

Minutes of a Meeting of Acton Community Council held on Tuesday 18 March 2014 at Acton Community Resource Centre, Off Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

PC Kerry Evans, PCSOs Gina Subacchi and Simon Griffiths, North Wales Police
Mrs Carole Roberts, Clerk to the Council

142 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Hardy, Mrs C O'Toole and W Baldwin.

143 DECLARATION OF INTERESTS

There were two declarations made at this stage of the proceedings. Councillor J A Kelly declared a personal interest in respect of Agenda Item 12 - Planning Applications, being a member of Wrexham County Borough Council's Planning Committee.

Councillor Mrs A O'Neill declared a personal interest in respect of Agenda Item 11 – Financial assistance Application No3 being a member of the Gate Hangs High Bowling Club.

144 CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the meetings of the Community Council held on 18 and 25 February 2014 be received and confirmed as correct record.

145 INFORMATION FROM THE MINUTES

- Minute 131.1 February 2014 – Road Maintenance:** A response was received and noted from John Bradbury, Head of Environment, Wrexham CBC clarifying the two main aspects of Highway Maintenance; planned and reactive together with the Highways Asset Management Planning Principles and Community input used to determine the programmed list of schemes for each financial year. However the backlog of maintenance issues are increasing as budgets reduce.
- Minute 137.5 February 2014 – Wrexham Town and Community Council Forum:** The Clerk reported that she had received notification that the meeting scheduled for 20 March 2014 had been cancelled due to lack of business. The next meeting is scheduled for 19 June 2014. The present position was noted.

146 KEY ISSUES - ACTON

WCBC Members reported on the following issues currently being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers):-

- Cold Calling:** the local members were continuing to work with the Police and Trading standards to address this issue.

2. **Dog Fouling:** The Licensing Enforcement Officers in conjunction with the local Members had arranged for most of Borras to receive leaflets advising how to report and provide intelligence about offenders who could then be targeted by the Enforcement Team.

RESOLVED – that the present position be noted

147 POLICING MATTERS - ACTON COMMUNITY POLICING

The Chair welcomed PC Kerry Evans and PCSOs Gina Subacchi and Simon Griffiths who were attending the meeting on behalf of North Wales Police. The Chair welcomed PCSO Simon Griffiths in particular who was attending his first meeting as the PCSO for the Maesydre ward.

A copy of the Policing report for February 2014 was tabled providing a breakdown of the relevant statistics and the current live policing operations and intelligence gathering involving the Acton Neighbourhood Policing Team. Members were reminded that an update on the recent spate of twilight burglaries prepared by PC Kerry Evans had been emailed to them after the last meeting. Further details on the progress of Operation Brute were given at the meeting. PC Evans advised that enquiries had also been made about the intelligence provided at the last meeting and it would appear that the persons concerned had now moved on.

A Community Focus meeting with County Borough Councillors and Police Officers had been held on 11 March 2014 at Bodhyfryd to discuss the three key Policing objectives for the next Quarter. It had been agreed that as there was still further work to do, the previous objectives of No Cold Calling, Speeding and Burglary Other than Dwellings would continue into this quarter.

The following matters were then discussed with the Police Officers:-

- Members recognised and thanked PC Evans and the Acton Community Policing Team for their ongoing work to address the current spate of twilight burglaries in the area. Members highlighted incidences of door trying in various areas of Acton over the last few weeks
- The Acton Policing Team were to complete their patrols on newly purchased mountain bicycles
- The Acton Police Team was considering buying a Mobile CCTV camera for use solely by the Team at a cost of £8,000 or by leasing over four years. Targeted siting and monitoring of a mobile CCTV camera in crime hotspots is shown to reduce the incidence of crime in the immediate vicinity of a camera. A mobile CCTV camera can be relocated quickly to new crime hotspots. The Police Officers were requested to provide details at a subsequent meeting about the leasing and running costs of a mobile CCTV camera together with details of any sponsorship obtained in other areas for the provision of Mobile CCTV cameras.

The Chair thanked the Police Officers for their report and attendance at the meeting.

148 CONSULTATION ON THE DISPOSAL OF LOCAL AUTHORITY PLAYING FIELDS

The Clerk reported on a Welsh Government consultation on proposed regulations and supporting guidance to be made under the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Measure 2010. The Regulations make provision for consultation with local authorities including Community and Town Councils prior to a decision to dispose of a playing field. The consultation ends on 30 May 2014

RESOLVED - to welcome and note the proposed regulations.

149 PLAQUE FOR THE SPIDER PARK TO MARK THE PROTECTION GRANTED IN DECEMBER 2012

This item had been placed on the agenda at the request of Councillor W Baldwin. However as he was absent from the meeting, this item was deferred until the next meeting.

150 SERVICE LEVEL AGREEMENTS WITH WREXHAM COUNTY BOROUGH COUNCIL DURING 2014/15

Further to Minute 141 March 2014, the Clerk reported on the progress of the negotiation and preparation of Service Level Agreements with Wrexham County Borough Council in respect of the following service provision and funding agreements:

1. **Detached Youth Work Project across the five Acton Community Wards:** The draft Agreement received had deleted reference to the 10% Sickness Contingency to reflect the reduced budget provision in 2014/15.
2. **The provision and management of a Seasonal Ranger for Acton Park** for the period July to September 2014.
3. **Community Facilities funding during 2014/15** in respect of Community Centres, Acton Play provision at Ffordd Garmonydd and Aran Road Play Spaces and school crossing Patrols at Dean Road, Borrás Park Road and Box Lane.

RESOLVED – That:

- i) *the Clerk and Chairman of the Council be authorised to sign the Acton Detached Youth Work Service Level Agreement for 2014/15 on behalf of the Community Council;*
- ii) *subject to there being no substantial changes from the 2013 Memorandum of Agreement for the provision of a Seasonal Park Ranger, the 2014 agreement once received, be signed off by the Clerk and Chair of the Council; and*
- iii) *the Clerk continue to pursue and progress the formal funding agreements for Community Facilities with Wrexham County Borough Council*

151 ANNUAL ACCOUNTS 2013/14

The Clerk reported that it was now necessary to consider the appointment of JDH Business Services to Internally Audit the Community Council's Accounts for the year ending 31 March 2014. It was noted that the External Auditor appointed by the Welsh Assembly Government (UHY Hacker Young) had yet to give notice of when they will undertake the Annual Return and Basic Audit.

RESOLVED

- i) *to confirm the re-appointment of JDH Business Services as the Community Council's Internal Auditor;*
- ii) *that the Clerk ensures the appropriate Public Notices for the External Audit are displayed in accordance with the timeframe to be notified by the External Auditor.*

152 FINANCIAL ASSISTANCE

The Clerk submitted a report detailing seven applications for financial assistance received since the December 2013 meeting. The Clerk advised that North Wales Police had informed her that they would not be taking up the offer of a £450 grant towards the purchase of a laptop as the current blackberry phones issued to all PCSO were sufficient.

The Council's Policy was to apportion the current £2,750 annual budget equally between each of the quarterly meetings. Accordingly, there was a sum of £ 687.50 for allocation at the meeting. In the first three quarters of 2013/14, the Council had underspent by £1,047.50 and together with the final quarter sum of £687.50, there was £1,735.00 remaining for potential allocation at this meeting. Members then proceeded to consider the seven 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

- | i) the following Financial Assistance grants be made – | Grant Amount |
|---|---------------------|
| 1. Cunliffe Arms Bowling Club - Assistance towards taking over management And maintenance of the Cunliffe Bowling Green from Wrexham CBC | £1,000.00 |
| 2. Talking Books Wales - Assistance towards continuation of providing a free recording service of welsh and Anglo welsh books onto cd for the visually impaired throughout Wales | £50.00 |
| 3. Gate Hangs High Bowling Club - Assistance towards the costs of running the Club and encouraging new younger members | £100.00 |

4. Home Start – County Borough of Wrexham - Assistance to support new and existing vulnerable young families and their volunteers living in the Acton Community	£100.00
5. Wrexham Allotment & Leisure Gardeners' Association - Request for £50 donation to sponsor a group of classes at the Annual Flower and Vegetable Show	£50.00
6. Tenovus Cancer Charity - Assistance towards the cost of providing support, advice and treatment services in North Wales	£50.00
7. Family Friends for 5's to 11's - Assistance to continue to train volunteers to support Wrexham Families suffering from stress by providing emotional and practical support	£100.00
Total	<u>£1,450.00</u>

- ii) **the remaining £285 from within the 2013/14 Financial Assistance budget be carried forward for allocation into the 2014/15 financial year.**

(Councillor Mrs A O'Neill declared a personal interest in respect of Financial Assistance Application No3 above being a member of the Gate Hangs High Bowling Club. She left the meeting during consideration of the application taking no part in the discussion or voting thereon.)

153 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. One Voice Wales	<p>1. Membership offer for 2014-: Letter dated 18 February 2014 inviting the Council to become a member at a one off reduction of 50% of £775. RESOLVED - not to take up the offer of reduced Membership</p> <p>2. Member Training Courses to July 2014: Email dated 19 February 2014 providing details of the Councillor training programme being run in North Wales and inviting nominations to attend as current bookings are not enough for some of the courses to proceed. Information noted</p>
2. John Savage, Chief Executive, Nightingale House Hospice	<p>1. Annual General Meeting: Letter dated 26 February 2014 inviting a Community Council representative to attend for the AGM to be held on Thursday 10 April at 6pm at the Hospice. RESOLVED – that the Community Council be represented by Councillor Joyce Dudley and her Companion.</p> <p>2. Nightingale House Newsletter: The latest Newsletter was received and noted</p>
3. Debbie Rowley Tenovus	<p>Tenovus Man Van Launch – 3 April 2014 at Llangollen: Email dated 26 February 2014 inviting a Community Council representative to attend the Launch event for the Country's first 'Man Van' to be operated by Tenovus and travel across Wales to support men living with and affected by prostate and testicular cancer RESOLVED that subject to his availability, Councillor T Pierce represent the Community Council at this event.</p>
4. AVOW Egerton Street, Wrexham	<p>1. Avow Spring Newsletter Email dated 27 February 2014 advising that this quarterly newsletter has been published and is currently being circulated</p> <p>2. Avow Weekly Bulletin – Issue 1: Email dated 7 March 2014 advising of a new concept designed to keep all on AVOW's e-distribution list up to date with forthcoming and current events at/or associated with AVOW. RESOLVED - that these regular bulletins no longer be reported monthly to the Council, but any issues of particular local interest to the Community Council be circulated to all Members of the Council.</p>
5. Marketing & Community Engagement Officer, North Wales Police	<p>North Wales Police Open Day- Saturday 5 April 2014 at Police HQ Colwyn Bay: Email dated 7 March 2014 advising of the arrangements of this event for the public to see and learn more about some of the specialist departments. A copy of the poster has been placed on the Council's notice board. Information noted</p>

154 PAYMENT OF ACCOUNTS

Members received and considered details of payments received and those set out below that required authorisation.

Payments Received: HSBC Deposit account – Website Grant from WCBC £ 500.00

Members were pleased to note the progress being made in respect of the development of the Council's Website to comply with Sections 55 – 58 of the Local Government (Democracy) (Wales) Act 2013. A printout of the draft website's pages was circulated at the meeting and Members noted that the domain name of "actoncommunitycouncil.gov.uk" was to be purchased and used for the website.

The Clerk reported that the memorial plaque for the Oak Tree planted at Acton Park was now ready and it was proposed to unveil the plaque at 5pm on 15 April 2014 to be followed by the serving of light refreshments for guests at the Acton Community Resource Centre prior to the monthly Community Council meeting.

RESOLVED – that

i) the following payments be approved: -

Voucher No; Payee	Details	Amount
53 Wrexham County Borough Council	3 rd Party Contribution towards WREN grant to provide a new Play area at Acton Park Junior Play area S19 Local Government Misc Provisions Act 1976	£5,000.00
54 Carole Roberts Clerk to the Council	Clerks Expenses for March 2014 Section 112 Local Government Act 1972	£ 94.00
55 Vision ICT Limited	Website Development Package and purchase of a ".gov.uk" domain name Sections 55 - 57 Local Government (Wales) (Democracy) Act 2013	£ 786.00
56. Cunliffe Arms Bowling Club	Grant towards the running costs of the Bowling Green S137 Local Government Act 1972	£1,000.00
57. Talking Books Wales	Grant towards the running costs of recording Welsh and Anglo Welsh books on cd for the visually impaired throughout Wales S137 Local Government Act 1972	£ 50.00
58. Gate Hangs High Bowling Club	Grant towards the running costs of the Bowling Green S137 Local Government Act 1972	£ 100.00
59. Home Start – County Borough of Wrexham	Grant to support new and existing vulnerable families and their volunteers living in the Acton Community S137 Local Government Act 1972	£ 100.00
60. Wrexham Allotment and Leisure Gardener's Association	Grant to sponsor a group of classes at the Annual Flower and vegetable Show being held on Saturday 16 August 2014 at St Margaret's Church Wrexham S137 Local Government Act 1972	£ 50.00
61. Tenovus Cancer Charity	Grant towards the running costs of the services provided by Tenovus in North Wales S137 Local Government Act 1972	£ 50.00
62. Family Friends for 5's to 11's	Grant towards the cost of continuing to train volunteers to support Wrexham families suffering from stress S137 Local Government Act 1972	£ 100.00
63 Wrexham County Borough Council	Clerk's Salary and office expenses for March 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

ii) *The Clerk be congratulated and thanked for all her work in progressing and developing the Community Council's website, and*

iii) *The Clerk be authorised to proceed to make the necessary arrangements for the unveiling of the plaque and provision of light refreshments afterwards at the Acton Community Resource Centre.*

155 PLANNING MATTERS AND APPLICATIONS

The Council considered whether to make any comments on the following Planning Applications for development in the Community Council's area that had been received since the last meeting or that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council). It was also noted that copies of recent planning decisions within the Acton area were available for perusal at the meeting.

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

Application No & Address	Details	Observations
1. P/2014/0098 Vivid Floral Designs, 112 Chester Road Wrexham	Erection of canopy across shop frontage	No observations
2. P/2014/0123 3 Heol Llanddewi, Wrexham	First-Floor Extension Over Existing Garage, Internal Alterations And New Mono-Pitch To Front Entrance	No observations
3. P/2014/0131 Barkers Lane CP School Barkers Lane Wrexham	Retention Of Mobile Classroom Unit And Bike Shed	No observations

(Councillor J Kelly being a Member of Wrexham County Borough Council's Planning Committee declared a personal and non-prejudicial interest in this agenda item. He left the meeting for this item taking no part in the consideration, discussion or voting on any of the planning applications)

156 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.

157 CLERK TO THE COUNCIL

The Chair reported on the Clerks attendance at the Society of Local Council Clerks' Practitioner Conference from 28 February to 1 March 2014 and the additional hours accrued.

RESOLVED –that the additional hours now referred to be paid to the Clerk In accordance with her contract of employment.

Signed as a correct record this 15th day of April 2014

Chair