

Minutes of the Meeting of Acton Community Council held on Tuesday 17 September 2019 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

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

* Absent

Also Present:

North Wales Police Representatives: Pc Stuart Roberts
Mrs Carole Roberts, Clerk to the Council

53. APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Bill Baldwin, Sian Hope, Debbie Wallice and Lynne Williams

54. 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.

55. DECLARATION OF INTERESTS

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

Agenda item 15- 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.

56. CONFIRMATION OF MINUTES

1: Council meetings:

The Minutes of the following meetings were received:-

- i. Council meeting held on 16 July 2019
- ii. Special Council meeting held on 5 September 2019

RESOLVED – that the Minutes Council meetings held on 16 July 2019 and 5 September 2019 be received and confirmed as correct records

2: Committee Meeting:

The Minutes of the Youth Committee meeting held on 30 July 2019 were received and consideration was given to its recommendations. It was noted that the decision contained in Minute 9.ii) regarding sponsorship and purchase of a Team kit for the 2019/20 season had been dealt with under August recess matters and was reported separately on the agenda (Minute 58 refers)

RESOLVED –

- i) The Minutes of the Youth Committee Meeting held on 30 July 2019 be accepted: and***

ii) The Youth Committee's Recommendations be endorsed as follows:-

“that the Terms of Reference of the Youth Committee be extended as follows:

to give a broad scope outside the extent of the Council's existing Service level Agreement with the Caia Park Partnership and task the Committee with considering, assisting and promoting other Youth related matters in the Acton Community and make recommendations thereon (with costings) to the Council”

57. INFORMATION FROM THE MINUTES

It was noted that there was no information to report from the Minutes

58. AUGUST RECESS MATTERS

A summary of the action taken by the Clerk in consultation with the Chair and Vice Chair on the following urgent matters during the August recess was received:-

1. Public Sector Mapping Agreement
2. Operations London, Forth and Menai Bridge
3. Cyber Insurance
4. Pilot CCTV SLA
5. Clwyd Pension Fund: LGPS Training for Town & Community Councils on Tuesday 3 September 2019 at County Hall Mold
6. Payment of Accounts since 16 July 2019
7. Youth Committee Recommendation - Sponsorship of Borrass Park Albion Football Club in the Acton Community
8. Planning applications for developments or work to protected trees in the Community Council's area

RESOLVED to endorse the actions, as reported above, taken by the Clerk in consultation with the Chair and Vice Chair during the August recess under delegated powers (Minute 44.1 July 2019 refers)

59. COMMUNITY POLICING MATTERS

Monthly Policing Report: The Chair welcomed PC Stuart Roberts to the meeting.

- 1. Monthly Policing and Operations Report:** An update was given on the Policing work that had been carried out in area. PC Roberts advised that a review of the method for recording crime in each ward is taking place. Reference was made in particular to the following issues:-
 - Elm Grove- Off Road Biking and use of traffic police and DNA spray
 - Public Appeal for information following a robbery at Oak Drive
 - Target hardening awareness with Public following thefts from Motor Vehicles in the Elm Grove area
 - Policing Operation for Halloween and Bonfire night
 - Other Policing operations in the Acton Community and a request for intelligence reporting to the Acton Policing Team to any unusual activity or concerns about vulnerable residents
 - Information on staffing changes and the appointment of new PCSOs who are expected to be operational by January 2020
 - Environmental Audit – offer by PC Roberts to walk each with local members

The Chair thanked PC Roberts for his attendance and report.

- 2. Quarterly Meeting with North Wales Police** – The Clerk advised that the first reinstated meeting will be held on Wednesday 9 October 2019 at 7.00pm in the Wrexham Town Police Station. The Community Council had been invited to send up to three representatives to attend this meeting

RESOLVED - that the Chair and Vice Chair together with the Clerk represent the Council at this meeting

60. 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. **Proposal to increase the pupil capacity at Barker's Lane CP:** There were still concerns regarding parking outside the school. The next stage of this process will be the submission of a planning application by Wrexham CBC
2. **Dean Road Playing Field:** The owner of this land, Glyndwr University had now erected a substantial metal fence and was keeping the perimeter locked thus preventing public access to this site; a Licence agreement has been offered to Borrass Park Albion FC to enable them to continue to use the playing field, although grounds maintenance and grass cutting will no longer be provided by the University. The Local Member advised that a Public meeting is to be called and legal advice was to be sought on the latest position. It was suggested that the Acton Community Resource Centre could provide internet access and facilities for any older persons who wished to take part in supporting a campaign to retain the Dean Road Playing Field.
3. **The former Groves School site & 9 Acre Playing Field:** Concerns were expressed that there appeared to be proposals to develop these green open spaces together with the Dean Road Playing Field. The Community Council was extremely concerned at these proposals given that the Acton Community already has a well-documented open space deficit. A very brief update was given to confirm that proposals for the Groves site were still under consideration and no formal decision had yet been taken
4. **Concessionary Travel Passes:** The Transport for Wales website had been taken down and presently only paper applications for renewal by 31 December 2019 were available. Wrexham CBC will no longer be involved in the issue of the passes.

The present position was noted

61. PROCEDURAL MATTERS

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

1. **ANNUAL ACCOUNTS 2018/2019 – CONCLUSION OF AUDIT BY 30 SEPTEMBER 2019:** The Clerk had taken action in response to receiving confirmation from the External Auditor of the Conclusion of Audit with no matters to raise and had issued the required Public Notice on 29 August 2019 to comply with the Accounts and Audit Regulations by 30 September 2019. It was noted that the External Auditor's invoice for his Audit work would shortly be submitted

RESOLVED - to thank the Clerk for her work and endorse the action taken to ensure the Council concludes its Audit by 30 September 2019

2. **SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBER TO FILL THE CASUAL COUNCILLOR VACANCY IN THE BORRASS PARK WARD:** The Clerk advised that no expressions of Interest were received by the 12 noon deadline on Monday 16 September for this Councillor vacancy in the Borrass Park Ward.

RESOLVED – that the Clerk to be authorised to re-advertise the Borrass Park ward vacancy to be filled by Co-option and any expressions of interest received in response be considered at the October 2019 meeting.

3. **YOUTH COMMITTEE – VACANCY:** Following notification of the resignation of Councillor Salli Edwards at the July 2019 meeting of the Committee, the Council considered appointing a Member of the Council to sit on this Committee for the remainder of the Municipal year.

RESOLVED - that Councillor Mike Pritchard be appointed as a member of the Youth Committee for the remainder of the Municipal year.

4. SERVICE LEVEL AGREEMENTS:

- i. **Remedial works at Aran Road and Ffordd Garmonydd Playgrounds.** The Clerk reported on correspondence from Wrexham CBC and action taken in respect of these two play areas in accordance with the Service Level Agreements and that the relevant invoices for this work had been received.

The present position was noted

- ii. **Acton Park Seasonal Ranger** – The 2019 report and recommendations from the Seasonal Park Ranger was received and noted. Members also noted that the existing Service Level Agreement with Wrexham County Borough Council to fund a Seasonal Park Ranger at Acton Park will end in March 2021. An Invoice will be submitted for the Council to reimburse once all of this year’s Ranger payments have all been made.

RESOLVED – That

1. **The Park Ranger be thanked for hers work and report;**
2. **To support the Ranger’s recommendations within the report and to draw them to the attention of Wrexham County Borough Council as the owner of the Park**

62. FINANCIAL ASSISTANCE

Members considered the Clerk’s report concerning applications received for financial assistance. In accordance with the revised Council Policy, the annual £3,750 budget had been apportioned equally between each of the quarterly meetings. Members were reminded that the new tiered grant criteria had become effective from 1 April 2019. Members proceeded to determine the two applications received during the second quarter and whether to make any grants 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
5. Acton park Community Angling Club	Contribution towards the cost of purchasing monitoring/ oxygenating equipment to improve water quality issues in the lake at Acton park	£200.00
6. RSPCA Wrexham & District & Deeside Branch	Financial support to sustain its mobile clinic project	£ 25.00
Total		£225.00

(Councillor Salli Edwards declared at this stage of the proceedings that she had a personal and prejudicial interest in Application 6 as the applicant is known to her. She then left the meeting taking no part in the discussion or voting on this application)

63. CONSULTATIONS & OTHER STATUTORY GUIDANCE

Consideration was given to the detail of the following Consultation and the responses if any, the Community Council may wish to submit by the relevant deadline on 11 October 2019:

The Review of Polling Districts and Polling Places: In accordance the Electoral Registration and Administration Act 2013, the Returning Officer is conducting a review of the existing arrangements and his representations on the current arrangements for voting will be published as part of this Consultation exercise. It was noted the relevant documents had been circulated to Members. The Polling stations in the Acton Community were to remain the same

RESOLVED – to advise the Returning Officer that Acton Community Council is content with the present provision of Polling Places in the Acton Community.

64. 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
1.FCC Environment (UK) Limited	COMMUNITY LIAISON MEETING AT 17:30 HOURS ON MONDAY 23 SEPTEMBER 2019 AT WREXHAM RECYCLING PARK: Letter dated 20 August 2019 inviting representatives of the Community Council to attend this meeting. <i>Information noted</i>
2 Civic Support Officer Wrexham CBC	1. Mayor's Charity Dinner Dance – Friday, 4 October 2019 at 7.15 p.m. at The Ramada Plaza Hotel, Wrexham: Email dated 22 August 2019 invitation to attend this event. <i>Information noted</i> 2. ANNUAL REMEMBRANCE SERVICE BEING HELD ON SUNDAY 10 NOVEMBER 2019: Email dated 28 August 2019 inviting representatives of the Council to take part in this Service to be held at the RWF Memorial, Bodhyfryd, at 10.55 a.m. Further information will be circulated in advance of the Service RESOLVED – that the Chair and Vice Chair lay a wreath on behalf of the Council and the Chair to make enquiries on the cost of a purchasing the wreath from a local florist such as Flowers in the Window
3.One Voice Wales	1. REPRESENTATION AT QUARTERLY FLINTSHIRE AND WREXHAM AREA MEETINGS AND THE OVW ANNUAL CONFERENCE ON SATURDAY 5 OCTOBER 2019. Following the Council's decision to join One Voice Wales at its Special Meeting held on 5 September 2019, the Clerk has requested information from One Voice Wales on the above matters. Further information was provided RESOLVED – that the Council be represented at the local meetings by the Chair and Vice Chair or Councillors Hardy and Lloyd in their absence; and not to attend the Annual Conference given the short notice this year. 2.One Voice Wales Training list for September /October – Email previously circulated <i>Information noted</i>
4.Home Start	Homestart AGM on 27 September at Chirk Castle at 10:30am <i>Information noted</i>
5.Nightingale House Hospice	A copy of the Autumn Newsletter was available for members perusal at the meeting

65. PAYMENT OF ACCOUNTS

Members noted an interest payment had been received for the HSBC – Deposit Account on 6 September 2019 amounting to £63.63 and that outstanding debtor or other cheque and BACS payments as set out in the schedule below required authorisation.

RESOLVED – that

i) in accordance with Financial Regulations 6.8 and 6.9, authorisation be given for the Council's Employers Expenses payments to the Clerk to the Council, Clwyd Pension Fund and HM Revenue and Customs to be made by a BACS Payment each month on receipt of the Payroll schedule from Shropshire Council; and

ii) the following payments be approved:-.

Voucher No	Cheque BACS Ref	PAYEE	DETAIL	AMOUNT
48.	BACS ref 14-9.19	Carole Roberts	Clerks Salary and office expenses for September 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)

49.	BACS ref 15-9.19	Clwyd Pension Fund	Pension payments for September 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
50.	BACS ref 16-9.19	HMRC	Payroll payments for September 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
51.	Cheque no: 201972	One Voice Wales	Training Mediation and Conciliation Abergele on 23 July 2019 Section 112 Local Government Act 1972 (as amended)	£180.00
52.	Cheque No 201973	Wrexham County Borough Council	SLA repair works at Aran Road Replacement Bin S19 Local Government (Miscellaneous Provisions) Act 1976	£252.14 (vat £42.02)
53.	Cheque No 201974	Wrexham County Borough Council	SLA repair works at Aran Road Wet Pour to damaged safety surface S19 Local Government (Miscellaneous Provisions) Act 1976	£202.27 (vat £33.71)
54.	Cheque No 201975	Wrexham & District Citizens Advice Bureaux	2019/20 SLA Q3 instalment- Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (VAT=£0)
55.	Cheque No 201976	Carole Roberts	Clerks Expenses for September 2019 Section 112 Local Government Act 1972 (as amended)	£ 136.59 (vat £10.33)
56.	Cheque No 201977	Acton Park Community Angling Club	Financial Assistance towards equipment for the Lake S137 Local Government Act 1972 (as amended)	£ 200.00
57.	Cheque No 201978	RSPCA Wrexham District & Deeside Branch	Financial Assistance towards mobile clinic S137 Local Government Act 1972 (as amended)	£25.00

66. COMMUNITY COUNCIL INDUCTION

This item had been placed on the agenda at the request of Councillor Salli Edwards. She referred to the overarching induction she had been given by the Clerk but indicated there was no clear guidance on the separation between Community and County Councillor Roles. The discussion covered additional advice on what Community Councillors should be doing in terms of signposting to agencies and referring to the Wrexham Contact centre, insurance cover for engaging at Client level, legal limitations and knowledge of local ward areas and advice that may available from the Electoral Commission and One Voice Wales.

RESOLVED: that consideration and preparatory work be carried out by Members to develop a short presentation for new Community Councillors explain the issues now raised.

67. 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/2017/1045 The Law Courts Bodhyfryd Wrexham AMENDED PLANS	The Community Council has nothing further to add to the comments it has already submitted in January 2018

Demolition Of Link To Adjacent Police Building And Erection Of New Two-Story Custody Suite To County Court Building Together With Associated External Works And New Access	
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(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.)

Councillor Kevin Roberts
Presiding chair

Signed as a correct record this 15th day of October 2019

Chair