

Minutes of the Meeting of Acton Community Council held on Tuesday 19 February 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

Groundwork North Wales – Ms J Woodward

Mrs Carole Roberts, Clerk to the Council

124 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors Anne Evans, Ralph Hardy, Sharon Jarvis, and Darren Picken.

125 DECLARATION OF INTERESTS

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

- 1. Agenda item 11- Planning Application No: P/2019/0077, 18 Rhosnesni Lane Wrexham:** Councillor Lynne Williams declared a personal and prejudicial interest in this item due to applicant being her neighbour/acquaintance.
- 2. Agenda item 11- 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.

126 CONFIRMATION OF MINUTES

1. Council meeting:

The Minutes of the Meeting of the Council held on 15 January 2019 were received.

RESOLVED – that the Minutes of the Meeting of the Community Council held on 15 January 2019 be received and confirmed as a correct record.

2. Committee Meeting:

The Minutes of the Meeting of the Youth Committee held on 29 January 2019 were received and consideration was given to the recommendations contained in Minutes 24.1 and 24.2.

RESOLVED – that

- i) The Minutes of the Youth Committee meeting held on 29 January 2019 be accepted; and***
- ii) the Youth Committee's recommendations be endorsed as follows:-***

- 1. to extend the remit and terms of reference for the Youth Committee as follows:***

“to investigate and report its findings and recommendations back to the Council on the feasibility of implementing the Recommendations of the 2018 Borrass Park Play Sufficiency Assessment with focus initially on zero or minimal cost projects that can build on their success unless Wrexham County Borough Council Officers are able to identify funding for larger projects as part of its “Play Pledge”; and

2. *In the first instance, the primary focus of the Youth Committee shall be on Recommendations 2 and 3 from the 2018 Play Sufficiency Assessment namely :-*

i-To develop a program of community activities, events and projects to be carried out in partnership with Wrexham CBC, the Acton Park Seasonal Park Ranger and established Community Groups such as the Friends of Acton Park; and

ii- to press for the Local Education Authority and Schools themselves to enable and permit access to school grounds during evenings, weekends and school holidays to enable young people to play safely and away from traffic in their own neighbourhood.

127 INFORMATION FROM THE MINUTES

1. Minute 119 – Ty Nos Pods. It was noted that a one off visit to the site for all members for the Council has been arranged for between 3pm and 4pm on Thursday 21 February 2019. The visit details were noted.

128 COMMUNITY POLICING MATTERS

The Chair advised that notification has been received that no representatives from the Acton Community Policing team were available to attend the meeting. However any questions or concerns raised during the meeting will be forwarded to them for action. The following issues were then discussed:-

1. **Police Incident Report to 12 February 2019:** This information previously circulated to all Members of the Council, detailed current trends, other Operational News and PCSO activities. Members welcomed the update. In respect of Operation Bakings targeting drivers travelling over the speed limits on various roads in the Acton Community. Data collated during Phase 1 and 2 of this Operation was provided demonstrating 6% of vehicles are currently driving over the limit. On Phase 5 Traffic Officers will attend with the PCSOs and issue speeding tickets. All Members of the Council were reminded that they could email the Police Officers if they wished to go out and take part in Operation Bakings.

Reference was made to a letter circulating in the Penymaes Avenue/Park Avenue area about a neighbourhood crime prevention network called “Nextdoor Maesydre” scheme. Concerns were expressed about the detailed personal information required by the scheme and it was important to be mindful of the security risk of providing such information on a voluntary basis.

RESOLVED - that the Report be received and noted

2. **Quarterly Drugs Dog Visits – Request for Funding:** The Clerk had received an email dated 25 January 2019 canvassing all Councils and advising that the Wrexham Policing Team are in the process of arranging for the Cheshire dog handler to attend on a quarterly basis for the Drugs dog Operation at a cost estimated to be similar to the £125 per Council last year. The Council was invited to contribute again this year subject to confirmation from the dog handler on the cost and availability for 2019.

RESOLVED – to approve the Police request for the Community Council to fund approximately £125 towards the cost of arranging for the Warrington Partnership to provide the town centre communities with four or five visits by the Drugs Dog during the year and the £125 cost of this support to be met from the Council’s Crime Prevention budget provision for 2019/20; and an assurance be provided by the Police that the outcomes of the Drugs Dog operations (particularly in the Acton Community) will be reported back to the Community Council so it can assess the effectiveness of this support for Crime Prevention.

129 GROUNDWORK NORTH WALES – LEAP PROJECT

The Chair Welcomed Jo Woodward from Ground Work who addressed the Council on the Local Energy Advice partnership (LEAP) Green Doctor work with eligible local residents to provide free home energy visits to carry out checks on using the cheapest energy tariffs, energy saving measures that can be put in place such as energy efficient light bulbs, intelligent power cables, radiator shields and referrals to other agencies as appropriate. Members were challenged to refer somebody or themselves to visit the LEAP website or request a home visit from the team at Groundwork (Tel: 01978 757524). It was noted that Ms Woodward would attend local Community Groups to provide this information to them.

The Chair thanked Ms Woodward for her presentation.

130 PROCEDURAL MATTERS:

1. CASUAL COUNCILLOR VACANCY – BORRAS PARK WARD : Further to Minute 118.1.1 January 2019 and the provisions of Section 116 of the Local Government (Wales) Measure 2011 concerning Co-option of Members of Community Councils, the Returning Officer had advised that no request has been received to fill this vacancy by election. The Community Council **must** now arrange to fill the vacancy by co-option. It is a legal requirement to advertise the vacancy.

RESOLVED - that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option at the Council meeting to be held on 16 April 2019 and be authorised to issue the relevant Public Notice.

2. COUNCIL POLICIES AND PROCEDURES: The Council's existing Standing Orders and Financial Regulations were reviewed together with a draft Member Officer Protocol. Due regard was given to updates that have been made to the National Model documents following the introduction of the General Data Protection Regulations (GDPR) 2018 and the importance of adhering to best practice for the following documents:-

1. Model Standing Orders 2018 (Wales)
2. Financial Regulations(Wales)
3. Member Officer Protocol.

RESOLVED – that:-

- i. ***the revised Model Standing Orders 2018 (Wales) and Financial Regulations(Wales) as now submitted be adopted as they stand and they be reviewed again at the Annual Council meeting in May 2019 and annually thereafter; and***
- ii. ***the Member Officer Protocol, as now submitted, be approved and adopted for use by the Community Council with immediate effect.***

3. REVIEW OF CRITERIA FOR ALLOCATING FUNDS FOR DONATION REQUESTS: Further to Minute 143.ii March 2018, ii), Members were reminded that a Task and Finish Group comprising of the Chair, Councillors Anne Evans, Sian Hope, Paul Jones and Lynne Williams had reviewed the Community Council's existing Policy, criteria and priorities for awarding Grants. A copy of the draft recommendations from the Group for a three tier system had previously been circulated to all members of the Council.

Members discussed application of the proposals, the potential for flexibility within the tiers and the written response with Councillor Hardy's strong views on the recommendations was considered in his absence. It was noted that funding for the local young people was provided for elsewhere in the Council's approved budget and the criteria were focussed on priority for funding of applicants providing services/activities in the Acton Community. It was recognised there will be anomalies and in this event each case will be considered on its merits.

RESOLVED – that the revised Criteria and guidelines within the three tiers as now submitted for allocating Section 137 Financial Assistance/Grants be approved and implemented with effect from 1 April 2019 subject to any exceptional anomalies to the three tiers being considered individually on their own merits.

4. **APPOINTMENT OF INTERNAL AUDITOR:** The Council’s arrangements were reviewed to ensure the Independent Internal Audit testing during 2019/20 for the 2018/19 Financial Year end and in year Internal audit Services meet the requirements as set out by the Audit Commission for Wales and the current Accounts and Audit Regulations. It was noted that internal audit must not influence the direction or extent of the review however it is good practice to seek their input. The Clerk advised the existing Internal Auditor had confirmed that there are no changes to the terms of engagement from last year - there will still be one annual audit conducted after the year end between April and June at a date agreed with the Council. There will be one annual audit report issued which will also follow up issues raised in the previous year.

RESOLVED - that the matters now reported to the Council for the renewal of the current arrangements with JDH Business Services Limited concerning the provision of an internal audit service, be accepted and a letter of engagement detailing the Internal Audit Plan for testing during 2019/20 as reported to the meeting, be signed by the Chairman and Clerk and forwarded to the JDH Business Services Limited

5. **SERVICE LEVEL AGREEMENT REPORTING:** The outputs and outcomes for the following Services for Quarter 3 were received:

- i **ACTON COMMUNITY RESOURCE CENTRE:** (as submitted to the Acton Community Resource Centre Management Committee meeting on 7 January 2019).
- ii **CITIZENS ADVICE BUREAUX – ACTON OUTREACH SERVICE**

RESOLVED - that the reports be accepted as submitted.

131 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:-

- 1. **Funding support for Wrexham Citizens Advice Bureaux**
- 2. **Council Tax for 2019/20**
- 3. **Pupil Exclusion and Assessment Centres:** It was reported that the relevant Scrutiny Committee was shortly to review this issue.
- 4. **WW1 & WW2 Memorial Benches:** The benches were now in situ by the RWF Memorial Statue at Bodhyfryd which was timely given the 75th Anniversary of the D-Day landings.
- 5. **Acton Park Community School:** It was noted the school was now out of special measures.

The present position was noted.

132 REPORT FROM CLERK

The Clerk reported on correspondence and other information that has been received since the last meeting and upon her attendance at the Practitioners Conference in Kenilworth as follows:

Organisation	Details
1.Derrick Evans, Wales Audit Office	Financial Management and Governance – Town and Community Councils 2017-18 and Internal Audit Arrangements at Town and Community Councils in Wales: Email dated 23 January 2019 giving details of two national reports related to community and town councils as recently published identifying improvements community and town councils need to make to their arrangements. The report links were: Auditor General’s overall conclusions from his audit work and Auditor General’s study on internal audit functions in the sector. <p style="text-align: right;"><i>Information noted</i></p>

2. John Gallanders AVOW	Community Transport Event – Plas Madoc on 29 March 2019 from 9.30am to 3pm: details about an event aimed at members of the public and service users and provides an opportunity to explore the issue of Community Transport for people of all ages and abilities more closely. <u>Information noted</u>
3. North Wales Police	Quarterly Drugs Dog Visits: This matter was considered earlier in the meeting under Agenda item 5.2 (Minute 128.2 refers)
4. Wrexham County Borough Council	<p>1. Welsh Government All Wales Play Opportunities Grant 18/19 (AWPOG18/19): Letter dated 4 February 2019 advising that a proportion of the Wrexham allocation of the AWPOG 18/19 has been distributed to providers of open access playwork provision. The Community Council's invoice for the Borrass Park Play Sufficiency Assessment in 2018 will be reduced by 25% making a saving of £625. The Community Council was asked to re-invest the saving in further support for children's play. RESOLVED – to earmark the £625 saving for use in 2019/20 for any events that may be planned under the extended remit of the Youth Committee for Children's Play provision.</p> <p>2. Wrexham Town and Community Council Forum – Thursday 21 March 2019: Email dated 1 February 2019 inviting the Council to send 2/3 representatives to this meeting to be held in the Council Chamber at the Guildhall, Wrexham. RESOLVED – that the Council be represented at this meeting by members to be determined at a later date.</p> <p>3. Wrexham Council Bilingual Signage: Email dated 1 February 2019 seeking support and assistance to report any signs in the Acton community which have been put up since 30 March 2016 and do not comply with the Welsh Language Standards to enable Wrexham CBC to correct them. A dedicated reporting page on the Council's My Account portal allows reports to be submitted. Information noted</p>
5. The Motivational Preparation College for Training (MPCT)	Wrexham Awards Ceremony to celebrate our learners' successes: Email dated 7 February 2019 extending an invitation to attend this Ceremony on 1 April 2019 at the William Aston Hall, Wrexham Glyndwr University, Mold Road, Wrexham LL11 2AW. Information was noted and any members wishing to attend advised to reserve their place using the online booking link provided.
6. One Voice Wales	<p>1. One Voice Wales membership offer of 50% fee reduction: Email dated 13 March 2019 inviting the Council to become a Member of One Voice Wales from April 2019 together with information about the work and services provided. RESOLVED – not to become a Member of One Voice Wales.</p> <p>2. Senedd & Elections Wales Bill to introduce Votes at 16: Email dated 14 February 2019 advising that the Assembly Commission's proposing new law to renew democracy in Wales will empower 16 and 17 year olds to vote at Assembly elections, giving them a voice on decisions that will define their future. It also proposes changing the name of the Assembly to reflect its true status as a national parliament. Information noted</p>
7. North Wales Community Health Council	All Wales GP Out of Hours Survey 2019: Email dated 15 February 2019 seeking help in publicising a survey on GP Out-of-Hours services that was launched on 22 January 2019 and is aimed at anyone who has used the Out-Of-Hours service in the past 6 months. The

	Community Health Council will use the results to identify where the service is working well and where improvements are needed. In order to help us make the case for improvements it is important that we get as many responses as possible from patients representing the full diversity of the local population. The survey will be accessible through this link: http://svy.at/hxqnn Information noted
8.Independent Remuneration panel	Independent Remuneration Panel for Wales Annual Report - February 2019: Email dated 18 February 2019 providing in accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, a link to the IRPW's Annual Report, February 2019 . It was noted that Section 13 relates specifically to Community and Town Councils. RESOLVED – to receive and accept the Annual Report – February 2019 of the Independent Remuneration Panel and reaffirm the decisions of the Community Council Meeting on 16 October 2018 in respect of the range and maximum Allowances payable for the Financial Year 2019/20. (Minute 77 refers)
9.Clerk to the Council	2019 SLCC Practitioners Conference: The Clerk reported as follows:- 1.Workshops and Plenaries included Combatting Rough Sleeping, Operation London Bridge, Achieving Paperless Councils and Breaking the Mould (ComGov local councils Think tank) 2.Welsh Round Table session with Claire Germain, Welsh Government 3.Individual Vat advice /electronic reclaim 4.Exhibitors stands and advice from Rialtas, Vision ICT, Edge IT RESOLVED – the Clerk be thanked for her attendance and report

133 PAYMENT OF ACCOUNTS

The Clerk reported on the outstanding debtor or other payments as set out in the schedule below.

RESOLVED – that

1: The Clerk arrange for the transfer to earmarked reserves of the £625 saving for the Borrass Park Play Sufficiency Assessment in 2018 for use in 2019/20 for any events that may be planned under the extended remit of the Youth Committee for Children's Play provision; and

2. The following payments be approved:-

VOUCHER NO & PAYEE	DETAILS	AMOUNT
66. Caia Park Partnership Ltd Cheque no 201912	SLA Acton Youth Work Project – Purchase of Pool Table & Table Tennis Table S19 Local Government (Miscellaneous Provisions) Act 1976)	£803.90 (vat =£0)
67 Wrexham & District Citizens Advice Bureaux Cheque No 201913	Q3 Sla Payment for Acton Outreach Service S142 Local Government Act 1972 (as amended)	£1,536.54 (vat = £0)
68 Vision ICT Cheque no: 201914	Website changes for Operation London Bridge S55 Local Government (Democracy) (Wales) Act 2013	£42.00 (vat = £7.00)
69 Wrexham County Borough Council Cheque no 201915	Q3 Sla payments for School Crossing Patrols in Acton Community S137 Local Government Act 1972 (as amended)	£2,560.00 (Vat = £0)
70. One Voice Wales Cheque no: 201916	Understanding the Law Training on 24 January 2019 Cllrs Jarvis and Kidd S112 Local Government Act 1972 (as amended)	£120.00 (vat = £0)
71 SLCC	Practitioners Conference Fee – 13 to 15 February 2019 at	£464.00

Cheque no 201917	Kenilworth S112 Local Government act 1972 (as amended)	(VAT = £40.00)
72. Wrexham County Borough Council Cheque no 201918	SLA 2 nd half year payment for revenue costs at Acton Community Resource Centre S19 Local Government (Miscellaneous Provisions) Act 1976	£15,000.00 (vat = £0)
73..Wrexham County Borough Council Cheque no 201919	Play Sufficiency Assessment for Borrass Park Ward -reduced costs S19 Local Government (Miscellaneous Provisions) Act 1976	£1,875.00 (vat=£0)
74. Wrexham County Borough Council Cheque no 201920	Q3 contribution to running costs at Little Acton Community Centre S19 Local Government (Miscellaneous Provisions) Act 1976	£1,012.57 (vat = £0)
75 Wrexham & District Citizens Advice Bureaux Cheque No 201921	Q4 Sla Payment for Acton Outreach Service S142 Local Government Act 1972 (as amended)	£1,536.54 (vat = £0)
76.Carole Roberts Clerk to the Council Cheque no 201922	Clerks Expenses for February 2019 Section 112 Local Government Act 1972 (as amended)	£204.41 (VAT = £12.42)
77 Shropshire County Council Cheque no 201923	Clerks Salary and office expenses for February 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
78.Wales Audit Office Cheque no 201924	External Audit Fee for 2016/17 Account & Audit (Wales) Regulations 2014 (as amended)	£225.75 (Vat= £0)

124 PLANNING APPLICATIONS

The Council considered any comments it 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 as set out below:

Case Number/ Address ; Proposed Development & Community Council Decision
<p>1.P/2019/0005: Access on land south of Holt Road Wrexham (Adjoining Community Application) Outline application for the construction of up to 600 dwellings, with associated landscaping, public open space and on-site infrastructure, with all matters reserved except from the northern site</p> <p><i>The Community Council objects strongly to this application and wishes to confirm its reasons as set out below. The views below were also submitted as part of the Community Council's response to the Local Development Plan Consultation (which is expected to be adopted shortly) and in particular the proposals for the land that this application refers to; and to highlight that there is not the same demand for Housing as originally envisaged when the Local Development Plan was being prepared:-</i></p> <ul style="list-style-type: none"> • The development will result in a loss of high grade agricultural green barrier land; • During the expected build on this land there will be nuisance caused to nearby occupiers by reason of noise, dust, grit and other matter; • Since 2011 the existing Public Transport provision within the Acton Community has contracted and serves less of the area; currently some bus services are being temporarily provided by the local Authority for a two year period on a restricted basis

- The Welsh Spatial Plan aim on Health is “to create a strong and well run network of streamlined and integrated care services “The health services within the Acton Community are inadequate to cope with any expansion. There are two GP practices at Borrass Park and Strathmore Surgery on Chester Road. There is a shortage and no other land identified to provide new or additional GP surgeries to meet increased demand and public health needs. This is contrary to the Wales Spatial Plan’s Area Framework for North East Wales which seeks to ensure there is good access to services such as health for users and workers across the area.
- The Welsh Spatial Plan on Water Extraction - there will be a big impact due to reliance of water supplied from the River Dee. The Welsh Spatial Plan Area Framework for North East Wales in valuing the Environment recognises the development of more housing may put a strain on the Environment particularly in relation to water resources and by isolating protected wildlife and species. The LDP proposal for KSS2 (of which the application site is part of) provides no compelling evidence that this large scale development will have the resources to expand the existing over stretched local infrastructure to meet all the ancillary needs coming from the large scale development of this large green field site.
- Welsh Spatial Plan requirements to promote a sustainable Economy by ensuring areas have a strong and co-ordinated network of Education and skills providers to match geographical and sectoral needs: The three existing Primary Schools in the Acton Community are oversubscribed and at capacity. The Community Council is of the view that any large scale expansion of housing without matching learning infrastructure will be inadequate and not meet the Welsh Spatial Plan’s Area framework for North East Wales to ensure provision of basic education skills for the area’s Children and Young People.
- The infrastructure deficit for Transport, Water, sewerage and energy will place additional demands on these services that are already overstretched with the current housing provision.
- The Welsh Spatial Plan aim of valuing the Environment by promoting wildlife and diversity: The Acton Community area has a green open space deficiency and the proposed expansion to green field sites will decrease the quality and quantity of nature sites and the development will result in a green field site becoming part of the urban area. Paragraph 16.57 of the 2008 Wales Spatial Plan refers to provision of open spaces to improve the infrastructure for activity, recreation and community facilities
- The Welsh Spatial aim of respecting Distinctiveness through the conserving unique heritage of an area. The proposed Housing development will create a new community with no sense of identity or ability through its location of integrating into the existing Acton or other nearby Communities. The Spatial plan refers to encouraging high quality cultural experiences for Communities and the nearby Acton Community Resource Centre and Little Acton Community Centre may not be capable of expansion to meet these requirements

2.P/2019/0021: 13 Little Acton Drive Wrexham- Outline Application To Erect 1 No. Dwelling With All Matters Reserved On Land To The Rear Of 13 Little Acton Drive

No Objection

3.P/2019/0066: 1 Overton Way Wrexham - Ground Floor Extensions To Dwelling

No Objection

4.P/2019/0077: Trees Adjacent To 18 Rhosnesni Lane Rhosnesni Wrexham - Application For Works To Tree Subject To Tree Preservation Order Wmbc No. 21: T12 Oak - Remove Epi Up To 6M Plus Reduce Branch Adjacent To Garage By 4 Metres To Clear Garage And Remove Deadwood T13 Sycamore - Remove Deadwood Plus Lower Limb

The Community has no objections to the proposal provided the Council’s Arboricultural Officer deems the proposed works are essential for the continued good health of the tree and all the works are carried out under the direction, supervision and to the satisfaction of Wrexham CBC’s Arboricultural Officer.

5.P/2019/0094: 7 Heol Dinas Wrexham - Construction Of Car Port (In Retrospect)

No Objection

(Councillor Lynne Williams having previously declared a personal and prejudicial interest in application P/2019/ 0077 for 18 Rhosnesni Lane Wrexham due to due to applicant being her neighbour/acquaintance. She 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 March 2019

Presiding Chair