

Minutes of the Meeting of Acton Community Council held on Tuesday 16 April 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:

North Wales Police PCs Kerry Evans, Stuart Roberts & PCSO Robina Ahmed
Mr Reg Herbert , Freelance Reporter
Mrs Carole Roberts, Clerk to the Council

149 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors Bill Baldwin, Ralph Hardy, Sharon Jarvis, Philip Lloyd and Darren Picken. Members asked that their best wishes be extended to Councillor Lloyd following his recent indisposition.

150 PUBLIC QUESTIONS

In accordance with Standing Order No. 3e; it was noted that no Members of the Public residing within a ward of the Community Council had given notice to speak at this meeting.

151 DECLARATION OF INTERESTS

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

Agenda item 13- 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.

152 CONFIRMATION OF MINUTES

The Minutes of the Meeting of the Council held on 19 March 2019 were received.

RESOLVED – that the Minutes of the Meeting of the Community Council held on 19 March 2019 be received and confirmed as a correct record.

153 INFORMATION FROM THE MINUTES

1. Minute 142.2: Financial Regulations Banking arrangements and payments – It was reported that the Clerk has now set up online business banking for the Council and arrangements were being made in respect of Salary and statutory deductions payments in accordance with Standing Order 7.

2. Minute 144: Consultation on proposal to increase capacity at Barkers Lane CP School – The Clerk had received an acknowledgement on 10 April 2019 that the Community Council's submission had been received before the Consultation deadline.

154 COMMUNITY POLICING MATTERS

The Chair welcomed the Police Officers who were in attendance and the following matters were discussed

1. Monthly Policing and Operations Report: PC Kerry Evans introduced PC Stuart Roberts who was now working in partnership with her as part of the Acton Community Safer Neighbourhood Team. The main point of contact with them will be via the Acton Sector email address. An explanation was given on the impact and limitations of current funding and PCSO personnel changes on resources and frontline service provision. An assurance was given that the Police work will still be done and resources will be targeted to areas with the highest incidence of crime.

Members then proceeded to consider the monthly Incident update in respect of anti-social behaviour and crime issues/trends together with the reported crimes within the Acton wards. In particular the onward reporting and action in respect of reported Domestic crime was noted. An update was given on action being taken in respect of the Antisocial behaviour referred to at the last meeting at Aran Road Play area.

There are two continuing Policing Operations to tackle the growing trend of theft from motor vehicles in Wrexham and to test the speed of vehicles at various locations and dates in the Acton Community. A full update and details of all statistics will be provided at the end of this Operation.

The Officers were thanked for their attendance and report.

2. Pilot Mini Police Initiative with pupils at Alexandra CP School: The Chair welcomed PCSO Robina Ahmed who gave a short presentation on this pilot Project to be launched on Friday 2 May 2019 at the Llay Police Headquarters to which members of the Council were invited. There has been a similar successful Mini Police Project in South Wales with positive outcomes for those taking part including assertiveness, confidence and pride.

The aim of the Mini Police seven week project which is aimed at year 5/ 6 pupils over one term, is to enable and provide engagement in the community focussing on something of concern to the pupils – ie Speeding / Litter / Parking on ZigZags. The Pilot will involve up to 15 pupils and will provide a “uniform” for the Mini Police to wear when carrying out their duties. The focus of the preparatory work had been on liaising and involving the school and identifying sources of funding to provide the uniform. Members welcomed this Community Project and noted that the Crime Prevention Budget could be used to assist with the cost of the Mini Police Uniforms for the pupils. Councillor Paul Jones indicated he would be prepared to meet at the clothing supplier with PCSO Ahmed to gather information on costs etc.

RESOLVED – to agree in principle to support and allocate £250 from the Crime Prevention Budget to fund the cost of the remaining items of Mini Police Uniforms still to be purchased for the launch of this Pilot, subject to Councillor Paul Jones liaising with the Clerk and Chair of the Council on his findings.

155 PROCEDURAL MATTERS

The Clerk reported on the following procedural matters:

1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS CASUAL COUNCILLOR VACANCIES: There had been no Expressions of Interest submitted, to fill the Borrass Park Ward casual vacancy by Co-option.

RESOLVED – that in accordance with Section 116 of the Local Government (Wales) Measure 2011 the Clerk be authorised to re-advertise this vacancy and arrange for the outcome to be considered at the June 2019 meeting of the Community Council.

2. VACANCY ON YOUTH COMMITTEE: There was now a vacancy on this Committee following the resignation of Councillor Ralph Hardy and consideration was given to the filling of this Vacancy to ensure

full membership of this Committee for the remainder of the Municipal year. However due to the number of members absent from the meeting this matter was left in abeyance until the Annual Meeting of the Council.

3. OPERATION LONDON BRIDGE – NATIONAL PLANNING REQUIREMENTS: The Council considered an Action plan to ensure the necessary and appropriate arrangements are set in place for the Council's response to this event. The Memorial Hall at Bodhyfryd was proposed as the most appropriate venue in the Acton Community to provide a focal point when this Action plan is implemented.

RESOLVED – that the Action Plan as now presented and discussed be adopted and the Clerk be instructed to proceed to make the necessary equipment purchases for this and similar events up to a maximum of £500.

156 KEY ACTON ISSUES

It was noted that the Wrexham CBC Members present at the meeting had no new matters to report.

157 ANNUAL ACCOUNTS 2018/19

The Clerk submitted a detailed report prepared in accordance with the Accounts and Audit (Wales) Regulations 2014, issued under the Public Audit (Wales) Act 2004 containing:

- the annual Statement of Accounts for the year ended 31 March 2019;
- a supporting statement highlighting significant variances;
- A Governance/ Risk assessment report for 2019

Members were reminded that the Accounts and Audit Regulations and Capital Finance and Accounting Regulations in Wales had key requirements for Community and Town Councils in respect of accounts completion, certification and approval process for the annual returns /accounts. It was noted that the Accounts, books and records for the 2018/19 Financial year will be submitted to the Internal Auditor on 2 May 2019. The Internal Auditor's report will be submitted to the next meeting.

In respect of the External Audit, the External Auditor appointed by the Welsh Assembly Government (Grant Thornton) has given notice that they will undertake the Annual Return and Basic Audit on 29 July 2019. The relevant statutory notices will be placed on public display and be available on the Council's website to comply with the Statutory Notice period.

The Clerk proceeded to go through the Report in detail and members debated the merits and options for the Community Streetscene Budget provision including filling planters, provision of low level fencing at the Spider Park, refurbishing the Wrexham CBC railings along Jeffreys Road, and provision of a metal litter bin at the Green Little Acton. Reference was made to the deteriorating condition of the external fabric of the Maesydre Power House and associated risk mitigation together with the outstanding agreement in principle to fund the annual running costs of portable CCTV camera in the Acton Community to assist with Crime Prevention within the Acton Community.

RESOLVED –

- i) To approve the Statement of Accounts for the Year ended 31 March 2019 together with the Supporting Statement and the Annual Risk Assessment required under the Accounts and Audit (Wales) Regulations 2014 and proper practices as set out in Appendix 1 & 2 of the Report ;***
- ii) That consideration of the report as contained in Appendix 3 be accepted as the formal Risk Assessment for 2019;***
- iii) That in relation to the key risks, these be identified as relating to the Community Council's assets, bank accounts, internal financial controls and insurance cover for statutory and other purposes; and***
- iv) That the arrangements highlighted in Appendix 3 be accepted as having taken all the appropriate steps to minimise risks in conjunction with the documented Internal Financial Controls.***

- v) *To assert that the Community Council has not awarded any contracts during 2018/19 and therefore no evidence is required to support the annual Governance Statement on part 2 of the Annual return for 2018/19*
- vi) *In respect of the MAESYDRE POWERHOUSE the Clerk now be authorised to take the necessary action, in accordance with the Council's Financial Regulations, to arrange for any repair, maintenance and repainting works to the fabric of the building, such costs to be met from the earmarked reserves for this purpose.*
- vii) *In respect of the COMMUNITY STREETSCENE provision within the accounts, the Clerk is instructed to circulate an invitation to all members of the Council to submit bids against the 2019/20 budget of £5,000 which provides for up to £1,000 per ward to be allocated by the full Council to each of the Acton, Borrass Park, Little Acton, Maesydre and Rhosnesni wards for Environmental Schemes, this includes the previous instruction to the Council to make contributions to the costs of individual ward environmental clean-up days.*
- viii) *In respect of the CRIME PREVENTION PROJECTS budget, the Council should extend its earlier agreement in principle in April 2018 (Minute 138 refers) to fund the annual costs of a mobile CCTV camera at a location as identified by Councillor Paul Jones from the Council's Crime Prevention budget, subject to report and clarification on the cost implications of the annual ongoing costs of maintenance and any funding commitments under a Service Level Agreement with Wrexham County Borough Council.*

158 REPORT FROM CLERK

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

<p>1.Claire Williams Donor Engagement Coordinator</p>	<p>Supporting the Welsh Blood Service in the Wrexham Area: Email dated 25 March 2019 advising that Blood donation sessions in the Wrexham area often struggle to meet targets and hospital demand for blood and products. All community/town councils are being asked to support and raise awareness for the Service RESOLVED – to circulate details of upcoming sessions to all members of the Council and include a link on the Councils website</p>
<p>2.North Wales Community Health Council (NWCHC)</p>	<p>NEWS RELEASE -Time To Go Home? Health Watchdog seeks feedback: Email dated 29 March 2019 advising the NWCHC are participating in a national review of the length of time patients are staying within hospitals. Information collated from patients, their relatives and carers about any experience over the last 12 months when they have had to stay in hospital for longer than is needed will inform the actions required to make things better for the patient. Information noted</p>
<p>One Voice Wales</p>	<p>1.Consultation - Consideration of proposals to amend the Public Audit (Wales) Act 2013: Email dated 2 April 2019 advising that the Finance Committee of the National Assembly for Wales is seeking by 3 May 2019, information to inform its inquiry on consideration of proposals to amend the Public Audit (Wales) Act 2013. Information on the inquiry, the terms of reference and how to respond is included here. Information noted</p> <p>2. Councillor Training at Gresford Memorial Hall, Wrexham: Email dated 4 April 2018 advising of training sessions at this venue at a cost of £60 per person as follows : 14 May2019 Module 3 - The Council as an Employer; 11 June 2019 Module 21 - Advanced Local Government Finance ;2 July 2019 Module 9 - Code of</p>

	Conduct RESOLVED – that any member wishing to attend this training contact the Clerk to reserve a space for them.
Wrexham Area Civic Society	Newsletter Issue 48 Spring 2019: A copy of this document containing a report about the Annual Awards presentation including the Ffordd Garmonydd Play Area was available at the meeting for members’ perusal. Information noted
Wrexham County Borough Council	Welsh medium school at Borrass Park: Email dated 15 April 2019 advising of Wrexham CBC Executive Board’s decision on 9 April 2019 to delay the implementation of the initial proposal and to now open the 210 place Welsh medium primary school at the Borrass Site in September 2021 Information noted

159 PAYMENT OF ACCOUNTS

The Clerk reported that the first Precept Payment for 2019/20 of £49,500.00 had been received from Wrexham County Borough Council on 1 April 2019

RESOLVED – that the following payments be approved: -

VOUCHER NO & PAYEE	DETAIL,	AMOUNT
1 Wrexham County Borough Council No cheque as account zeroed out	NNDR Demand for Maesydre Power House for the period 1/4/19 to 31/3/20 – Note demand for RV of 1475 = £775.85 but as RV is below Minimum Value no payment is required : For information only S124(1)(b) Local Government Act 1972	£0.00
2 Carole Roberts Clerk to the Council Cheque No 201939	Clerks Expenses for April 2019 Section 112 Local Government Act 1972	£299.52 (VAT £45.55)
3. Wrexham CBC Cheque No 201940	Q4(2) Costs for Little Acton Community Centre S19 Local Government (Miscellaneous Provisions) Act 1976	£215.47 (no vat)
4 Shropshire County Council Cheque No 201941	Clerks Salary and office expenses payment made in April 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)	As set out in Payroll report

160 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 – to make no objections on the three applications set out below, subject to inclusion of the following observations in respect of the application No: P/2019/0259 – “The Council has no objection to the proposed works provided the Council’s Arboricultural Officer deems such works are essential for the health of the trees and any such works are carried out under the direction and to the satisfaction of the Arboricultural Officer”.

1. P/2019/0258 - 18 Clarke Road Wrexham : Use Of Domestic Garage As Dog Grooming Salon (In Retrospect)

2. P/2019/0259 - **92 Dean Road Rhosnesni Wrexham:** Application For Works To Trees Subject To Tree Preservation Order No. Wmbc No. 77 - Crown Raise By 5 Metres Silver Birch Trees Along Garden Perimeter - Remove 1 No. Cypress Branch Overhanging Garden
3. P/2019/0260 - **21 Acton Hall Walks Wrexham:** Single-Storey Side Extension

(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.)

161 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - that the press and public be excluded from the Meeting during consideration of the following items of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

162 MAESYDRE POWER HOUSE – MAINTENANCE, REPAIRS AND LICENCE TO OCCUPY

The Clerk reported on the condition of the building and the potential for a further extension of the Licence to occupy by mutual exchange of letters between the Community Council and North Wales Police from 1 April 2019 to 31 March 2022. Members noted that earlier in the meeting the Council had agreed to authorise the Clerk to take the necessary action, in accordance with the Council's Financial Regulations, to arrange for any repair, maintenance and repainting works to the fabric of the building. (Minute 157 vi refers)

RESOLVED – to approve the extension of the Licence to Occupy with North Wales Police for a further period until 31 March 2022.

163 CLWYD PENSION FUND – SERVICE LEVEL AGREEMENT AND POLICIES FOR 2019/20

The Clerk reported receipt of a Draft Service Level Agreement for 2019/20 with the Clwyd Pension Fund that requires confirmation of various Council policies in relation to mandatory decisions on Pension Policies which must be signed off and submitted to the Fund by 30 April 2019. Having regard to the limited time available to address this issue it was recommended that the Council's Staffing Committee meet as a matter of urgency to consider these Policies (the Clwyd Pension fund are liaising with Flintshire County Council to see if its Pensions Policies can be shared with the Community Council).

RESOLVED that

- i) the action taken by the Clerk in issuing a summons for members of the Staffing Committee to attend a meeting on 24 April 2019 to consider the Service Level Agreement and Mandatory Policies be endorsed and the Staffing Committee be instructed to consider this matter to enable the Clerk in Consultation with the Chair and Vice Chair to sign the Service Level Agreement on the Council's behalf and submit it by 30 April 2019 deadline; and***
- ii) The Staffing Committee be given delegated powers to consider and determine the Mandatory Policies necessary to meet the Council's obligations in respect of Pension Regulations and other Pension Legislation as set out in the Appendix to the Service Level Agreement.***

Signed as a correct record this 21st day of May 2019

Presiding Chair