

14 November 2018

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 20 NOVEMBER 2018 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:

Council meetings:

1. To confirm the Minutes of the Meeting of the Council held on 16 October 2018 (Copy attached)
2. To confirm the Minutes of the Special meeting of the Council held on 6 November 2018 (Copy attached)

Committee Meetings:

3. To receive the Minutes of the Youth Committee Meeting held on 30 October 2018 and consider the recommendation contained in Minute 14.2.ii) (Copy attached)

4. INFORMATION FROM THE MINUTES:

1. **Minute 84.ii) - Task and Finish Group – Little Acton Community Centre:** To appoint the Membership for this Task and Finish Group

- 5. COMMUNITY POLICING MATTERS:** To receive the Monthly Policing and Operations Report from the Acton Community Police Officers. Wrexham Town Inspector Vic Powell will be in attendance at the meeting.

- 6. HOMESTART WREXHAM:** In accordance with Minute 28.2 June 2018, Representatives from Homestart will be in attendance to provide information on how this service spent the £300 grant awarded to the benefit of residents in the Acton Community.

- 7. BORRAS PARK PLAY SUFFICIENCY ASSESSMENT:** Further to Minute 72.3 October 2018, Mr Mike Barclay and Jay Davies for the Play Development Team will be in attendance at the meeting to present their Report and conclusions of the Play sufficiency Assessment to the Council.

Please contact

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

E-Mail:

actoncommunitycouncil@gmail.com 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.

- 8. PROCEDURAL MATTERS: To consider the following :-**
1. **CASUAL COUNCILLOR MAESYDRE WARD VACANCY**
 2. **RESIGNATION OF COUNCILLOR BASIL PRITCHARD – ACTON CENTRAL WARD**
- 9. KEY ACTON ISSUES:** Wrexham CBC Members to report verbally on new or Key Issues being considered by the County Bough Council that may affect the whole or part of the Acton Community. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011)
- 10. 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. **Barkers Lane Primary School proposal to increase the School capacity to 315, pupils:** This Wrexham County Borough Council [consultation document](#) sets out information so consultees can take part fully in the consultation process which follows regulatory guidance as set out in the School Organisation Code 2013. The consultation period commences on 18 October 2018 and ends on **12 December 2018**. The Council wishes to seek the views of all those with a likely interest in the proposal. It is important that all views can be taken into account before a decision is made. Questions and views should be emailed to barkerslaneconsultation@wrexham.gov.uk
 2. **Difficult Decisions Budget Consultation for 2019-20:** Wrexham CBC is seeking views **until 28 November 2018** on its proposals to create savings and generate income by an online survey [Difficult Decisions 2019-20](#). It will also be holding a consultation event at the Guildhall for members of the public, and other invited representatives on Thursday 28 November 2018 at 5.30pm. The event will consist of a presentation of the Council's budget proposals for 2019-20, along with a chance to discuss the proposals with Lead Members.
 3. **Local Democracy and Boundary Commission for Wales - review of Electoral Arrangements for the Wrexham County Borough initial consultation period:** the Local Democracy and Boundary Commission for Wales are currently conducting a review of Electoral Arrangements for the Wrexham County Borough. The initial consultation **ends on 7 January 2019**. The proposal document can be [viewed here](#)
- 11. REPORT FROM CLERK:** Clerk to report on correspondence and other information that has been received since the last meeting. Details attached.
- 12. PAYMENT OF ACCOUNTS:** To note details of any payments received, progress against the budget and authorise any outstanding debtor or other payments.
- 13. 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):

Case Number/ Address	Proposed Development	Decision
1.P/2018/0893 17 Glyndwr Road Wrexham	Removal Of Existing Conservatory To Form Pitched Roof Rear Extension	
2.P/2018/0893 22 The Triangle Wrexham	Application For Works To Trees Subject To Tree Preservation Order Wcbc No. 64:- T1 Mature Oak - Lightly Reduce Crown By 1 - 2 Metres To Reduce Risk Of Branch Failure And To Maintain The Tree's Current Size And Remove Deadwood From Within Crown	
3.P/2018/0920 36 Hawkstone Way Wrexham	Erection Of Garage	

4.P/2018/0935 The Goulbourne Borrass Park Road Wrexham	Application For Variation Of Condition 13 Imposed Under Planning Permission P/2016/1048 To Allow Surface Water Drainage To Be Partially Disposed Of In The Public Sewer Network.	
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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 16 October 2018 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	Kevin Roberts (Chair)	Councillor	P D Jones * (Vice Chair)
	W Baldwin *	"	P Lloyd
"	M Davies	"	G Lowe
"	Mrs A Evans	"	D Picken
"	R Hardy	"	B Pritchard *
"	Ms S Hope	"	Mrs D Wallice
"	Ms S Jarvis	"	Ms L Williams
"	Ms P Kidd	"	1 vacancy

* Absent

Also Present:

North Wales Police: PC Kerry Evans & PCSO Michael Bell
Nightingale House Hospice – Tracy Livingstone
Mrs Carole Roberts, Clerk to the Council

69. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bill Baldwin, Paul Jones and Basil Pritchard

70. DECLARATION OF INTERESTS

No Declarations of interest were made at this stage of the proceedings

71. CONFIRMATION OF MINUTES:

1. **Minutes of the Acton Community Council meeting held on 18 September 2018:** The Minutes of this Meeting of the Council were received.

RESOLVED – that the Minutes of the Meeting of the Community Council held on 18 September 2018 be received and confirmed as a correct record.

2. **Minutes of the Special Meeting of Acton Community Council held on 25 September 2018:** The Minutes of this Meeting of the Council were received.

RESOLVED – that the Minutes of the Special Meeting of the Community Council held on 25 September 2018 be received and confirmed as a correct record.

72. INFORMATION FROM THE MINUTES - 18 SEPTEMBER 2018 COUNCIL MEETING

1. **Minute 56.1.4: Scheme at the Civic area by the Memorial Hall to commemorate the 100 year anniversary of the end of WW1:** The Clerk reported that the Vice Chair, Councillor Paul Jones had met with representatives of Wrexham County Borough Council who were in agreement for the RBL "Tommy" Silhouette and WW1 Memorial Seat to be sited by the Community Council at the civic area immediately adjoining the RWF Memorial Statue. The Clerk in consultation with the Chair and Vice Chair had subsequently placed an order for both Memorial pieces at a cost of £1,069 plus vat and submitted the relevant indemnity to the Royal British Legion.

RESOLVED to endorse the action taken by the Clerk, Chair and Vice Chair of the Council

2. **Minute 56.1.5: Playground Annual Inspection Reports:** The Clerk reported one the response from Wrexham County Borough Council confirming the swing chains identified in the Annual Inspection

report has been compliant when installed but with use may have elongated slightly. Regular inspections continue to be carried out and if any works are required, the Community Council will be notified. In respect of the condition of the Play area in Acton Park, arrangements are being made for a site visit by the Chair, Clerk and relevant Officers from Wrexham County Borough Council.

The present position was noted.

3. **Minute 57.2: Borrass Park Ward – Play Sufficiency Assessment:** The Clerk reported on progress and the latest position. In particular it was noted that several information gathering events were planned in the next few weeks to complete the Assessment, details of which will be circulated to Members in due course. The final report and recommendations from this Assessment are to be presented to the Community Council at its meeting to be held on 20 November 2018

The present position was noted.

73. COMMUNITY POLICING MATTERS

The Chair welcomed PC Kerry Evans who presented the Monthly Policing and Operations Report from the Acton Community Police Officers. PC Evans highlighted the following matters and Policing Operations:

- Ward based crime trends and issues including Car key break-ins and burglaries;
- Anti-Social Behaviour in Acton; the use of Orders to encourage good behaviour by Council tenants with an option to start and enforce the eviction process within a twelve month period if the Anti-Social behaviour does not cease.
- Halloween - Policing arrangements and Yes/ No posters available for the public
- Anti-Social Behaviour at Borrass Park Shops and Community Safety
- Bikes being driven off road by Juveniles: Police continue to monitor this situation adopting a zero tolerance approach and taking action issuing warrants and seizing Bikes from offenders to keep them off the road
- PACT Funding has enabled the Police to visit victims of Crime and the vulnerable to assist with target hardening. Automatic socket timers, shed alarms and light boxes to make properties look occupied were being handed out to such residents. It was noted that Wrexham CBC funding for target hardening had ceased. PC Evans undertook to pass this information on to colleagues
- Operation Twilight had been promoted using leaflet drops and Twitter to remind residents to ensure they have a light on in their property when they are out during twilight hours so that it appears occupied and is less of a target for opportunist burglary. The priority was to encourage prevention of crime rather than deal with its aftermath
- Other Policing operations and priorities include the annual Christmas Campaign and Operation Lagering aimed at prevention and tackling the of theft from motor vehicles

Members then raised various matters with the Police Officers including Speeding, its prevention and the Cars racing along the Llanypwll Link Road. PC Evans indicated she would alert the Speed Awareness Team of the matters now raised. The Chair thanked the Police Officers for their attendance.

74. NIGHTINGALE HOUSE HOSPICE - BEFRIENDING SERVICES

In accordance with Minute 7.3 May 2018 the Chair welcomed Tracy Livingstone from Nightingale House Hospice who gave a short presentation on the Befrienders service for people who are lonely, isolated within their community and unable to do things on their own. The service gives contact to a volunteer who may offer regular visits, coffee and chat, introduction to clubs and societies in the area or shared time doing things together. The befriending service has positive benefits on the health and wellbeing of those accessing it but volunteers are not medical professional, social workers, a taxi service, a Counsellor, cook, cleaner or judgemental.

It was noted the Befriending Service is reliant on individuals within a small community (village or town) committing to volunteer a small amount of their time each week to keep in touch with someone in their local community who might be isolated or lonely. The Service is running in Llandderfel, Corwen, Llangollen, Llay and Coedpoeth. Recently several villages in Wrexham have expressed an interest in taking part in the scheme and are recruiting volunteers. Promotion is being achieved through leaflet drops by local scout groups and volunteers, some costs are being met by Community Councils. If Acton Community

Council wished to gauge interest from potential volunteers it may be possible to ask local Schools to distribute leaflets to parents. All Volunteers are vetted and given training through a recruitment process via the Hospice to ensure safeguarding. Members asked about the minimum number of volunteers needed to start the scheme. It was noted there were between seven and eighteen volunteers in other villages. Some members indicated that if a sufficient minimum number of volunteers were to come forward to Tracey Livingstone it may be feasible to develop a Befriending Service in Acton

The Chair thanked Ms Livingstone for her attendance and informative presentation.

75. PROCEDURAL MATTERS

The matters below were considered as follows:

1. **ANNUAL ACCOUNTS 2017/18:** The Clerk advised the External Auditor on 25 September 2018 had concluded his Audit of the Community Council's accounts and a Public Notice dated 2 October 2018 will advertise for a period of fourteen days that the Annual Return for the year ended 31 March 2018 is available for inspection by any Local Government Elector for the area of the Council under Section 29 of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014.

RESOLVED - that the action taken by the Clerk be endorsed and to note the Audit of the Council's Accounts for the year ended 31 March 2018 had been concluded before 30 September 2018.

2. **CASUAL COUNCILLOR MAESYDRE WARD VACANCY:** The Clerk had issued a Public Notice advertising this vacancy and placed it on display on 4 October 2018. The Returning Officer will notify of the outcome after the fourteen day Notice period. The outcome will be reported to the next meeting of the Community Council.

RESOLVED - that the action taken by the Clerk be endorsed

3. SERVICE LEVEL AGREEMENT REPORTING:

1. **Acton Community Resource Centre:** A copy of the report submitted to the Management Committee meeting on 3 October 2018 setting out the various performance measures contained within this Service Level Agreement was received and noted
2. **Citizens Advice Bureaux – Acton Outreach Service:** A report setting out the Service Level Agreement performance for the period 1 April 2018 to 30 September 2018 was received and noted. In particular members referred to the value of this Service in respect of Debt Management, the impact of low paid employment together with shortfalls from Universal Credit assessments

76. KEY ACTON ISSUES

The Wrexham CBC Members present reported verbally on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Acton Community as follows:-

1. Future funding of Local Government and in particular in North Wales the delivery of services was more difficult with Wrexham CBC having to go out to Consultation canvassing the public opinion and feedback on proposed areas for savings
2. Brexit outcomes and the impact on funding for local authorities
3. North Wales Fire Service - future service planning for North Wales to be held in the Guildhall Wrexham on 30 November
4. Grove Park Girls School – the funding and responsibility of this site had now moved from the Wrexham CBC Education portfolio and put elsewhere. The situation had not been resolved however there was now a genuine interest to work and ensure the best outcome as evidenced by an approach to the Save Our Heritage Group by Council officers to work together. Reference was made to the overall condition of the building, its historical importance, the School's green spaces providing a permeable landscape; the fact there is a need for Primary and Junior Schools particularly given new build proposals within the Draft Local development Plan and potential for an increase in pupil numbers.

The County Borough Councillors were thanked for their updates.

77. CONSULTATIONS & OTHER STATUTORY GUIDANCE

The Council considered details of the following Consultations/ Statements and determined what responses if any, the Community Council wishes to submit by the relevant deadlines:

1. IRPW Draft Annual Report Consultation - February 2019: The Independent Remuneration Panel draft Annual Report 2019/20 was available on its website. The Panel had invited any comments on the draft to be submitted to IRPMailbox@gov.wales by 27 November 2018.

The Clerk advised of information given at the round table meeting of Welsh Clerks at the SLCC Annual Conference and in particular the duty of the Clerk to make arrangements for correct payments to be made to all individuals entitled to receive them; Individual Members can opt out and decline to receive the £150 mandated payment for costs incurred and Members in receipt of a Band 1 or 2 Senior Salary from a principal cannot receive any payment from the Community Council other than travel and subsistence expenses and reimbursement of costs of care. There is a requirement for the Community Council to publish details of all payments made to individual members in an annual Statement of Payments by 30 September each year following the end of the previous financial year.

An extract of Section 13 within the draft report relating specifically to Community and Town Councils had been circulated to all members of the Council. Members debated the merits of encouraging diversity in Local Democracy but questioned the value and relevance of the Mandatory £150 payment to all members and how to justify the total costs to the public.

RESOLVED - that the comments made above be submitted and the decision set out below will apply to all Members of the Community Council from 1 April 2019 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 2019/20 which will become effective from 1 April 2019 (subject to consideration of comments and objections received as part of the current consultation process) and the relevant budget provision under the heading of "Members Remuneration" should be included in the General Administration Section of the 2019/20 Budget:

- 1) Determination 37: Expenses and Costs up to £150 per member – to include a sum of £2,400 in the Members Remuneration budget to be used for this purpose;***
- 2) Determination 38: This provision for Council in Group A does not apply to the Council***
- 3) Determination 39: Senior Role Salaries – Not to adopt this provision***
- 4) Determination 40: Reimbursement of Travel and Subsistence when undertaking approved duties: To adopt this provision and include a sum in the Members Remuneration budget to be used for this purpose 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 41: Reimbursement of subsistence expenses for attending approved duties outside the area of the Council – to adopt this provision and include a sum in the Members Remuneration budget to be used for this purpose; the maximum rates to be paid as set out below on the basis of receipted claims:***
 - £28 per 24 hour period allowance for meals, including breakfast where not provided.***
 - £200 – London overnight.***
 - £95 – elsewhere overnight.***
 - £30 – staying with friends and/or family overnight.***
- 6) Determination 42: Financial loss Allowance – not to adopt this provision***
- 7) Determination 43: Care Allowance – to include a sum in the Members Remuneration budget to be used for this purpose 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 44 : Civic Head Payment – not to adopt this provision

9) Determination 45 : Deputy Civic Head Payment – not to adopt this provision

2. Barkers Lane Primary School proposal to increase the capacity at Barker’s Lane to 315 pupils:

This Consultation Document is to be issued by Wrexham County Borough Council shortly with its closing date being mid December 2018. It was noted that Consultation events had been planned for 5 and 7 November 2018 at the beginning and end of the school day.

RESOLVED –to defer this item until the next meeting and details of the Consultation be circulated to Members once published.

78. ACTON PARK MATTERS - 2018 SEASONAL PARK RANGER

The report from the 2018 Acton Park Seasonal Ranger was received. The report set out the Rangers General and Extra duties, details of the six Park events and monthly Community Clean-up sessions held. The Ranger also included suggestions for the future which the Community Council welcomed including continued access for the Seasonal park Ranger to office materials and services at the Acton Community Resource Centre and developing links between local community groups with an interest in Acton Park. There were other suggestions that Wrexham CBC should progress and fund including developing interactive information stations around the park and installing discreetly positioned exercise stations/ health trail to encourage health and wellbeing within the local Community.

Members referred to the good work being carried out by volunteers within the park enhancing its appearance and that of the lake by the Angling Club and Friends of Acton Park.

RESOLVED – that:-

- i) *The 2018 Seasonal Ranger for Acton Park be thanked for her work and report and Wrexham County Borough Council be encouraged to fund and implement the suggestions made in her final report;***
- ii) *A letter of thanks be sent to the Angling Club thanking them for their work and advising that the Community Council would be willing to sponsor a trophy for any annual competitions they hold; such cost to be met from the Chair’s Charity Account: and***
- iii) *A letter of thanks be sent to Christine Cribbin with a token gift (paid for from the Chair’s Charity account) in recognition of her work and contribution through the Friends of Acton Park to improve the appearance and facilities at Acton Park.***

79. REPORT FROM CLERK

The Clerk gave a brief outline and report on her attendance at the Annual Conference of the Society of Local Council Clerks from 9 – 11 October 2018 which included topics covered at the Welsh Clerks Round Table discussion, namely the IRPW Draft Report, Welsh Parliament Wales Bill; the assets & Services Toolkit available online, the Welsh Independent Review Panel’s final report; the General Power of Competence 3 tests, and the availability of a WLGA Social Media guide. She also shared information about the seminars attended including Standards in Public Life and the Clerks Roadshow session; and announcements including the launch of a local Council Consultancy service, she had also met with Exhibitors and purchased Reference Books which would be billed shortly.

RESOLVED - that the Clerk be thanked for her attendance and report

The Clerk then reported on correspondence and other information received since the last meeting as follows:-

Organisation	Details
1.Independent Review Panel	Review of Community and Town Council Sector in Wales: Email dated 3 October 2018 advising that the panel has now completed its review of the future of the Community and Town Council Sector in Wales and has published its final report and recommendations as presented to the Cabinet Secretary for Local Government and Public Services on 3 October 2018. The Final Report Can be read here Information noted
2. Wrexham Area Civic Society	Society Awards 2018: Letter dated 15 October 2018 advising that the Council's nomination for the Ffordd Garmonydd play area has achieved a commendation in the category of Landscape or Environmental Improvement. The Council was invited to attend the Awards presentation on 23 November 2018. Members suggested that Lauren Edwards should be asked to take part together with Jay Davies Wrexham CBC. RESOLVED – that the Clerk make the necessary arrangements
3. Wrexham County Borough Council	Older Persons Needs Survey: The Clerk advised that this Survey had been extended to 31 October 2018 Information noted
4 Acton Park Primary School	School Remembrance Day Service: Email dated 15 October 2018 inviting Members of the Community Council to attend this service on Friday 9th November at 10:30am RESOLVED that the Council be represented by Councillors Patricia Kidd, Philip Lloyd and Geoff Lowe

80. PAYMENT OF ACCOUNTS

The Clerk provided details of payments received and the second quarter end bank reconciliation and monitoring reports setting out progress against the budget during 2018/19 and requested authorisation for outstanding debtor or other payments as set out in the schedule below.

RESOLVED – that the following payments be approved:-

VOUCHER NO & PAYEE	DETAILS	AMOUNT
42 SLCC Enterprises Cheque No 201888	National Conference 9-11 October 2018 Delegate Fees S112 local Government Act 1972 (as amended)	£534.00 (VAT=£49.00)
43 Wrexham & District Citizens Advice Bureaux Cheque No 201889	2018/19 SLA Q2 payment Acton Outreach Service S142 Local Government Act 1972 (as amended)	£1,536.54 (VAT =£0)
44. Wrexham County Borough Council Cheque No 201890	SLA Acton Community Resource Centre Q1 & Q2 Payments S112 local Government Act 1972 (as amended)	£15,000.00 (VAT =£0)
45.Carole Roberts Clerk to the Council Cheque No 201891	Clerks Expenses for October 2018 Section 112 Local Government Act 1972 (as amended)	£ 215.34 (VAT =£7.49)
46 Shropshire County Council Cheque No 201892	Clerks Salary and office expenses for October 2018 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)	NJCC rates

81. 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:-

Case Number/ Address Proposed Development	Decision
1.P/2018/0663 71 Box Lane Wrexham Two-Storey Side Extension	No objection
2.P/2018/0793 Family Centre Dean Road Wrexham Use Of Building As Warehouse Facility For Wrexham Foodbank For The Receiving And Storing Of Non-Perishable Food Donations	The Community Council welcomes this proposed change of use to this empty building and has no objection provided adequate restrictions are put in place to ensure there are no unsociable movements of traffic associated with the proposed use to and from the site to ensure minimum disruption to local residents.
3.P/2018/0800 The Goulbourne Borrass Park Road Wrexham Application For Approval Of Details Reserved By Condition(S) Imposed Under Planning Permission P/2016/1048:- Condition 5 - Submission Of Samples Of All External Facing Materials	Decision already taken
4.P/2018/0801 The Goulbourne Borrass Park Road Wrexham Application For A Non-Material Amendment To Planning Permission P/2016/1048 To Remove Condition 13 Regarding Land Drainage Run-Off And Surface Water Discharge	The Community Council wishes to object to the proposed amendment and strongly recommends that the original Condition 13 is retained to ensure there are no issues around drainage capacity and the potential for flooding.
5.P/2018/0803 88 Smithy Lane Acton Wrexham Side And Rear Extensions	No objection
6.P/2018/0823 3 Windermere Road Wrexham Application for works to oak tree (t1) subject to Tree Preservation Order WCBC NO.190:- - reduce to the selected suitable points and reduce surrounding branches to retain good shape and form over the garden - crown raise the lower pendulous branches	No objection to the application provided the works are deemed essential by the Wrexham County Borough Council's Arboricultural Officer and all tree works are carried out under the direction and to the satisfaction of the Arboricultural Officer
7. P/2017/0527 Land West Of Wrexham Golf Club Holt Road Llanypwll Wrexham Outline Application (With All Matters Reserved Apart From Access) For Roadside Services Incorporating A Petrol Filling Station With Ancillary Kiosk And Associated Car Parking And Works	The Community Council wishes to reiterate its previous concerns as set out in its response dated 24 June 2017 to the pre-planning consultation. (copy attached to this response) The Community Council has concerns about the camber at the Golf Club exit from the Holt Road Roundabout. It also wishes to highlight that the Draft Local development Plan currently under consideration proposes 600 additional properties on land adjoining the Holt Road Roundabout. The main access to the proposed development will be via the Holt Road Roundabout and this will have a considerable impact on the level of traffic at this interchange. The Community

	<p>Council objects to the findings of the Traffic survey and study which it believes to be untypical in analysis and not truly representative due to the timing of the Study on a Thursday afternoon at the end of August as many regular users of this roundabout will have been on annual leave. The Community Council recommends that a further survey is carried out under more normal and representative traffic conditions.</p>
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Signed as a correct record this 20th day of November 2018

Chair

Minutes of the Special Meeting of Acton Community Council held on Tuesday 6 November 2018 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	Kevin Roberts (Chair)	Councillor	P D Jones (Vice Chair)
	W Baldwin	"	P Lloyd
"	M Davies *	"	G Lowe
"	Mrs A Evans	"	D Picken *
"	R Hardy	"	B Pritchard *
"	Ms S Hope *	"	Mrs D Wallice *
"	Ms S Jarvis	"	Ms L Williams
"	Ms P Kidd *	"	1 vacancy

* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

82. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mike Davies, Sian Hope, Sharon Jarvis, Patricia Kidd, Darren Picken, Basil Pritchard and Debbie Wallice.

83. DECLARATION OF INTERESTS

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

84. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2019/20 FINANCIAL YEAR

The Council considered information provided by the Clerk setting out progress against the 2018/19 budget and then commenced the budget setting process for 2019/20, by considering Priorities, Spending Powers, current budget headings and the implications of the Draft report of the Independent Remuneration Panel for Wales together with any new expenditure the Council wishes to make provision for in the 2019/20 Financial Year

A number of background papers had been circulated with the agenda to assist members in their deliberations, namely:

1. Extract of the Estimates and Precept Setting Minutes from 12 December 2017
2. Copy of the Clerk's Report on the Annual Investment Strategy for 2018/19
3. Copy of the Draft Provisional estimates for 2018/19 submitted to 12 December 2017 Council meeting
4. Copy of the Clerk's Report on the year-end accounts to 31 March 2018 as reported to the April 2018 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 30 November 2017 advising of the Section 137 Expenditure Limit for 2018-19
8. Current Year Receipts and Payments by Annual Budget Heading to 31 October 2018
9. Summary of Receipts and Payments by Budget Heading to 31 October 2018
10. Trial Balance for current year as at 31 October 2018

In respect of item 2 above, the Clerk provided information on the Public Sector Deposit Fund as an option to invest earmarked balances for a longer term.

RESOLVED – that the present Investment Strategy be retained and not to take up the option of investing in the Public Sector Deposit Fund.

In respect of item 8 above the Clerk updated members on spending and savings against the current year budget provision.

1. GENERAL ADMINISTRATION

Members considered the present 2018/19 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:-

- a. Members Remuneration is a nominal budget provision to reflect the Council's obligations and current decisions in respect of the Independent Remuneration Panel's Determinations for 2018/19. There have been no payments made from this budget since it was established. However a one off payment of £500 will shortly be made for the payroll administration charge to enable establishment of payroll records in order to make the £150 allowance payment to all members of the Council in early 2019.
- b. There will be an overspend on Employers Costs due to the Clerk's hours being temporarily increased to full time for the first three months of the year. There are also implications for future year's budgets once the Administration Post is created (Minute 17 May 2018 refers)
- c. School Crossing patrols: There will be an overspend on this budget due to the impact of the April 2018 pay award to uplift the minimum wage
- d. 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.

2. SERVICE LEVEL AGREEMENTS & OTHER PROJECTS

Members continued to consider the present year's budget expenditure item by item for existing Service Level Agreements and Other Projects. In respect of the existing Service Level Agreements, Members endorsed the Services being provided as representing good value for money and a wish to continue with and renew some of the Service Level Agreements due to end in March 2019. The merits of longer three year Service level Agreements were noted.

In respect of Other Projects the following matters were discussed:

- a. The Acton Community Resource Centre Service Level Agreement requires regular reporting on performance monitoring. The Community Council recently undertook the third of the two year reviews of this ten year Agreement which expires 31 March 2023. (Minute 68 October 2018 refers);
- b. the Agreement signed in 2018 for the Annual Seasonal Park Ranger post at Acton Park has provided for the Community Council to fund this post for three years to September 2020;
- c. **Little Acton Community Centre:** the Community Council agreed in December 2016 to fund to 31 March 2020 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. Members noted that the Barkers Lane Playgroup were no longer using the premises and in September 18 (minute 63.5 refers) the Community Council had agreed to help with the costs of redecoration/minor repair costs from budget savings to make the Community Centre more attractive to potential Groups wishing to hire the premises. The Voluntary Group's discussions with Wrexham CBC had stalled although there were informal soundings that this would be expedited shortly;

Members felt it important that a small task and finish group should be established to obtain clarification on the basis the Centre (Asset) will be transferred from Wrexham CBC, to either the Voluntary Group or Acton Community Council and confirmation be sought as to whether the building will be demolished if no transfer takes place. As part of the process a detailed report from Wrexham CBC should be requested to provide full and meaningful information on the running costs, viability and income generation potential for the Centre, together with insurance liability, the condition of the building inside and out particularly regarding the roof, the presence of asbestos, the electrical installation and its general state of repair. In respect of the Asset transfer, what are the options? Costs will be incurred obtaining independent legal advice. The experiences of other nearby Community Councils is valuable and the views of Offa and Rhosddu Community Council on the costs and staffing capacity implications of taking on the Community Centres in their areas should also be sought;

- d. The Young Persons Project budget may be exceeded due to the extension of the 14-18 Youth Club Pilot and payment for the Borrass Park Play sufficiency assessment. The Youth Committee on 30 October 2018 had also agreed to facilitate the purchase of a Snooker Table and Tennis Table for the 14-18 Youth Pilot Project at the Acton Community Resource Centre and had recommended accordingly to the Council;
- e. Crime Prevention projects have included a contribution to the drugs dog operation and the purchase of items to handout at Crime Prevention Awareness events;
- f. 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.

NEW EXPENDITURE

The following new expenditure items were suggested:

- the Community Council consider providing Sponsorship to local football clubs and Groups; and
- feasibility of providing Community Boards

Members noted that in order to progress and develop the Budget for 2019/20 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

- i) 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 2019/20 Budget proposals to an early meeting of the Community Council; and*
- ii) The Council agree in principle to set up a small task and finish group to investigate and report on the Little Acton Community Centre transfer of asset taking into account the issues discussed under item 2.b) above and membership of the Task And Finish Group be determined at the Council meeting to be held on 20 November 2018..*

Signed as a correct record this 20th day of November 2018

Chair

PROCEDURAL MATTERS REPORT

- 1. CASUAL COUNCILLOR VACANCY - MAESYDRE WARD:** Under the provisions of Section 116 - Local Government (Wales) Measure 2011 - Co-option of Members of Community Councils, the Returning Officer advised on 26 October that no request has been received to fill this vacancy by election. The Community Council **must** now arrange to fill the vacancy by co-option. It is a legal requirement to advertise the vacancy.

It is **RECOMMENDED** that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option and be authorised to issue the relevant Public Notice.

- 2. RESIGNATION OF COUNCILLOR BASIL PRITCHARD - ACTON CENTRAL WARD:** To receive the resignation submitted on 7 November 2018 by Councillor Basil Pritchard and to authorise the Clerk to take the necessary steps to advertise and fill this vacancy.

