

13 November 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 19 November 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 16 September 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:

Council meetings:

1. To confirm the Minutes of the Meeting of the Council held on 15 October 2019 (Copy attached)
2. To confirm the Minutes of the Special meeting of the Council held on 5 November 2019 (Copy attached)

Committee Meetings

3. To receive the Minutes of the Youth Committee Meeting held on 29 October 2019 and consider the recommendation contained in Minute 14.2.ii)

5. INFORMATION FROM THE MINUTES:

6. COMMUNITY POLICING MATTERS:

To receive the Monthly Policing and Operations Report from the Acton Community Police Officers. PC Stuart Roberts will be in attendance at the meeting.

7. TOGETHER IN WREXHAM APPLICATION - Wrexham Clothing Exchange:

The Acton Community has been asked to support this application. Sharon Rogers, the Founder and Chair of this new organisation will be in attendance at the meeting to speak in support of her application and answer members questions.

8. PROCEDURAL MATTER - CASUAL COUNCILLOR BORRAS PARK WARD VACANCY. Clerk to Report

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 .

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 the Community Council wishes to submit by the relevant deadline:

Environment (Wales) Act 2016 Part 1 Reporting on Section 6 - The Biodiversity and Resilience of Ecosystems Duty: To formulate the Council’s report on the action it is taking to encourage biodiversity in order to meet its duties under this Act.

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/2019/0814 The Four Dogs, Box Lane, Wrexham	Flat Roof Extension To The Rear To Create Larger Kitchen Area, With Extract, Removal Of Side Window And Dropping The Sill Into A 'pergo-Tender' Structure With Retractable Awning And Bi-Fold Doors, New Children's Play Area To The Front, Festoon Lighting	
2. P/2019/0830 240 Chester Road (Access Road) Acton Wrexham	Erection Of Fence (In Retrospect)	

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

14. 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.

15. MAESYDRE POWERHOUSE: Further to Minute 47 July 2019, the Clerk to provide an update.

Minutes of the Meeting of Acton Community Council held on Tuesday 15 October 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

68. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors Anne Evans, Geoff Lowe; Paul Jones; and Mike Prichard

69. 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 area had given notice to speak at this meeting.

70. DECLARATION OF INTERESTS

No declarations of Interest were made at this stage of the proceedings

71. CONFIRMATION OF MINUTES

The Minutes of the Council Meeting held on 18 September 2019 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.

72. INFORMATION FROM THE MINUTES

1. **Minute 61 - Seasonal Ranger:** The Clerk reported on correspondence with Friends of Acton Park and Wrexham CBC regarding the contractual pattern of work for the Ranger, particularly regarding the days covered in the Park and the work tasks set out in the Service Level Agreement. It was noted that responsibility for line Management of the Ranger rested with Wrexham CBC. The Friends Group had indicated that the Seasonal Ranger Post at Acton Park was a valued contribution provided by the Community Council. The present position was noted.

2. **Minute 64.2.2 Remembrance Day Service 10 November 2019 - Wreath:** The Chair gave an update on a quote for £70 he had obtained from Vivid a local flower shop in the Acton Community and the amount to donate to the RBL 2019 Poppy Appeal was also considered.

RESOLVED – that the Council place an order with Vivid for the wreath as now described to lay at the Annual Remembrance Day Service on behalf of the residents of the Acton Community on 10 November 2019 and a separate donation of £50 be made to the Royal British Legion 2019 Poppy Appeal.

3. Minute 66 – Member induction – The Vice Chair, Councillor Sharon Jarvis advised that she expected to be able to progress this matter now that the Community Council has access to the members’ area of the One Voice Wales website

73. COMMUNITY POLICING MATTERS

a. It was noted that due to training and other operational matters no Police representatives were in attendance at the meeting. The following matters were discussed in their absence: repeated theft of garden furniture, Recording and reporting incidences of domestic abuse by the Police and the level of unreported abuse and other Community Council’s arrangements for the extraction of CCTV evidence

b. The Chair and Vice Chair reported on their attendance at the 1st Quarterly meeting with Inspector Vic Powell at the new Town Centre Police Station on 8 October 2019. The five town and Community Council had been asked to identify and agree a single priority objective and to consult with their Policing Teams to determine the Crime and Local Operation issues they wished to have an update report on for each Council meeting. It was noted that next quarterly meeting will be held on 8 January 2020 at 7pm

The present position was noted

74. PROCEDURAL MATTERS

The matters below were considered as follows:

a. **SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBER TO FILL THE CASUAL COUNCILLOR VACANCY IN THE BORRAS PARK WARD:** The Clerk reported that no expressions of Interest had been received by the deadline on Monday 14 October for the casual vacancy in Borrass Park.
RESOLVED – that the Clerk to be authorised to re-advertise the vacancy and to fill the vacancy by Co-option at the December 2019 subject to expressions of interest being received.

b. SERVICE LEVEL AGREEMENT REPORTING

i). **Acton Community Resource Centre:** A copy of the report submitted to the Management Committee meeting on 2 October 2019 setting out the various performance measures contained within this Service Level Agreement was received and noted

ii). **Citizens Advice Bureaux – Acton Outreach Service:** A new style report setting out the Service Level Agreement performance for the period 1 April 2019 to 30 September 2019 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

75. 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. The current Budget Consultation and outlook for Budget settlement
2. The Libraries Review (to include the Resource Centres) was now underway
3. Update on residents social media campaign and other potential options in respect of the Dean Road Playing Field
4. Rhosnesni Residents purchase and siting of a Defibrillator
5. Streetscene update and resurfacing of part of Mile Barn Road/ Birkdale Road

The County Borough Councillors were thanked for their updates.

76. 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. Difficult Decisions Budget Consultation for 2020-21: It was noted that Wrexham CBC was consulting until 13 November 2019 on its proposals to create savings and generate income by an online survey Difficult Decisions 2020-21.

RESOLVED – that Members of the Council respond on an individual basis

2. Community Asset Transfer Research Survey: It was noted that One Voice Wales has invited its members to take part in a survey by the Welsh Government in relation to the process for management of asset transfers. The survey will only apply to those Councils who have been involved in the transfer of assets from the principal council. The results will be used to give a better picture of what improvements could be made to the asset transfer process which will have benefit to any member council involved in such transfers in the future.

RESOLVED -to note the information

3. Shaping the Future of Wrexham Library Service: This Wrexham CBC consultation is open until 1 December 2019 and hard copies of the Consultation document can be obtained from the Acton Community Resource Centre or the survey can be completed online at <http://www.yourvoicewrexham.net/project/446>

RESOLVED – that Members of the Council respond on an individual basis

77. REPORT FROM CLERK

The Clerk reported on correspondence and other information received since the last meeting and upon her attendance at the SLCC National Conference as follows:-

Organisation	Details
1.Play Wales	PLAY SUFFICIENCY IN WALES NEW RESEARCH: Email circulated to all members of the Council dated 7 October 2019 Information noted
2.Society of Local Council Clerks	SLCC National Conference at Leicestershire from 1 to 3 October 2019 : The Clerk reported on her attendance at this Conference and in particular on information shared during the Welsh Clerk’s briefing regarding the Environment (Wales) Act 2016, The Website Accessibility Regulations, The new Practitioners Guide (Wales), and the proposed Local Government Bill (due out in December 2019). Subsequent notification had been received from Vision ICT advising the Council’s website is not yet compliant with the new Regulations and the website site should be refreshed and updated to enable its compliance by September 2020. This will cost in the region of £1,200 RESOLVED –that the Clerk be authorised to make arrangements and authorise expenditure of £1,200 to ensure the Community Council is compliant with the Environment (Wales) Act 2016 and the Website Accessibility Regulations
3.Acton Park Primary School	School Remembrance Day Service: Email dated 15 October 2019 inviting Members of the Community Council to attend this service on Friday 8th November at 10:30am RESOLVED that the Council be represented at the Service by Councillors Bill Baldwin, Philip Lloyd and Geoff Lowe
4.One Voice Wales	VE Day 75: An email had been received on 15 October 2019 giving a list of National Events to celebrate VE day and requesting Town and Community Councils to register any events they are organising for this celebratory weekend on the National database. Information noted

78. PAYMENT OF ACCOUNTS

The Council received the Clerk’s second Quarter End Accounts for 2019/20 and noted progress against the Budget to 30 September 2019. The bank reconciliation was as follows:

Current Account	£ 21,964.45	(inc 6 unpresented cheques for £2,251.02 as at 30 September)
Deposit Account	£ 136,262.67	
Money Market Account	<u>£ 125,135.35</u>	
Total	<u>£ 283,362.47</u>	

Members noted receipt of Interest Payments for the Council's Deposit Account to 5 September 2019 of £ 63.63 and the Clerk requested authorisation for outstanding debtor or other cheque and BACS payments as set out in the schedule below

RESOLVED – that

- 1. the second quarter accounts and progress against the Budget be noted**
- 2. The Clerk be authorised to make an immediate transfer of £30,000 from the Council's HSBC Deposit Account to its HSBC Current Account to ensure there are adequate funds to cover payments due; and**
- 3. the following payments be approved:-**

Voucher No Cheque BACS Ref	PAYEE	DETAIL	AMOUNT
58. BACS ref 17-10.19	Carole Roberts	Clerks Salary and office expenses for October 2019 calculated by the Council's Agent: Shropshire County Council Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
59. BACS ref 18-10.19	Clwyd Pension Fund	Pension payments for October 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
60. BACS ref 19.10.19	HMRC	Payroll payments for October 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
61. Cheque No 201979	Caia Park Partnership Ltd	Q3 Sla Payment for 8-13 Youth Work S19 Local Government (Miscellaneous Provisions) Act 1976	£2,938.62 (vat= £0)
62. Cheque No 201980	Caia Park Partnership Ltd	Q3 Sla Payment for 13- 18 Youth Work S19 Local Government (Miscellaneous Provisions) Act 1976	£2,938.62 (vat= £0)
63. Cheque No 201981	Borras Park Albion Youth FC	Sponsorship /Reimbursement for U6 Team's Kit for 2019/20 S19 Local Government (Miscellaneous Provisions) Act 1976	£600.00 (VAT= £0)
64. Cheque No 201982	Wrexham County Borough Council	Q1 SLA Payment School Crossing Patrols S137 Local Government Act 1972 (as amended)	£2,283.00 (VAT=£0)
65. Cheque No 201983	One Voice Wales	Membership Fee for 1/10/19 to 31/3/20 Section 112 Local Government Act 1972 (as amended)	£459.78 (VAT = £0)
66. Cheque No 201984	Society of Local Council Clerks	Delegate Fee – SLCC National Conference 2019 Section 112 Local Government Act 1972 (as amended)	£556.00 (VAT= £61.00)
67. Cheque No 201985	Carole Roberts	Clerk's expenses for October 2019 Section 112 Local Government Act 1972 (as amended)	£212.70 (VAT=£11.42)
68. Cheque No 201985	Royal British Legion	Donation to 2019 Poppy Appeal S137 Local Government Act 1972	£50.00 (VAT = £0)

79. 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/2019/0564 6 Warrenwood Road, Borrass Park Wrexham AMENDED PLANS: Demolition Of Existing Detached Garage And Erection Of Single Storey Side And Rear Extensions And Erection Of New Front Porch	The Community Council is mindful of the large reduction made to the scale of the proposals in this application which is now more in keeping with the character of this area and therefore withdraws its objection to the original application
2. P/2019/0767 10 Windermere Road Wrexham Sub-Division Of Existing Property Into 2 Separate Dwellings	The Community Council objects to this application as it considers it to be an overdevelopment of this prominent corner plot and will affect the character of this residential area

80. 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.

81. LITTLE ACTON COMMUNITY CENTRE TASK AND FINISH GROUP

Further to Minute 11.8.6) May 2019, the Council received an update and the initial recommendations of this Group from its Chair.

RESOLVED - to endorse the following plan of action:

- 1) To express an interest in taking over responsibility but not ownership of the Little Acton Community Centre from 1 April 2020 SUBJECT TO:**
 - a. The Community Council carrying out a full feasibility study to include a full Survey of the condition of the building, including the roof and floor tiles within the centre and obtaining a quote for the cost of putting right any deficiencies identified in the survey**
 - b. If there is a satisfactory outcome from the survey, having regard to the Public interest report for Connahs Quay, to produce a Business Plan to include a public consultation exercise, marketing plan, potential upgrades to the building, identify target audiences and carrying out legal work associated with any long term agreement and heads of terms .**
- 2) Wrexham County Borough Council being asked to extend the current commitment and funding arrangement beyond 31 March 2020 if necessary on a cost neutral basis for a maximum of twelve months to enable the Feasibility study and Business Plan work to be completed.**
- 3) The Task and Finish Group be authorised to spend the remaining 2019/20 budget provision for the Little Acton Community Centre subject to allowance being made for the outstanding running costs to be recharged to the Community Council up to 31 March 2019.**

Councillor Kevin Roberts
Presiding Chair

Signed as a correct record this 19th day of November 2019

Chair

Minutes of the Special Meeting of Acton Community Council held on Tuesday 5 November 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

82 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Sian Hope, Paul Jones, Debbie Wallice and Lynne Williams.

83 DECLARATION OF INTERESTS

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

84 ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2020/21 FINANCIAL YEAR

The Council considered information provided by the Clerk setting out progress against the 2019/20 budget and then commenced the budget setting process for 202/21, 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 2020/21 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 18 December 2018
2. Copy of the Clerk's Report on the Annual Investment Strategy for 2019/20
3. Copy of the Draft Provisional estimates for 2019/20 submitted to 18 December 2018 Council meeting
4. Copy of the Clerk's Report on the year-end accounts to 31 March 2019 as reported to the April 2019 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 26 November 2018 advising of the Section 137 Expenditure Limit for 2019-20
8. Current Year Receipts and Payments by Annual Budget Heading to 30 October 2019
9. Detailed Receipts and Payments by Budget Heading to 30 October 2019
10. Trial Balance for current year as at 30 October 2019

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 2019/20 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 2019/20. There will be some payments of the £150 allowance payment to members of the Council in March 2019. The budget includes provision for Care costs incurred by Members and could be extended to include financial loss compensation to members where the loss has actually occurred for attending approved duties
- b. Employers Costs: there will be an overspend due to the Clerk's hours being temporarily increased to full time for six months of the year. There are also implications for future year's budgets when the Clerk's Assistant Post is created (Minute 52.2 September 2019 refers)
- c. Annual Subscription: This budget will be overspent this year due to joining One Voice Wales from 1 October 2019. Provision will need to be made in 2020/21 for the full year subscription
- d. Audit Fees: The External Audit fee is still to be charged for the 2018/19 Audit. From 2019/20 the Wales Audit Office will be conducting the external audit and this may impact on the fees charged
- e. Conference fees/ Training for Staff: The budgets should be increased to reflect the Council's membership of One Voice Wales and eligibility to attend its Conferences and the potential for the Clerk's assistant to require training and attendance at conferences
- f. Website : This budget may be overspent due to the purchase of a ward based map and the review of the website to ensure compliance with the latest accessibility requirements by September 2020
- g. 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 2020. The merits of longer three year Service level Agreements were noted.

In respect of Other Projects the following matters were discussed:

- a. **Acton Community Resource Centre Service Level Agreement** requires regular reporting on performance monitoring. In 2018 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. **Annual Seasonal Park Ranger post at Acton Park:** the Agreement signed in 2018 has provided for the Community Council to fund this post for three years to September 2020;
- c. **CAB Outreach Worker:** The present Service Level Agreement ends on 31 March 2020 and the Clerk is negotiating a further three year SLA for this Service and the budget costs from 2020/21 onwards will be uplifted to reflect the inflationary costs within any new agreement
- d. **Maesydre Power House** – work to undertake the repairs will be planned for the spring of 2020, the budget will also be used to increase earmarked reserves for this work;
- e. **Acton Playground provision:** An overspend may be incurred if remedial work for the weed problem at the Ffordd Garmonydd Fenced play area requires replacement of the existing bark layer. The budget provision also includes an element to add to earmarked reserves for the future costs of replacing the three play areas
- f. **School Crossing patrols:** There will be an underspend on this budget due to the vacancy for the Dean Road Patrol which is expected to be filled shortly

g. **Little Acton Community Centre:** the Community Council agreement made in December 2016 to fund the actual costs incurred by Wrexham CBC for the operation of the Little Acton Community Centre ends on 31 March 2020. The Council in October 2019 had approved the Task & Finish Group's plan of action and had expressed an interest to Wrexham CBC in taking over responsibility but not ownership of the Little Acton Community Centre from 1 April 2020 SUBJECT to an extension to the current commitment and funding arrangement beyond 31 March 2020 if necessary on a cost neutral basis for a maximum of twelve months to enable the Feasibility study and Business Plan work to be completed.

It was noted that a response was awaited from Wrexham CBC before proceeding to commission the Condition Survey but that there would be a budget requirement for 2020/21;

h. **Crime Prevention projects** have included a contribution to the drugs dog operation and the purchase of the Mini police uniforms. The pilot CCTV scheme was expected to commence before the year end subject to confirmation of responsibility for downloading data captured by the camera;

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

There were no further new expenditure items proposed apart from the requirements as a result of joining One Voice Wales and the Clerk's Assistant Officer Training that had been referred to earlier in the meeting

Members noted that in order to progress and develop the Budget for 2020/21 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 2020/21 Budget proposals to the December 2019 meeting of the Community Council.

**Councillor Kevin Roberts
Presiding Chair**

Signed as a correct record this 19th day of November 2019

Chair

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ACTON

COMMUNITY
COUNCIL

Minutes of the YOUTH COMMITTEE held on Tuesday 29 October 2019 at the Little Acton Community Centre, The Green, Little Acton, Wrexham

Present: Councillor Kevin Roberts
 " Lynne Williams
 " Mike Davies *
 " Mrs Anne Evans
 " Sian Hope
 " Sharon Jarvis *
 " Paul Jones
 " Mike Pritchard

* Absent

Also Present: Mr Jon Stumpp, & Niall Rooney, Caia Park Partnership
 Mr Jay Davies, Play Development Team Wrexham CBC
 Mrs Carole Roberts, Clerk to the Council

10. APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Mike Davies and Sharon Jarvis

11. DECLARATION OF INTERESTS

There were no declarations made at this stage of the proceedings

12. CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the Meeting of the Youth Committee held on 30 July 2019 as submitted to the Meeting of the Community Council on 17 September 2019 be received and confirmed as a correct record

13. INFORMATION ARISING FROM THE MINUTES

1. **Minute 7 – Terms of Reference** – It was noted that the recommended extension to the Committee's Terms of Reference had been agreed by the Council on 17 September 2019;
2. **Minute 9 – Sponsorship and Purchase of Team kit** - Members of the Council prior to the Community Council meeting held on 15 October 2019, had met representatives of the Borrass Park Albion Youth Football Club Under 6 Team who modelled kit that had been purchased for them following the Community Councils Sponsorship.
It was noted that the other Acton Football Team and similar youth activities within the Acton Community will be sponsored by the Community Council in future years.

14. TERMS OF REFERENCE

The Youth Committee was appointed at the Annual Community Council meeting held in May 2019 and its revised Terms of Reference as updated in September 2019 were noted.

15. SERVICE LEVEL AGREEMENT –ACTON YOUTH WORK PROJECTS

The Committee received and considered the Quarter 2 performance monitoring reports to 30 September 2019 on the operation of this Service Level Agreement provided by the Caia Park Partnership Youth Team giving information and updates in respect of the following Projects:

1. Youth Work Project - Youth Club 8 - 12 Age Group

2. New Youth Work Pilot Project For 2018/19 - Youth Club 13 – 18 Age Group:

During consideration of the Report the following matters were highlighted: -

- The numbers attending each week were increasing and the Leaders were better able to identify the wards the attendees resided following receipt of the wards street name index from the Clerk.
- There were now two volunteer Youth Leaders working with the Youth Clubs
- Contact was being made with Rhosnesni High School with a view to attending a school assembly to deliver a Youth Work session with the Youth Workers from the School and raise awareness of the Acton Youth Club provision
- The gardening project had provided a valuable learning experience albeit that very little had been grown to maturity but the Young people had built their own Bug Hotel
- Music sessions had been provided to the Younger Group
- Challenges and Team Games continued to engage attendees with each other
- An interactive internet safety session had been provided
- There had been two successful trips in the summer for the Junior and Senior Groups
- In addition to the various activities planned for the Youth Club, the Table Tennis and Snooker Tables are well used each week as well as the more traditional board games and PlayStation
- The Spooky Walk planned for 30 October in Acton park had engaged both age groups and Members were invited to take part if they wished to

Members were heartened with the progress made and the achievements detailed in the report and the enthusiasm of all involved. The Caia Park Officers were commended and asked to pass the Committee's congratulations on to other officers not present at the meeting The Chair thanked the Officers for their attendance and report and reminded them that the Community Council will continue to provide any support needed to ensure the success of the Youth Club.

RESOLVED –

- to accept the second quarter reports as now submitted in accordance with the Service Level Agreement and to recognize the successful efforts of the Caia Park Partnership Officers enabling the successful outcome for the two Projects; and*
- A further monitoring report after the end of quarter three is submitted by the Caia Park Partnership to the next Youth Committee proposed for Tuesday 27 January 2020*

16. BORRAS PARK PLAY SUFFICIENCY ASSESSMENT

Further to Minute 33 May 2019, the Committee received an update from the Wrexham County Borough Council Play Development Officer on progress made in implementing recommendations 2 and 3 of the 2018 Borrass Park Play Sufficiency Assessment. Detailed information was given at the meeting on the trial Play session being arranged on 31 October 2019 between 11am and 1pm on the Green at Huntsman's Corner/Lake View in Borrass Park. The report also highlighted:-

1. Work to develop community events similar to the Spooky Walk organised by the Youth and to build on such events going forward into the Christmas period and next year,
2. Access to School grounds – the Play development Team are facilitating a working group around the local authorities Play Sufficiency assessment and the School Play Pledge
3. No ball games signs. There was ongoing work to develop flexible positive signage around the Acton Community Resource Centre and elsewhere where Play Sessions may be held
4. Master plan for Acton Park – the Play Development Team were looking at the whole site and to develop safer routes from nearby communities to access the Park. It was noted that the community council had now taken over financial responsibility for the Junior Play area in the Park and there was merit in developing a master plan if any future funding was to become available to provide for new more creative play such as natural play and play for children with disabilities.

The Chair thanked Mr Davies for his attendance and report.

RESOLVED – that the update and report be received and noted and further updates be given at the next meeting of the Youth Committee scheduled for Tuesday 27 January 2020

Councillor Kevin Roberts
Presiding Chair

Signed as a correct record this 27th day of January 2020

Presiding Chair

INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

Set out below are the details of information and general correspondence received since the last meeting:-

	Organisation	Details	Comments
1	Society of Local Council Clerks	2020 Practitioners Conference: Email dated October 2019 advising that this Conference will be held at Chesford Grange, Kenilworth on 25 - 27 February 2020. The conference, has a unique mix of interactive sessions on topics selected by previous attendees and is very well attended. The all-inclusive conference fee is £424	
2.	Nightingale House Hospice	Newsletter Autumn/ Winter 19: A copy of this document will be available at the meeting for members' perusal.	