

Minutes of the Meeting of Acton Community Council held on Tuesday 18 February 2020 at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy
"	W Baldwin	"	P Lloyd
"	Mrs C Bettley	"	G Lowe
"	M Davies	"	M Pritchard *
"	Ms S Edwards	"	Mrs D Wallice
"	Mrs A Evans *	"	Ms L Williams
"	Ms S Hope	"	
"	P D Jones	"	2 vacancies

\* Absent

Also Present:

North Wales Police: PC Graham Bailey & PCSO Nelly Lloyd

Mr Thomas Stanford

Mrs Carole Roberts, Clerk to the Council

### 130. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Anne Evans and Mike Pritchard

### 131. 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.

### 132. 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 area had given notice to speak at this meeting.

### 133. CONFIRMATION OF MINUTES

**Council meeting:**

1. The Minutes of the Meeting of the Community Council held on 21 January 2020 were received

**RESOLVED – that the Minutes of the Meeting of the Community Council held on 21 January 2020 be received and confirmed as a correct record.**

**Committee Meetings**

2. The Minutes of the Youth Committee Meeting held on 28 January 2020 were received.

**RESOLVED – that the Minutes of the Youth Committee Meeting held on 28 January 2020 be accepted.**

### 134. INFORMATION FROM THE MINUTES:

- 1) **Minute 119.4** The Clerk confirmed that Sarah Atherton was available to attend the provisional date for the June 2020 Council meeting
- 2) **Minute 119.7 SLA Acton Playground Provision:** It was noted that the suitably qualified contractor referred to at the last meeting is unable to take this work on. Therefore in order to ensure this

provision continues, the Service Level Agreement with Wrexham County Borough Council should be signed off before 1 March 2020.

**RESOLVED – that the Chair and Clerk to the Council now sign off this Service Level Agreement on behalf of the Council and all Members of the Council continue to seek to identify and advise the Clerk of any suitably qualified independent contractors so that the market can be tested during 2020/21.**

- 3) **Minute 119.8 Town & Community Council Forum** - It was noted that there will be an extra Forum meeting to look and discuss reinvigorating the Forum
- 4) **Minute 120(2) Pilot CCTV Scheme**– Members were pleased to note that the Camera will be installed shortly
- 5) **Minute 120(3) Visit to the Police Control Room at St Asaph:** the Police had requested that those members wishing to take part in this visit should indicate their evening availability **so that it can be arranged**
- 6) **Minute 129 (3) Little Acton Community Centre Task & Finish Group:** An update was given confirming that Hugo Macloskey has been instructed to undertake the legal work related to the lease etc. on behalf of the Community Council following agreement by the Chairs of the Council and Task & Finish Group to the cost of such engagement . In respect of the other action points the Task & Finish Group will be meeting shortly and the Clerk is awaiting a response from Zurich Municipal the Council’s insurers for costings. The action taken was endorsed.

### **135. COMMUNITY POLICING MATTERS**

**Update from the Acton Community Police Officers:** PC Graham Bailey introduced himself and PCSO Nelly Lloyd. He gave an update on the Acton Park Operation in response to anti-social behaviour in the Park and reported that there had been no further damage within the Park. Following several calls a number of Youths had been dealt with. The Acton Policing team have been actively engaged following several burglaries in the area. Sgt Simon Williams has advised that four new Cameras purchased by Wrexham CBC will be available to the Town Community Councils. Councillor Paul Jones is to try and clarify if the Pilot CCTV Camera at Maesydre is one of these four cameras.

Members then raised several policing matters including Cold Calling following bad weather, Anti-Social behaviour in the vicinity of the Fairways estate; detection of and prosecutions in respect of burglaries and shop robberies in the Acton Community area, and potential for a joint collaboration using speed guns.

**RESOLVED – that the Officers be thanked for their report and the Operational work they are carrying out at Acton Park.**

### **136. PROCEDURAL MATTERS:**

The following matters were considered as set out below:-

**1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011 - Casual Councillor Vacancy in the Maesydre Ward:** 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 17 February 2020. 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, Thomas Stanford 6 Acton Gardens, Wrexham LL12 8DD be co-opted as a Member of the Community Council to fill the casual Councillor vacancy for the Maesydre Ward on the Council; and**
- ii) **The Clerk liaises with Councillor Thomas Stanford and makes arrangements for a Member Induction with him.**

(Councillor Stanford directly signed the declaration of acceptance of office for the Maesydre ward and was present for part of the remainder of the meeting.)

**2. SECTION 85 LOCAL GOVERNMENT ACT 1972 - VACATION OF OFFICE BY FAILURE TO ATTEND MEETINGS: Casual Councillor Vacancy in the Little Acton Ward:** The Clerk reported that Councillor Patricia Kidd had failed to attend any Council meetings in the last six months and in accordance with the relevant legislation had disqualified herself from office. It was noted that the Clerk had informed Councillor Kidd of her disqualification and had thanked her for her contribution to the Acton Community.

***RESOLVED – that the Clerk to be authorised to make arrangements to advertise by Public Notice the Council’s intention to fill this casual vacancy and advising the public that 10 members of the Little Acton Ward may request an Election within 14 days of the Notice date by contacting the Returning Officer and the Clerk place copies of the Notice on the Council’s notice Board and Website.***

**3. APPOINTMENT OF INTERNAL AUDITOR:** The Council considered and undertook an annual review of the Council’s arrangements for Independent Internal Audit testing during 2020/21 as specified by the Audit Commission for Wales and the current Accounts and Audit Regulations 2014. 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 2020/21 as reported to the meeting, be signed by the Chairman and Clerk and forwarded to the JDH Business Services Limited***

**137. KEY ACTON ISSUES**

WCBC Members reported verbally on new and 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). Updates were given as follows:

1. **Proposals for the Nine Acre Field in the Acton Community:** A pre-planning consultation period for this site is expected to take place in early March. The Local Member suggested that Councillor Phil Wynn the Lead member for People- Education may be prepared to come along before the start of the next meeting to give an informal briefing to the Community Council as the Lead Member on the Executive Board. It was also noted that a drop in session may be arranged locally as part of the pre-planning consultation.

***RESOLVED – that the Clerk write to Councillor Phil Wynn and invite him to attend before the next Community Council meeting on 17 March 2020 and give an informal briefing on the proposals for the Nine Acre Field to the Community Council as the Lead Member on the Executive Board.***

2. **Garden Waste Collection Service (green bin):** All householders wishing to continue with the collection of their green bins will have to make a service payment of £25 per garden waste bin for 2020/21. Members referred to difficulties experienced by residents in being able to make this payment and the difficulties for residents who cannot pay for this service and who cannot drive to the Household Recycling Centres as suggested in the notification letter.

***RESOLVED – that the Community Council recommends to Wrexham County Borough Council that consideration should be given to the scope and flexibility for the local community and a procedure and arrangements should be put in place for exempt people and those who currently receive assisted collections in accordance with its Public Sector duties.***

3. **Dean Road Playing Field:** The local member advised that a local Committee of Residents looking to fundraise to commence a legal and planning challenge to the proposals to build on this Green open and amenity space had given an interview to a reporter from the Wrexham Leader and they would shortly be launching a public appeal for funding.

The County Borough Councillors were thanked for their updates.

### **138. CONSULTATIONS**

The Council considered the following consultation papers and whether to submit any comments or responses by the relevant deadlines:

**1. LOCAL GOVERNMENT (DEMOCRACY) (WALES) ACT 2013 - REVIEW OF ELECTORAL ARRANGEMENTS FOR THE COUNTY BOROUGH OF WREXHAM:** Further to Minute 123 January 2020, consideration was given to a composite draft response that had been circulated to members in advance of the meeting for submission by 6 April 2020 in response to the Local Democracy and Boundary Commission for Wales on its draft proposals for the review of Wrexham.

***RESOLVED – that the draft response be accepted and submitted by the Consultation deadline.***

**2. OWL CYMRU – FUNDING OPTIONS PAPER FOR CONSIDERATION BY THE 34 TOWN AND COMMUNITY COUNCILS IN WREXHAM:** It was noted The Wrexham Town & Community Council Forum on 30 January 2020 had received a presentation from OWL Cymru on their options paper requesting all of the Community Councils in Wrexham to consider various options to fund the OWL Cymru system/service support to enable it to continue to provide services and support. However the Clerk had received an email the day of the meeting announcing the charity is to close as of 31 March 2020

***RESOLVED – that OWL Cymru be thanked for the work they have done.***

**3. RENEWAL OF WREXHAM COUNTY BOROUGH COUNCIL DOG CONTROL AND DOG FOULING PUBLIC SPACE PROTECTION ORDER (PSPO):** An email dated 4 February 2020 has informed of this Consultation and provided a link to the Public Space Protection Order which Wrexham Council are proposing to renew as the current Order that is in place ends in March 2020. <http://www.yourvoicewrexham.net/project/468> It was noted an additional condition proposed to the existing PSPO introduces a requirement for any person in control of a dog to be carrying bags or an appropriate receptacle to remove dog foul. However it was unclear how this requirement is to be enforced and Publicity and Enforcement was key to this proposal. All other conditions within the proposed PSPO remain the same as previously.

***RESOLVED – that Councillors respond individually if they so wish by no later than 27 February 2020***

**4. FUTURE AUDIT ARRANGEMENTS FOR COMMUNITY COUNCILS IN WALES:** An Email dated 6 February 2020 from the Auditor General for Wales seeks the views of interested parties on the proposed audit arrangements from 2020-21 onwards, with a three-year audit programme which is designed to meet statutory responsibilities while providing a sufficient level of audit assurance at a reasonable cost. The Auditor General has provided more information with a link to the survey on its website. The deadline for responses is **Thursday 19 March 2020**. It was noted that the Clerk was not unduly concerned with the proposed arrangements.

### **139. SERVICE LEVEL AGREEMENT: ACTON YOUTH PROVISION**

This item had been placed on the Agenda at the request of Councillor Hardy in response to the unexpected cancellation of the Acton Youth Club on Wednesday 5 February 2020 due to staff sickness, and concerns raised by one of the hirer groups that evening on the number of unsupervised young people within the Resource Centre.

Members noted the Caia Park Partnership who run the Service for the Community Council had been alerted to this concern. In response it advised that the decision to cancel had not been taken lightly. The team prides itself on running consistent services, and not letting down the young people, as well as its contract providers and apologies were given for any issues that may have arisen from this decision. The Youth Leaders will be speaking to any young people that may have been causing issues at the venue. Contact had also been made with the Manager at the Resource Centre about the incident who had confirmed that no major issues were encountered and it was agreed that the Youth Team had done all

they could considering the situation they were in. In respect to the missing session, provisions will be made to ensure young people will receive an extra session, to make up for the lost sessions, which may be in the form of an extended trip in the spring.

Members acknowledged this Youth Service provision for 50 weeks per year is provided on a drop in basis and there had been no previous concerns as evidenced in the submitted Minutes of the Youth Committee earlier in the meeting. However a review of the situation and any lessons learned should enable a Plan to be put in place to try and mitigate any impact if this situation were ever to occur again.

**RESOLVED – that the Clerk write to the Caia Park Partnership to recommend that Youth Workers try whenever practical to obtain parental contact information and develop a notification Plan that can be actioned if a similar situation arises in future.**

#### 140. REPORT FROM CLERK

The Clerk reported on correspondence and other information received and circulated to Members since the last meeting as follows.

Organisation	Details
1. North Wales Community Health Council	Press statement – Time to Go home dated 4 February 2020
2. Play Wales	Newsletters : Our Right to play ; New publication – our impact report ; Focus on play for county councillors (& Town and Community Councillors) ; Play Wales e-bulletin February 2020
3. Planning Aid Wales	The Role of a Place Plan in your Community - Llantrisant 19/03/20
4. WREXHAM PFI LIMITED	Invitation to Community Liaison Meeting 12 February 2020 at 17.30pm
5. Hope House Hospice	Invitation - Open Morning at Hope House Hospice 5 March 2020
6. Wales Audit Office	PRESS RELEASE: Accounts qualified at a third of town and community councils
7. One Voice Wales	News Bulletin; Notification of a Beyond Recycling Event to be held in Mold on 12 March 2020
8. Welsh Government	Minimum Pricing for Alcohol - Stakeholder information - 2 March
9. Friends of Wrexham Museum	<b>Book commemorating the lives of 586 men and 4 women from Wrexham who lost their lives in the Great War:</b> Email dated 15 February 2020 to each of the four town community councils requesting that each make a £400 donation towards the cost of printing and binding 50 copies of this book It was noted that the Clerk has asked the Friends to submit a Financial Assistance application form for determination at the March 2020 meeting

#### 141. PAYMENT OF ACCOUNTS

The Clerk requested authorisation for outstanding debtor or other cheque and BACS payments as set out in the schedule below

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

Voucher No & Payment Ref	Payee	Details	Amount
88. BACS ref 32.2.20	Carole Roberts	Clerks Salary and office expenses for February 2020 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)
89. BACS ref 33.2.20	Clwyd Pension Fund	Pension payments for February 2020 Section 112 Local Government Act 1972 (as	(as per Payroll schedule)

		amended)	
90. BACS ref 34.2.20	HMRC	Payroll payments for February 2020 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
91. Cheque No 202005	Wales Audit Office	External Audit Fee for 2018/19 Accounts and Audit (Wales) Regulations 2014	£211.75 (VAT=£0)
92. Cheque No: 202006	Vision ICT	Initial charge for upgrade of Council website to comply with Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. S55 Local Government (Democracy)(Wales) Act 2013	£627.00 (VAT=£104.50)
93. Cheque No 202007	Wrexham County Borough Council	Q3 SLA Payment School Crossing Patrols S137 Local Government Act 1972 (as amended)	£2,283.00 (VAT=£0)
94. Cheque No 202008	Society of Local Council Clerks	Delegate fee for Clerk's attendance on 25&26 February 2020 at SLCC Practitioners Conference at Kenilworth Section 112 Local Government Act 1972 (as amended)	£464.00 (VAT=£40.00)
95. Cheque No: 202009	One Voice Wales	Membership fee for 2020/21 (less 50% reduction for 6 months) S112 Local Government Act 1972 (as amended)	£1420.20 (VAT=£0)
96. Cheque No 202010	Carole Roberts	Clerks Expenses for February 2020 Section 112 Local Government Act 1972 (as amended)	£92.95 (vat £9.66)
97. Cheque No 202011	Wrexham County Borough Council	Q3 SLA payment - Little Acton Community Centre S19 Local Government (Miscellaneous Provisions) Act 1976	£490.41 (vat = £0)

## 142. 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) and on the Town and Country Planning ( Trees) Regulations 1999.

**RESOLVED - that the following observations be made on the application below:**

<b>Case Number/ Address &amp; Proposed Development</b>	<b>Decision</b>
1.P/2020/0055 22 Richmond Road Acton Wrexham Single Storey Rear Extension	No comments to make
2.P/2020/0057 Warrenwood Road Wrexham Bedroom Extension To Side Elevation	The proposed extension should not reduce the level of natural light currently enjoyed by the adjoining property.
3.P/2019/0066 1 Overton Way Wrexham Ground Floor Extensions To Dwelling	No comments to make

<p>4.P/2020/0084  15 Jeffreys Road Wrexham  Application For Works To Tree Subject To Tree Preservation Order Wmbc No 105 - Prune Branches To Provide 4.0M Clearance From Roof - Crown Thin 10% Lower Portion Of Crown Over Driveway / Entrance Only - Remove Dead, Damaged, Dangerous Branches And</p>	<p>The Community Council has no objection to the works proposed in 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.</p>
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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.)*

**Signed as a correct record this 17th day of March 2020**

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**Presiding Chair**