

10 July 2019

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 16 JULY 2019 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. **PUBLIC QUESTIONS:** In accordance with Standing Order No. 3e; any Member of the Public who is a resident within a ward of the Community Council and has given notice (specifying the matter on the agenda which they wish to speak) to the Clerk to the Community Council's office by noon on 15 July 2019, may, subject to stating their name and address before the meeting, speak at this meeting, as of right, on any matter on the agenda, for no more than 3 minutes.
4. **CONFIRMATION OF MINUTES:** To confirm the Minutes of the Council meeting held on 18 June 2019 (Copy attached)
5. **INFORMATION FROM THE MINUTES:** The Clerk to provide updates as appropriate
6. **COMMUNITY POLICING MATTERS:** To receive the Monthly Policing and Operations Report from the Acton Community Police Officers.
7. **PROCEDURAL MATTERS:** To consider the attached report concerning the following procedural matters:
1. August Recess Arrangements
 2. Section 116 Local Government (Wales) Measure 2011: Co-Option of Members Casual Councillor Vacancies: To consider any Expressions of Interest submitted, receive short presentations from Candidates in attendance and proceed to fill the two Borrass Park Ward casual vacancies by Co-option. Report from the Clerk attached.
 3. Service Level Agreements – Playground Annual Inspection Reports & Annual Report for Acton Community Resource Centre

Please contact

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

E-Mail:

clerk@actoncommunitycouncil.gov.uk with any apologies or requests for further information.

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

- 8. KEY ACTON ISSUES:** WCBC 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. ANNUAL ACCOUNTS 2018/19:** To receive an update from the Clerk in respect of the External Audit of the Council's Accounts for the year ended 31 March 2019.
- 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, first quarter 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 or to be made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council)

Case Number/ Address	Proposed Development	Decision
2.P/2018/0463 * Asda Superstore Holt Road Bodhyfryd Wrexham	Extension To The Existing Home Shopping Pod To Form An External Cold Room	
P/2018/0469 Cherry Hill Children's Day Nursery 91 Borras Park Road Borras Wrexham	Retention And Continued Use Of Temporary Nursery Accommodation (Previously Granted Under Planning Ref No. P/2016/0002)	Observations submitted 11 July 2019
3. P/2018/0475 7 Heol Dinas Wrexham	Construction Of Car Port (In Retrospect) (Modifications To Previous Application)	
4. P/2018/0482 Acton Park School Box Lane Wrexham	Application For Works To Tree Subject To Tree Preservation Order Wcbc No. 160: 1 No. Oak Tree - Remove Back To Source Primary Branches At 4.0 - 4.5M Overhanging Rear Garden Of 20 Acton Gardens	
5. P/2018/0498 Acton Park School Box Lane Wrexham	Application For Works To Tree Subject To Tree Preservation Order Wcbc No. 160: 1 No. Oak Tree - Remove Back To Source Primary Branches At 4.0 - 4.5M Overhanging Rear Garden Of 20 Acton Gardens	

**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 requests an extension of the 21 day consultation period where appropriate*

- 13. EXCLUSION OF THE PRESS AND PUBLIC:** It is recommended that the press and public be excluded from the Meeting during consideration of the following items of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.
- 14. LAND AT DEAN ROAD:** Further to Minute 12.2 May 2019, the Clerk to report on the response received from Wrexham County Borough Council
- 15. MAESYDRE POWERHOUSE:** Further to Minute 34 June 2019, the Clerk to provide an update.
- 16. COMMUNITY AGENT ROLE:** Further to Minute 25 June 2019, this item has been included on the agenda to consider the detailed information on the employment and other issues that were not addressed during the presentation at the June 2019 meeting. (Details to follow)

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ACTON

COMMUNITY
COUNCIL

Minutes of the Meeting of Acton Community Council held on Tuesday 18 June 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	K Roberts (Chair)	Councillor	Ms S Jarvis (Vice Chair)
"	W Baldwin	"	P D Jones
"	M Davies *	"	Ms P Kidd
"	Ms S Edwards *	"	P Lloyd
"	Mrs A Evans	"	G Lowe *
"	R Hardy	"	Mrs D Wallice *
"	Ms S Hope	"	Ms L Williams
	2 Vacancies		

* Absent

Also Present:

North Wales Police Representatives: PCSO Michael Bell and Shannon Smith
Wrexham County Borough Council – Robert Louden
Mrs Carole Roberts, Clerk to the Council

17. APOLOGIES FOR ABSENCE:

Apologies for absence was received from Councillors Mike Davies, Salli Edwards, Geoff Lowe and Debbie Wallice

18. PUBLIC QUESTIONS

In accordance with Standing Order No. 3e; it was noted that no Members of the public residing within a ward of the Community Council had given notice to speak at this meeting.

19. DECLARATION OF INTERESTS

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

Agenda item 13- Planning Applications: Councillor Paul Jones declared a personal and prejudicial interest in this item being a member of Wrexham County Borough Council's Planning Committee.

20. CONFIRMATION OF MINUTES

The Minutes of the Annual Meeting of the Council held on 21 May 2019 were received.

RESOLVED –that the Minutes of the Annual Meeting of the Council held on 21 May 2019 be received and confirmed as a correct record.

21. INFORMATION FROM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 21 MAY 2019

1. Minute 10 – Neighbourhood Policing Review - The Clerk read out a detailed response received from Inspector Victor Powell.

RESOLVED that the response be received and noted.

2. Minute 12.2 Wrexham County Borough Council owned land at Dean Road – It was noted that the response from the Chief Executive was awaited and would be reported to the next meeting.

3. Minute 15.3 Town & Community Council Forum is on 20 June: It was noted that the Clerk in liaison with the Chair and Vice chair has deferred the item suggested until the September 2019 Forum due to a clash of diaries for the June 2019 Forum meeting.

22. COMMUNITY POLICING MATTERS

The Chair welcomed PCSOs Michael Bell and Shannon Smith who were in attendance at the meeting. The Chair referred to the current position and the impact of recent vacancies on the Policing levels. It was noted there are three PCSOs together with PC Stuart Roberts (Community Beat Manager) for the Acton and Garden Village Communities. Whilst noting the success of previous PCSOs in obtaining promotion to full time Police and other posts, it was hoped that the recruitment of new PCSO will fill the arising vacancies as soon as possible.

The Monthly Policing and Operations report from the Acton Community Police Officers was tabled at the meeting. It was noted there has been a reduction in calls about off-road motorbikes and arrests had been made locally. The public continued to be encouraged to report any suspicious incidents. Other reports of suspicious people within the Acton Wards have been responded to by the Officers. Within the Maesydre ward an incident of criminal damage at the Aran Road Play area has resulted in suspects being identified and the crime is being progressed. Members requested that the area be kept on the Patrol Programme. Anti-social Behaviour in the vicinity of Rhosnesni High School had resulted in increased patrols in the evening and the Officers planned to visit the Tin Church Youth Centre.

Other continuing Policing Operations were referred to. It was noted that Operation Bakings will be put on hold due to PCSO Sam Gostage leaving the team, but it will be continued shortly. "Cuppa with a Copper" is a new initiative to be held once a month at the Salvation Army premises giving an informal opportunity for the public to chat with officers. The Chair invited the Police Officers to attend the weekly Friday Coffee morning held at the Little Acton Community Centre.

RESOLVED – that the Officers be thanked for their report and attendance at the meeting.

23. COMMUNITY AGENTS

Further to Minute 15.1.4 May 2019, Members received a presentation from Robert Loudon, Wrexham CBC on the Community Agent Service and its potential benefit for the Acton Community and he then proceeded to answer questions from Members. In introducing this topic, Mr Loudon indicated that there is £10,000 funding available in 2019/20 and 2020/21 to fund a Community Agent for this area to cover start-up costs, salary, on-cost, travel and office costs. At present there are fifteen Community Agents employed by Town and Community Councils operating across a number of single or combined Council areas with each role being different. In general Community Agents work with older people who are over 65 in their community who may be at risk of becoming socially isolated, enabling them to connect with key services that help and maintain well-being and positive quality of life.

Mr Loudon set out what a Community Agent does, who they work with; where referrals come from including social prescribers; why it is needed, the benefits Agents bring to individuals and the community. The Agent role ranges from offering advice and information, signposting to other services and support and encouragement to engage with groups and activities in the person's local community. They have been instrumental in helping local people to set up groups and activities where none previously existed. They also work closely with a range of local professionals such as GP practices; PCSO's and provide support for blue badge applications.

Members sought clarification on the options and basis Community Agents are employed, be it by a Community Council or a consortium/ partnership agreement with other Councils or social enterprises. The support provided to Agents, training available to them and precept/resource implications for Community Councils and liaison with the Clerk in particular was highlighted. Members referred to previous consideration of the Community Agent Role. It was noted that at the Pilot stage, the Community Council had been unable to attract any candidates and the general view had been that much of the Community Agent work duplicates that provided for in the Acton Community at the Acton Community Resource Centre, by the Church outreach and by the Acton Community Advice Service funded by the Community Council.

The following issues could not be addressed at the meeting:-

- prior assessment of need to ascertain demand and need for a Community Agent role,
- the added value an Agent will provide to work and services already available in the Acton Community,
- the rigor of the selection process and relevant checks to enable working with vulnerable persons,

- monitoring of the work of Agents and outputs, measurement of success, reporting to the Community Council,
- the amount of workload, results and success of Community Agents in similar sized urban Community Areas; noting there are five wards in the Acton Community and needs would be different to that in a rural community.

RESOLVED – that the Community Agent role be included as an agenda item for the July 2019 Community Council meeting and in the meantime Mr Loudon provide more detailed information on the issues that were not addressed during his presentation.

24. PROCEDURAL MATTERS

The Clerk's report on various procedural matters was considered as follows:

1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS CASUAL COUNCILLOR VACANCY: There had been no Expressions of Interest submitted for the casual vacancy in the Borrass Park Ward.

2. CASUAL COUNCILLOR VACANCY – BORRAS PARK WARD: The Clerk reported that the Returning officer had not received any requests calling for an election to fill this casual vacancy. The Council must now advertise by Public Notice that it intends to fill the vacancy by Co-option. Members proposed that to enable a greater reach, AVOW should be asked to display an advert for this vacancy.

RESOLVED –that the Clerk to be authorised to make arrangements to advertise the two casual Councillor vacancies in the Borrass Park Ward and the Clerk place copies of the Notice on the Council's notice Board, Website and at AVOW and to consider any applications received in response at the next meeting of the Community Council.

3. DEFERRED ITEM FROM 21 MAY 2019 MEETING -SERVICE LEVEL AGREEMENT REPORTING FOR CITIZENS ADVICE BUREAUX – ACTON OUTREACH SERVICE: Further to Minute 14.2 May 2019 the Council considered the outputs and outcomes for the Service for the quarter year 1 January 2019 to 31 March 2019 and noted the changes to the Staffing under this Agreement and to further publicity being given to this Service by a leaflet drop within the Acton Community.

RESOLVED - that the final quarter year report for 2018/19 and changes to staffing be noted.

4. PLAY AREA SERVICE LEVEL AGREEMENT - EMERGENCY WORK AT ARAN ROAD PLAY AREA: Further to the Police report earlier in the meeting (Minute 24 refers) the Clerk reported that these emergency works were necessary following vandalism at the Aran Play area for health and safety reasons. The prompt action taken by Wrexham CBC officers was noted.

RESOLVED – to endorse the action taken by the Clerk in requesting Wrexham CBC to arrange for the purchase and installation of a replacement litter bin at the Play area at an estimated cost of £210

25. KEY ACTON ISSUES

Wrexham CBC Members reported as follows on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011):-

Wrexham Magistrates Court – Holding Cells: The Ministry of Justice has confirmed that they will be building new prison cells at the Magistrates Court which will ensure Wrexham can return to having a fully-functioning court service following the transfer of the Wrexham Police HQ to Llay from Bodhyfryd and the loss of shared cells. It was noted that issues around the protected trees at the site had now been resolved.

Members were thanked for the update on this key issue.

26. FINANCIAL ASSISTANCE

Members considered the Clerk's report concerning applications received for financial assistance. In accordance with the revised Council Policy, the annual £3,750 budget had been apportioned equally between each of the quarterly meetings. Members were reminded that the new tiered grant criteria had become effective from 1 April 2019. Members proceeded to determine the four applications received during the first quarter and whether to make any grants to the applicants under the provisions of Section 137 of the Local Government Act 1972.

RESOLVED – that the Financial Assistance grant applications be determined as follows:-

Organisation	Details	Decision
1. Bobath Children's Therapy Centre	Maximum Tier 3 Grant awarded to support the costs of operating the Centre as it was not specified in the application how many of the children using the service from the Wrexham area resides in the Acton Community.	£ 50.00
2. Hope House Children's Hospices	Tier 1 Grant to support the costs of operating the Hope House Children's Hospices	£300.00
3. Vic Studios Ltd	Tier 2 Grant to support the costs of developing outreach music sessions for harder to reach young people in Acton.	£100.0
4. Gate Hangs High Bowling Club	Tier 2 Grant to support the Club's running costs.	£200.00
Total		£650.00

27. REPORT FROM CLERK:

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

Organisation	Details and action taken
1. Nick Roe Wrexham Area Civic Society	Wrexham Area Civic Society Awards 2019: Email dated 2 June 2019 seeking nominations for an Award in seven categories listed from the public, Community Councils, Councillors and professionals for recently completed projects. Nominations to be submitted by 30 September 2019 with judging in early October and an Awards presentation evening on Friday 22 November 2019. <i>Information noted</i>
2. Wrexham County Borough Council	1. Notice of Pre-Hearing Meeting (PHM) – Tuesday 25 June 2019 at 10.30am: Email dated 24 May 2019 notifying of this meeting to explain the conduct of the hearings commencing on 3 September 2019 on the Wrexham Local Development Plan 2013 – 2028 (LDP) as part of the independent examination that will cover a range of issues identified by the Inspectors and focus on the overall soundness of the Plan, having regard to the soundness tests as outlined in the Local Development Plan Manual (Section 8.2.1) and the matters raised by any representations made in writing will carry the same weight as those pursued by a personal appearance at any of the hearing sessions. <i>Information noted</i> 2. Town & Community Council Forum – Thursday 20 June 2019: Email dated 5 June 2019 advising of the date for the next meeting of this Forum and inviting 2/3 representatives to attend any items for inclusion on the agenda

Organisation	Details and action taken
	must be submitted by Tuesday 11 June 2019 <i>Information noted</i> 3. Mayor's Civic Visit to Church – St Giles Parish Church – Sunday 7 July 2019 at 11:00am: Letter dated 6 June 2019 inviting two representatives of the Community Council to join the Worshipful the Mayor of Wrexham for the Civic Service and afterwards for refreshments at Llay Miners Welfare. A response is requested by 24 June at the latest. <i>Information noted</i>
3. Woodland Trust	Is there is tree in your community you would like to champion? Email dated 12 June 2019 inviting bids and nominations for a tree, ideally with some history or story behind it. The tree that goes forward to be nominated as the Welsh tree of the year will win a £1000 Tree Care Grant. RESOLVED – that the Clerk consult with Elton Watson at Wrexham CBC to ask if there is a suitable tree within the Acton Community that meets the criteria, and if so to submit a nomination for that tree by 19 July 2019.
4.SLCC	SLCC National Conference at Leicestershire 2 & 3 October 2019: Notification has been received of this event and the early bird cost is £495 +vat for SLCC Members. RESOLVED – that the Clerk be authorised to book place to attend this Conference as part of her continued professional training and the delegate's fees, travel/subsistence costs and additional hours incurred by the Clerk attending the Conferences be paid.

28. PAYMENT OF ACCOUNTS

Members noted no payments had been received and that outstanding debtor or other cheque and BACS payments as set out in the schedule below required authorisation.

RESOLVED – that the following payments be approved:-.

16 Wrexham & District Citizens Advice Bureaux Cheque No 201950	2019/20 SLA Q1 instalment- Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (VAT=£0)
17.Solon Security Ltd Cheque No 201951	Mini Police Uniform costs Section 92 Police Act 1996	£564.30 (VAT= £94.05)
18 Vision ICT Cheque No 201952	Website Changes for Operations Menai Bridge and Forth Bridge Section 55 Local Government (Democracy)(Wales) Act 2013	£84.00 (VAT=£14.00)
19 Wrexham County Borough Council Cheque No 201953	SLA 1st half year payment - Acton Play Areas x3 S19 Local Government (Miscellaneous Provisions) Act 1976	£3,223.62 (VAT = £537.27)
20.Wrexham County Borough Council Cheque no 201954	SLA 1st half year payment Revenue costs at Acton Community Resource Centre S19 Local Government (Miscellaneous Provisions) Act 1976	£15,000.00 (vat = £0)
21.Carole Roberts, Clerk to the Council Cheque No 201955	Clerks Expenses for June 2019 Section 112 Local Government Act 1972 (as amended)	£ 120.96 (vat = £11.00)
22 Carole Roberts BACS ref 04 – 6.19	Clerks Salary and office expenses for June 2019 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
23 Clwyd Pension Fund BACS ref 05 -6.19	Pension payments for June 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)

24 HMRC BACS ref 06-6.19	Payroll payments for June 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
25. Currys Business BACS ref 07-6.19	Fujitsu Scan Snap iX1500 S112 Local Government Act 1972	£448.77 (vat= £84.78)
26 Bobath Children's Therapy Centre Wales Cheque No 201956	Grant/Donation Section 137 Local Government Act 1972 (as amended)	£50.00
27. Hope House Children's Hospices Cheque No 201957	Grant/Donation Section 137 Local Government Act 1972 (as amended)	£300.00
28. Vic Studios Ltd Cheque No 201958	Grant/Donation Section 137 Local Government Act 1972 (as amended)	£100.00
29. Gate Hangs High Bowling Club Cheque No 201959	Grant/Donation Section 137 Local Government Act 1972 (as amended)	£200.00

29. PLANNING APPLICATIONS

The Council considered any comments it wished to make on the following application made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council)

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

Case Number/ Address	Proposed Development	Decision
P/2019/0425 12 Townsend Avenue, Wrexham	Application For Works To Tree Subject To Tree Preservation Order Wcbc No. 145:- T1 Oak - Crown Thin By 30%, Remove All Deadwood And Strip Epicormic Growth Up To 4 Metres	The Community Council has no objection to works proposed in this application provided that Wrexham County Borough Council's Arboricultural Officer is satisfied they are essential to maintain the health of this protected tree and the works proposed are carried out under the direction and to the satisfaction of the Arboricultural Officer.

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

(Councillor Lynn e Williams declared at this stage of the proceedings that she had a personal and prejudicial interest in this item as the Company that had carried out the assessment for the applicant is known to her. She then left the meeting taking no part in the discussion or voting on this item.)

30. URGENT ITEM : ACTON PARK – PLAY AREA AND MAINTENANCE OF GROUNDS

The Chair was of the opinion that this matter should be considered as a matter of urgency as it would be unnecessarily delayed if held over to the next meeting

The Chair reported that he had recently visited the Junior Play area at the Park which had looked very untidy and unkempt; the railings and picnic bench area in particular with nettles growing nearby. The Clerk had subsequently drawn the requirements of the Service Level Agreement to the attention of the Carla Hinde, Landscape Officer who had arranged for the grass within the Play area to be cut. It was noted that Wrexham CBC staff are unable to use the previous weed killers due to new safety regulations and the men had been asked to handpick out the weeds/nettles. The annual Play Area inspections have also been carried out recently and the Reports will be submitted shortly.

Members then referred to the unkempt appearance and length in general of the grass in the Park and around the trees. It was noted that in the absence of the litter picker man, the Seasonal Ranger had

been carrying out daily litter picking and Members were concerned that the other areas of the Seasonal Ranger's work as set out in the Service Level Agreement would suffer as a result.

RESOLVED – to write to the Parks and Countryside Officer at Wrexham County Borough Council and seek clarification on whether the manpower, frequency, cutting standards and time allotted for grounds maintenance and litter picking within the Park have been downgraded.

31. 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.

32. MAESYDRE POWERHOUSE

Further to Minute 162 April 2019 and Minute 10 May 2019, the Clerk reported that following the outcome of the recent review of the Neighbourhood Policing Model which had concluded that carrying on with the same approach is not an option as it will no longer best protect communities, the Police had chosen not to sign the extension to the Licence Agreement to occupy the Maesydre Powerhouse. As a result arrangements will be made to resume control of the upper building and put a formal weekly inspection regime in place. The Clerk, Chair and Local Member were to meet shortly at the building with a Surveyor to seek to identify and progress the repairs and repainting necessary internally and externally to the Building

RESOLVED - to endorse the action proposed as set out above.

Signed as a correct record this 16th day of July 2019

Chair

- 1. AUGUST RECESS ARRANGEMENTS:** The Council will be in recess during August and arrangements should be put in place to deal with any urgent business that arises during the recess

It is **RECOMMENDED** that that the Clerk to the Council in consultation with the Chair and Vice Chair of the Community Council be authorised to deal with any urgent issues that arise during the August recess and report thereon to the September 2019 meeting of the Community Council.

2. BORRAS PARK WARD - SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS

INTRODUCTION

Further to Minute 26.1 June 2019, the Community Council currently has **two casual vacancies** in the Borrass Park ward which the Council must fill by co-option. The necessary steps to fill the vacancy together with the appropriate Public Notices have been on display since 19 June 2019 in accordance with Section 116 of the Local (Wales) Measure 2011 and AVOW was requested to display the Vacancy adverts at its office.

PURPOSE OF REPORT

To enable Members to consider any expressions of interest submitted to the Clerk to the Council by noon on 15 July 2019 in accordance with Section 116 of the Local (Wales) Measure 2011. Any expressions of interest received will be circulated after the deadline and the Candidates will be invited to give a short two or three minute presentation to the full Council on why they have expressed an interest and consider that they are qualified to be considered for co-option onto the Community Council.

DECISION REQUIRED

To consider any Expressions of Interest received and if appropriate, to proceed to fill the casual vacancies in the Borrass Park Ward by Co-option in accordance with the requirements of Section 116 of the Local Government (Wales) Measure 2011.

INFORMATION

Members must give consideration to any expressions of Interest received by noon on 15 July 2019 and to assist with the filling of the vacancies by co-option at the Meeting, listen to the supporting statement given by any Candidates. If no Candidates come forward, the Clerk should be authorised to re-advertise the vacancy in order to meet the requirements of Section 116 of the Local Government (Wales) Measure 2011.

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

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

- 1 “A person must be qualified, and not disqualified, to serve as a councillor in order to be co-opted. The person co-opted must receive an absolute majority vote of the councillors present and voting. The council may have Standing Orders which relate to the co-option of Members. Where there are more than two candidates for the vacancy, it would be best practice, for example, to run a series of votes, each time removing the candidate who has the least number of votes until one candidate secures an absolute majority.
- 2 The usual rules on voting apply. Provided that the meeting has a quorum, the decision must be made by a majority of members who are present and voting. The person presiding over the meeting may vote, and if there is an equality of votes he may exercise his casting

vote. Members must vote by show of hands unless the council has standing orders that provide otherwise.

- 3 The Council's debate and vote on the co-option must be conducted in the public section of its meeting. It follows that the candidates, as members of the public, will be entitled to be present during the proceedings

3. SERVICE LEVEL AGREEMENT - REPORTS:

1. ANNUAL INSPECTIONS OF THE THREE PLAYGROUNDS IN THE ACTON COMMUNITY: Copies of the 2019 reports have been circulated to members separately. The Council is now required to receive and consider the Annual Inspection reports for Aran Road, Ffordd Garmonydd and the Acton Park Junior Play area and to determine what action if any is necessary.

The Council's **instructions are requested**

2. ACTON COMMUNITY RESOURCE CENTRE – ANNUAL & QUARTERLY PERFORMANCE REPORT: The Acton Community Resource Centre Management Committee at its meeting on 3 July 2019 received the above mentioned reports that contain the agreed outputs and outcomes for the Service in accordance with the existing Ten Year Service Level Agreement with the Community Council. Copies of the report will be made available to all members of the Council as soon as practicable.

INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

	Organisation	Details	Comments
1.	Wrexham CBC	<p>1. Wrexham Council Tenant Event: Email dated 4 July 2019 promoting this annual tenant event being held in Bellevue Park on 24 July between 10am – 2pm. The event is a family fun day enabling the housing department to interact and engage with tenants in a relaxed and informal environment. There will be third party organisations attending, to give information and advice on many aspects of life which may affect tenants. The Community Council has been asked to publicise this event</p> <p>2. Wrexham Local Development Plan 2013-2028 (LDP) Examination: Email dated 8 July 2019 advising that following the Pre Hearing Meeting held on the 25 June 2019 various documents have been published on the Examination Website: https://wrexham-consult.objective.co.uk/portal/ldp_examination</p> <p>The hearings will commence on Tuesday 3 September 2019 and the Draft Examination Programme sets out which matters will be discussed on each day and includes a list of participants and venue details. The Council has been asked to check the programme the Council does not wish to participate and will be removed from the programme. A revised programme will be issued shortly before the hearings and only those listed will be able to take part in the debate. The Council has been recommended to check the website for updates during the examination process; it is the responsibility of the participants to keep themselves up to date with the arrangements and programme.</p>	
2.	Society of Local Council Clerks	<p>Skate Park in Acton park: The Clerk was contacted by email on 6 July 2019 by two young people who have met with Ian Lucas MP about building a Skatepark in Acton Park where the old play area used to be. They have suggested this could be a really good idea for the community because it would bring more visitors to the Park and make Acton into a bigger community which could allow more funding for Acton park. The Community Council has been asked if it will support this idea.</p> <p><i>The Council's instructions are requested</i></p>	