

Minutes of the Annual Meeting of Acton Community Council held on Tuesday 19 June 2018 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	Kevin Roberts (Chair)	Councillor	P D Jones (Vice Chair)
	W Baldwin		G Lowe
"	M Davies	"	D Picken
"	Mrs A Evans	"	B Pritchard
"	R Hardy	"	Mrs D Wallice *
"	Ms S Hope *	"	Ms A Waters *
"	Ms S Jarvis	"	Ms L Williams
"	P Lloyd	"	1 Vacancy
"		"	

* Absent

Also Present:

Heather Parry- Williams , Acton Park Seasonal Ranger

Press & Public: Reg Herbert

Mrs Carole Roberts, Clerk to the Council

19. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms Sian Hope and Ms Aimi Waters.

20. DECLARATION OF INTERESTS

The following Declarations of Interest was made at this stage of the proceedings:-

Agenda item 15- Planning Applications a Declaration of interest was made at this stage of the proceedings by Councillor Paul Jones in respect of Agenda item 14 Planning Matters. He declared a personal and prejudicial interest in this item being a member of Wrexham County Borough Council's Planning Committee.

21. CONFIRMATION OF MINUTES

RESOLVED –that the Minutes of the Annual Meeting of the Council held on 15 May 2018 be received and confirmed as a correct record.

22. INFORMATION FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 15 MAY 2018

1. Minute 144.5.1 Youth Service Strategy Grants 2018:

i) **Ffordd Garmonydd Play area scheme** - The Clerk confirmed that all of the play equipment contained in this scheme had now been installed; arrangements would be made for a formal "opening" of the play area and to notify the relevant Wrexham CBC staff that all the Grant monies for this scheme had now been expended. The present position was noted.

ii) **Provision of "Children Playing" signage on the Overton Way approach to the Acton Community Resource Centre:** The Clerk circulated a copy of the proposed signage design. It was noted that although input from the children was suggested, in order to spend the grant monies within the time

scales permitted and purchase and install the signs, the draft design was acceptable. The preference would be for the sign(s) to be sited at the entrance to Overton Way at the eye level of car drivers to have the most impact (if this is permitted under all the guidelines for signage).

RESOLVED that in order to make progress with spending this grant, to proceed with the design circulated at the meeting albeit with a black and white colour scheme rather than a black and yellow sign to ensure best visibility for partially sighted persons

2. **Minute 153.6 April 2018-Disused building/Land at Central Avenue, Acton, Wrexham:** The response received from the Interim Chief Executive Wrexham County Borough Council was read out. Work was almost complete in tidying up the site and it was proposed to demolish the dilapidated disused building until plans for future use of this site can be identified and financed. The present position was noted.
3. **Minute 8 – Financial Assistance Review of Policy –** A draft outline of the guidance for proposed groupings and grant funding parameters drawn up by the Working Group was circulated for the Council to look at and submit their observations to the Working Group before its final report is presented to the Council.
4. **Minute 14.2 Town & Community Council Forum:** It was noted that the meeting planned for 21 June 2018 had been cancelled due to lack of business and the next meeting is scheduled for 11 September 2018. Councillors Philip Lloyd and Paul Jones had made of a note the date in their diaries.

23. COMMUNITY POLICING MATTERS

The Chair noted referred to there being no Police representatives in attendance, no reason for their absence had been given in advance and the monthly exception report on crime within the Acton Community had not been received. Members were concerned about the worsening of Acton Community Police attendance at meetings and the lack of meaningful communication between the Police and Community Council. In particular it was important that Members of the Council are aware of the incidence of crime in the Acton Community so that the Community Council is able to support the Police wherever possible. However with the virtual service being provided it was difficult to support the Police given that members of the Council do not know what crime is in the area. Members also referred to liaison and planned ward walk arounds being cancelled at last minute letting Councillors and residents down. Whilst it was recognised there are operational reasons why some Liaison meetings are cancelled, the Community Council expected to be an active part of the intelligence led Community Policing.

RESOLVED – the Clerk write on the Community Council's behalf to Wrexham Chief Inspector Mark Williams stressing the importance of common courtesy, keeping an open dialogue and continuing a true partnership with the Wrexham and Acton Community Policing teams.

24. ACTON PARK SEASONAL RANGER

The Chair welcomed Heather Parry Jones who had recently commenced as the part time Seasonal Park Ranger at Acton Park working on a Sunday, Monday and Tuesday each week. She gave an outline about herself and her plans for the summer as follows:

- Local History – school involvement in linking issues around WW1 and changes to the geography in the area during WW2 with Rhosnesni High School and Coleg Cambria A Level Pupils
- Primary school KS1 pupils working on bird behaviour /feathers data collection to be used for science and art curriculum
- Identifying trees and leaf printing
- Literacy targets , hunting for adjectives for what pupils think or feel

- 3 Public events to include a nature trail, trees/orienteering and a craft event using origami linking to the Japanese gardens
- Back walk with ecologist as part of a Bat evening & Moth trapping
- Linking the Friends Group to resources at Chester Zoo
- Duck feeding amnesty exchange bread for educational seed
- Potential for Angling Club involvement

Members raised several matters with the Ranger including days and hours of work, accessing administrative resources for Park related events at a Wrexham CBC building closer to the park to allow more time to be in the Park. Members asked about options for walk around the park by Community Councillors. It was noted a tree walk around the Park with Elton Watson Senior Tree Officer at Wrexham CBC on 26 June 2018 would be a good first event for members to attend.

RESOLVED – that Heather Parry – Williams be thanked for her presentation and now provide the Clerk to the Council with her daytime contact details together with information about the planned events in the Park so they can be circulated to all members of the Community Council for future reference and their support

25. PROCEDURAL MATTERS

The Clerk’s report on various procedural matters was considered as follows:

- 1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS CASUAL COUNCILLOR VACANCIES** The Clerk confirmed that the relevant statutory Notices had been on display since 1 May 2018 advertising the Council’s intention to fill the Little Acton Ward vacancy by co-option. Only one suitably qualified person had expressed an interest in putting their name forward for co-option to fill the vacancy by the noon deadline on 18 June 2018. 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, Miss Patricia Kidd of 26 St Margaret’s Way, Acton Wrexham be co-opted as a Member of the Community Council to fill the vacancy for the Little Acton Ward on the Council; and***
 - ii) The Clerk arrange a Member Induction date for Councillor Patricia Kidd together with any other of the newer members of the Council that wish to attend.***
- 2. GDPR UPDATE:** The Clerk reported on action taken since the last meeting including arranging for David Bridge the Council’s Data Protection Officer to review and advise on arrangements and Policies to be put in place to comply with the new requirements. In addition the Clerk referred to correspondence updates and recommendations from Vision ICT and changes planned to the Council’s Rialtas Accounts software package in response to the General Data Protection Regulations (GDPR) Implementation. It was noted that the Council already uses Vision ICT for its Data Backup service

RESOLVED – that the Clerk proceeds:-

- i). To implement the changes recommended by Mr David Bridge to become GDPR compliant; and***
- ii) To instruct Vision ICT to include a Privacy statement on the Council’s website, to add a consent element to the Council’s website contact form, to set up a SSL Certificate for the Council’s website at a cost of £125 in the first year and £50 per year subsequently; and to set up official emails for all 16 Councillors to support GDPR requirements at a charge of £18 per account per year, with the total £413 cost for the additional services obtained from Vision ICT to be met from the Council’s website budget.***

3. **PLAY AREA SERVICE LEVEL AGREEMENT - EMERGENCY WET POUR WORK AT ARAN ROAD PLAY AREA:**
It was noted that these emergency works were necessary following vandalism at the Aran Play area for health and safety reasons. The prompt action taken by Wrexham CBC officers was noted.

26. KEY ACTON ISSUES

Wrexham CBC Members reported as follows on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011 :-

1. A sum of £25,000 had been made available by Wrexham CBC for the Wrexham CAB this financial year. Reference was made to the separate half a day CAB Outreach Advice Service that was funded by Acton Community Council
2. Budgets - a recent workshop had indicated the outlook for Wrexham CBC funding continued to be bleak ;
3. Recent rainfall had curtailed the grass cutting service by Wrexham CBC and the cable laying works by Virgin Media had been affected as the ground is soft enough for grass cutting vehicles to sink which had resulted in a few grassed areas looking neglected. Virgin media had also been requested to remove the barriers dismantled and being stored on grass verges
4. Despite previous assurances, Glyndwr University was shortly to go out to public 28 day consultation for a pre-planning application to obtain outline planning permission to build 77 houses on land a former Rugby Field at Dean Road/ Holt Road Wrexham prior to liquifying this asset –Members again stressed the importance of ensuring the retention of this open green space due to the existing deficit and potential loss of a greenfield site; Reference was made to a public meeting to be held in the Rhosnesni Scout hut on 21 June 2018 to discuss this pre-planning consultation.

The County Borough Councillors were thanked for their updates.

RESOLVED – that a special meeting of the Council be called on a date to be canvassed to discuss the Council's response to the pre planning Consultation for development of the Dean Road/ Holt Road Site by the 28 day deadline.

(Councillors Geoff Lowe and Debbie Wallace left the meeting during this stage of the proceedings)

27. CONSULTATION - WREXHAM LOCAL DEVELOPMENT PLAN (2013 - 2028)

Further to Minute 154.3 April 2018, the Deposit Plan with the deposit documents is still available online as the deadline had been extended to 16 July 2018. Members had considered the Deposit Plan documents together with copies of previous Local Development Plan responses submitted by the Community Council and voiced additional concerns about the inclusion of fields and open green spaces in the development plan. The Community Council is firmly of the view that no green areas/ open spaces should be included for development and in particular the land at the Groves High School former site and the 9 Acre Field, and former rugby club field area at Holt Road/ Dean Road and at Rhosnesni Lane.

RESOLVED – that having regard to the comments already made by the original deadline of 31 May 2018 no further observations be made on this extended Consultation and its additional documents.

28. FINANCIAL ASSISTANCE

1. **Update on Financial Assistance Task and Finish Group:** A brief update was given about the Group's work to review the Council's Financial Assistance Policy, Application Form, the amount of budget provision required and to establish a hierarchical set of grant criteria and priorities given the current austerity financial climate which is resulting in greater demands for financial support being made from various deserving organisations to the Community Council. The present position was noted
2. **Applications for Financial Assistance received since the last quarterly meeting:** Members considered the Clerk's report concerning the Council's existing Policy to apportion the annual £3,500 budget equally between each of the quarterly meetings. Members were reminded that no Grants had yet

been made during 2018/19. Members proceeded to consider two applications received during the present 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 Financial Assistance grant applications be determined as follows:-

Organisation	Details	Decision
1. AVOW Become a Friend of Shop Mobility	Appeal to help fund the annual costs of providing the Shopmobility Service in Wrexham Town Centre (Minute 143.2 March 2018 refers)	No grant
2. Home Start – County Borough of Wrexham	Financial support towards the costs of providing volunteer support for existing and newly referred disadvantaged and vulnerable young families who reside in the Acton Community.	£300.00 (subject to a representative of Home Start giving a report to the Community Council on how this grant has been spent and what benefit there has been to the Community of Acton)
	TOTAL	£300.00

(Councillors Mike Davies and Basil Pritchard left the meeting at this stage of the proceedings)

29. 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.Seafarers UK (King George’s Fund for Sailors)	Fly the red Ensign for Merchant Navy Day: Letter dated 14 May 2018 seeking support to fly the Red Ensign on a civic building or prominent flagpole on Merchant Navy Day – 3 September 2018 as a focus for the nationwide campaign to raise public awareness of our ongoing reliance on seafarers and shipping. Participating Council’s will be added to a prestigious “Roll of Honour” on the website: www.merchantnavyday.uk Information noted
2.John Gallanders, Chief Officer AVOW	ANNUAL GENERAL MEETING – FRIDAY 20 JULY AT 10:00AM: Invitation inviting the Council to be represented at the AVOW AGM that is to be held in the Catrin Finch Centre, Glyndwr University, Wrexham with Ken Skates AM guest Speaker. Information Noted
3.Carol Williams Deputy Chief Officer North Wales Community Health Council	Press Statement: Email dated 24 May 2018 attaching a press release on behalf of the Board of CHC’s in Wales and referring to a Press Statement that more needs to be done to address the fragility of GP out of Hours care in Wales. A copy of the Statement will be available for members’ perusal at the meeting. Information Noted
4.Nick Roe Wrexham Area Civic Society	Wrexham Area Civic Society Awards 2018: Email dated 2 June 2018 seeking nominations for an Award in seven categories listed from the public, Community Councils, Councillors and professionals for recently completed projects. Nominations to be submitted by 30 September 2018 with judging in early October and an Awards presentation evening on Friday 23 November 2018.

Organisation	Details and action taken
	RESOLVED – that nomination forms be submitted in respect of the refurbished and improved play area at Ffordd Garmonydd and the refurbished scheme at the Japanese Garden in Acton Park
5.Civic Support Officer Wrexham County Borough Council	Mayor’s Civic Visit to Church – St Giles Parish Church – Sunday 24 June 2018 at 11:00am: Letter dated 6 June 2018 inviting two representatives of the Community Council to join the Worshipful the Mayor of Wrexham for the Civic Service and afterwards for refreshments at Garden Village Institute. A response is requested by 16 June at the latest. A holding response has been submitted and the names of those attending will be sent to the Mayor’s Office after the Community Council meeting on 19 June 2018. RESOLVED – that the Chair and his guest attend on behalf of the Community Council
6.Marie Russell Wrexham County Borough Council	Commemoration of Armistice Day: Email dated 13 June 2018 advising that the Covenant Trust have opened for applications for the above ‘Priority Theme’ with the closing date of 30 June 2018. This is a small £500 pot of money that will enable ANY group with a constitution who intends to commemorate Armistice day the opportunity to complete very simple application to obtain ‘unique’ WW1 Silhouettes to utilise for their respective event. All applications can be found on www.covenantfund.org.uk and submitted direct to the Covenant Trust team in London RESOLVED – that if eligible, an application be submitted on behalf of the Community Council.
7.Wendy Huggett One Voice Wales	Upcoming Training for Councillors: Email dated 13 June 2018 providing details of training sessions that are taking place in or around this area. The start time for each of the Modules is 6:30pm until 9:00pm. The cost of the training is £40 for members or £60 per person for non -members. Attendees will be invoiced after the training has taken place. A copy of the training schedule will be available at the meeting for members’ perusal. RESOLVED – that Councillor Sharon Jarvis attend her chosen training session for July 2018
8.Lynn Williams, Acton Community Resource Centre Manager	Acton Community Resource Centre AGM: An email notification has been sent to all Members of the Management Committee with the 2018/19 meeting dates. Nominated representatives of user groups will shortly receive invitations to attend the Annual General Meeting of the Acton Community Resource Centre Management Committee which will take place in the Acton Community Resource Centre on Monday 2 July 2018. Information Noted

30. ITEM PLACED ON THE AGENDA AT THE REQUEST OF COUNCILLOR KEVIN ROBERTS

Councillor Roberts referred to the recent theft of planters from Plas Acton, Wrexham which is a main entrance route into the Acton and Rhosddu Communities. He indicated he intended to use the Chairman’s Charity account to give a donation towards replacing the plants and in recognition and appreciation of the person who provides and maintains the planters. A general discussion then ensued regarding the current £25 limit on the Chairman’s Charity Account for the Chair without reference to the Council to spend on this account and the potential to reward and recognise the work of other deserving people. Members also referred to the current state of the planters outside the Acton Community Resource Centre.

RESOLVED –that

- i) the Clerk write on behalf of the Council to Wrexham CBC indicating that as a £30,000 contributor to the costs of the Acton Community Resource Centre, the Community Council**

recommends that attention is given to the planters outside the Acton Community Resource Centre to make the planters and main entrance more attractive; and

- ii) The Clerk contact Rhosddu Community Council indicating that Acton Community Council is prepared to share the cost of replacing the plants in the planters with a contribution from the Chairman's Charity Account*

31. PAYMENT OF ACCOUNTS

Members noted no payments had been received and that outstanding debtor or other payments as set out in the schedule below required authorisation

RESOLVED – that the following payments be approved:-.

VOUCHER NO & PAYEE	DETAILS	AMOUNT
13. Ray Parry Playground Services Ltd Cheque No 201859	Supply & install Goal Ends at Ffordd Garmonydd Play Area S19 Local Government (Misc Provisions) Act 1976	£1,272.00 (vat £212.00)
14. Wrexham County Borough Council Cheque No 201860	Contribution towards skip costs for Ffordd Edgeworth Environmental Action Day on 14 March 2018 S19 Local Government (Misc Provisions) Act 1976	£176.25 (VAT=£0)
15. Wrexham County Borough Council Cheque No 201861	2018/19 SLA first half year payment for Inspection and Maintenance of Play Areas in the Acton Community S19 Local Government (Misc Provisions) Act 1976	£2,076.00 (VAT=£346.00)
16 Wrexham & District Citizens Advice Bureaux Cheque No 201862	SLA Q1 Payment Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,536.54 (VAT=£0)
17. One Voice Wales Cheque No 201863	Attendance Fee – Sharon Jarvis on 14 June 2018 at Gresford for Module 9 Code of Conduct Training Section 112 Local Government Act 1972 9as amended)	£60.00 (VAT=£0)
18. Wrexham County Borough Council Cheque No 201864	Emergency Repair – wet pour safety surface at Aran Road Play Area S19 Local Government (Misc Provisions) Act 1976	£99.74 (VAT=£16.62)
19. Carole Roberts, Clerk to the Council Cheque No 201865	Clerks Expenses for May 2018 Section 112 Local Government Act 1972 (as amended)	£ 174.27 (vat £9.33)
. AVOW - Shopmobility	Financial assistance towards costs of providing Wrexham Town Centre Shop Mobility Service S137 Local Government Act 1972 (as amended)	No Grant
20 Home Start – County Borough of Wrexham Cheque No 201866	Financial assistance towards costs of providing Wrexham Town Centre Shop Mobility Service S137 Local Government Act 1972 (as amended)	£300
21 Information Commissioners Office Cheque No 201868	New Registration under General Data Protection Regulations Data Protection Act 2018	£40.00
22 Shropshire County Council Cheque No 201867	Clerks Salary, office expenses for June 2018 paid by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 to include SLA Payment of £35 +Pension Contributions direct to the Clwyd LGPS Section 112 Local Government Act 1972 (as amended)	NJC Rates

32. PLANNING APPLICATIONS

The Council considered any comments it wished 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 as set out below:

Proposed development	Decision
1.P/2018/0467 42 Ffordd Jarvis Wrexham Change Of Use Of Part Of Integral Garage To Dog Grooming Salon (In Retrospect)	No Objections
2.P/2018/0479 61 Jeffreys Road Wrexham Front Porch Canopy Extension And Rear Single-Storey Extension	No Objections
3.P/2018/0505 47 Jeffreys Road Wrexham Front Porch Extension And internal alterations	No Objections
Pre-Planning Application Consultations	
<p>4 Proposed application for outline permission at 120 Rhosnesni Lane Wrexham LL12 7NB7NB to demolish existing buildings and build a cul de sac and 13 houses</p> <p>Letter dated 17 May 2018 giving the opportunity to make comments on this proposal which will enable the Developer to receive and consider any concerns neighbours may have and to allow for consideration of whether to amend the scheme before submitting a full planning application to Wrexham County Borough Council. The Community Council has been given an extension until 20 June 2018 to comment on the Pre-Consultation documents and proposals</p>	<p><i>The Council has no objections to the outline plan and proposed cul-de-sac submitted but seeks assurance that if the historic buildings to the rear of the site are to be demolished, that any memorabilia or artefacts discovered from its former use are gifted to the Wrexham Museum service. The Council also recommends that the line of the boundaries to the four flats at 112-118 Rhosnesni Lane as shown on the proposed plan is checked for accuracy, as there appears to be a discrepancy.</i></p>
<p>5.Replacement of existing 47m Orange PCS Ltd rooftop equipment at Wrexham Police Station, Bodhyfryd, Wrexham, Clwyd, LL12 7BW (CLY0001) with proposed 20m EE slim street works monopole with GRP shrouded antennas on the eastbound footpath at Holt Street, Wrexham, LL13 7BP</p> <p>The Harlequin Group on 25 May 2018 invited the Community Council to comment on this proposal to address the urgent requirement to provide network service to the Emergency services at two new sites to maintain the coverage in this area. Permission has already been granted for the first site at Borrass Road, Wrexham and this proposal is for the second site</p>	<p><i>The Community Council opposes the second site at Holt Street Wrexham for the relocation of the rooftop communications equipment from the Wrexham Police Station at Bodhyfryd given its proximity to Alexandra Community School. There is already a pollution issue at this School from vehicles using the Inner Ring Road and the Council has concerns about the adverse impact on the pupils' health if such equipment is placed at ground level.</i></p>

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

33. 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.

34. URGENT ITEM - PILOT 14-18 YOUTH PROJECT

The Clerk reported on an issue raised by the Caia Park Partnership in respect of the operation of this Service Level Agreement and proposed action to rectify the situation before the six monthly review of this Pilot Project.

RESOLVED - that

- iii) the course of action as outlined at the meeting be accepted and a further detailed report be submitted by the Caia Park Partnership officers for consideration at the Youth Committee meeting due to be held on Tuesday 10 July 2018 ;and**
- iv) the Caia Park partnership is encouraged to contact the new Seasonal Acton Park Ranger with a view to linking in to the planned fun day in Acton Park**

Signed as a correct record this 17th day of July 2018

Chair