

10 November 2021

Dear Councillor

You are summoned to attend the meeting of **ACTON COMMUNITY COUNCIL** to be held remotely in accordance with Local Government and Elections (Wales) Act 2021 on **TUESDAY 16 NOVEMBER 2021** at **6.30pm**. The business to be transacted is as set out in the agenda below.

Please note that the Meeting and those participating will be recorded. To join the Meeting online use the Meeting ID: 856 0969 8580 and the Passcode: 041332 or click on the link below:

<https://us02web.zoom.us/j/85609698580?pwd=RUpkY0Q4Z3VEbm8vSFpkSHR2dVdOUT09>

Yours faithfully

Carole Roberts

Clerk and Responsible Financial Officer 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.
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 November 2021, may, subject to stating their name and address before the meeting, speak remotely at this meeting, as of right, on any matter on the agenda, for no more than 3 minutes.
4. **COMMUNITY POLICING MATTERS:** To receive the Monthly Policing and Operations Report from the Acton Community Police Officers. Please note that Sgt Kelly Lewis is expected to be in attendance at the meeting to present this report, subject to Operational demand.
5. **CONFIRMATION OF MINUTES:** To receive the Minutes of the Council meeting held on 19 October 2021 (Copy attached)
6. **INFORMATION FROM THE 19 OCTOBER 2021 MINUTES:**
 1. **Minute 73.1 Community Engagement Matters– Chair to update**
 2. **Minute 73.2 Community Defibrillators for Acton Community Wards – Clerk to update**
 3. **Minute 73.6 Annual Accounts 2019/20 Conclusion of Audit – Clerk to update**
7. **KEY ACTON ISSUES:** WCBC Members to report verbally on any **New** or **Key Issues** being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011)
8. **HISTORICAL & RECENT FLOODING IN THE ACTON COMMUNITY:** Further to Minute 41 July 2021, to consider the letter of response received from Councillor David A Bithell, Deputy Leader of the Council and Lead Member for the Environment and Transport. (Copy circulated separately)

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

- 9. PROCEDURAL MATTERS:** To consider the following procedural matters:
- 1) **SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CASUAL VACANCY ACTON CENTRAL WARD:** Clerk to report on any response received from the Returning Officer following the expiration of the Public Notice period
 - 2) **YSGOL ALEXANDRA, ADDITIONAL COMMUNITY GOVERNOR POSITION:** The temporary Clerk of Ysgol Alexandra Governing Body has advised that the term of office for Additional Community Governor (appointed by Acton Community Council) ended on 21/02/21. The Community Council has been asked to fill the vacancy and the existing Community Governor Councillor Philip Lloyd has indicated that he is still keen to continue in this role.
 - 3) **BARKERS LANE SCHOOL CROSSING PATROL:** The Governing Body of this School has recently discussed concerns about the ongoing situation outside the school in terms of the congestion at the start and end of the school caused by parents dropping/ collecting pupils outside the school despite double yellow lines being in place. The Governors are now asking the Community Council consider providing funding for a School Crossing patrol similar to the other three Patrols in the Acton Community.
 - 4) **SERVICE LEVEL AGREEMENT MATTERS - SEASONAL PARK RANGER SLA:** – to receive a report on work and activities carried out during the Summer (Minute 73.3 October 2021 refers) and to consider the extension of this seasonal Service Level Agreement to an Annual basis for 2022/23 (Copy circulated separately)
- 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, the second quarter progress against the budget and to authorise any outstanding debtor or other payments
- 12. PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on applications 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.:-

Case Number/ Address Proposed Development	Decision
1. Planning Application P/2021/1012 /Valid From 18/10/2021 3, Sandy Way, The Fairways, Wrexham, LL13 9GW / lawful development certificate for proposed single storey rear extension 2. Planning Application P/2021/1030 /Valid From 26/10/2021 27, Westminster Drive, Wrexham, LL12 7AT / single storey rear extension 3. Planning Application P/2021/1067 /Valid From 02/11/2021 23, Westminster Drive, Wrexham, LL12 7AT / works to trees protected by tree preservation order wmbc no 21 4. Planning Application P/2021/1039 /Valid From 05/11/2021 39, Elm Grove, Acton, Wrexham, LL12 7NR / first floor side extension with ground floor garage conversion	

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

Minutes of the Meeting of Acton Community Council held remotely via Zoom on Tuesday 19 October 2021

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy (Vice Chair)
"	W Baldwin	"	P Lloyd *
"	Mrs C Bettley	"	G Lowe *
"	M Davies	"	Ms E Owens *
"	MS E Doherty	"	M Pritchard
"	Ms S Edwards	"	T Stanford
"	Mrs A Evans	"	Mrs D Wallice
"	Ms S Hope	"	1 vacancy

* Absent

Also Present:

Councillor Becca Martin, Maesydre Ward Wrexham CBC
Mrs Carole Roberts, Clerk to the Council

74. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P Lloyd, G Lowe (illness) and E Owens

RESOLVED – that the apologies be received and accepted.

75. PUBLIC QUESTIONS

It was noted that the Clerk had not received Notice of any public questions as set out in Standing Order No. 3e.

76. DECLARATION OF INTERESTS

No declarations of interest were made at this stage of the proceedings:-

77. CONFIRMATION OF MINUTES:

1. 21 September 2021:

RESOLVED that the Minutes of the Remote Council meeting held on 21 September 2021 be received and confirmed as a correct record.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public were excluded from the Meeting during consideration of the next item of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

2. 14 October 2021

RESOLVED that the Minutes of the Special Remote Council meeting held on 14 October 2021 be received and confirmed as a correct record.

RE-ADMISSION OF PRESS AND PUBLIC

RESOLVED - that the press and public be admitted back into the Meeting at this stage of the proceedings.

78. INFORMATION FROM THE MINUTES

1. **Minute 57.2 Community Engagement:** updates were given by Councillors Kevin Roberts/Elinor Doherty
2. **Minute 58.2 Purchase of Community Defibrillators for Acton Community Wards-** Noted initial locations have been identified, but further work is needed on consents from building owners; training to be provided in due course
3. **Minute 58.4 Extension of 2021 Seasonal Park Ranger SLA-** Now implemented, and a detailed report and the invoice to date will be reported to November 2021 meeting
4. **Minute 58.5 Operation Blue instinct** – Confirmation Received and authorisation given for cheque to be drawn
5. **Minute 59.2 – Acton Park Solar Lighting:** Councillor Pritchard reported on this matter and the financing, implementation and costs of the Brymbo CC scheme were noted.
6. **Minute 60 - Annual Accounts 2019/20 Conclusion of Audit:** It was noted that a holding Public Notice is being displayed on the Council's website until the External Auditor submits his report
7. **Minute 64.2.5 – One Voice Wales Innovative Practice Conference 22 September 2021:** Councillor Ralph Hardy's report on his attendance was noted
8. **Minute 64.7 Preparation for Remembrance:** Letter received from Wrexham County Borough Council inviting the Community Council to attend the Annual Service of Remembrance at Bodhyfryd.

RESOLVED that the Chair authorised to attend this Service on behalf of the Community Council on 14 November 2021 and to lay a wreath (to be purchased from Vivid Floral Design Chester Road Wrexham) and a £100 donation to be given to the 2021 RBL Poppy Appeal

79. COMMUNITY POLICING MATTERS

The Monthly Policing and Operations report provided by the PCSOs on Crime issues and Trends in each of the five Acton Community Wards was received and considered. The Report also referred to other news and PCSO activities relating to work with Trading Standards in respect of cold callers, Operation Blue instinct and evening patrols in ASB hotspots during the approach to Halloween and Bonfire Night as part of Op Bang.

RESOLVED – that the monthly Acton Community Policing report and update be received and noted.

80. KEY ACTON ISSUES

The following matters were raised by Wrexham CBC members:

1. A request to consider funding additional lighting at the sunken garden on the Junction of Aston Grove/Park Avenue was made by Councillor R Martin. In response members referred to ongoing maintenance costs, the existing presence of the CCTV Camera at this location, the perception of crime by members of the Public and the importance of liaising with the Police as part of the Acton Sector team's crime prevention.
2. A Consultation with the public of Wrexham on the proposal to seek City Status had been launched and will run until 29 October 2021.
3. Members had been pressing the Local Health Board over the ongoing situation, and complaints received about the poor services at the Borrass Park Surgery

The WCBC Member Reports were noted

81. PROCEDURAL MATTERS:

1. **SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: RESIGNATION OF COUNCILLOR LYNNE WILLIAMS - ACTON CENTRAL WARD:** Consideration was given to a copy of Councillor

Williams' resignation from the Council that had been circulated to all members via email on 4 October 2021. It was noted that the Resignation was with immediate effect. The Clerk had sought clarification from the Returning Officer due to the forthcoming full Council elections in May 2022 and had received confirmation that the normal steps should now be taken to fill this Casual vacancy.

RESOLVED – that

- i) This resignation letter be received and noted;*
- ii) the Clerk be authorised to take the necessary steps to advertise the resulting casual vacancy and meet the Council's obligation to fill this vacancy and*
- iii) the Clerk be requested to purchase flowers and send a letter of thanks to Lynne Williams to thank her for her hard work, commitment and service to the Acton Central ward and the Acton Community as a whole.*

2. ACTON CITIZENS ADVICE BUREAU OUTREACH SERVICE: The Service Level Agreement Monitoring Statistics for Quarter 2 were received. The Council welcomed the possibility of the caseworker being able to work from inside the Resource Centre shortly but stressed that no staff should be put at risk due to the higher rate of Covid infections in the area.

RESOLVED – that the report be received and noted

3. HSBC BANKING: The Clerk reported on notification received advising of forthcoming changes to the Council's four HSBC accounts from 1 November 2021 and the resultant introduction of charges for various services available on the Council's Bank Accounts. Reference was made to the merits of investigating alternate Banking providers.

RESOLVED - that the information be noted.

82. REPORT FROM CLERK

The Council received and noted a report from the Clerk detailing Consultations and correspondence/ other information that has been received since the last meeting as follows:

Organisation	Details
CONSULTATIONS	
1.Independent Remuneration Panel for Wales	Independent Remuneration Panel for Wales draft Annual Report Consultation - February 2022: Email dated 29 September 2021 attaching documents and a brief summary setting out the draft Report for the IRPW for February 2022. Section 13 relates specifically to Community and Town Councils. Responses upon the proposals should be submitted by no later than 26 November 2021. The report can be found by using the following link: Independent Remuneration Panel for Wales Draft Annual Report - February 2022 RESOLVED - that Members submit individual responses
2.Wrexham County Borough Council	OUR WREXHAM, OUR FUTURE: Email dated 27 September 2021 notifying of this survey/ Consultation that is asking residents what matters to them. The survey ends on 1 November 2021. The outcome and other data will be used to create a well-being assessment and in the future to inform the Wrexham well-being plan. To take part in the survey click here . RESOLVED - that Members submit individual responses
3.Local Government Finance Reform Division, Cathays	Consultation on local taxes for second homes and self-catering accommodation: Email dated 28 September 2021 referring to this Consultation that ends on 17 November 2021 . The documents and the response form for this Welsh Government Consultation can be found at:

Organisation	Details
Park, Cardiff, CF10 3NQ	https://gov.wales/local-taxes-second-homes-and-self-catering-accommodation Comments to be submitted by using either the online form above or via email: LGFR.Consultations@gov.wales or by post to the address opposite. Information noted
Correspondence	
4.Offa Community Council	<p>Xmas Light Switch on event: Email dated 9 September 2021 advising that on Friday 26 November 2021 there will be a festive Xmas Light Switch on event in Bellevue Park. Further details of the arrangements were set out in the email that was circulated to all members of the Council. The email included a request for volunteers, publicity and a donation towards the costs of staging this event.</p> <p>RESOLVED –to support Offa Community Council in the following ways:</p> <ul style="list-style-type: none"> • individual Community Councillors will volunteer direct to Offa Community Council and assist if they are able to; • the bilingual publicity posters can be placed on the Council’s face book page to assist with publicity; and • to make a donation of £150 towards the costs of staging this event.
5.Friends of Bellevue Park	<p>Remembrance Book: Email dated 2 October 2021 advising that the Group have opened a Remembrance book (the same as its one for WW1 which most Community councils took part in) for WW2 veterans The Community Council has been asked if it has a list of WW2 residents that died in WW2 to send the list or post to 66 Edward street Wrexham LL137RY. It was noted that when completed the Group hope to place the book in the Wrexham Museum along with the one for WW1.</p> <p>RESOLVED – that Members contact the Friends of Bellevue Park direct to share details about any Acton Community resident’s names that should be included in this WW2 book.</p>
6.One Voice Wales	<p>1.September 2021 Newsletter: Email dated 4 October 2021 circulating this information</p> <p>2. Pilot of Community and Town Councils Self-Evaluation Toolkit – Expression of Interest: Email dated 7 October 2021 circulating this information to all members of One Voice Wales. The Information was noted, but members may wish to work through the supporting document</p> <p>3. News Bulletin : Email dated 11 October 2021 enclosing this Bulletin to all Members of One Voice Wales</p> <p>4. FREE TRAINING - Taking Action Against Ageism (For Stakeholders): Email dated 11 October 2021 sharing this information from the Older People’s Commissioner for Wales</p>
7.Wrexham County Borough Council	<p>1. Non Street Lighting Equipment attached to Columns: Email dated 20 September 2021 referring to the high volume of requests from Community Councils and other bodies for the fixing of non-street lighting equipment to its columns and plans being put in place to mitigate costs, Health & Safety responsibilities and Wrexham CBC’s duty of care for the safety of the public in relation to highway. It was noted that a new scoring matrix, application forms and explanatory note had been prepared for completion for future requests.</p> <p style="text-align: right;">Information noted</p> <p>2.Additional HMO Licensing Consultation: Email dated 4 October 2021 providing a summary of the outcomes</p> <p>https://moderngov.wrexham.gov.uk/ieListDocuments.aspx?CId=129&MId=5616&Ver=4&LLL=0</p> <p style="text-align: right;">Information noted</p> <p>2.Wrexham PSB Annual Report 20/21: Email dated 13 October 2021 enclosing this information</p> <p style="text-align: right;">Information noted</p>

Organisation	Details
8.Planning Aid Wales	Latest news and information from Planning Aid Wales: Email dated 14 October 2021 providing this newsletter for October 2021 Information noted

83. PAYMENT OF ACCOUNTS

The Clerk sought authorisation for the Payments received for October 2021 and had prepared and circulated accounts setting out the second quarter progress against the 2021/22 budget.

RESOLVED –

i) To approve the following payments to made in October 2021 as set out in the schedule below:-

Payments Made in October 2021				
61.	BACS ref 20.10.21	Carole Roberts	Clerks Salary & office expenses for October 2021 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)
62.	BACS ref 21.10.21	Clwyd Pension Fund	Pension payments for October 2021 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
63.	BACS ref 22.10.21	HMRC	Payroll payments for October 2021 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
64.	Cheque No 202152	Carole Roberts	Clerks Expenses for October 2021 Section 112 Local Government Act 1972 (as amended)	£65.79 (Vat= £5.97)
65.	Cheque No 202153	Wrexham & District Citizens Advice Bureaux	2021/22 SLA Q3 payment for Acton Outreach service S142 Local Government Act 1972 (as amended)	£1,630.47 (VAT= £0)
66.	Cheque No 202154	Vision ICT	1x Hosted email account to November 2022 Section 112 Local Government Act 1972 (as amended)	86.40 (VAT= £14.40)
67.	Cheque No 202155	JNE Security Ltd	Contribution to cost of giveaways in Acton for Operation Blue Instinct Section 31 Local Government & Rating Act 1997	£100.00 (VAT= £0)
68.	Cheque No 202156	Royal British Legion	Contribution to 2021 Poppy Appeal S137 Local Government Act 1972 (as amended)	£100.00 (VAT= £0)
69.	Cheque No 202157	Wrexham County Borough Council	Q2 costs for Little Acton Community Centre Section 19 Local Government (Miscellaneous Provisions) Act 1976	£1,984.67 (VAT = £0)
70.	Cheque No 202158	One Voice Wales	September 2021 online Training (Councillor T Stanford) Section 112 Local Government Act 1972 (as amended)	86.40 (VAT= £14.40)
71.	Cheque No 202159	Offa Community Council	Contribution towards costs of Town Centre Christmas Light Switch on event S137 Local Government Act 1972 (as amended)	£150.00 (VAT= £0)

ii) That the Report on the second quarter progress against the Budget be received and noted.

84. PLANNING APPLICATIONS

The Council considered the following matters and applications within the Acton Community area that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

RESOLVED - that

i) the following observations be made on the applications as set out below:

Case Number/ Address & Proposed Development	Decision
<u>1.Planning Application P/2021/0937 - Dilys o/Valid From 24/09/2021:</u> 10 Troon Close, Wrexham, LL13 9QX single storey rear extension and extension to garage	No observations
<u>2.Planning Application P/2021/0958 - Dilys o/Valid From 05/10/2021:</u> 11 The Triangle, Wrexham, LL13 9NJ - lawful development certificate for proposed single storey rear extension	No observations
<u>3.Planning Application P/2021/0988 - Dilys o/Valid From 13/10/2021</u> 46, Huntsman's Corner, Wrexham, LL12 7UH single storey side and rear extension	No observations

Councillor Kevin Roberts, Chair

Signed as a correct record this 16th day of November 2021

Presiding Chair

INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

Correspondence		
1.	Offa Community Council	<p>RWF PROJECT HIGHTOWN BARRACKS: Further to Minute 50.2 February 2021 A further email dated 29 October 2021 has been circulated to Members which gives an update on progress and pledges received to date towards the new project for the whole town to construct a memorial garden to the Royal Welch Fusiliers in front of the Hightown Barracks in Wrexham and acknowledging that many other communities across Wrexham are as enthusiastic about the project. The email asks for pledges from those Community Councils that have not yet done so to allow the project to start in the New Year. All donations and expressions of interest are invited and all who contribute will be publicly thanked in press releases. For further information contact the Clerk to Offa Community Council</p> <p>The COUNCIL'S INSTRUCTIONS are REQUESTED</p>
2	Play Wales	<p>1.November 2021 New Bulletin: Email dated 1 November 2021 circulating this information</p> <p>2.Weighing up risks and benefits in children's play – new info sheet: Email dated 10 November 2021 circulating this information.</p>
3	One Voice Wales	<p>1. People's Practice Peer-to-Peer Network: Email dated 1 November 2021 circulating this information</p> <p>2. Health Impact Assessment of Climate Change in Wales Infographics: Email dated 3 November 2021 circulating this information</p> <p>3.Third sector voter registration support grant - now open: Email dated 3 November 2021 circulating this information</p> <p>4.NOVEMBER / DECEMBER 2021 - Remote training sessions Email dated 8 November 2021 sharing this information.</p>
7	Boundary Commission for Wales	<p>Public Hearings during the Secondary Consultation Period (11 January to 21 February): Email dated 8 November 2021 enclosing this information. The Wrexham Hearing will take place on 3 February 2022 at the Ramada Plaza Hotel</p>