

Minutes of the Meeting of Acton Community Council held on Tuesday 16 July 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

North Wales Police Representatives: Sgt Claire McGrady and PCSO Robina Ahmed
Mrs Carole Roberts, Clerk to the Council

33. APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Mike Davies, and Paul Jones.

34. 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.

35. DECLARATION OF INTERESTS

There were no Declarations of Interest made at this stage of the proceedings.

36. CONFIRMATION OF MINUTES

The Minutes of the Meeting of the Council held on 18 June 2019 were received.

RESOLVED –that the Minutes of the Meeting of the Council held on 18 June 2019 be received and confirmed as a correct record.

37. INFORMATION FROM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 21 MAY 2019

a. **Minute 27.3 – Woodland Trust – Nomination of Community Tree to champion:** It was noted that the Clerk following liaison with Elton Watson, Senior Tree Officer at Wrexham CBC, will nominate the Bird & Bee Oak Tree, located just off the Gorsedd Circle in Acton Park by 19 July 2019.

b. **Minute 30 - Acton Park Play area and maintenance of Grounds.** The Clerk advised that due to Officer leave a response was still awaited. Details of Park Ranger work events during the summer had been circulated to all members of the Council. The efforts of the Seasonal Ranger in ensuring the Park was cleared of all rubbish etc. after the illegal encampment was removed was acknowledged and she was commended for her effort and hard work in clearing the numerous rubbish sacks that were left behind.

38. COMMUNITY POLICING MATTERS

The Chair welcomed Sgt Claire McGrady and PCSO Robina Ahmed who were in attendance at the meeting. The Monthly Policing and Operations report from the Acton Community Police Officers was tabled at the meeting. It was noted there has been some calls about off-road motorbikes in the Elm Grove

Oak Drive area and arrests had been made locally. The public continued to be encouraged to report any suspicious incidents. Recent thefts of Garden Furniture in the Penymaes Avenue area had prompted publicity leaflets to Householders and social media about security marking both inside and outside a property and actions to help mitigate and prevent being targeted.

PCSO Ahmed gave an update on the activities undertaken by the Mini Police including speed gun campaign, First Aid, Police Dog handling and a visit to the Mayor's Parlour. The Children involved had become more confident and aware of Policing activity and crime prevention. They will receive their Certificates at the end of the Pilot at the beginning of September 2019. There had been several contacts from within the Force area from Schools wishing to replicate the Mini Police Pilot. Members congratulated the Officers for the success of the pilot. They referred to its growth potential and importance of keeping up the good work.

RESOLVED – that the Officers be thanked for their report and attendance at the meeting.

39. PROCEDURAL MATTERS

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

1. AUGUST RECESS ARRANGEMENTS

RESOLVED - that the Clerk to the Council in consultation with the Chair and Vice Chair of the Community Council be authorised to deal with any urgent issues that arise during the August recess and report thereon to the September 2019 meeting of the Community Council..

1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBERS TO FILL CASUAL COUNCILLOR VACANCIES IN THE BORRAS PARK WARD: The Clerk reported that only one suitably qualified person had expressed an interest in putting his name forward for co-option to fill this vacancy by the noon deadline on 15 July 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 his application. Members then proceeded to consider the filling of this vacancy by a show of hands.

RESOLVED –that

i) Unanimously, Mr Michael Pritchard of 14 Maple Avenue, Wrexham be co-opted as a Member of the Community Council to fill one of the two casual Councillor vacancies in the Borrass Park Ward on the Council;

ii) the Clerk to be authorised to make arrangements to re-advertise the remaining casual Councillor vacancy in the Borrass Park Ward and place copies of the Notice on the Council's notice Board, Website and at AVOW and to consider any applications received in response at the next meeting of the Community Council; and

iii) The Clerk arrange a Member Induction date for Councillor Mike Pritchard

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

3 Service Level Agreements:

- 1. Playground Annual Inspection Reports:** Members received and noted the detailed Inspection documents circulated separately. It was noted in particular that no high level risks had been identified for any of the three Play areas but a watching brief was being kept on the low level matters raised in the report.
- 2. Annual & 1st Quarter report for Acton Community Resource Centre:** The Service level Agreement Performance monitoring information as submitted to the Management Committees Annual Meeting on 3 July 2019 was received. It provided statistical information on the agreed outputs and outcomes for the Service in accordance with the existing Ten Year Service Level Agreement. Members noted that the fourth two year review of this Agreement is scheduled to take place in September 2020.

RESOLVED - that the Inspection Reports and Performance Monitoring reports be noted.

40. 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. **Budget Workshops** – contraction and review of all services
2. **Dean Road/ Holt Road planning application** – This had been refused by the Planning Committee on 1 July 2019. The presentations made by Councillor Mike Davies and Trevor Coxon to the Committee were referred to in particular and they were thanked for their efforts.
3. **Illegal Encampment at Acton Park:** It was noted that the Travellers had now left the site and reference was made to the efforts of the Park Ranger to ensure the Park was cleared of all rubbish etc. after the illegal encampment was removed. She was commended for her effort and hard work in clearing the numerous rubbish sacks that were left behind.

Members were thanked for the update on these key issues.

41. ANNUAL ACCOUNTS 2018/19

The Clerk reported on action taken to prepare and comply with the External Audit of the Council's Accounts for the year ended 31 March 2019. It was noted that statutory notices have been on display since 11 June 2019 and the assertions and explanations signed off by the Clerk to the Council and Chair were submitted to the External Auditor Grant Thornton on 27 June 2019. The Public inspection period ends 26 July and Local Government Electors have the right to question the Auditor General about the Accounts from 29 July 2019 until the audit has been completed. Once the External Auditor's report is received, the Council must finalise its accounts by 30 September 2019. The Clerk was thanked for her timely work to ensure the Community Council's Internal and External Audit requirements are met.

RESOLVED – to receive and endorse the present position and await the External Auditor's letter confirming his findings and Conclusion of the Audit and the Clerk make arrangements for the Council to conclude the Audit and take the necessary action in respect of issuing the Public Notice to comply with the Accounts and Audit Regulations by 30 September 2019.

42. 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.Wrexham CBC	<p>1. Wrexham Council Tenant Event: Email dated 4 July 2019 promoting this annual tenant event being held in Bellevue Park on 24 July between 10am – 2pm. <i>Information was noted</i></p> <p>2. Wrexham Local Development Plan 2013-2028 (LDP) Examination: Email dated 8 July 2019 advising that various documents have been published on the Examination Website and the hearings will commence on Tuesday 3 September 2019. The Draft Examination Programme sets out process, participants and venue details. The Council has been recommended to check the website for updates during the examination process; it is the responsibility of the participants to keep themselves up to date with the arrangements and programme. <i>Information noted</i></p>
2.Young People from Acton	<p>Skate Park in Acton Park: The Clerk reported on email contact on 6 July 2019 by two young people who have met with Ian Lucas MP about building a Skatepark in Acton Park where the old play area used to be. The Community Council has been asked if it will support this idea. The hard landscaping aspect of a skate park was noted together with the existing deficit for open green spaces within the Acton Community. Members also noted the Park owned and</p>

Organisation	Details and action taken
	<p>managed by Wrexham CBC is well funded and supported through the Seasonal Park Ranger and contributions towards the WREN funded Play area. A large percentage of the Community Council's funding is being used to provide the Youth Work project and Play Sufficiency work in Acton, to retain and maintain Play areas and to provide School Crossing Patrols.</p> <p>RESOLVED that the Clerk respond indicating that regrettably due to the focus of support already provided to Young People in Acton, the Council will not be able to support this idea at the present time</p>
3. One Voice Wales	<p>Training at Abergele 23 July 2019 – Mediation and Conciliation at a cost of £60 per person.</p> <p>RESOLVED – that</p> <p><i>i. Subject to the availability of Councillors Anne Evans, Patricia Kidd, Sharon Jarvis and Lynne Williams, spaces be reserved for to attend; and</i></p> <p><i>ii. The Clerk be authorised to book a place for her to attend this training as part of her continued professional training and the delegate's fees, travel/subsistence costs and additional hours incurred by the Clerk attending the Conferences be paid.</i></p>
4. Iona Hughes	<p>Plastic Free Wrexham Campaign – Email dated 12 July 2019 explaining that this group of volunteers after seeing the impacts of single use Plastic on our Environment, are raising awareness of the issues in our home town of Wrexham and have signed a commitment to be part of the Surfers Against Sewage Plastic Free Community and to promote the Refill Cymru scheme within Wrexham Town Centre. The Community Council was asked to give a commitment to reduce single use plastics within your own organisation</p> <p>RESOLVED – to support the Group in principle but the Group should note that the Community Council is not a consumer of plastic but commits to be an exemplar and suggests the Group contact the Caia Park Youth Partnership Project Officers to ask to come and talk to the Acton Youth Club</p>

43. PAYMENT OF ACCOUNTS

The Council received the Clerk's first Quarter End Accounts for 2019/20 and noted progress against the Budget to 30 June 2019. The bank reconciliation was as follows:

Current Account	£ 36,697.30	(less 6 unpresented cheques for £1,306.78 as at 30 June)
Deposit Account	£ 86,699.04	
Money Market Account	<u>£124,883.73</u>	
Total	<u>£244,394.68</u>	

The following payments had been received

Members noted details of the following payments and transactions had been received

- Internal Bank transfer deposit account to current account on 26 June 2019 = £30,000.00**
- Interest Payments – Deposit Account to 5 June 2019 = £ 65.54; Money Market Account to 30 June 2019 = £251.62**
- HMRC Repayment of VAT - full 2019-20 as at year end reclaimed 12/7/19 £3,160.00**

and that outstanding debtor or other cheque and BACS payments as set out in the schedule below required authorisation.

RESOLVED – that the first quarter accounts and progress against the Budget be noted and the following payments be approved:-.

30 Carole Roberts BACS ref 08 – 7.19	Clerks Salary and office expenses for June 2019 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
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31 Clwyd Pension Fund BACS ref 8 -7.19	Pension payments for July 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
32 HMRC BACS ref --7.19	Payroll payments for July 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
33. One Voice Wales Cheque no: 201960	Training Advanced Local Government Finance at Gresford on 11 June 2019 Section 112 Local Government Act 1972 (as amended)	£60.00 (VAT=£0)
34. Vision ICT Cheque no: 201961	Email Hosting Fees 15x £18.00 & support for March 2019 to April 2020 S55 Local Government (Democracy)(Wales) Act 2013	£324.00 (VAT £54.00)
35. Society of Local Council Clerks Cheque no: 201962	Membership renewal to 31 July 2020 S112 local Government act 1972 (as amended)	£196.00 (VAT = £0)
36. Society of Local Council Clerks Cheque no: 201963	Conference for Wales Llandrindod Wells on 20 June 2019 – Delegate Fee S112 local Government act 1972 (as amended)	£96.00 (VAT = £16.00)
37. Rialtas Business Solutions Ltd Cheque no: 201964	Alpha Software Annual Support – single user S112 local Government act 1972 (as amended)	£145.20 (VAT = £24.20)
38 Wrexham & District Citizens Advice Bureaux Cheque No 201965	2019/20 SLA Q2 instalment- Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (VAT=£0)
39. Carole Roberts, Clerk to the Council Cheque No 201966	Clerks Expenses for July 2019 Section 112 Local Government Act 1972 (as amended)	£ 120.96 (vat £11.00)

44. PLANNING APPLICATIONS

The Council considered any comments it wished to make on the following application 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 application set out below

Case Number/ Address	Proposed Development	Decision
1.P/2018/0463 Asda Superstore Holt Road Bodhyfryd Wrexham	Extension To The Existing Home Shopping Pod To Form An External Cold Room	The Community Council wishes to ensure the amenity of adjoining householders particularly on the Holt Road and if granted, adequate safeguards and conditions should be put in place and regularly monitored to ensure that no nuisance is caused to the nearby occupiers by reason of noise from any equipment installed in this extension.
2. P/2018/0469 Cherry Hill Children's Day Nursery 91 Borras Park Road Borras Wrexham	Retention And Continued Use Of Temporary Nursery Accommodation (Previously Granted Under Planning Ref No. P/2016/0002)	Chief Planning Officer was advised on 11 July 2019 that the Community Council has no observations to make on this application
3. P/2018/0475 7 Heol Dinas Wrexham	Construction Of Car Port (In Retrospect) (Modifications To Previous Application)	No observations to make
4. P/2018/0482 Acton Park School Box	Application For Works To Tree Subject To Tree Preservation Order Wcbc No.	The Community Council has no objection to the works proposed in

Lane Wrexham	160: 1 No. Oak Tree - Remove Back To Source Primary Branches At 4.0 - 4.5M Overhanging Rear Garden Of 20 Acton Gardens	this application provided that Wrexham County Borough Council's Arboricultural Officer is satisfied they are essential to maintain the health of this protected tree and that any works are carried out under the direction and to the satisfaction of the Arboricultural Officer.
5. P/2018/0498 54 Dean Road	Single Storey Replacement Front Extension	The extension is close to the boundary with neighbouring properties and has the potential to reduce daylight and sunlight to the windows of that house. The proposed extension is much larger than the existing and planning conditions should be imposed to ensure there is no creation of a claustrophobic effect or a significant amount of visual intrusion and loss of light to the neighbouring properties and the extension should comply with the 45° test.

45. 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.

48. LAND AT DEAN ROAD

Further to Minute 12.2 May 2019, the Clerk reported on the confidential holding response received from Wrexham County Borough Council. Members re-iterated concerns and restated the importance of retaining this green space and the well documented Open Space Deficit in the Acton Community. It was also noted that the Glyndwr University Planning Application for the Dean Road Field had now been refused.

RESOLVED – that Wrexham County Borough Council be advised that the Community Council still wishes its interest in acquiring this strip of land on the Dean Road Entrance to be noted.

46. MAESYDRE POWERHOUSE

Further to Minute 34 June 2019, the Clerk provided an update on this matter. It was noted that the Community Council now had possession of the upper floor of the Building. However the internal condition required further investigation. The Clerk sought direction on options to ensure the building is wind and water tight and in good repair externally or whether to proceed to prepare a schedule of costs and work programme to repurpose the internal accommodation. Several Members expressed an interest in a site visit being arranged for them to view the building itself internally.

RESOLVED – that the Clerk contact the Police to advise of the findings now reported and seek clarification and in the meantime to arrange to carry out external repairs only to the building.

47. COMMUNITY AGENT ROLE

Further to Minute 25 June 2019, this item had been included on the agenda to consider the detailed information on the employment and other issues that were not addressed during the presentation at the June 2019 meeting. A schedule and responses from Robert Loudon to extra questions submitted to him were considered and considerable debate took place on the various concerns and duplication of existing services.

RESOLVED – not to proceed with the employment of a Community Agent and Wrexham County Borough Council be advised accordingly.

**Councillor Kevin Roberts
Presiding chair**

Signed as a correct record this 17th day of September 2019

Chair