

**Minutes of the Meeting of Acton Community Council held on Tuesday 19 September 2017 at Acton Community Resource Centre, Overton Way, Acton, Wrexham**

Present:

Councillor	P Lloyd (Chair)	Councillor	R Hardy (Vice Chair)
"	W Baldwin	"	D Picken *
"	M Davies	"	Kevin Roberts
"	Mrs A Evans	"	Mrs D Wallice
"	P D Jones	"	Ms A Waters *
"	G Lowe		Ms L Williams

4 Vacancies

\* Absent

Also Present:

PCSOs Jessica Nunn, North Wales police

Ms Sian Hope

Mrs Carole Roberts, Clerk to the Council

#### **48 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Councillors Darren Picken and Ms Aimi Waters

#### **49 DECLARATION OF INTERESTS**

No Declarations of interest were made at this stage of the proceedings

#### **50 CONFIRMATION OF MINUTES**

***RESOLVED – that the Minutes of the Meeting of the Community Council held on 19 July 2017 be received and confirmed as a correct record.***

#### **51 INFORMATION FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 JULY 2017**

- MINUTE 34.1 – Ffordd Garmonydd Play Area:** The Clerk referred to the Recess decision reported later in the Agenda and the delay due to Consultation with nearby residents concerning the location of the further equipment. Once agreement has been obtained, the equipment will be ordered and installed under the direction of Wrexham CBC's Environmental Officers. The present position was noted.
- MINUTE 34.2 – Drugs Dog Operation:** The Clerk advised that clarification had been sought by Rhosddu Community Council on the Service Level Agreement for this Operation and how it would specifically benefit Rhosddu residents. Reassurance had been given by the Police that local residents would benefit. To ensure effectiveness of the passive Drugs Dog operations in the four wards involved in the SLA, reporting will only take place once they have taken place. It was noted that the £125 payment will be made to Warrington Borough Council's Community Safety Team by the Co-ordinating PCSO at Wrexham.

***RESOLVED –that the action taken be endorsed and the payment be made to Warrington Borough Council (Community Safety).***

- Minute 41 - Annual Accounts - 2016/17:** The Clerk had taken action in response to receiving confirmation from the External Auditor of the Conclusion of Audit and had issued the required Public Notice on 24 August 2017 to comply with the Accounts and Audit Regulations by 30 September 2017.

It was noted that the External Auditor's invoice for his Audit work would shortly be submitted in the sum of £276.75 plus vat.

4. **Minute 47 - Service Level Agreement to provide a Payroll Service:** The Clerk confirmed that a Service Level Agreement was now in place with Shropshire Council and in accordance with the August recess decision, the Council's Financial Regulations had been amended to permit, in accordance with the terms of the Service Level Agreement, for Direct Debit repayment to Shropshire Council on an agreed date following receipt of an invoice after each monthly payroll.

**RESOLVED – to endorse the action taken under the August recess powers.**

## **52 AUGUST RECESS MATTERS**

Further to Minute 42 July 2017, a summary of the action taken by the Clerk in consultation with the Chair and Vice Chair on the following urgent matters during the August recess was received and noted:-

1. **Section 116 – Local government (Wales Measure) 2011 – Casual vacancy Rhosnesni Ward –** acceptance of Councillor Peter Jones Resignation and instigating the process to fill the vacancy.
2. **Section 116 – Local government (Wales Measure) 2011 – Casual vacancies Acton Park, Borrass Park, Little Acton and Rhosnesni Wards –** approval of making arrangements to fill these vacancies by co-option.
3. **Planning Applications:** responses to applications for development or work to protected trees in the Community Council's area
4. **Payment of Accounts**
5. **Payroll Service Level Agreement from 1 September 2017**
6. **SLCC Annual Conference 18&19 October 2017:** Approval for Clerk to attend this event as part of her continued professional training
7. **Ffordd Garmonydd Replacement Kick Boards:** Approval for like for like replacement with tanalised timber edging at the price reported to the July 2017 Council meeting to mitigate risk identified by the Playground Inspector.
8. **Grant Thornton External Auditors:** Authorisation to prepare and display relevant statutory notices about the Conclusion of the Audit by 30 September 2017.
9. **Wrexham Community Grants:** Support and endorsement for Unity Morris Dancers (Prinity Stars) application for a Together in Wrexham Enabling Grant
10. **Ffordd Garmonydd Play area equipment extension for older young people –** acceptance of lowest quote and authorisation for Clerk to proceed to place the order as per quote provided.

## **53 COMMUNITY POLICING MATTERS**

The Chair noted that due to unforeseen circumstances, Wrexham Town Inspector Paul Wycherley was unable to attend the meeting. He then welcomed PCSO Jessica Nunn who was in attendance and had previously circulated electronic copies of the high level Crime statistical reports for each of the Acton Community Wards. Members were again having difficulty interpreting the high level data and stressed the importance of all Public Bodies being capable of Public Accountability through the

An update was given on the Policing work that had been carried out in the Powell Road/ Chester Road visiting Local Residents and providing reassurance about the temporary situation at the Groves School site over the summer. The Police had been patrolling the perimeter of the site and had only entered the Groves school site for Policing issues. Members expressed some concern about the effectiveness of the approach and importance of interaction and communication between all the agencies involved to provide reassurance to the general public and residents.

Members referred to previous quarterly meetings held with Inspector Wycherley. In particular Members were unable to discuss the under resourcing within the Acton Community and displacement of PCSO to other crime hot spots. PCSO Nunn then updated the Community Council on the preparatory work for the Drugs Dog Operation and the work of the Community Safety Team in visiting and helping to harden vulnerable persons.

**RESOLVED – that the Clerk invite Inspector Wycherley to attend the next Community Council meeting to provide an update on the issues raised at this meeting and explain how to interpret the new style high**

*level reports so that the Community Councillors can gain a better understanding of the information for their wards contained in the Policing reports.*

## **54 PROCEDURAL MATTERS**

The Clerk's report concerning the following procedural matters was considered as follows:

**1. 1.CASUAL COUNCILLOR VACANCIES:** Members noted that the relevant Statutory Notices had been on display advertising the Council's intention to fill the following vacancies by co-option:

<b>Acton Park</b>	<b>– 1 vacancy</b>
<b>Borras Park</b>	<b>– 1 vacancy</b>
<b>Little Acton</b>	<b>– 1 vacancy</b>
<b>Rhosnesni</b>	<b>– 1 Vacancy</b>

Only one suitably qualified person had expressed an interest in putting their name forward for co-option to fill the vacancies by the noon deadline on 18 September 2017. A copy of the application had been circulated prior to the meeting. Members proceeded to consider the application and invited the applicant to give a short address to the meeting in support of her application. Members then proceeded to consider the filling of this vacancy by a show of hands.

**RESOLVED –that**

- i) Unanimously, Ms Sian Hope of 24 Langford Close, Wrexham be co-opted as a Member of the Community Council to fill the vacancy for the Rhosnesni Ward on the Council; and*
- ii) the Clerk proceed to re-advertise the three remaining vacancies and any applications received be considered at the next meeting of the Community Council on 17 October 2017.*

**2. VACANCY ON THE YOUTH COMMITTEE:** It was noted that there was now a vacancy on the Youth Committee following the resignation of Peter Jones from the Council. It was noted that he had represented the Rhosnesni ward on the Committee

**RESOLVED – that the newly appointed Community Councillor for Rhosnesni, Councillor Sian Hope be appointed as a Member of the Youth Committee filling the vacancy created following the resignation of Councillor Peter Jones from the Council.**

## **55 KEY ACTON ISSUES**

Wrexham County Borough Council Members advised that the training and induction process following the full Council Elections was now almost complete. The following matters were highlighted by the Wrexham CBC Councillors:

- 1. Budget resourcing:** It was noted that Workshops had recently taken place for County Borough Councillors on what is available.
- 2. North Wales Fire and Rescue Service:** The proposed 2017/18 budget saving to reduce the number of Fire engines at Wrexham had been given a stay of execution earlier in the year. However there was no future guarantee that the current level of provision in Wrexham would continue.
- 3. Virgin Media:** There were continuing issues and disruptions to the streets in the Acton Community where the cable laying and reinstatement work are in progress. The present position was noted.
- 4. The Groves School:** The summer encampment by homeless and vulnerable persons was a temporary situation whilst a sustainable long term solution is developed by all agencies to assist this group
- 5. Consultation on the proposed provision of a Welsh Primary School on Borras Park Community School land and colocation of the Borras Park Community School onto a combined site:** Concerns were noted about the impact of this proposal on the area, traffic volume and parking congestion, particularly as the former Goulbourne Public House had been demolished and its informal car parking provision is no longer available.

***The present position was noted***

## 56 ACTON PARK MATTERS - 2017 SEASONAL PARK RANGER

The report from the 2017 Acton Park Seasonal Ranger was received and noted. The report set out the general and extra duties undertaken during his fifteen week seasonal appointment, information about Park events organised. In conclusion the Report made suggestions to enhance the Park, including a Community Garden to provide local residents with the opportunity to develop gardening and healthy living skills; the installation of a Community Orchard in Acton Park to benefit Pollinators and provide interest for visitors and the wider community; and to secure local access to office materials and services at Acton Park for the next Park Ranger to have more of a presence during the summer in the Park

Members also considered whether to fund a similar post in 2018. It was noted that in accordance with the Service Level Agreement, Wrexham County Borough Council will Invoice the Council to reimburse once all this year's Ranger payments have all been made.

### **RESOLVED – That**

- 1. The Park Ranger be thanked for his work and report;**
- 2. To endorse the suggestion for a Community Orchard at the Park which will encourage and increase biodiversity within Acton Park and Richard Aram from Wrexham County Borough Council be invited to guide the discussion on the Ranger's suggestions with Park user groups.**
- 3. the Community Council agrees to fund a similar post next year and the relevant budget be included in the Estimates of Income and Expenditure for 2018/19.**

## 57 CONSULTATIONS

The Council considered details of the following Consultations and determined what responses if any, the Community Council should submit by the Consultation deadlines:-

- 1. Welsh Language Bill – White Paper:** This Consultation launched on 9 August 2017 invites comments **by 31 October 2017** on proposals for a Welsh Language Bill that relates to the arrangements to promote and facilitate the use of the Welsh language, and make improvements to the Welsh Language Standards systems. The Consultation Documents can be viewed [online here](#)

### **RESOLVED – that Members respond individually to the Consultation.**

- 2. Consultation on the proposed Autism (Wales) Bill:** Paul Davies, Assembly Member for Preseli Pembrokeshire has invited **comments by 20 November 2017** on his proposed Members Bill for this new Law in Wales. The purpose of the Bill will be to make provision for meeting the needs of children and adults with autism spectrum conditions in Wales. The Bill would also give autism its own statutory identity. This Consultation seeks comments on the details that should be included in this Bill. The Consultation Documents can be viewed [online here](#).

### **RESOLVED – that Members respond individually to the Consultation**

- 3. Clustering: Funding to Support the Initial Setting up of Joint Arrangements:** It was noted that the Welsh Government Partnership has issued a guidance letter note and application form on 1 September 2017 in respect of the Welsh Government's support for clustering that is available for 2017-18. The Closing date for submission of application forms by Councils who are interested in exploring clustering is **Friday 13 October 2017**. There is modest funding of £20,000 available to support the initial setting up of joint arrangements for **2017-18 only**. The Welsh Government contribution of support for individual proposals will be capped at £5,000 as a one-off grant in order to be able to support a small number of clustering projects. All councils are eligible to apply using the guidance note and application form provided

### **RESOLVED- to observe and keep a watching Brief on the progress of this new initiative.**

## 58 FINANCIAL ASSISTANCE

Members considered the Clerk's report regarding the Council's established Policy and apportionment of the Annual £3,250 budget equally between each of the quarterly meetings which equates to £812.50 per quarter for 2017/18. Members were reminded that one grant totalling £100 has been made during

2017/18. Consideration was given to the two applications received in the second quarter 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:–**

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
2.The Vic Studios	Financial assistance towards the appeal for help with the repair and maintenance of the Studio's facilities and the quality of service currently delivered by this music project.	<b>£50.00</b> The Applicant also be requested to provide a list of other Grants received in response to this Appeal
3.Unity Morris Dancers (Prinity Stars)	Financial support for start-up costs for this newly merged Group run by Volunteers based in the Acton Community Resource Centre	<b>£250.00</b>

## 59 REPORT FROM CLERK

The Clerk reported on information and general correspondence that had been received and was available for members' perusal at the meeting.

Members also gave consideration to and dealt with the following correspondence as follows:

<b>Organisation</b>	<b>Details and action taken</b>
1. Poppy Appeal Community Fundraiser North Wales	<b>Poppy Appeal 2017:</b> The Council should submit an order direct to the Poppy Appeal in Aylesford for its Poppy Wreath for laying at the Annual Remembrance Day Service to represent the residents of the Acton Community. <b>RESOLVED - That a donation of £100 be made to the Poppy Appeal for the purchase of a wreath for the Remembrance Sunday Service on 12 November 2017</b>
2.Civic Support Officer Wrexham CBC	<b>Mayor's Charity Dinner Dance - Friday 6 October 2017 at 7:15pm at the Ramada Plaza:</b> Invitation for the Council to send representatives to attend this event at a cost of £35.00 each. The closing date for ticket application is 21 September 2016 <b>Information Noted</b>
3. Wrexham County Borough Council 1.Marie Russell, Member Services  2. Mark Parry Housing Officer   3.Jane Johnson , Committee Manager	1. <b>Wrexham Town and Community Council Forum – Thursday 21 September 2017 at 4:00pm:</b> Email dated 23 August 2017 inviting the Council to send 2/3 representatives to this meeting to be held in the Council Chamber at the Guildhall, Wrexham. <b>Information noted</b>  2. <b>Action Day at Acton:</b> Email dated 8 September 2017 regarding arrangements for this event and the intention to provide two skips on the day at the Acton Community Resource Centre on 29 September 2017. Wrexham CBC will be funding a skip for Council Tenants but have asked the Community Council if it would be prepared to fund the second skip at a cost of £220 plus £125 for every extra tonne collected. <b>RESOLVED – to fund the actual cost of providing a second skip for the other residents of Acton</b>  3. <b>Code of Conduct Training:</b> Email dated 11 September 2017 advising that the Monitoring Officer for Wrexham CBC has arranged for two training sessions for all Town & Community Councillors on 3 & 16 October 2017 at 4:00pm in the Council Chamber at the Guildhall Wrexham. The closing date is 27 September 2017 <b>RESOLVED – that Councillor P Lloyd attend on 3 October 2017 and Councillor S Hope attend on 16 October 2017</b>

Wrexham County Borough Council 4 Jay Davies Play Development Team	<b>4.Youth Service Strategy Revenue Grant – Proposed Application by Ffordd Garmonydd Young People:</b> Email dated 13 September 2017 asking the Community Council to consider supporting Lauren and the Group applying for this Grant and to agree to being the Grant Body to hold this money if the application is successful <b>RESOLVED – to support and endorse the application and agree to act and hold the Grant monies if the application is successful.</b>
4.Barbara Jones, Chair of Friends of Bellevue Park	<b>Opening of WW1 Memorial Garden:</b> Email dated 11 September 2017 inviting representatives from the Council to this event being held on <b>Sunday 22 October 2017</b> at 2:30pm in the Park. The service will be followed by refreshments at the Community Centre. A response with number is requested by 30 September 2017. <b>RESOLVED – that the Council be represented by Councillors Geoff Lowe and Paul Jones</b>
5.Planning Aid Wales	<b>Planning Training on 28 September 2017.</b> This training will take place at the Acton Community Resource Centre and spaces have been reserved for three members and the Clerk to attend <b>RESOLVED – to approve the attendance and £140.00 cost of the four Representatives attending this Training Session</b>

## 60 PAYMENT OF ACCOUNTS

The Clerk provided details of payments received progress against the budget and requested authorisation for any outstanding debtor or other payments.

**RESOLVED – that the following payments be approved: -**

<b>Voucher No; Payee</b>	<b>Details</b>	<b>Amount</b>
36 Wrexham County Borough Council	2017/18 SLA Half Yearly instalment- Acton Community Resource Centre S19 Local Government (Misc Provisions) Act 1976	<b>£15,000.00</b> (VAT=£0)
37.Carole Roberts Clerk to the Council	Clerks Expenses for September 2017 Section 112 Local Government Act 1972 (as amended)	£ 169.76 (vat £ 19.63)
38. Vic Studios Ltd	Donation towards cost of repairs and maintaining the quality of service for the Vic Music project. S137 Local Government Act 1972 (as amended)	£50.00
39 Unity Morris Dancers (Prinity Stars)	Donation towards the start- up costs of establishing this new Morris Dancers Group that is to be based at the Acton Community Resource Centre. S137 Local Government Act 1972 (as amended)	£250.00
40. Shropshire County Council Via BACS payment	Clerks Salary and office expenses for September 2017 paid by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 to include SLA Payment of £35 +Pension Contributions paid direct to the Clwyd LGPS Section 112 Local Government Act 1972 (as amended)	NJC Rates (As notified by the Council's agent)
41 Warrington Borough Council(Community Safety Partnership)	Contribution towards the operation costs of a Town Centre Drugs Dog Operation Section 92 Police Act 1996	£125.00
42. Society of Local Council Clerks	Delegate Fee for Clerk's attendance at the Society of Local Council Clerks Annual Conference at Hinckley Island 18-19 October 2017 Section 112 Local Government Act 1972 (as amended)	£378.00 (vat = £48.00)
42. Planning Aid Wales	Delegates Planning Training fees x4 for attendance on 28 September 2017 at £35 per person Section 112 Local Government Act 1972 (as amended)	£140.00

## 61 PLANNING APPLICATIONS

The Council considered whether to make any comments on the following 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.

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

<b>Planning Applications</b>		
1.P/2017/0707 37 Elm Grove Wrexham	Two-Storey Side Extension	No Objections
2.P/2017/0717 Strathmore Surgery, 26-28 Chester Road Wrexham	Extension and Alterations to entrance Lobby to include new access ramp and steps	No Objections and to welcome the proposed improvements to the Surgery.
3.P/2017/0724 188 Chester Road Wrexham	Erection of Fence on top of existing stone wall (in retrospect)	No Objections
4.P/2017/0753 8 Westminster Drive Wrexham	Single Storey extension	No Objections
5.P/2017/0761 12 Windermere Road Wrexham	Conversion of Loft and installation of 3 No. Roof Lights ( 2 to Rear and 1 to side)	No Objections
<b>Tree Preservation Order: Comments required by 3 October 2017</b>		
6. TPO No 273/2017 Bryn Estyn Road Wrexham	Precautionary measure as the 13 trees are considered to have a high level of amenity value enhancing and complementing the immediate area and are of such value to warrant legal protections from potential felling, excessive pruning, inappropriate management practices or unauthorised construction activities	To welcome the protection of the 13 trees in this Order in recognition of the environmental amenity they provide.

*(Councillor Paul D Jones declared a personal and prejudicial interest in this item being member of Wrexham County Borough Council's Planning Committee. He left the meeting taking no part in the discussion or voting on this item.)*

Signed as a correct record this 17th day of October 2017

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Chair