawrence Isted indicating that from January 2018 cost reduction savings had been identified and paper to Community Councils will be submitted electronically and training arrangements were provided to access the pdf application documents online. Information noted</p>
2.Geoff Ryall Harvey Chief Officer North Wales Community Health Council	<p>North Wales Community Health Council response - NHS White Paper "Services fit for the future". Email dated 28 September 2017 attaching a 118 page response to this Consultation. A pdf copy of the document is available for members perusal. Information noted</p>
3.Jeff Tomlinson Wrexham Youth Justice Services (YJS)	<p>Unpaid Work - Wrexham Youth Justice services: Email dated 3 October 2017 indicating that the Service is looking for projects that will benefit the Acton community. This work will be completed by supervised young people who attend the YJS on orders and provide free work to help pay back to the communities that are affected by crime. Information noted</p>
4.Mac Kendrick General Manager Wrexham PFI Ltd	<p>Invitation to visit to the Wrexham Recycling Park: Email dated 11 October 2017 advising the FCC Liaison Committee is inviting all members of the Community Council to visit Phase 2 MBT facility of the Wrexham Recycling Park on Thursday 26 October 2017 at 6.00pm. Information noted</p>

71 PAYMENT OF ACCOUNTS

The Clerk provided details of payments received and the second quarter monitoring reports setting out progress against the budget during 2017/18 and requested authorisation for any outstanding debtor or other payments.

In particular it was noted that Interest of £18.45 had been paid on the Council's HSBC Deposit Account to 31 August 2017. Arrangements were now being made to establish a direct debit mandate for the Shropshire Payroll SLA payments following receipt of an invoice each month.

Action taken or to be taken in respect of the following vouchers was endorsed:-

1. **Voucher No 36 - Cheque No 201790:** this cheque had been replaced with Cheque No 201798 as HSBC had not implemented new banking mandate dated July 2017. (the original cheque had been marked stopped as not signed in accordance with Banking Mandate). The Clerk had now arranged and ensured that HSBC are now using the correct Mandate as confirmed on 28 September 2017.

2. **Voucher No. 39 - Cheque No 201793:** The Payee will be amended to Prinity Stars Morris Dancers due to a name duplication of Unity Morris Dancers

RESOLVED – that the following payments be approved: -

Voucher No; Payee	Details	Amount
44 Royal British Legion	Poppy Appeal 2017 – Wreath and donation on behalf of Acton Community Residents S137 Local Government Act 1972 (as amended)	£100.00
45.Caia Park Partnership	2017/18 SLA Q3 instalment- Youth Work 8-13 S19 Local Government (Misc Provisions) Act 1976	£2,960.65 (VAT=£0)
46 Wrexham & District Citizens Advice Bureaux	2017/18 SLA Q2 payment Acton outreach Service S142 Local Government Act 1972 (as amended)	£1,536.54 (VAT =£0)
47. One Voice Wales	Training Fees x2 Local Government Finance Training at Coedpoeth on 26 September 2017 S112 local Government Act 1972 (as amended)	£120.00 (VAT =£0)

48. Carole Roberts Clerk to the Council	Clerks Expenses for October 2017 Section 112 Local Government Act 1972 (as amended)	£ 27.15 (VAT =0)
49 Wrexham County Borough Council	Replacement of Wooden Retainer Edge to play area at Ffordd Garmonydd S19 Local Government (Misc Provisions) Act 1976	
50. Shropshire County Council Via BACS payment	Clerks Salary and office expenses for October 2017 paid by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 to include SLA Payment of £35 +Pension Contributions direct to the Clwyd LGPS Section 112 Local Government Act 1972 (as amended)	NJC Rates
51 Wales Audit Office	External Audit Fee for 2016/17 Account & Audit (Wales) Regulations 2014 (as amended)	£276.75 (VAT =£0)

72 PLANNING APPLICATIONS

The Council considered whether to make any comments on the following application made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council) and on the Town and Country Planning (Trees) Regulations 1999.

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

Application No & Address	Details	Observations
P/2017/0806 8 Gleneagles, Wrexham	Application For Works To Tree Subject To Tree Preservation Order No, Wcwb Tpo 273, 2017:- Sycamore (T6) - Trim Back Epicormic Growth Up To 4 Metres, Remove Branch Stub And Reduce Growth Over Garden By 2 Metres	The Community Council has no objection to this application provided the works are carried out under the supervision and the satisfaction of Wrexham CBC's Arboricultural Officer

(Councillor Paul D Jones declared a personal and prejudicial interest in this item being member of Wrexham County Borough Council's Planning Committee. He left the meeting taking no part in the discussion or voting on this item.)

73 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.

74 MINUTES OF THE YOUTH COMMITTEE MEETING HELD ON 10 OCTOBER 2017

The Minutes of this meeting were received and its recommendations to the Council as contained within them were considered. It was noted that a clear steer is needed from the Community Council so that the Youth Committee can progress with its work. The Clerk to the Council advised that in accordance with previous instructions, a copy of the Service Level Agreement Report and quotes/ costings had been circulated to all Members of the Council prior to the meeting.

Members suggested that comparative information should be compiled on the level of and any reductions in the Anti-Social behaviour within the Acton Community so as to monitor and assess whether the six month Pilot for 14-18 Young People impacts positively on the area.

RESOLVED – that the Minutes be received and the recommendations of the Youth Committee be accepted subject to the amendments as set out below:-

- i) The Community Council agrees to accept the quote and costings now submitted by the Caia Park Partnership and extend for a further 12 months from 1 April 2018 until 31 March 2019, the Service Level Agreement to provide the Youth Club for the 8-13 Age group of Acton Community and that any Young People who have regularly been attending the 8-13 age group Youth Club be**

permitted to continue after their fourteenth birthday until such time as the older 14-18 age group Youth Club commences;

ii) the Community Council agrees that the Youth Committee should now proceed to finalise negotiations with the Caia Park Partnership for the provision of a further Service Level Agreement from 1 April 2018 initially to be carried out as a six month Pilot to assess demand to provide for an additional Youth Club for the 14-18 age group with an option to extend the Project for a further six months at the maximum quote now submitted if it proves to be as successful as the Pilot 8-13 Age Group's Youth Club;

iii) subject to the approval now given for the recommendations in i) and ii) above, the Community Council in accordance with its powers under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 approves in principle the inclusion of the appropriate sums in the Estimates of Income and Expenditure for 2018/19 ; and

iv) A further monitoring report, together with costings for a six month Pilot of the Youth Club 14-18 age group and draft Service Level Agreements for 2018/19 be submitted by the Caia Park Partnership to the next Youth Committee proposed for Tuesday 9 January 2018

Signed as a correct record this 21st day of November 2017

Chair

Minutes of the Special Meeting of Acton Community Council held on Tuesday 7 November 2017 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	P Lloyd (Chair)	Councillor	R Hardy (Vice Chair)
"	W Baldwin	"	D Picken *
"	M Davies	"	B Pritchard
"	Mrs A Evans	"	Kevin Roberts
"	Ms S Hope	"	Mrs D Wallice
"	P D Jones		Ms A Waters *
	G Lowe		Ms L Williams
			2 Vacancies

* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

8 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Paul Jones, Darren Picken and Ms Aimi Waters.

9 DECLARATION OF INTERESTS

No Declarations of Interest were made at this stage of the proceedings:

10 ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2018/19 FINANCIAL YEAR- GENERAL ADMINISTRATION

Further to the decision contained in Minutes 68 and 69.2 October 2017 the Chair reminded members that this special meeting had been convened to enable the Community Council to inform the budget setting process for 2018/19 and to consider Priorities, Spending Powers and current budget headings. 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 2016
2. Copy of the Clerk's Report on the Annual Investment Strategy for 2017/18
3. Copy of the Draft Provisional estimates for 2017/18 submitted to 16 December 2016 Council meeting
4. Copy of the Clerk's Report on the year-end accounts to 31 March 2017 as reported to the April 2017 meeting of the Council
5. SLCC Advice Note on What Can Local Council's Do?
6. SLCC Advice note on Local Council Services and Powers
7. Welsh Government Letter dated 5 January 2017 advising of the Section 137 Expenditure Limit for 2017-18
8. Current Year Receipts and Payments by Budget Heading to 30 September 2017
9. Summary of Receipts and Payments to 30 September 2017
10. Bank – Cash and Investment Reconciliation as at 30 September 2017

New Expenditure

11. **Extract from 2018/19 Draft Report of the Independent Remuneration Panel:** included in accordance with Minute 69.2 October 2017 so that any implications financial or otherwise together with the

Council's response to this Draft report of the Independent Remuneration Panel for Wales can be determined at this Special meeting of the Council.

12. **SLA Pilot Project for Youth Club for 8-13 and 14-18 year olds** (Minute 74iii October 2017 refers) This minute gives approval in principle to include the appropriate sums in the 2018/19 Estimates of Income and Expenditure for both the Pilot and established Youth Clubs.

GENERAL ADMINISTRATION

Members proceeded to consider the present 2017/18 Budget's expenditure item by item discussing 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.

During the debate Members considered the first section of the Budget as set out under General Administration. It was accepted there were certain mandatory items such as Employers costs, Insurance, Election and Audit Fees and Website costs. The following matters were highlighted:-

- Members Remuneration is a nominal budget provision to reflect the Council's current decisions in respect of the Independent Remuneration Panel's Determinations for 2017/18. There have been no payments made from this budget since it was established. There are severe financial implications if the 2018/19 Draft Report's new recommendations require that Councils **must** pay certain allowances rather than being authorised to make them in terms of no longer having any discretion, to adopt or not those recommendations and the implications in having to pay the allowances through HMRC PAYE systems for all Members of the Council.
- In respect of Website costs there is potential for the low level of the current provision to be reviewed upwards. It was noted that the Clerk is the Webmaster for the Community Council's website.
- The other remaining items were optional but the Council wished to retain the existing items of expenditure for the time being. It was noted that expenditure for exceptional or urgent expenditure is permitted from the Council's balances within the limits imposed by the Welsh Government under the provisions of Section 137 of the Local Government Act 1972.

11 ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2018/19 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. In respect of the Service Level Agreements, Members endorsed the Services being provided as representing good value for money and a wish to continue with and potentially extend some of the annual Service Level Agreements. The merits of longer three year Service level Agreements were noted.

In respect of Other Projects the following matters were discussed:

- The Acton Community Resource Centre Service Level Agreement requires regular reporting on performance monitoring. The Community Council's representatives on the Management Committee expressed serious concerns about the lack of financial information being provided at the Management Committee meetings. This made it difficult for the Members to ensure the financial probity aspects of the Resource Centre are satisfactory. Clarity is needed on matters pertaining to the feasible financial standing of the Community Resource Centre and its maintenance issues to ensure that these issues do not fall to Acton Community Council in lieu of Wrexham County Borough Council.
- the costs and feasibility of extending the time span of the Annual Seasonal Park Ranger post at Acton Park should be investigated with Wrexham CBC Officers. This separately funded post is not included in the proposed reduction of Wrexham CBC Ranger Services but may be affected if severe cuts are made.
- the Community Council had agreed in December 2016 to fund for three years, the actual costs incurred by Wrexham CBC for the operation of the Little Acton Community Centre to maintain its viability whilst the voluntary Community Group taking over responsibility for the Community Centre conclude their negotiations with Wrexham CBC. This commitment has enabled the Community Centre

to be excluded from the current “Difficult Decisions” consultation proposals and negotiations were ongoing with Wrexham CBC.

- Members referred to the desirability of additional litter bins being provided in the Acton Community. There is no provision made within the Community Council’s budget for this as litter bins are currently provided and the responsibility for their being emptied is at Wrexham County Borough Council’s cost. . It was noted that provision of any additional litter bins may incur long term funding commitments as the cost of emptying such bins may have to be borne by the Community Council.
- The Young Persons Projects budget will have to be increased in line with the decision contained in Minute 74iii October 2017 and the continuing work of the Youth Committee with the Caia Park Partnership through the existing and pilot Service Level Agreements.
- Crime Prevention projects have included a contribution to the drugs dog operation and the potential for CCTV and speed warning signs was discussed. In respect of the Speed indication signs, the protocol required there to be a proven need for such warnings.
- The Council’s level of Reserves both earmarked and unmarked should be considered as part of the budget setting process. It was noted that unmarked reserves should be held as a working balance and best practice was for Community Councils to hold between three and twelve months of the Council precept as balances.

2. NEW EXPENDITURE

i. 2018/19 Draft Report of the Independent Remuneration Panel:

The Council discussed its response to this Annual Draft report and considered each of the determinations contained within Section 13 of the report. The Community Council had been placed in Group B for the purposes of the draft report and its determinations. The Panel is mandating payment of a contribution to costs and expenses and reimbursement of the costs of care for all Members of the Community Council as set out in Determinations 44 and 51.

In particular Members expressed grave concerns about the inclusion of the word “**must**” rather than “are authorised” in Determination 44 that provides for payments towards costs and expenses. Members were most concerned about the increased financial burden that will be placed on the Community Council if these payments must be made to all members of the Council as a taxable payment and thus required by HMRC to be paid through PAYE provisions.

There are additional costs, practicalities and difficulties in respect of administering the requirements set out in the Draft Report. The Council’s view is that Community Councillors consider their role to be voluntary but not without cost. The Council is minded that there should be some of recognition for their service to their local community. However any provision for Members Allowances would impact and be a new charge on the Community Council’s precept with no visible benefits for members of the public from paying an increased Council Tax Charge. Introduction of any new requirements by the Panel to pay Members should be achieved through funding provided at an all Wales Government level and not at individual Community Council level.

The timetabling of the Panel’s annual reporting regime and consultation is out of synchronisation with the annual budgeting and precept setting regime for Town and Community Councils. This creates difficulties as any determinations with cost implications are notified in the Panel’s Annual report in February for implementation from 1 April each year which is after the Councils’ precepts have been set.

RESOLVED – that the decision set out below will apply to all Members of the Community Council from 1 April 2018 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 2018/19 which will become effective from 1 April 2018 (subject to consideration of comments and objections received as part of the current consultation process) and the relevant £2,400.00 additional budget provision under the heading of “Members Remuneration” should be included in the General Administration Section of the 2018/19 Budget:

- 1) ***Determination 44: Expenses and Costs up to £150 per member – If the Panel Determines this is an authorisation to pay this provision, Not to adopt this provision however if the Council is***

required to make this payment the sum of £2,400 shall be added to the Members Remuneration budget and used for this purpose;

- 2) *Determination 45: This provision for Council in Group A does not apply to the Council*
- 3) *Determination 46 Senior Role Salaries – Not to adopt this provision*
- 4) *Determination 47: 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 48: 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 49: Financial loss Allowance – not to adopt this provision*
- 7) *Determination 50: 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) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties and shall only be made on production of receipts from the carer.*
- 8) *Determination 51 : Civic Head Payment – not to adopt this provision*
- 9) *Determination 52 : Deputy Civic Head Payment – not to adopt this provision*

ii. **SLA Pilot Project for Youth Club for 8-13 and 14-18 year olds** (Minute 74iii October 2017 refers) This minute gives approval in principle to include the appropriate sums in the 2018/19 Estimates of Income and Expenditure for both the Pilot and established Youth Clubs

RESOLVED - that

- 1) *The £8,931.69 earmarked Youth Committee monies set aside in the Council's General Fund balances be used to meet any overspend in the Young Persons Project budget during 2017/18; and*
- 2) *the Young Persons Project heading in the Projects section of the Estimates of Income and Expenditure for 2018/19 be increased by £13,850.00 to reflect the maximum new costs from 1 April 2019 onwards of meeting the Council's obligations under its Service Level Agreements with the Caia Park Partnership.*

Members noted that in order to progress and develop the Budget for 2018/19 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 2018/19 Budget proposals to an early meeting of the Community Council.

Signed as a correct record this 21st day of November 2017

Chair

Minutes of the Environmental Committee held on Thursday 16 November 2017 at the Little Acton Community Centre, The Green, Little Acton, Wrexham

Present:	Councillor	Philip Lloyd (Chair)
	“	Ralph Hardy (Vice Chair)
	“	Paul D Jones
	“	Geoff Lowe *
	“	Darren Picken*
	“	Kevin Roberts

* Absent

Also Present: Mrs Carole Roberts, Clerk to the Council

12 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillor as all members of the Committee were present.

13 DECLARATION OF INTERESTS

There were no Declarations of Interest made at this stage of the proceedings.

14 CONFIRMATION OF MINUTES

RESOLVED – *that the Minutes of the Meeting of the Environmental Committee adjourned on 12 September 2017 and reconvened on 5 October 2017 as submitted and amended at the Meeting of the Community Council on 17 October 2017 be received and subject to the amendments made by the Council confirmed as a correct record.*

15 TERMS OF REFERENCE

The Environmental Committee noted its existing remit and Terms of Reference.

16 DEVELOPMENT OF ENVIRONMENTAL WARD SCHEME OPTIONS FOR 2017/18

The Committee continued to identify and cost up potential environmental works up to a maximum value of £1,000 for each of the following wards taking into account the Council's determination of the recommendations from 5 October 2017 Environmental Committee meeting. It was noted there was also £4,750.00 earmarked Environmental Committee monies set aside in the Council's General Fund balances to be used in addition to the £5,000 budget provision in 2017/18 for environmental works in each of the five wards:-

- 1. Acton:** Councillor Geoff Lowe had been unable to attend the meeting but had requested that consideration be given to supporting a project in Acton Park to carry out repairs and replacement work to decaying wood within the Japanese Garden structure overlooking the ornamental gardens. Following Consultation with the Park Ranger, the cost of the work was estimated to be approximately £2,000. The Committee was supportive of this request.
- 2. Borrass Park:** There were no identifiable works for this ward. The Committee agreed to hold over consideration of the potential for environmental works until the next meeting.
- 3. Little Acton:** Councillor Kevin Roberts reported that the location for the seat had now been identified and the Clerk had made contact with Wrexham CBC as landowners who were agreeable subject to the metal seat not interrupting grass cutting machinery. A quote of £845.40 to provide and bolt down a 2000mm metal seat had been obtained and subject to the written confirmation from Wrexham CBC

agreeing to the placement of this seat on its land, the order will now be placed. Councillor Roberts referred to the recent death of a long standing member of the Little Acton Community and residents had asked that a plaque in memory of this person be placed on the seat once it has been installed.

In respect of the proposed replacement of the wooden seating at Acton Smithy it was suggested that the Committee await the response from Mr Lawrence Isted about the condition of prominent landmarks along the Chester Road and consideration be given to commencing this environmental project in the spring of 2018.

4. **Maesydre:** Councillor Paul Jones reported that an Environmental Clean-up day would be held in the Maesydre ward in January 2018. It was noted that the Council had agreed at its October 2017 meeting to approve future requests from Wrexham CBC to fund a skip for non- housing residents as part of an Environmental clean-up day from the Community Streetscene budget. Councillor Jones also indicated that he had identified that three wooden benches situated on Russell Grove were in need of replacement and he was consulting with the Tenants and Residents Association to ascertain their wishes about replacement or removal of the benches. He also referred to the need for a £200 litter bin adjacent to the Bus Stop in his ward on the Chester Road.
5. **Rhosnesni:** Councillor Ralph Hardy reported on his investigations into the possibility of providing Planters at the Borrass Park and Acton shops as follows: -
 - there is no feasible space to locate planters at the Acton shopping parade as all space around the wall and perimeter are given over to car parking spaces;
 - Borrass Park Shops are in the ownership with Wrexham CBC who are in agreement for the Community Council to proceed with its planned environmental planter scheme;
 - there is already one large concrete planter in situ on the paved area opposite the newsagents by the BT and Virgin street furniture;
 - A quote was tabled at the meeting from the Erlas Victorian Walled Garden indicating they were willing to provide, plant and maintain wooden planters at the Borrass Park Shops at a cost of £700 per planter. It was noted the planters would be made at the Erlas Victorian Gardens workshops and their involvement would help to build relationships in the community as well as making the area more visually attractive;
 - There is space by the exit to the Borrass shops to provide a second planter; the Committee discussed the merits of removing the existing planter and providing two more visually attractive planters at the entrance and exit to the shops and generally weeding and tidying up the shop area; and
 - Further discussions with Darren Green from Highways at Wrexham CBC were needed and the Committee members wished to look at the Borrass Shop area and proposed locations for the planters before the next meeting.

A general discussion also took place about the metal World War 1 Memorial bench that had been placed in the foyer of the Wrexham Memorial Hall, and the merits of looking for suitable locations within the Acton Community to commemorate the 100 year anniversary.

RESOLVED

- 8) ***To recommend to the Council that it support from the Community Streetscene budget the £2,000 project in Acton Park to carry out repairs and replacement work to decaying wood within the Japanese Garden structure overlooking the ornamental gardens;***
- 9) ***To recommend to the Council that it approve the placing of a plaque by residents in memory of the long stand resident of the Little Acton Community on the metal seat once it has been installed on the Green at Little Acton;***
- 10) ***To recommend to the Council, in accordance with its decision in October 2017 that it approves a request the funding of a skip for non- housing residents from the Community Streetscene budget as part of the Environmental clean-up day planned for the Maesydre ward in January 2018;***
- 11) ***To recommend to the Council that it approves and authorises spending with the Erlas Victorian Walled Garden Charity from the Community Streetscene budget up to £700 each for two wooden***

planters at Borrás Shops only and for the Charity to be requested to provide, plant and maintain the wooden planters at the Borrás Park Shops for one year; and

- 12) *The next meeting of the Environmental Committee be held in approximately four weeks so that Committee members can visit and familiarise themselves with the Borrás Park Shop site and also continue to develop proposals to spend the Environment Committee's budget within the current financial year*

Councillor Philip Lloyd
Chair, Environmental Committee

Draft letter of response to the 2018/19 Draft Report of the Independent Remuneration Panel for Wales to be submitted by the Consultation deadline of 29 November 2017.

22 November 2017

To Independent Remuneration Panel for Wales

Dear Sir or Madam

2018/19 Draft Report of the Independent Remuneration Panel:

I now submit the response of Acton Community Council who have met and discussed its response to this Annual Draft report. It has considered each of the determinations contained within Section 13 of the report. The Community Council had been placed in Group B for the purposes of the draft report and its determinations. The Community Council has noted that the Panel is mandating payment of a contribution to costs and expenses and reimbursement of the costs of care for all Members of the Community Council as set out in Determinations 44 and 51.

In particular Members have grave concerns about the inclusion of the word “**must**” rather than “are authorised” in Determination 44 that provides for payments towards costs and expenses. Members are most concerned about the increased financial burden that will be placed on the Community Council if these payments must be made to all members of the Council as a taxable payment and thus required by HMRC to be paid through PAYE provisions. This will also impact on the costs of the Council’s Payroll Service.

There are additional costs, practicalities and difficulties in respect of administering the requirements set out in the Draft Report. The Council’s view is that Community Councillors consider their role to be voluntary but not without cost. The Council is minded that there should be some of recognition for their service to their local community. However any provision for Members Allowances would impact and be a new charge on the Community Council’s precept with no visible benefits for members of the public from paying an increased Council Tax Charge. Introduction of any new requirements by the Panel to pay Members should be achieved through funding provided at an all Wales Government level and not at individual Community Council level.

The timetabling of the Panel’s annual reporting regime and consultation is out of synchronisation with the annual budgeting and precept setting regime for Town and Community Councils. This creates difficulties as any determinations with cost implications are notified in the Panel’s Annual report in February for implementation from 1 April each year which is after the Councils’ precepts have been set.

To reiterate there are severe financial implications for all Town and Community Councils if the 2018/19 Draft Report’s new recommendations require that Councils **must** pay certain allowances rather than being authorised to make them in terms of no longer having any discretion, to adopt or not those recommendations and the implications in having to pay the allowances through HMRC PAYE systems for all Members of the Council.

I should be grateful if you would take account of the Council’s concerns as set out in this letter and in particular remove the word “must” from Determination 44 and replace it with “are authorised” in the Panel’s final report to be published in February 2018.

Yours faithfully

Clerk to Acton Community Council

INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

Conference Report: I will be reporting verbally at the meeting on my attendance at the SLCC National Conference at Hinckley Leicestershire from 18 to 19 October 2017. Set out below are the details of information and general correspondence received since the last meeting:-

	Organisation	Details	Comments
1.	Wrexham Area Civic Society	Newsletter Issue 45 Autumn 2017: A copy of this document will be available at the meeting for members' perusal.	
2.	Friends of Acton Park	Nature Report: A copy of this document will be available for members' perusal at the meeting.	
3.	One Voice Wales	1.New Councillor Induction Training - Corwen - Tuesday 19 December - 6.30-9.00: Email dated 20 October 2017 notifying of this training being provided at a cost of £60 for non-members. 2.Future of Work in Wales: Email dated 2 November 2017 providing details of this event held by the Wales Centre for Public Policy on 1 November 2017. The event report can be viewed online here	
4.	Wrexham CBC	Wrexham Town and Community Council Forum: Email dated 8 November 2017 advising that the next meeting will be held on Thursday, 14 December 2017 at 4.00 pm in the Council Chamber. The Council is invited to send 2/3 representatives to attend. If the Community Council wishes to submit any items for consideration at the meeting, they should be submitted to Marie Salisbury by Tuesday, 28 November at the latest.	
5.	Welsh Government	1.Welsh Government News - Scheme to promote closer working with local government Email dated 27 October 2017 providing a copy of this statement which will be available at the meeting for members' perusal. 2. Welsh Government News - Written Statement: 21st Century Schools and Education Programme: Email dated 13 November 2017 providing a copy of this Statement that can also be viewed online here .	