

**Minutes of the Meeting of Acton Community Council held on Tuesday 15 January 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham**

Present:

Councillor	Kevin Roberts (Chair)	Councillor	P D Jones (Vice Chair)
	W Baldwin	"	P Lloyd
"	M Davies	"	G Lowe
"	Mrs A Evans	"	D Picken *
"	R Hardy	"	Mrs D Wallice
"	Ms S Hope	"	Ms L Williams
"	Ms S Jarvis	"	
"	Ms P Kidd	"	2 vacancies

\* Absent

Also Present:

North Wales Police : PC Kerry Evans and PCSO Kelvin Evans

Ms Salli Edwards

Mrs Carole Roberts, Clerk to the Council

## **112 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Darren Picken.

## **113 DECLARATION OF INTERESTS**

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

- 1. Agenda item 12- Planning Application No: P/2018/1060, 16 Chester Road Wrexham:** Councillor Lynne Williams declared a personal and prejudicial interest in this item having a personal relationship with the applicants.
- 2. Agenda item 12- Planning Applications:** Councillor Paul Jones declared a personal and prejudicial interest in this item being a member of Wrexham County Borough Council's Planning Committee.

## **114 CONFIRMATION OF MINUTES**

***RESOLVED – that the Minutes of the Meeting of the Community Council held on 17 December 2018 be received and confirmed as a correct record.***

## **115 INFORMATION FROM THE MINUTES**

- 1. Minute 102.2 - Equipment for Youth Club.** It was noted that the Presentation had taken place on 9 January 2019 and a press release would be issued shortly.
- 2. Minute 107 - Review of Criteria for Financial Assistance Applications:** It was noted that this information had now been circulated to all members of the Council and an item would be included on the February 2019 meeting agenda.
- 3. Minute 108.3.ii – World War 2 Memorial Bench:** It was noted that the Clerk had taken delivery of this bench today and arrangements would be made to install both the WW1 and WW2 Benches adjacent to the RWF War Memorial at Bodhyfryd as soon as practicable
- 4. Minute 108.4.ii- Adjustments to Earmarked reserves:** It was noted that the necessary transfers had now been made.

**5. Minute 108.4.4 - Precept Requirements for 2019/20:** The Clerk reported that Wrexham County Borough Council had acknowledged receipt of the Community Council's requirements for 2019/20

**6. Minute 109.3.2 - School Crossing Patrol at Dean Road, Wrexham:** It was noted that this vacant post was being advertised by Wrexham County Borough Council and the outcome was not yet known

## **116 COMMUNITY POLICING MATTERS**

The Chair welcomed PC Kerry Evans and PCSO Kelvin Evans who was attending his first Council meeting

The Police Incident Report and update to 1 January 2019 had been previously circulated to all Members of the Council and a brief explanation was given about current trends, other Operational News and PCSO activities. Members welcomed the update on statistics collected so far as part of Operation Bakings to target drivers travelling over the speed limits on various roads in the Acton Community. Data collated during this Operation would be passed over on Phase 5 to Traffic Officers who will then attend with the PCSOs and be able to issue speeding tickets. All Members of the Council were invited to email the Police Officers if they wished to go out and take part in Operation Bakings.

Members then raised various other matters with the Police including the success of Operation Twilight, ongoing speeding issues on the Llanypwll Link Road at weekends, parking outside schools and concerns about the safety of children, current email and other scams and the work of Age UK to raise awareness for older people. The merits of the Wrexham Befriending scheme were also highlighted. The Chair thanked the Police Officers for their attendance and report.

## **117 GROUNDWORK NORTH WALES – LEAP PROJECT**

This item was deferred until the next meeting on 19 February 2019

## **118 PROCEDURAL MATTERS:**

**1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCIES IN THE MAESYDRE AND ACTON PARK WARDS:** The Clerk confirmed that the relevant statutory Notices had been on display since 21 November and 19 December 2018 respectively advertising the Council's intention to fill the Maesydre and Acton Park vacancies by co-option.

i) **Maesydre Ward vacancy:** It was noted that the only expression of interest had been made by Sharon Jarvis an existing Community Councillor for the Borrass Park Ward. The Clerk reported on advice taken from the Returning Officer. The 'Practical guide to Community Matters in Wales' guidance booklet, advice on the swapping seats on the occasion of casual vacancies indicates there is nothing in law to prevent a serving councillor being co-opted to a second seat on the Council. However it is established in case law that if a person holding office be elected to another, and accepts that election, he thereby vacates the office he held. (Case: R v Mayor of Bangor (1886 18 QBD 349, and other cases). Members then followed the procedure given by the Returning Officer to consider the filling of this vacancy.

**RESOLVED –unanimously by a show of hands, that Ms Sharon Jarvis of 23 Park Avenue Wrexham be co-opted as a Member of the Community Council to fill the casual Councillor vacancy for the Maesydre Ward on the Council.**

Councillor Sharon Jarvis forthwith handed a letter of resignation from the Borrass Park ward to the Chairman which was accepted and after doing so this, Councillor Jarvis directly signed the declaration of acceptance of office for the Maesydre ward.

**RESOLVED – that the Clerk to the Council issue a notice for the resulting casual vacancy for Community Councillor in the Borrass Park ward.**

ii) **Acton Park Ward vacancy:** Only one suitably qualified person had expressed an interest in putting her name forward for co-option to fill this vacancy by the noon deadline on 14 January 2019. 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 Sallie Edwards of 66 Park Avenue Wrexham be co-opted as a Member of the Community Council to fill the casual Councillor vacancy for the Acton Park Ward on the Council; and**
- ii) The Clerk arrange a Member Induction date for Councillor Sallie Edwards together with any other of the newer members of the Council that wish to attend.**

(Councillor Edwards directly signed the declaration of acceptance of office for the Acton Park ward and was present for the remainder of the meeting.)

**2. COUNCIL POLICIES - GENERAL DATA PROTECTION REGULATION (GDPR) 2018:** Following the introduction of this legislation, the Clerk advised that the following policies have been reviewed, amended or are being introduced to ensure compliance with the new Regulations. The Council then reviewed and determined whether to adopt the listed policies below which had previously been circulated direct to Members:

1. Document Retention Policy and Schedule
2. Data Protection and Information Security Policy
3. Privacy Notices – General, Website and Member/Officer
4. Internet, email and social media policy
5. Model Publication Scheme (FOI)
6. Data Breach Notification Policy
7. Subject access policy and template response letters.

**RESOLVED - that the seven Policies referred to above be accepted and adopted as now submitted.**

## **119 KEY ACTON ISSUES**

Wrexham County Borough Council Members reported verbally on new or Key Issues being considered by the County Bough 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) as follows:-

**TY Nos - Metal Container Pods:** The Containers were now on site at the former Maesydre Community Centre car park off Holt Road Wrexham. The Pods will enable homeless persons to transition from temporary to permanent accommodation. A further container will be used to provide Emergency accommodation in severe weather conditions. The launch date is 29 January 2019 and Members will be able to visit the Pods before they are occupied. Reference was also made to Project Home providing hot food and volunteers, an AVOW event for all involved in Homelessness and a recognition that not all homeless persons wished to engage with aid agencies.

The present position was noted.

## **120 CONSULTATIONS**

The following consultation papers considered at and received since the last meeting were considered to enable any comments to be submitted by the response deadlines:

1. **REFORM OF FIRE AND RESCUE AUTHORITIES IN WALES:** Further to Minute 106, December 2018, no responses or comments had been submitted to the Clerk by Members

**RESOLVED – that the Consultation be noted**

2. **USE OF WELSH LANGUAGE SURVEY:** Further to Minute 106, December 2018, no responses or comments had been submitted to the Clerk by Members

**RESOLVED – that the Consultation be noted**

3. **WREXHAM LDP CONSULTATION ON PROPOSED FOCUSED AND MINOR EDITING CHANGES:** Email dated 4 January 2019 providing information on changes of a technical nature subject to a formal 6 week public consultation between 7 January and 5pm on 18 February 2019. The LDP Submission Documents include the 'Deposit LDP', the Sustainability Appraisal Report (which incorporates the Environmental Report), the Delivery Agreement (including the Community Involvement Scheme), the Deposit Consultation Report, copies of Representations and other supporting documents. Members referred to earlier detailed comments submitted by the Council as part of the initial LDP Consultation.

**RESOLVED – to make no further comments at this stage of the process.**

## 121 REPORT FROM CLERK

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

<p>1.Society of Local Council Clerks</p>	<p><b>1.2019/2020 Pay Award:</b> Updated published 7 December 2018 advising that the NJC for Local Government Services has agreed the pay award effective from 1st April 2019 and a statement from NALC which interprets the award in respect all of those employed under the Model Contract particularly in respect of re-alignment of spinal column points due to the introduction of the national living wage. <b>RESOLVED – the details of the pay award from 1 April 2019 be noted and to approve the adjustments to the Clerk’s Salary from this date to reflect and implement the 2019 Pay Award.</b></p> <p><b>2.Welsh Government response to the recommendations of the Independent Review of the Future Role of Town and Parish Councils:</b> Update published 23 December 2018 advising of action to be taken in a number of areas to help, support and expand the role of community and town councils; including development of a core training package for councillors, expanding the training bursary scheme for smaller councils, inviting bids for financial support towards developing joint arrangements between councils and consulting on the way forward in a number of other areas. <b>Information noted</b></p>
<p>2.Ministry of Housing, Communities and Local Government</p>	<p><b>Section 137 spending limit for 2019/20:</b> advice published 20 December 2018 advising that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2018-19 is £8.12. Similar guidance is expected shortly for Welsh Town and Community Councils <b>Information noted</b></p>
<p>3.FCC Environment Wrexham PFI Ltd</p>	<p><b>Community Liaison Meeting – Monday 4 February 2019 at 17:30pm at Wrexham Recycling Park:</b> Letter dated 7 January 2019 advising of this meeting. <b>Information noted</b></p>
<p>4. Friends of Acton Park</p>	<p><b>Annual General meeting to be held 23 January 2019 at 1pm in the Cunliffe Public House, Jeffreys Road Wrexham:</b> Email dated 15 January 2019 advising this meeting is taking place and inviting interested persons to attend. <b>Information noted</b></p>

## 122 PAYMENT OF ACCOUNTS

**1.PAYMENTS AND QUARTER 3 RECONCILIATIONS & BUDGET MONITORING:** The Clerk provided details of interest payments received, internal transfers from the Deposit Account to Money Market Account and reverse for Earmarked balances of £12056.88 & £800.00 respectively on 15 January 2019 together with the

third quarter end bank reconciliations and monitoring reports setting out progress against the approved Budget during 2018/19 and requested authorisation for outstanding debtor or other payments as set out in the schedule below.

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

VOUCHER NO & PAYEE	DETAILS	AMOUNT
60. Caia Park Partnership Ltd Cheque no 201906	SLA Acton Youth Work Project – 8 to 13yo Q4 Payments S19 Local Government (Miscellaneous Provisions) Act 1976 )	£2,912.46 (VAT =£0)
61. Caia Park Partnership Ltd Cheque no 201907	SLA Acton Youth Work Pilot Project – 14-18yo Q4 Payments S19 Local Government (Miscellaneous Provisions) Act 1976 )	£3,049.95 (VAT =£0)
62. Carole Roberts Clerk to the Council Cheque no 201908	Clerks Expenses for January 2019 Section 112 Local Government Act 1972 (as amended)	£68.85 (VAT = £5.96)
63. Wrexham County Borough Council Cheque No 201909	2018/19 SLA 2 <sup>nd</sup> 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)
64. David Ogilvy Cheque no 201910	1x World War 2 Seat, Feet & Bolt down kit S19 Local Government (Miscellaneous Provisions) Act 1976	£971.40 (VAT = £161.90)
65 Shropshire County Council Via BACS payment Cheque no 201911	Clerks Salary and office expenses for January 2019 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

**2. FFORDD GARMONYDD PLAY AREA MAINTENANCE UNDER SERVICE LEVEL AGREEMENT:**

Arising from consideration of this SLA payment under Voucher 63, it was **RESOLVED – that the Clerk be instructed to write to the appropriate officer at Wrexham County Borough Council to advise that there are weeds appearing in the bark covering the Ffordd Garmonydd Play area and grass cutting and weeding should be carried out as soon as practicable to keep the situation under control.**

**123 PLANNING APPLICATIONS**

The Council considered any comments it may wish to make on any 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:**

<b>Case Number/ Address Proposed Development</b>	<b>Decision</b>
<b>1.P/2018/1060: 16 Chester Road Wrexham</b> Change Of Use Of Single Detached Garage To Dog Grooming Business	<b>No Objection</b>
<b>2.P/2018/1065: 20 Ffordd Jarvis Wrexham</b> Two-Storey Side Extension (Part Demolition Of Flat Roof Store To Rear To Enhance Amenity Space)	<b>No Objection</b>
<b>3.P/2018/1081: Land West Of Wrexham Golf Club Off A534 Roundabout Holt Road Llanypwll Wrexham</b> Application For Approval Of Details Reserved By Conditions Imposed Under Planning Permission P/2017/0257:- Condition 4 - Submission Of Scheme For The Comprehensive And Integrated Drainage Of The Site Condition 7 - Submission Of Scheme For The Infill etc	<b>No comments to make</b>
<b>4.P/2018/1081: Land West Of Wrexham Golf Club Off A534 Roundabout Holt Road Llanypwll Wrexham</b> Submission Of Reserved Matters Pursuant To Outline Planning Permission P/2017/0527 Layout, Scale, Appearance, Landscaping For Roadside Services Incorporating A Petrol Filling Station With Ancillary Kiosk And Associated Car Parking And Works	<b>No Objection</b>
<b>5.Appeal for Application P/2018/0748: Land To The Rear Of East Bound Footway Holt Street Wrexham</b> Installation Of A 20 Metre High Ground Based Phase 5 Slim Streetworks Monopole With Grp Shroud, 3 X Multi-Band Antennas, 2 X 0.3M Dia Transmission Dishes, 3 X Ground Based Equipment Cabinets And Other Ancillary Equipment And Cabling To Be Installed T	<b>To add no further comments to those previously made.</b>

(Councillor Lynne Williams having previously declared a personal and prejudicial interest in application P/2018/ 1060 for 16 Chester Road Wrexham due to having a personal relationship with the applicants left the meeting taking no part in the discussion or voting on this particular application.)

(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.)

**Signed as a correct record this 19th day of February 2019**

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**Presiding Chair**