

Minutes of the Meeting of Acton Community Council held on Tuesday 17 June 2014 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	R A Davies (Chair) *	Councillor	J Richards (Vice Chair)
"	W Baldwin *	"	G Lowe *
"	E Boylin *	"	Mrs A O'Neill *
"	Miss J Dudley	"	Mrs C O'Toole *
"	Mrs A Evans	"	T Pierce *
"	R Evans	"	Mrs O Simm *
"	R Hardy	"	Mrs B Smith *
"	J A Kelly		A Whitfield

* Absent

Also Present:

PCSO Louise Hughes, North Wales Police

Delyth Pridding, Commissioning & Planning Officer, Adult Social Care, Wrexham CBC

Mrs Carole Roberts, Clerk to the Council

20 CHAIR FOR THE MEETING

In the absence of the Chair, Councillor R A Davies, the Vice Chair, Councillor J Richards presided over the meeting.

(Councillor J Richards in the Chair)

21 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors W Baldwin, E Boylin, R A Davies, G Lowe, Mrs A O'Neill, Mrs C O'Toole, T Pierce, Mrs O Simm and Mrs B Smith.

22 DECLARATION OF INTERESTS

Councillor J A Kelly declared a personal and non-prejudicial interest in respect of Agenda Item 12 - Planning Applications being a member of Wrexham County Borough Council's Planning Committee.

23 CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the Annual meeting of the Community Council held on 20 May 2014 be received and confirmed as a correct record.

24 INFORMATION FROM THE MINUTES

1. **Minute 7iv - Appointment of Acton Community Resource Centre Management Committee:** It was noted that it was necessary to review Membership of this Committee owing to duplication of the Chair of the Council in the Membership list.

RESOLVED – that Councillor E Boylin, who was a Member of the Committee in 2013/14 as the Chair of the Council, be added as a member of the Acton Community Resource Centre Management Committee for 2014/15.

2. **Minute 7.v - Dog Fouling Working Group:** It was noted that the first meeting of this Group will be held on Tuesday 8 July 2014 at 7pm.
3. **Minute 9 2 - Additional Grass Cuts at Acton Park during 2014/15:** Further grass cuts had been made by Wrexham CBC at Acton Park since the last meeting. The Clerk was seeking information from Wrexham CBC about the cutting schedule to ensure there is no duplication of effort. There

are two contractors standing by to attend a site inspection meeting at the Park with Wrexham CBC officers and the Chair and Clerk prior to providing a quote for the additional cuts to be funded by the Community Council.

The present position was noted.

4. **Minute 11.2 - Community Safety Camera:** It was noted that the information requested at the last meeting had not yet been received and consideration of this matter was deferred until the next meeting.
5. **Minute 13 – Annual Accounts 2014/15:** A copy of the External Auditor’s letter of response was received. In accordance with the Accounts and Audit Regulations 2010, the Clerk had certified Section 3 of the Return and the Council is required to consider any issues highlighted by the External Auditor. It was noted that no issues had been highlighted. The Chair of the Council was now required to date and sign Section 3 of the Return so that UHY Hacker Young can complete the Audit and issue a Notice of Conclusion of the Audit.

RESOLVED – that the External Auditor’s letter be received and noted and Section 3 of the Return for the year ended 31 March 2014 be approved and signed by the Chair of the Council and the original copy of the Annual Return for the year ended 31 March 2014 be sent to UHY Hacker Young by 23 September 2014.

6. **Minute 14.2 – Annual Report for Citizens Advice Bureau Acton Outreach Advice and Information Service:** A copy of a letter and statistics received from Gaynor Roberts Chief Executive of the Wrexham CAB had been circulated to Members of the Council. It was noted that the Council’s current three year Service Level Agreement with the CAB will expire in March 2015.

RESOLVED – that the report and statistics relating to the Acton Outreach Service be received and accepted.

25 KEY ACTON ISSUES

WCBC Members advised on the following matters that may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers)

1. **Resurfacing works at Cooper’s Close and Mile Barn Road, Rhosnesni Wrexham:** Wrexham County Borough Council had recently completed resurfacing and road marking works at Cooper’s Close and to part of the bus route on Mile Barn Road.
2. **Jeffreys Road, Wrexham –** The Police had recently been active in relation to speeding at Jeffreys Road and checking on parking times at the beginning and end of the school day in the vicinity of schools.

RESOLVED – that the updates be noted

26 COMMUNITY POLICING MATTERS

The Chair welcomed PCSO Louise Hughes who was attending the meeting on behalf of North Wales Police. She reported that there was ongoing work in respect of Dog Fouling in Borrass and Acton Park. A dog Owner had recently been fined for letting his dog foul on ground near the Bus Stop at the Junction of Chester Road and Prices Lane. Members noted that the fine of £75 would increase if not paid immediately. It was suggested that successful detections should be reported in the local press.

The monthly report tabled at the meeting provided breakdowns of relevant Crime and Incident statistics and the current live operations involving the Neighbourhood Policing Team for the five Acton wards. Current Policing Operations included Operation Hydroplane focussing on providing leaflets to Asian Families to raise their awareness of targeted jewellery robberies within this area.

There being no further issues that members wished to raise, the Vice Chair thanked PCSO Hughes for her report and attendance at the meeting.

27 PILOT COMMUNITY AGENT:

The Vice Chair welcomed Delyth Pridding, Commissioning & Planning Officer, Adult Social Care, Wrexham County Borough Council to the meeting. A paper explaining about funding made available through the Welsh Government Intermediate Care Fund to support the pilot of a Community Agent scheme within four areas of Wrexham County Borough had been circulated with the Agenda; this one year scheme will support older people to remain active and engaged within their communities. The Council's view on taking ownership and becoming involved with the pilot, recruitment and managing the Community Agent for Acton who would be employed for 15 hours per week was sought. During the debate the following matters were discussed:

- How would the Community Agent be identified and where was it expected they would come from? It was expected that adverts in shops, pubs, doctors surgeries would attract somebody who was already doing similar work in the area
- What qualifications and experience would the Community Agent need to have? And how would their work be evaluated? The Commissioning and Planning Officer would be evaluating the pilot and service
- It was unclear how any nominations would be sifted and what the Community Council's role would be
- A lot of churches and CYTUN were already doing this work through being a good neighbour; there was a danger of duplication. AVOW already provided signposting to services.
- Referrals would be made from Adult Social Care and GPs; however enablement was already within the Social Services remit. Enablement was provided for 6 weeks only; the Pilot was aimed at enabling older people to maintain a level of independence.
- How would the support be provided, particularly as there are a huge variety of older people and not all are active?
- The aims and aspirations were welcomed but there were concerns regarding the longevity and raising of expectations when there may not be funding after the pilot period
- Other Pilot authorities included Caerphilly and Swansea, Bath and Gloucestershire and Malpas/Tattenhall in Cheshire

Having regard to the number of apologies received for this meeting it was agreed to defer final consideration of this request until the next meeting when more members of the Council were expected to be present.

28 CONSULTATION: PUBLIC HEALTH WHITE PAPER - LISTENING TO YOU: YOUR HEALTH MATTERS

The Welsh Government had commenced a Consultation on the Public Health White Paper, setting out a series of proposals for legislation to help further improve and protect people's health and wellbeing in Wales. Chapter 5 of the White Paper sought views on the proposal to place a duty on each local authority (County Council) to develop a strategy on the provision of and access to toilets for public use in their area based on local community need. The Strategy will be consulted upon and reviewed on a regular basis. The Consultation letter also sought information on the current provision of public toilets in Wales. As key stakeholders affected by this proposal, the Community Council had been invited to consider this proposal and respond to the consultation by the deadline of 24 June 2014.

RESOLVED – that the Council notes the Consultation as there are no Public Toilets in the Acton Community. However Members of the public are able to access toilets within the Acton Community Resource Centre and at the Cunliffe Bowling Club when the premises are open and this information should be recorded within the Strategy.

29 FINANCIAL ASSISTANCE

The Clerk submitted a report detailing two applications for financial assistance received since the March 2014 meeting. The Council's Policy was to apportion the annual £3,000 budget equally between each of the quarterly meetings. A further sum of £285 from within the 2013/14 Financial Assistance budget has been carried forward for allocation into the 2014/15 financial year. This equates to £821.25 per quarter

for 2014/15. Members then proceeded to consider the applications and whether the Council wished to make any grant to the applicants under the provisions of Section 137 of the Local Government Act 1972.

RESOLVED – that the following Financial Assistance grants be made:–

Organisation	Details	Decision
1. 1st Acton Rainbows	Assistance towards this new Unit's cost of purchasing craft items and organising activities and trips for its members.	£100.00
2. NSPCC – ChildLine School Service – “ Now I know” appeal	Assistance towards the cost of training Volunteers to visit every local primary school in Wales to deliver difficult information and give children the knowledge to stop abuse.	£25.00

30 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:

1. General Correspondence: -

Organisation	Details
Maralyn Gorringe, AVF Communications	Car Confidence and Self Protection Evening: Email dated 27 May 2014 advising of this community orientated event at Wrexham Volkswagen, Rhosddu Industrial Estate at 5:45pm on Thursday 3 July 2014. The evening will provide advice from an Institute of Advanced Motorists driving specialist, demonstrations of routine practical maintenance and role play on personal awareness & self-protection from a serving police officer and self-defence specialist. Information noted
Helen Roach, National Energy Action Cymru	Expressions of interest to tackle rural fuel poverty: Email dated 5 June 2014 seeking expressions of interest by 23 June 2014 to work with this Calor funded project in rural Wales to develop a multi-agency referral resource, by nominating 'champions' to lead on fuel poverty; linking with collective switching schemes or feeding into the local authority affordable warmth action plan. Information Noted
Civic Support Officer Wrexham County Borough Council	Mayor's Civic Visit to Church – St Giles Parish Church – Sunday 6 July 2014 at 11:00am: Letter dated 5 June inviting two representatives of the Community Council to accompany his Worshipful the Mayor of Wrexham in the procession for the Civic Service which will leave the Guildhall at 10:50am. A response has been requested by 27 June at the latest. RESOLVED – that having regard to the number of apologies received for the meeting, the Clerk circulate details of this invitation to all members of the Council seeking expressions of interest to attend as the Community Council's representative, and respond to the invitation accordingly.
Dave Hylands, Wrexham Poppy Appeal Organiser	North Wales Armed Forces Day – Wrexham Town Centre 21 June 2014 from 10:00am to 4:00pm: Email dated 12 June 2014 advising of this full day event which includes a Military Parade through town, a Drumhead Service, Flyover, Military Village and an afternoon of entertainment on Llwyn Isaf Green and Queen's Square. The Poppy Appeal is seeking volunteers to help with street collections along the parade route, car park entrance at Coleg Cambria and generally around the town during the day. Information Noted
John Watkin, Chief Executive Clwyd Community Chest	Notice of AGM on 10 July 2014 at 12.15pm at Trefnant Village Hall, Trefnant: Letter dated June 2014 advising of the AGM and inviting the Council to consider taking up membership of the Community Chester at a cost of £10 for 2014/15. Information Noted

Organisation	Details
Wendy Huggett, One Voice Wales	Information Management Training – 24 June 2014 6:30pm to 9:00pm Penmaenmawr: Email dated 13 June 2014 advising of this training session aimed at providing Council’s with a better understanding of legislation relating to Data Protection and Freedom of Information. The cost is £40 per person for non-members. RESOLVED – that the Clerk be authorised to attend this training course or a similar course on the Council’s behalf, if this particular event is cancelled.
Nick Roe, Secretary Wrexham Area Civic Society	Wrexham Area Civic Society Awards 2014: Email dated 16 June 2014 seeking nominations for recently completed projects in the categories of New Build; Restoration or Refurbishment of an existing building; Landscape or Environmental improvement, Award for Sustainability; Ruth Howard Award for a significant contribution. <i>It was noted that the Resource Centre had received an award last year and there were no recently completed projects eligible for submission.</i>
Lynn Williams Community Centres Officer, Wrexham CBC	Official Opening Ceremony – Saturday 5 July 2014 2:00pm to 4:00pm: Email dated 16 June 2014 inviting members of the Community Council to attend this Ceremony at Acton Community Resource Centre, Overton Way, Wrexham, LL12 7LB. Responses to be sent to Lynn Williams by Monday 23 June 2014 <i>RESOLVED – that having regard to the number of apologies received for the meeting, the Clerk circulate details of this invitation to all members of the Council for their attention and inviting them to respond directly to the invitation</i>

2. Society of Local Council Clerks – Welsh Regional Conference held at Cwmbran on 4 June 2014.

The Clerk reported on her attendance at this Conference and highlighted information gathered as a result of her attendance on new requirements to update the Council’s Insurance Fidelity Guarantee to include any electronic banking; The Wales Audit Office proposed thematic Audit arrangements on budget setting and monitoring and reviewing the Council’s own Internal Audit arrangements; in respect of the Law for Local Councils, the need to be clear in any Minute of the purpose any land is acquired by the Council and the power under which it is being acquired and to be aware that if devolved services/buildings are obtained on a short term lease that any partner organisations may not be able to obtain lottery or other external funding. Other Workshops attended had included an interactive session on Performance Management and an update by Steve Thomas of the Welsh Local Government Association on its proposed response to the Williams Report.

It was noted that Community Council would be hosting the Clwyd Branch meeting of the Society in December 2014 at the Acton Community Resource Centre and the Chair had been asked to give a short presentation.

RESOLVED - that the Clerk’s Welsh Regional Conference and other Society updates be noted.

31 PAYMENT OF ACCOUNTS

Members noted no payments had been received since the last meeting and considered the payments now required for authorisation.

Resolved – that the following payments be approved: -

Voucher No; Payee	Details	Amount
12 Carole Roberts Clerk to the Council	Clerk’s Expenses to 16 June 2014 Section 112 Local Government Act 1972	£148.67

13. Society of Local Council Clerks	Renewal - Clerk's Society Membership from 1 July 2014 Section 112 Local Government Act 1972	£147.00
14.1 st Acton Rainbows	Assistance towards this new Unit's cost of purchasing craft items and organising activities and trips for its members. Section 137 Local Government Act 1972	£100.00
15.NSPCC – ChildLine School Service “ Now I know” appeal	Assistance towards the cost of training Volunteers to visit every local primary school in Wales to deliver difficult information giving children the knowledge to stop abuse. Section 137 Local Government Act 1972	£25.00
16.Wrexham County Borough Council	Clerks Salary and office expenses for June 2014 paid by the Council's Agent: Wrexham County Borough Council in accordance with Minute 99.1 December 2009 Section 112 Local Government Act 1972	NJC Rates

32 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):

P/2014/0379: Post Office, 81 Holt Road, Wrexham	Installation Of Atm Within Shopfront	Application pending – The Council notes the Planning Authority is awaiting payment of the statutory fee and requests an extension of time to consider this application at its July 2014 meeting
P/2014/0379: Post Office, 81 Holt Road, Wrexham	Display Of Signs On Advertising Collar On New Atm Machine	Application pending – The Council notes the Planning Authority is awaiting payment of the statutory fee and requests an extension of time to consider this application at its July 2014 meeting
P/2014/0388: 63 Huntsman's Corner, Borrass Park, Wrexham	Single-Storey Rear Extension	No observations
P/2014/0394: Telecommunications Mast, Park Avenue Acton Wrexham	Telecommunication Notification For Prior Approval - Removal Of 15M High Column / Antenna And Replacement With 15M High Monopole And Antenna And Installation Of New Equipment Cabinet.	The street furniture at this mini roundabout junction is already busy and there are instances of anti-social behaviour around the existing cabinets. The proposal for another equipment cabinet could exacerbate the situation. The Council recommends that if this application is approved there be a condition applied to the consent that any new equipment should be placed under underground.
P/2014/0400: Police Headquarters Bodhyfryd Wrexham	Prior Notification Of Demolition Of Police Station, Including 10 Storey Tower Block	The Council notes that this application has already been granted by legislation – this applications enables Wrexham CBC as the Planning Authority to give prior approval to the demolition process

P/2014/0424: 21 Box Lane, Wrexham	Single-Storey Rear Extension & two Storey Side extension	No observations
P/2014/0430: Sunnyside, 10 Rhosnesni Lane , Wrexham	Trim Epicormic Growth Annually From 5 Limes Trees (T1, T2, T3, T4 & T5) Up To 4 Metres (TPO Protected By TPO WMBC No 21)	The Council has no objections but would wish to ensure that any works should be carried out under the direction and supervision of Wrexham County Borough Council's Arboricultural Officer to ensure none of the protected trees in the immediate vicinity are damaged.

(Councillor Jim Kelly being a member of Wrexham County Borough Council's Planning Committee had earlier declared a personal and non-prejudicial interest in this item. However he had already left the meeting before this item and any consideration, discussion or voting on any of the planning applications)

Signed as a correct record this 22nd day of July 2014

Chair