

**Minutes of the Meeting of Acton Community Council held on Tuesday 15 October 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:

Mrs Carole Roberts, Clerk to the Council

## 68. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Councillors Anne Evans, Geoff Lowe; Paul Jones; and Mike Prichard

## 69. 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.

## 70. DECLARATION OF INTERESTS

No declarations of Interest were made at this stage of the proceedings

## 71. CONFIRMATION OF MINUTES

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

***RESOLVED – that the Minutes of the Meeting of the Community Council held on 18 September 2018 be received and confirmed as a correct record.***

## 72. INFORMATION FROM THE MINUTES

**1. Minute 61 - Seasonal Ranger:** The Clerk reported on correspondence with Friends of Acton Park and Wrexham CBC regarding the contractual pattern of work for the Ranger, particularly regarding the days covered in the Park and the work tasks set out in the Service Level Agreement. It was noted that responsibility for line Management of the Ranger rested with Wrexham CBC. The Friends Group had indicated that the Seasonal Ranger Post at Acton Park was a valued contribution provided by the Community Council. The present position was noted.

**2. Minute 64.2.2 Remembrance Day Service 10 November 2019 - Wreath:** The Chair gave an update on a quote for £70 he had obtained from Vivid a local flower shop in the Acton Community and the amount to donate to the RBL 2019 Poppy Appeal was also considered.

***RESOLVED – that the Council place an order with Vivid for the wreath as now described to lay at the Annual Remembrance Day Service on behalf of the residents of the Acton Community on 10 November 2019 and a separate donation of £50 be made to the Royal British Legion 2019 Poppy Appeal.***

**3. Minute 66 – Member induction** – The Vice Chair, Councillor Sharon Jarvis advised that she expected to be able to progress this matter now that the Community Council has access to the members’ area of the One Voice Wales website

### **73. COMMUNITY POLICING MATTERS**

1. It was noted that due to training and other operational matters no Police representatives were in attendance at the meeting. The following matters were discussed in their absence: repeated theft of garden furniture, Recording and reporting incidences of domestic abuse by the Police and the level of unreported abuse and other Community Council’s arrangements for the extraction of CCTV evidence

2. The Chair and Vice Chair reported on their attendance at the 1<sup>st</sup> Quarterly meeting with Inspector Vic Powell at the new Town Centre Police Station on 8 October 2019. The five town and Community Council had been asked to identify and agree a single priority objective and to consult with their Policing Teams to determine the Crime and Local Operation issues they wished to have an update report on for each Council meeting. It was noted that next quarterly meeting will be held on 8 January 2020 at 7pm

The present position was noted

### **74. PROCEDURAL MATTERS**

The matters below were considered as follows:

**1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION OF MEMBER TO FILL THE CASUAL COUNCILLOR VACANCY IN THE BORRAS PARK WARD:** The Clerk reported that no expressions of Interest had been received by the deadline on Monday 14 October for the casual vacancy in Borrass Park.

***RESOLVED – that the Clerk to be authorised to re-advertise the vacancy and to fill the vacancy by Co-option at the December 2019 subject to expressions of interest being received.***

#### **2. SERVICE LEVEL AGREEMENT REPORTING:**

**i). Acton Community Resource Centre:** A copy of the report submitted to the Management Committee meeting on 2 October 2019 setting out the various performance measures contained within this Service Level Agreement was received and noted

**ii). Citizens Advice Bureaux – Acton Outreach Service:** A new style report setting out the Service Level Agreement performance for the period 1 April 2019 to 30 September 2019 was received and noted. In particular members referred to the value of this Service in respect of Debt Management, the impact of low paid employment together with shortfalls from Universal Credit assessments

### **75. KEY ACTON ISSUES**

The Wrexham CBC Members present reported verbally on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Acton Community as follows:-

1. The current Budget Consultation and outlook for Budget settlement
2. The Libraries Review (to include the Resource Centres) was now underway
3. Update on residents social media campaign and other potential options in respect of the Dean Road Playing Field
4. Rhosnesni Residents purchase and siting of a Defibrillator
5. Streetscene update and resurfacing of part of Mile Barn Road/ Birkdale Road

The County Borough Councillors were thanked for their updates.

### **76. CONSULTATIONS & OTHER STATUTORY GUIDANCE**

The Council considered details of the following Consultations/ Statements and determined what responses if any, the Community Council wishes to submit by the relevant deadlines:

**1. Difficult Decisions Budget Consultation for 2020-21:** It was noted that Wrexham CBC was consulting until 13 November 2019 on its proposals to create savings and generate income by an online survey Difficult Decisions 2020-21.

**RESOLVED – that Members of the Council respond on an individual basis**

**2. Community Asset Transfer Research Survey:** It was noted that One Voice Wales has invited its members to take part in a survey by the Welsh Government in relation to the process for management of asset transfers. The survey will only apply to those Councils who have been involved in the transfer of assets from the principal council. The results will be used to give a better picture of what improvements could be made to the asset transfer process which will have benefit to any member council involved in such transfers in the future.

**RESOLVED -to note the information**

**3. Shaping the Future of Wrexham Library Service:** This Wrexham CBC consultation is open until 1 December 2019 and hard copies of the Consultation document can be obtained from the Acton Community Resource Centre or the survey can be completed online at <http://www.yourvoicewrexham.net/project/446>

**RESOLVED – that Members of the Council respond on an individual basis**

## 77. REPORT FROM CLERK

The Clerk reported on correspondence and other information received since the last meeting and upon her attendance at the SLCC National Conference as follows:-

Organisation	Details
1.Play Wales	<b>PLAY SUFFICIENCY IN WALES NEW RESEARCH:</b> Email circulated to all members of the Council dated 7 October 2019 <b>Information noted</b>
2.Society of Local Council Clerks	<b>SLCC National Conference at Leicestershire from 1 to 3 October 2019 :</b> The Clerk reported on her attendance at this Conference and in particular on information shared during the Welsh Clerk’s briefing regarding the Environment (Wales) Act 2016, The Website Accessibility Regulations, The new Practitioners Guide (Wales), and the proposed Local Government Bill (due out in December 2019). Subsequent notification had been received from Vision ICT advising the Council’s website is not yet compliant with the new Regulations and the website site should be refreshed and updated to enable its compliance by September 2020. This will cost in the region of £1,200 <b>RESOLVED –that the Clerk be authorised to make arrangements and authorise expenditure of £1,200 to ensure the Community Council is compliant with the Environment (Wales) Act 2016 and the Website Accessibility Regulations</b>
3.Acton Park Primary School	<b>School Remembrance Day Service:</b> Email dated 15 October 2019 inviting Members of the Community Council to attend this service on Friday 8th November at 10:30am <b>RESOLVED that the Council be represented at the Service by Councillors Bill Baldwin, Philip Lloyd and Geoff Lowe</b>
4.One Voice Wales	<b>VE Day 75:</b> An email had been received on 15 October 2019 giving a list of National Events to celebrate VE day and requesting Town and Community Councils to register any events they are organising for this celebratory weekend on the National database. <b>Information noted</b>

## 78. PAYMENT OF ACCOUNTS

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

Current Account	£ 21,964.45	(inc 6 unpresented cheques for £2,251.02 as at 30 September)
Deposit Account	£ 136,262.67	
Money Market Account	<u>£ 125,135.35</u>	
Total	<u>£ 283,362.47</u>	

Members noted receipt of Interest Payments for the Council's Deposit Account to 5 September 2019 of £ 63.63 and the Clerk requested authorisation for outstanding debtor or other cheque and BACS payments as set out in the schedule below

### **RESOLVED – that**

- 1. the second quarter accounts and progress against the Budget be noted**
- 2. The Clerk be authorised to make an immediate transfer of £30,000 from the Council's HSBC Deposit Account to its HSBC Current Account to ensure there are adequate funds to cover payments due; and  
.the following payments be approved:-**

Voucher No Cheque BACS Ref	PAYEE	DETAIL	AMOUNT
58. BACS ref 17-10.19	Carole Roberts	Clerks Salary and office expenses for October 2019 calculated by the Council's Agent: Shropshire County Council Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
59. BACS ref 18-10.19	Clwyd Pension Fund	Pension payments for October 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
60. BACS ref 19.10.19	HMRC	Payroll payments for October 2019 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
61. Cheque No 201979	Caia Park Partnership Ltd	Q3 Sla Payment for 8-13 Youth Work S19 Local Government (Miscellaneous Provisions) Act 1976	£2,938.62 (vat= £0)
62. Cheque No 201980	Caia Park Partnership Ltd	Q3 Sla Payment for 13- 18 Youth Work S19 Local Government (Miscellaneous Provisions) Act 1976	£2,938.62 (vat= £0)
63. Cheque No 201981	Borras Park Albion Youth FC	Sponsorship /Reimbursement for U6 Team's Kit for 2019/20 S19 Local Government (Miscellaneous Provisions) Act 1976	£600.00 (VAT= £0)
64. Cheque No 201982	Wrexham County Borough Council	Q1 SLA Payment School Crossing Patrols S137 Local Government Act 1972 (as amended)	£2,283.00 (VAT=£0)
65. Cheque No 201983	One Voice Wales	Membership Fee for 1/10/19 to 31/3/20 Section 112 Local Government Act 1972 (as amended)	£459.78 (VAT = £0)
66. Cheque No 201984	Society of Local Council Clerks	Delegate Fee – SLCC National Conference 2019 Section 112 Local Government Act 1972 (as amended)	£556.00 (VAT= £61.00)
67. Cheque No 201985	Carole Roberts	Clerk's expenses for October 2019 Section 112 Local Government Act 1972	£212.70 (VAT=£11.42)

		(as amended)	
68. Cheque No 201985	Royal British Legion	Donation to 2019 Poppy Appeal S137 Local Government Act 1972	£50.00 (VAT = £0)

## 79. PLANNING APPLICATIONS

The Council considered whether to make any comments on the following application 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 set out below:-**

Case Number/ Development	Address & Proposed	Decision
1. P/2019/0564 6 Warrenwood Road, Borrass Park Wrexham <b>AMENDED PLANS:</b> Demolition Of Existing Detached Garage And Erection Of Single Storey Side And Rear Extensions And Erection Of New Front Porch		The Community Council is mindful of the large reduction made to the scale of the proposals in this application which is now more in keeping with the character of this area and therefore withdraws its objection to the original application
2. P/2019/0767 10 Windermere Road Wrexham Sub-Division Of Existing Property Into 2 Separate Dwellings		The Community Council objects to this application as it considers it to be an overdevelopment of this prominent corner plot and will affect the character of this residential area

## 80. EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED - that the press and public be excluded from the Meeting during consideration of the following item 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.**

## 81. LITTLE ACTON COMMUNITY CENTRE TASK AND FINISH GROUP

Further to Minute 11.8.6) May 2019, the Council received an update and the initial recommendations of this Group from its Chair.

**RESOLVED - to endorse the following plan of action:**

- 1) **To express an interest in taking over responsibility but not ownership of the Little Acton Community Centre from 1 April 2020 SUBJECT TO:**
  - a. **The Community Council carrying out a full feasibility study to include a full Survey of the condition of the building, including the roof and floor tiles within the centre and obtaining a quote for the cost of putting right any deficiencies identified in the survey**
  - b. **If there is a satisfactory outcome from the survey, having regard to the Public interest report for Connahs Quay, to produce a Business Plan to include a public consultation exercise, marketing plan, potential upgrades to the building, identify target audiences and carrying out legal work associated with any long term agreement and heads of terms .**
- 2) **Wrexham County Borough Council being asked to extend the current commitment and funding arrangement beyond 31 March 2020 if necessary on a cost neutral basis for a maximum of twelve months to enable the Feasibility study and Business Plan work to be completed.**
- 3) **The Task and Finish Group be authorised to spend the remaining 2019/20 budget provision for the Little Acton Community Centre subject to allowance being made for the outstanding running costs to be recharged to the Community Council up to 31 March 2019.**

Councillor Kevin Roberts  
Presiding Chair