

Minutes of a Meeting of Acton Community Council held on Tuesday 15 March 2016 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	L Closs	(Chair)	Councillor	W Baldwin	(Vice Chair)
"	E Boylin *		"	Mrs C O'Toole	
"	Mrs A Evans		"	G Pearce *	
"	R Hardy		"	T Pierce	
"	J A Kelly		"	J Richards	
"	P Lloyd		"	K Roberts *	
"	G Lowe		"	Mrs B Smith *	
"	Mrs A O'Neill		"	Mrs S Stanford	

* Absent

Also Present:

PC Kerry Evans and PCSO John Richards , North Wales Police

Fred Czulowski, Julie Francis and Howard Jones, Wrexham county Borough Council

Mrs Carole Roberts, Clerk to the Council

135 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Edmund Boylin, Gareth Pearce, Kevin Roberts and Mrs Barbara Smith.

136 DECLARATION OF INTERESTS

Councillor Carole O'Toole declared a personal and prejudicial interest in respect of Agenda Item 8.8: Annual Report February 2016 Independent Remuneration Panel.

The Clerk to the Council advised that she had a personal interest in respect of Agenda Item 10.10: Application for Financial Assistance from K2 Explorer Scout Unit – Rhosnesni.

There were no other Declarations of Interest made at this stage of the proceedings.

137 CONFIRMATION OF MINUTES

The Minutes of the Meeting of the Council held on 16 February 2016 were received.

RESOLVED – that the Minutes of the meeting of the Community Council held on 16 February 2016 be received and confirmed as a correct record.

138 INFORMATION FROM THE MINUTES:

1. **Minute 124.1 Lower Park Farm Cooperative – Anaerobic Digester plant:** it was noted that the Council's website had been with this item in its news section.
2. **Minute 126 Dementia Friendly Communities:** The Clerk reported receipt of the notes from the first Steering Group Meeting on 7 March 2016 and volunteers were now being sought to become members of the Steering Group.
3. **Minute 128 Procedural matters Appointment of Internal Auditor:** It was noted that the letter of appointment had been sent to JDH Business Services Limited
4. **Minute 129.1 Environmental Day for Maesydre:** It was noted that the cost of hiring the skip will be £160.

RESOLVED - that the monies to pay this £160 contribution from the 2015/16 Streetscene budget be carried forward to 2016/17.

5. **Minute 129.2 – Honouring Our Veterans Preserving their Memories:** A photo-call and press release will be shared with the local media on Monday 21 March 2016, at the Guildhall. No members of the Council were available to attend the photo-call, details of which were noted.
6. **Minute 130.2 – Community Agent:** It was noted that enquiries had been made to ascertain if any of the Pilot Community Agents were available to attend and speak to the Council. A response was awaited.
7. **Minute 132 – Application for grant of a premises Licence under the Licensing Act 2003 – Grove Guesthouse 36 Chester Road Wrexham:** The Clerk reported receipt of confirmation that this application would be heard by the Licensing Committee and if granted the permission would be for Guest House residents only.

139 COMMUNITY POLICING MATTERS

The Chair welcomed PC Kerry Evans who was in attendance. She introduced PCSO John Richards who will be working in the Maesydre Ward of the Acton Community. PC Evans gave a short update on the Monthly crime figures and other activities of the Police in the Acton Community area. PC Evans indicated that she intended in future months to circulate this information to the Clerk to the Council in advance of the meeting so that Members will have time to read it and ask questions at the Council meeting. In particular the following matters were highlighted:

- The monthly report tabled at the meeting had been aligned to the calendar month and the report submitted was for the Month of February 2016 and indicated a quite large reduction in the incidence of crimes during the month;
- Speeding priority – extra patrols have been put in place in areas where Councillors have highlighted incidences of excess speed;
- Burglary other than Dwelling – work was continuing and target hardening equipment was being issued; and
- Cold Calling – this Operation was ongoing through the delivery of cold calling packs, advice and reassurance to residents in the Borrass area. The recent visits had also enabled Officers to carry out home security checks.

Members then raised concerns about the ability of older residents to access the online OWL warning System and asked if there were other means of alerting them and encouraging newspapers to print the warnings.

Members thanked PC Evans and her team for the encouraging work undertaken and for a job well done in extending the message that crime doesn't pay and the resulting benefits for the good of the whole Community.

RESOLVED- that PC Evans' update report be received and noted.

140 ACCOMMODATION FOR TENANTS WITH CHALLENGING BEHAVIOUR

Further to Minute 62 October 2015, the Chair welcomed Fred Czulowski, Julie Francis, Housing Tenancies Manager, and Howard Jones, Tenancy Enforcement Officer from Wrexham County Borough Council who were attending the meeting to discuss the issue of housing difficult and anti-social individuals in areas accommodating a high proportion of elderly and vulnerable residents and to enable Wrexham County Borough Council to provide its view and response to this sensitive and far from straightforward issue.

Members discussed the general issue of ensuring the wellbeing of existing tenants in a community whilst addressing the housing needs of persons with challenging behaviour. It was noted that the Tenancy Enforcement Team workload was difficult but they did seek to be helpful in dealing with difficult and challenging tenants. The use of the Tenancy Agreement process was also referred to by officers as a means to prevent disruptive new residents from becoming secure tenants. An explanation was also given

of the constraints and statutory obligations when allocating vacant properties to those on the Housing Waiting list and prejudging applicants. Members indicated there was demand by for first floor flats by older people. Whilst it was possible to make a specific allocation of properties for persons over 50, this is a short term solution. Members sought information on the Risk assessments made before allocating a property. They noted the high demand by single persons for one bedroom properties exceeded the supply. Wrexham CBC was under an obligation to house single and vulnerable persons through the homeless route. Officers also recognised the need to balance the needs of older persons with those of the younger generation so that they are not excluded. The Officers undertook to consider the concerns now expressed when reviewing the mix and designation of Council Properties to older people.

RESOLVED - that the Officers be thanked for their attendance and listening to the concerns of the Community Council.

141 KEY ACTON ISSUES

There were no new matters to report on recently considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers):

142 CONSULTATIONS & OTHER STATUTORY GUIDANCE FROM THE WELSH GOVERNMENT

1. Wrexham Local Development Plan (2013-2028) – Preferred Strategy Consultation 12 February to 1 April 2016: Further to Minute 130.6, February 2016, the Strategy Documents relating to the Acton Community and adjoining land were received and considered. Members proceeded to determine the views that the Council wishes to submit on the following 23 candidate site summaries by 1 April 2016:

1. WRO7CS - Part of Tyn Twll Farm Holt Road Wrexham
2. WRO8CS Part of Tyn Twll Farm Holt Road Wrexham (Summary sheet refers to land at Barkers Lane in the Holt Ward)
3. WRO9CS - Part of Tyn Twll Farm Holt Road Wrexham
4. WR10CS - Part of Tyn Twll Farm Holt Road Wrexham
5. WR11CS - Land Adjoining Fairways, Off Holt Road Wrexham
6. WR14CS - Land to east of Dean Road and north of Holt Road Wrexham
7. WR16CS - Rhosnesni and Llwyn Knottia Farm Cefn Road Wrexham
8. WR17CS – Wrexham Police Station Bodhyfryd Wrexham
9. WR18CS – Land north of Holt Road Wrexham
10. WR19CS – Land west of Cefn Road and south of Llanypwll Roundabout, Wrexham
- 11 WR28CS – Erlas Centre, Bryn Estyn Road, Wrexham
12. WXT007UCS – North of Glan-y-Giber
13. WXT009UCS – Box Lane/Chester Road, Wrexham
14. WXT010UCS –The Four Dogs Pub, Box Lane, Little Acton Wrexham
15. WXT011UCS – Acton Park Junior School
16. WXT012UCS – Land off Herbert Jennings Avenue,
17. WXT013UCS – Tapley Avenue
18. WXT014UCS – Gate Hangs High Public House, Wrexham
19. WXT015UCS – The Groves, Wrexham
20. WXT016UCS – Corner of Maesydre and Park Avenue
21. WXT017UCS – Holt Road, Wrexham
22. WXT018UCS – Land to rear Hinsley Drive Goulbourne (Map for this site is wrong)
23. WXT072NUCS – Acton Park Community Centre

During the debate reference was made to the Consultation process and the lack of an exhibition venue for Acton residents to discuss the proposals for the large scale re-designation to the east of Wrexham of agricultural/ grazing land for residential and mixed use. The proposals for redevelopment of open green spaces in what is already a densely populated community was strongly opposed. Concerns were

expressed about having further opportunities to discuss the proposed development sites before the Local Development Plan is approved and adopted.

RESOLVED – that the following submission be made by 1 April 2016:

“In considering the Draft Wrexham Local development Plan (2013 - 2028) Site Register dated February 2016 at its meeting on 15 March 2016 and in particular the 23 candidate site summaries within or adjacent to the Acton Community area, the Acton Community Council has determined that the following points should be drawn to Planners' attention as part of the consultation process. Councillors are concerned that:

- ***There seems to be a danger of unrestrained housing development, without the commensurate development of the services (surgeries, schools, shops, community facilities) necessary to ensure that Wrexham's already overstretched public amenities are not completely overwhelmed. This is particularly, but not exclusively, a danger with the huge site development to the East of the town.***
- ***The site register as a whole depends too much on the possible development of Greenfield sites. In the view of the Council, Wrexham's green belt should be preserved and brownfield sites used for development wherever possible***
- ***The site register identifies too many playing field spaces, including in some cases those currently attached to schools. Playing fields are an essential amenity which should not be sacrificed to development***
- ***Local green spaces in current, high density housing areas are valued and should be preserved.***
- ***The latest Open Space Survey identified a deficit of Open Space provision in the Acton Community area and the development of all existing open spaces is opposed.”***

2. **Green Paper: "Our Health, Our Health Service":** It was noted that a Summary of Responses to this Paper was published on 22 February 2016. The Green Paper consultation summary report was available [online](#).

RESOLVED – that the information be noted.

3. **Reshaping Programme 1b- Education Enrichment and intervention:** Members noted there were proposals for a new service delivery model consisting of the Youth Service, Play Service, Education Social Work Service, Youth Justice Service, Schools Youth Work Team, DoE, Participation and Health and Wellbeing Services. From 1 March 2016 the Service will include Sports Development. Members had been notified of a Consultation event held on 8 March 2016 and Wrexham County Borough Council's Executive Board will be determining this matter on 12 April 2016.

RESOLVED – that the information be noted.

4. **Shared Purpose: Shared Future – Statutory Guidance for the Wellbeing of Future Generations (Wales) Act 2015:** Members received a letter dated 1 March 2016 from Leighton Andrews AM Minister for Public Services setting out details of recently published statutory Guidance specifically aimed at Town and Community Councils who will have an important role to play in improving the wellbeing of their area and encouraging active engagement in the work of Public Service Boards and local objectives. The Guidance information was [available online](#).

RESOLVED – that the information be noted.

5. **Local Government Ethical Framework:** A letter was received dated 2 March from the Local Government Democracy Division informing of the following Statutory Instruments which come into force on 1 April 2016:

- The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016; and
- The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

Members noted Local Councils are required to take action by 26 July 2016 in respect of Adoption of a revised Model Code of Conduct to reflect the amendments and in accordance with Section 51 of the Local Government Act 2000.

RESOLVED – that in the first instance Mr Trevor Coxon, the Monitoring Officer for Wrexham County Borough Council be contacted to ascertain whether he was planning a training or briefing event for Wrexham Town and Community Councils in respect of the amendments to the Model Code of Conduct that become effective from 1 April 2016, and in the light of Mr Coxon’s response to proceed as required by the 2016 Order to adopt by 26 July 2016 a revised Code of Conduct.

6. **The Planning Wales Act 2015:** A letter dated 3 March 2016 was received from the Planning Inspectorate advising of a new type of development, “Developments of National Significance” that will be determined by the Welsh Government. It was noted that the Council now has the opportunity to register to be consulted on any Developments of National Significance applications in its area.

RESOLVED – that the Community Council register to be consulted on any Developments of National Significance applications in its area.

7. **Principles of Good Administration and Good Records Management:** Members noted that the Local Government Ombudsman had published this guidance in February 2016 and the document was available [online](#).

8. **Annual Report – February 2016 of the Independent Remuneration Panel:** Members were advised of the final recommendations contained in this Annual Report setting the range and maximum level of allowances payable for the financial year 2016-17. Members were reminded that the Community Council at its special meeting on 28 October 2015 (Minute 78.2.i refers) had considered in detail the draft Annual Report of the Panel and each of the determinations contained within Section 10.

It had resolved that the decision set out in Minute 78.2.i will apply to all Members of the Community Council from 1 April 2016 and is confirmed as being the Community Council’s determination in respect of the permissive powers contained in the Independent Remuneration Panel’s Draft report for 2016/17 which will become effective from 1 April 2016 and a relevant budget provision and heading of “Members Remuneration” should be included in the General Administration Section of the 2016/17 Budget.

RESOLVED – to receive and accept the Annual Report – February 2016 of the Independent Remuneration Panel and reaffirm the decision of the Community Council at its Special Meeting on 28 October 2015 in respect of the range and maximum Allowances payable for the Financial Year 2016/17 as follows:-

- 1) **Determination 45: Expenses and Costs up to £100 per member - Not to adopt this provision**
- 2) **Determination 46: Senior Role Salaries – Not to adopt this provision**
- 3) **Determination 47: Civic Allowance – Not to adopt this provision**
- 4) **Determination 48: Reimbursement of Travel and Subsistence when undertaking approved duties: To adopt this provision subject to payments being the actual costs of travel by public transport or the HMRC mileage allowances as below:**
 - **45p per mile up to 10,000 miles in the year.**
 - **25p per mile over 10,000 miles.**
 - **5p per passenger per mile – passenger supplement.**
 - **24p per mile for private motor cycles.**
 - **20p per mile for bicycles.**
- 5) **Determination 49: Reimbursement of subsistence expenses for attending approved duties outside the area of the Council – to adopt this provision and pay the maximum rates set out below on the basis of receipted claims:**
 - **£28 per day allowance for meals, including breakfast where not provided.**
 - **£200 – London overnight.**

- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

6) **Determination 50: Attendance Allowance – Not to adopt this provision**

7) **Determination 51: Financial loss Allowance – Not to adopt this provision**

8) **Determination 52: Care Allowance – to adopt this provision to provide for reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on production of receipts from the carer.**

(Councillor Carole O’Toole having a member of her family sit on the Independent Remuneration Panel declared a personal and prejudicial interest in this item. She left the meeting taking no part in the consideration, discussion or voting on this matter.)

143 SERVICE LEVEL AGREEMENTS

1. **Wrexham Citizens Advice Bureau – Acton Outreach Service:** Members received the Annual Report of the Wrexham CAB submitted in accordance with the 2015/16 Service Level Agreement. In particular the summary of the client cases and variety of issues dealt with by the Acton Outreach Service on a Wednesday morning at the Acton Community Resource Centre was noted.

RESOLVED - that the Annual Report of the Wrexham Citizens Advice Bureau be received and noted.

2. **Acton Play areas:** Further to Minute 96.1 December 2015, Members received an update on the actions of the Clerk in consultation with the Chair in arranging for the minor works identified in the last Annual Inspections to be carried out at the Aran Road and Ffordd Garmonydd play Areas by Wrexham County Borough Council in accordance with the Service Level Agreement. The following costs were noted:

- Painting works to the gates, fencing and equipment at the two play areas -£2,400.
- Wet pour work cost at Aran Road - £2,580.
- replacement swing chains seat and handholds at the two play areas - £680.63

RESOLVED – that the update from the Clerk and the costs of the works be approved and noted.

144 FINANCIAL ASSISTANCE

The Clerk submitted a report detailing five applications for financial assistance received since the December 2015 meeting. The Council’s Policy was to apportion its annual £3,250.00 budget equally between each of the quarterly meetings. A further sum of £1,500.00 from within the 2014/15 Financial Assistance budget has been carried forward for allocation into the 2015/16 financial year. This equates to £1187.50 per quarter for 2015/16. It was noted that to date grants totalling £ 1,870.00 had been made during 2015/16. A sum of £2,880.00 remained in the budget. 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
9. Llangollen International Musical Eisteddfod	Financial assistance to support the costs of staging the 2015 Urdd National Eisteddfod to be held in Caerphilly.	£100.00
10. K2 Explorer Scout Unit	Financial assistance towards the costs of children from single parent families taking part in 35 th exchange of football and friendship with TUS Plettenburg, Germany	£250.00
11. Wrexham Allotment and Leisure gardeners	Request for £50 donation to sponsor a group of classes at the Annual Flower and Vegetable Show	£50.00

Organisation	Details	Decision
Association		
12. Home Start County Borough of Wrexham	Assistance towards supporting new and existing vulnerable young families and their volunteers living in the Acton area of the County.	£500.00
13. Eisteddfod Gendlaethol Cymru	Financial assistance to support the costs of staging the 2015 Urdd National Eisteddfod to be held in Caerphilly.	£50.00

(The Clerk to the Council declared a personal interest in the application submitted by the K2 Explorer Scout Unit as her son was a participant. She left the meeting during consideration and determination of this application.)

145 REPORT FROM CLERK

The Clerk reported on correspondence and other information received since the last meeting as follows:

Organisation	Details
1. Lesley Griffiths AM & Ian Lucas MP	General Practitioners and Blood Testing Appointments: 1. Letter dated 22 February 2016 thanking the Council for copying her into the Council's correspondence with the Betsi Cadwaladr Health Board and advising that she has raised both these issues with the Health Board and will share further information in due course 2. Letter dated 14 March 2016 advising of representations he had made on the Council's behalf with the Health Board about this issue. Correspondence noted
2. Area manager Post Office	Queens Park Post office: Letter dated 24 February 2016 informing of changes to modernise this Post office branch into a main style branch. The post office will close for refurbishment on 14 March 2016 and will reopen on 24 March 2016 at 13:00pm. Correspondence noted
3. Wendy Huggett One Voice Wales	April 2016 Training List: Email dated 3 March 2016 enclosing details of various training courses being arranged for April 2016 Correspondence noted
4. Shane Hughes Keep Wales Tidy	Create Your Space Project – Opportunity for Wrexham: Email dated 8 March 2016 advising Keep Wales Tidy is one of a group of organisations in the County Borough of Wrexham preparing an application for a significant amount of funding from the Big Lottery Fund under the "Create Your Space" scheme. This is in line with The Wellbeing of Future Generations (Wales Act) 2015. Further information was available online . The closing date for applications is the end of March 2016 and the email sought a letter of support from the Council and people who will benefit from the project. RESOLVED – that a letter of support from the Community Council be provided for this Project
5. Tower mint Limited	Sales Flyer received inviting the Council to purchase commemorative medals for Schools or the Council to mark HM Queen Elizabeth II 90 th Birthday at a cost of £1.99 excluding carriage and vat. RESOLVED – to note the Flyer and request the Clerk to forward details to local schools for information.
6. Eryl Roberts Secretary of Cunliffe Bowling Club	Enabling Grant: Further to Minute 64 October 2015, the Clerk referred to a letter dated 15 March 2016 from the Secretary of the Cunliffe Bowling Club advising of the receipt in January 2016 of a £4,690.00 Enabling grant from Wrexham County Borough Council. The letter confirmed that the Enabling Grant, the Community Council's grant and the Club's own reserves had been

Organisation	Details
	<p>used to purchase the equipment to enable the Club to maintain the grounds and Cunliffe Bowling Club as a strong community asset for the foreseeable future. Members were satisfied the terms of the Enabling Grant had been met and there was no need for further monitoring.</p> <p>RESOLVED – to accept the Club’s letter as evidence that the Enabling Grant has been expended appropriately and to write to Wrexham County Borough Council confirming the Community Council is satisfied the terms of the Enabling Grant have been met.</p>
7.Carole Roberts, Clerk to the Council	<p>SLCC Practitioners Conference – 24/25 February 2016: The Clerk reported on her attendance at this Conference held in Stratford Upon Avon. She referred to the sessions she had attended which included “Hot Topics for Clerks in Wales”; People Power and the Power of People; Effective Time Management; Has the Government Abandoned Rural Communities?; Case Study – Organising Global events on a Limited Budget; the implications of devolution on Parishes; and a Case Study – “Preparing for the Unthinkable”.</p> <p>The Clerk advised she had also used a legal advice session to discuss the Licence agreement for the Maesydre Power House and the SLA for the Acton Community Resource Centre.</p> <p>RESOLVED – that the Clerk be thanked for her attendance and her report be noted.</p>

146 PAYMENT OF ACCOUNTS

Members noted that an interest payment of £28.66 had been received on the Council’s HSBC Deposit Account and considered the outstanding debtor and other payments together with the anticipated outstanding payments for goods and services to 31 March 2016.

The Clerk reported that £11,815 will shortly be transferred from the Council’s HSBC Deposit Account to its HSBC Money Market Call Account to provide a total of £83,000 for the following earmarked monies held in that account to the end of the 2015/16 Financial Year:

1. £18,958 – Ring Fenced reserve for Acton Community Resource Centre
2. £13,330 – Earmarked reserve fund for future repairs and Building Revaluations for the Maesydre Power House
3. £23,000 – Smoothing allocation towards the cost of full Council Elections in May 2017
4. £27,712 – Earmarked reserve fund for the replacement of Playground Equipment at Aran Road and Ffordd Garmonydd (and the Acton Park Junior Playground when the current WREN funding expires in 2023)

RESOLVED – that the following payments be approved and a sum of £30,000 be transferred from the Council’s HSBC Deposit Account to its HSBC Current Account to ensure sufficient funds are available to meet anticipated payments: -

VOUCHER NO & PAYEE	DETAILS	AMOUNT
53 Vision ICT	Biennial Fee for Gov.uk May 2016 to April 2018 S55 Local Government (Democracy)(Wales) Act 2013	£66.00 (VAT £11.00)
54 Vision ICT	Website hosting and Backup support for May 2016 to April 2017 S55 Local Government (Democracy)(Wales) Act 2013	£300.00 (VAT £50.00)
55.Wrexham County Borough Council	Final 3 rd Quarter instalment for terminated SLA 2015/16: Acton Detached Youth Service Provision S19 Local Government (Miscellaneous Provisions) Act 1976	£5,422.50 (VAT £9.00)

56 Carole Roberts Clerk to the Council	Clerks Expenses for March 2016 Section 112 Local Government Act 1972	£ 176.46
57 Llangollen International Musical Eisteddfod	Financial assistance to support the costs of staging the 2016 Llangollen International Musical Eisteddfod. S137 Local Government Act 1972	£100.00
58 K2 Explorer Scout Unit - Rhosnesni	Financial assistance to support the Group's expedition to the Czech Republic in Summer 2016. S137 Local Government Act 1972	£250.00
59 Wrexham Allotment and Leisure gardeners Association	Request for £50 donation to sponsor a group of classes at the Annual Flower and Vegetable Show S137 Local Government Act 1972	£50.00
60 Home Start County Borough of Wrexham	Assistance towards supporting new and existing vulnerable young families and their volunteers living in the Acton area of the County. S137 Local Government Act 1972	£500.00
61 Eisteddfod Genedlaethol Cymru	Assistance to support the costs of staging the 2016 Eisteddfod Genedlaethol Cymru being held in Monmouthshire S137 Local Government Act 1972	£50.00
62 Wrexham County Borough Council	Wet Pour Work and New surfacing at Aran Road Playground Section 19 Local Government (Miscellaneous Provisions) Act 1976	£2,580.00 (VAT £430.00)
63 Wrexham County Borough Council	Little Acton Community Centre – contribution to running costs for October 2015 to February 2016 Section 19 Local Government (Miscellaneous Provisions) Act 1976	£907.13
64 Wrexham County Borough Council	SLA Quarter 4 payments for School crossing Patrols at Acton School, Borrass Park Schools and Dean Road Wrexham Section 137 Local Government Act 1972	£2,771.25
65 Wrexham County Borough Council	Clerks Salary and office expenses for January 2015 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
66 Wrexham County Borough Council	SLA Annual Payment for Acton Community Resource Centre for 2015/16 Section 19 Local Government (Miscellaneous Provisions) Act 1976	£22,701.00
67 Wrexham County Borough Council	Supply and fit chains/swing seats and new hand holds at Aran Road and Ffordd Garmonydd Playgrounds Section 19 Local Government (Miscellaneous Provisions) Act 1976	£680.63 (VAT £113.44)

147 PLANNING APPLICATIONS

Consideration was given to 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):

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

CASE NUMBER/ ADDRESS & PROPOSED DEVELOPMENT	DECISION
P/2015/0239 -57 Frances Avenue, Wrexham Two Storey Extension – amended plans	No observations
P/2016/0122 -19 Kensington Grove Box Lane Wrexham T17 Common Beech - Crown Raise Lower Branches To Approximately 6 Meters To Suitable Growing Points, Tip Prune Selected Lower Branches Growing Towards House By Approximately 1.5 - 2 Meters To Suitable Pruning Points (Tpo Wmbc No 167)	The Community Council has no objection to the proposed tree works provided that they are carried out under the direction, supervision and to the satisfaction of the Council’s Arboriculture Officer
P/2016/0136 -138 Borrass Road Wrexham Erection of detached Double garage	No Objections
P/2016/0187 - 3 Lower Minster Wrexham Single Storey Extension to rear of Bungalow	No Objections
P/2016/0196 - 40 Ffordd Alun Wrexham Conversion of 1 No Room to Hair Dressing Salon	No Observations

148 URGENT ITEMS

The Chairman considered that the following items of business should be dealt with as a matter of urgency as they would be unnecessarily delayed if held over to the next meeting.

1. Service Level Agreement – Payroll Services for 2016/17

The Clerk reported receipt of this Agreement that now required signing on behalf of the Community Council. It was noted there had been no amendments from last year and the additional work to process the Council’s Pension payments had not incurred any additional cost.

RESOLVED – that the Clerk and Chair of the Council sign this Service Level Agreement on behalf of the Council before 31 March 2016.

2. Service Level Agreement 2015/16 Performance Report in respect of Acton Community Resource Centre

A letter dated 14 March 2016 received from the Head of Community Wellbeing and Development was circulated and considered at the meeting. The letter set out a summary of the projected expenditure and income at Acton Community Resource Centre for the financial year 2015/16. The net position of £20,701.00 is less than the amount originally allocated within the Service Level Agreement (SLA). Attention was drawn to the terms within the SLA that provide for “the funding to remain for the use of the Centre and not be re-allocated to any other general leisure or community centre budgets”.

The Acton Community Resource Centre was shortly to be included in a move to a Culture Trust and this raises questions about future Management Arrangements and the role and involvement of the Community Council from a Management Committee view point. Members were concerned that the Centre’s Management Committee had not met recently or on a frequent basis. In addition it was noted that the second two year review of the current ten year Service Level Agreement was due to take place in the autumn of 2016 and it may be timely to bring this review forward.

RESOLVED –

- 1. the £20,701.00 reduced Service Level Agreement net sum amount for 2015/16 be noted and approved for payment; and**
- 2. not to proceed with consideration of the requested two year extension of the Service Level Agreement until further details of the proposed move to a Culture Trust are provided and an understanding of the Community Council’s future role, scope and funding in respect of the Acton Community Resource Centre has been gained. The Community Council requests that there be an**

- immediate early two year review of the Service Level Agreement with Wrexham County Borough Council and a meeting of the Acton Community Resource Centre Management Committee be convened as soon as possible to receive details of the proposed move to a Culture Trust; and*
- 3. in the meantime the Community Council requests its Acton Community Resource Centre Committee to conduct a concurrent early root and branch review within its terms of reference to ascertain and make recommendations in respect of the concerns now raised and on the potential for the Community Council's support and funding to be safeguarded and continue via an updated Service Level Agreement for the Acton Community Resource Centre.**

149 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - 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.

150 CLERK TO THE COUNCIL – PERFORMANCE REVIEW AND APPRAISAL & PENSION AUTOMATIC ENROLMENT

The Chair gave a verbal report on the agreements and outcome of the Clerk's Appraisal and Performance Review held on 1 March 2016 and on information received from the Clwyd Pension Fund Actuaries on the costs and contribution rates to join the Clwyd Pension fund with effect from 1 April 2016 which will ensure that the Community Council's automatic enrolment obligations as advised by the Pensions Regulator will be met. (Minute 71 October 2015 refers)

RESOLVED – that:

- i. The Chair and Councillor James Richards the former Chair for 2014/15, be thanked for their hard work in completing and reporting on the Clerk's Performance Review and Appraisal;**
- ii. With effect from 1 April 2016, the Clerk to the Council be placed on SCP 30;**
- iii. The lump sum payment now reported for additional time worked be paid in the Clerk's April 2016 salary;**
- iv. During 2016/17 time additional to the Clerk's contracted hours be agreed on a project by project basis and remunerated separately and additionally to main contracted time with each additional project being formally scheduled, budgeted and approved by the Council in advance;**
- v. The current model of effective CPD and training for the Clerk by updating through Conference attendance etc. is most effective and the Council will not seek to require the Clerk to obtain further professional qualifications; and**
- vi. The Clerk's Annual Appraisal be carried out by the past and current Chair in December/January each year.**
- vii. To accept the Clwyd Pension Scheme's Actuaries quote for the Community Council to join the Clwyd Pension Fund on 1 April 2016 at an Employers and Employees Contribution rate of 20% and 5.8% respectively to be reviewed in April 2016 with any revaluation becoming effective from April 2017 and to pay costs of approximately £1,000 to the Clwyd Pension Fund actuaries for providing the quote.**
- viii. The necessary action now be taken to ensure any relevant documents and forms to join the Clwyd Pension Fund on 1 April 2016 are completed and signed by the Clerk to the Council and Chair on behalf of the Council.**

Signed as a correct record this 19th day of April 2016

Chair