

Minutes of the Annual Meeting of Acton Community Council held on Tuesday 14 May 2013 at Little Acton Community Centre, The Green, Little Acton, Wrexham

Present:

Councillor	W Baldwin	Councillor	G Lowe
"	E Boylin	"	Mrs A O'Neill
"	R A Davies	"	Mrs C O'Toole
"	Miss J Dudley *	"	T Pierce *
"	Mrs A Evans	"	J Richards
"	R Evans	"	Mrs O Simm *
"	R Hardy	"	Mrs B Smith *
"	J A Kelly		A Whitfield

* Absent

Also Present:

PC Gary Edwards and PCSO Gina Subacchi, North Wales Police
Julia Dillon and Mike Davies, Wrexham Youth Service, Wrexham CBC
Mrs Carole Roberts, Clerk to the Council

(Councillor W Baldwin in the Chair)

1 APPOINTMENT OF CHAIR

RESOLVED - That Councillor E Boylin be appointed Chair of the Council for the 2013/14 Municipal Year.

(Councillor E Boylin in the Chair)

2 THANKS

The Chair referred to the work undertaken during the last Municipal Year by Councillor W Baldwin as Chair to the Council and thanked him for his efforts on behalf of the Community Council.

3 APPOINTMENT OF VICE CHAIR

RESOLVED – That Councillor A Whitfield be appointed Vice Chair of the Council for the 2013/14Municipal Year.

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Miss J Dudley, T Pierce Mrs O Simm and Mrs B Smith.

5 DECLARATION OF INTERESTS

Councillor J A Kelly declared a personal and non-prejudicial interest in respect of Agenda Item 16 - Planning Applications being a member of Wrexham County Borough Council's Planning Committee.

6 DAY AND TIME OF MEETINGS

Resolved - to continue to hold the monthly meetings of the Community Council on the third Tuesday of each month at 6:30pm apart from August when the Council is in recess and in December when the meeting will be held on the second Tuesday having regard to the Christmas break.

7 APPOINTMENT OF COMMITTEES

Resolved to re-appoint the following Committees with the membership stated:-

i Planning Committee: Chair, Vice Chair, Councillors Bill Baldwin, Ray Evans, Geoff Lowe, Mrs Olive Simm and Mrs Barbara Smith

ii Youth Committee: Chair, Vice Chair, Councillors Mrs Anne Evans, Mrs Carole O'Toole, James Richards and Mrs Barbara Smith

iii Community Centres: Acton – Councillor Geoff Lowe; Borrass Park – Councillor James Richards; Little Acton – Little Acton Members; Rhosnesni - Councillors Mrs Anne Evans and Mrs Ann O'Neill

iv Acton Community Resource Centre: Chair* together with Councillors Mrs. Anne Evans, Ron Davies*, Jim Kelly, Geoff Lowe, Mrs. Carole O' Toole, Tom Pierce, James Richards* and Mrs. Barbara Smith

*Community Council representatives on Resource Centre Management Committee

8 CONFIRMATION OF MINUTES

Resolved – that the Minutes of the meeting of the Community Council held on 16 April 2013 be received and confirmed as a correct record.

9 INFORMATION FROM THE MINUTES:

- i. **Minute 171.1 - PCSO levels in the Acton Community area** – Members received a response dated 29 April 2013 from Inspector Mark Williams Wrexham Town, confirming that some of the Acton PCSOs had been redeployed to staff a pilot scheme within the Grosvenor Ward. The PCSOs were due to return to their wards at the end of May. Inspector Williams acknowledged concerns and apologised for not explaining this situation to the Community Council prior to the commencement of this operation.

Members reiterated their concerns that the whole Community was funding PCSOs at Wrexham County Borough Council level. Taking PCSOs out of their wards has a negative effect, particularly on the continuity of working relationship with residents and there is often a displacement of trouble hotspots from the town centre into the Acton wards. Reference was made by County Borough Councillors to the recent attendance of Inspector Williams at the Town Centre Forum to report on Town Centre Policing.

There appears to be a misconception that the Acton Community is a quiet area but it too has its own issues that are as relevant as anywhere else and require attention and support from the PCSOs. It was questioned by Members why Acton PCSO manpower resources are frequently redeployed elsewhere. Members sought an assurance that this would not happen again together with an explanation of how many other Community Council areas suffer the same reductions in PCSO manning levels across their wards.

RESOLVED – that the Clerk write to the Chief Constable of North Wales Police drawing his attention to the concerns and reassurances now sought by the Community Council and the letter also be copied for the attention of the Mr Winston Roddick Police and Crime Commissioner for North Wales; Councillor Hugh Jones Lead for Communities, Partnerships & Collaboration and Dr Helen Patterson Chief Executive Wrexham County Borough Council.

- ii. **Minute 174 - Acton Park Seasonal Ranger:** It was noted that the Clerk and Chairman of the Council had now signed off the Service Level Agreement for 2013/14 on behalf of the Community Council. Mr Martin Howorth is arranging for the post to be filled and will notify the Community Council in due course.
- iii. **Minute 175.11 - Allotment/ Community Growing:** It was noted that Councillor A Whitfield is booked to attend this course on 19 June at Mold Town Council Offices
- iv. **Minute 178.1- Ambulance Waiting Times at Wrexham Maelor General Hospital:** It was reported that a letter had been sent via email to the Welsh Assembly Government. A detailed response was awaited and would be reported to the Council in due course.

10 KEY ACTON ISSUES

WCBC Members highlighted the following matters that had recently been considered by the County Borough Council and may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers):

1. **Supported Public Transport Services:** Members noted that the Executive Board had today decided that the Council funding for all School Special Services (discretionary school transport for fare paying non-qualifying pupils) is ended on cost and equity grounds. This would have an effect for pupils across the whole of Acton.
2. **Winter weather/Heavy Snowfall – pothole damage to road and pavement surfaces:** Reference was made to the impact of the recent heavy snowfalls and winter gritting and the continuing deterioration of road and pavement surfaces. Members referred to complaints received from residents about the quality and longevity of the materials specified and used for repairs to fill potholes and road surfaces.

RESOLVED – that

1. ***a letter outlining members concerns as set out above be sent to Mr John Bradbury, Chief Environment Officer for attention and he be requested to take action to ensure that the best quality materials are specified and used for future repairs to pavements, potholes and road surfaces.; and***
2. ***Copies of the letter referred to in 1 above, be sent to Councillor Bob Dutton, Lead Member for the Environment and Dr Helen Patterson, Chief Executive of Wrexham County Borough Council for their information.***

11 COMMUNITY POLICING MATTERS

The Chair welcomed PC Gary Edwards and PCSO Gina Subacchi who were attending the meeting on behalf of North Wales Police. PC Edwards advised that the monthly report on the latest Crime statistics and incidents for the five Acton wards had not been prepared for this meeting. The Police Officers and PCSOs were unable to devote the time needed to extract information wholly attributable to the Acton Community area due to the method of recording county wide crime charged at the main Bodhyfryd police station and at Asda stores which are situated in the Acton Community ward. The team were looking for a standardised simpler format in which consistent relevant and comparable statistics can be recorded and presented to the Council each month. It was hoped a report would be given at the next meeting.

Since the last meeting Burglaries other than Dwellings (BOTD) continued to be a problem; mainly in relation to shed and garage break-ins, although the recent rooftop incidents at Chester Street had used a lot of policing resources. The focus of high Officer visibility at Borrass Park shops had curbed the incidence of shoplifting in that area. Current Policing operations were directing “boots on the ground” at the right time to apprehend a core group of offenders coming into the area. Officers were working in conjunction with Wrexham County Borough Council and pooling resources to reduce garage break-ins.

Members referred to the abandonment of stolen vehicles in the Acton area and asked about the CCTV coverage in Acton compared to that County Borough wide. It was noted that Caia Park Community Council had already purchased CCTV cameras for use in its area. Recently Rhosddu Community Council had received a report on options and the procedural requirements to provide CCTV camera monitoring in its area. Local Police Officers would be able to use the cameras to target specific areas. The PCSOs would arrange for the Clerk to receive the information given to Rhosddu Council. The Police Officers noted the issues raised by Members in respect of ad hoc advertising on Pallets for Driveway resurfacing at various locations in the Acton area and the advertising of cars for sale on the Borrass Park Road/ Llanypwll Link Road Roundabout and undertook to investigate these matters further

The Chair thanked PC Edwards for his report and contribution to the meeting.

12 YOUTH SERVICE PROVISION – FINAL QUARTERLY MONITORING REPORT ON DETACHED YOUTH WORK PROVISION TO 31 MARCH 2013:

The Chair welcomed Julia Francis, Level 2 Youth Worker in Charge at Acton/ Rhosnesni and Mr Mike Davies, Advanced Practitioner from Wrexham Youth Service who was attending his first meeting of the Community Council. They presented this final quarter report to Members. The final quarter had proved challenging not least due to the heavy snowfalls in January and March. The Tin Church (Rhosnesni Methodist church) had come into its own on the Monday evening with the team meeting and working with some 30 young people from the Acton area during the extreme March snowfall. A seamless service had been provided through support and extra cover

from other members of staff within the youth service following the ending of the degree Student Placement and the vacancy arising from the resignation of Jake Sanson, the Level One worker. Updates were also given on:

- The survey progress about the skate park taking a little longer than anticipated due to changes in the group/ Committee of young people;
- Work with Stars based at the Caia Park Partnership. Stars provides training for young people who are not in education, training or work and especially with young people who have insufficient qualifications or experience, or who are finding it difficult to find a path. Members asked to be kept informed on the progress of referrals to this project;
- On-going work with the various groups in the community and attempting to ensure youth representation where ever possible;
- Quarterly outputs relating to contacts made, monthly attendance, total number of sessions delivered, attendance and number of individual young people registered with the project; and
- Case studies and Good news stories.

Following presentation of the report, Members noted that Detached work carried out within Acton may include Young people from outside the area who have formed friendships groups with the Acton Young People who attend the same Secondary school. Mr Davies referred to his attendance at the Anti-Social Behaviour Panel meetings and indicated he would arrange for the relevant information to be sent to Councillor Baldwin so he too could attend the Panel meetings. It was noted that anti-social crime figures were also reported to the Panel.

RESOLVED - to note the present position and welcome the progress made against the Service Level agreement during 2012/13;

13 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
AVOW	Health Social Care & Wellbeing Newsletter – April 2013: <i>Newsletter noted.</i>
1. Charlotte Beattie Flood & Water Management Resilience Officer, Wrexham CBC	Local Flood Risk Management Strategy: Letter dated 22 April 2013 advising of the adoption of this strategy that will inform the flood risk management plan and flood risk maps being produced over the next two years. It was noted the Published document is available at: www.wrexham.gov.uk/flooding . <i>Information Noted</i>
2. Lyn Cadwallader, Chief Executive, One Voice Wales	1. The Ombudsman’s Casebook - Issue 12: Email dated 1 May 2012 advising this latest edition contains summaries of reports issued by the Ombudsman between January and March 2013 are available at: http://www.ombudsman-wales.org.uk/en/publications/the-ombudsmans-casebook.aspx . <i>Information Noted</i> 2. Training for Community Councillors: Email dated 1 May providing details of the training courses One Voice Wales are currently running in North Wales. <i>Information Noted</i>
3. Revd. Sarah Errington, St John’s Church Rhosnesni	40th Anniversary Service – laying of foundation stone: letter dated 7 May 2013 inviting representatives from the Community Council to join in a Celebration Service led by the Bishop of St Asaph, the Right Revd. Gregory Cameron at the Church on Sunday 30 June 2013 at 10.00am to be followed by lunch in the Church Hall. RESOLVED - that the Council be represented at the Service by the Chair, Councillor Edmund Boylin and his wife together with Councillors Carole O’Toole and Joyce Dudley with her companion

Organisation	Details and action taken
4. Democratic & Registration Services Manager, Wrexham County Borough Council	Wrexham Town and Community Council Forum – 9 July 2013 at 6:30pm : Letter dated 8 May 2013 inviting the Community Council to send 2/3 Representatives to attend the next meeting of the Forum and to submit any important items of business for inclusion on the agenda by no later than 12 June 2013 RESOLVED - that the Council be represented by Councillors Ray Evans and Andrew Whitfield

14 ANNUAL ACCOUNTS 2012/13

1 **INTERNAL AUDITOR'S REPORT AND ACTION PLAN:** Members considered a copy of this report and action plan. The Internal Auditor had indicated that all outstanding issues from previous Internal Audit Action Plans had been implemented. There was one item highlighted recommended for action from the 2012/13 Internal Audit in respect of ensuring the Risk Assessment is updated to include disaster recovery and business continuity risk management. Members were pleased to note that overall it was a clean report. They also thanked the Clerk for her hard work in ensuring the Internal Audit ran smoothly.

2 **ANNUAL RETURN AND ACCOUNTING STATEMENTS:** Members received and approved the statements set out in sections 1 and 2 of the Council's Annual Return for the year ended 31 March 2013.

3 **APPROVAL FOR THE CHAIRMAN TO SIGN THE ANNUAL RETURN:** Members noted that formal approval was required for the Chairman to sign the Statement on Page 1 of the Annual return on the Council's behalf prior to its initial submission to the External Auditor.

RESOLVED that:

1. ***the Internal Auditor's report and Action Plan in respect of the Audit of the Council's Accounts for the year ended 31 March 2013 be received and in response, the Clerk take steps to ensure the next and future Risk Assessments include disaster recovery and business continuity as the Internal Auditor has recommended***

2. ***the Statements as set out in Sections 1 and 2 of the Annual Return for the year ended 31 March 2013 be approved; and***

3. ***the Chairman be authorised to sign the relevant section on Page 1 of the Council's Annual Audit return for the year ended 31 March 2013 prior to the initial submission of a copy of it to the External Auditor***

15 PAYMENT OF ACCOUNTS

Members noted no payments had been received since the last meeting and considered the payments now required for authorisation.

Resolved – that the following payments be approved: -

Voucher No; Payee	Details	Amount
5 Zurich Municipal	Renewal of Local Council Policy Insurance YLL-2720431173 from 1/6/13 to 31/5/14 Section 112 Local Government Act 1972	£1,112.77
6 JDH Business Services Ltd	2012/13 Internal Audit Accounts and Audit Regulations	£143.52 (vat £23.92)
7 Chairman's Charity Account	Transfer to Replenish the Chair's charity account S137 Local Government Act 1972	£250.00
8 Carole Roberts Clerk to the Council	Clerk's Expenses to 14 May 2013 Section 112 Local Government Act 1972	£ 71.20

9 Wrexham County Borough Council	Clerks Salary and office expenses for April 2013 paid by the Council's Agent: Wrexham County Borough Council in accordance with Minute 99.1 December 2009 Section 112 Local Government Act 1972	NJC Rates
----------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------

16 ITEMS PLACED ON THE AGENDA AT THE REQUEST OF MEMBERS:

i. **Relocation of Borrass Park Surgery:** Councillor Anne Evans referred to Minute 139 February 2012 when Mr Roy Drinkwater a representative of the Betsi Cadwaladr University Local Health Board (BCULHB) had attended the meeting to discuss the proposed scheme to relocate the Borrass Park surgery. Members in debating the proposals had raised and put forward several points and views. Mr Drinkwater had been requested to take note of the views expressed at the meeting and report them back to the Developer and Betsi Cadwaladr University Health Board and communicate the outcome back to the Clerk of the Council. To date no further correspondence had been received.

Councillor Evans referred to the present surgery building now being too small, recent housing developments had seen an increase in the population and expanded services were now needed for this surgery. She also advised of a recent in-conclusive Meeting held between representatives of the County Borough Council and BCULHB.

RESOLVED the Clerk be instructed to write a letter to Mrs Mary Burrows, Chief Executive of the BCULHB seeking an update on the current position in respect of the proposed scheme and funding for the Borrass Park Surgery as there remains a degree of uncertainty about this matter and the Surgery is no longer fit for purpose.

ii. **Dog Fouling:** Councillor Carole O'Toole raised this matter as she receives weekly complaints and is frequently asked about what can be done to improve the current situation of dogs being allowed by their owners to foul in public open spaces and footpaths. She acknowledged the time constraints Enforcement Officers faced, making it difficult for them to be in work to catch the minority of early morning and late evening dog walkers who allow their dogs to foul and not clean up after them. She referred to the possibility of a poster campaign to remind and raise awareness of the anti-social aspects of dog fouling in public open spaces.

Resolved – that in the first instance the relevant Enforcement Officer be invited to attend the next meeting of the Council to explain the Enforcement options and whether there are any powers other Community Councils use to address this problem.

17 PLANNING MATTERS AND APPLICATIONS

The Council considered whether to make any comments on the following Planning Applications for development in the Community Council's area that had been received since the last meeting or that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council). It was also noted that copies of recent planning decisions within the Acton area were available for perusal at the meeting.

Resolved: that the following observations be made on the applications set out below:-

Application No & Address	Details	Observations
P/2013/0266 107 Derwent Crescent Wrexham	Demolition of Conservatory and construction of single storey extension	No objections
P/2013/0287 13 Erw Las, Maesydre Wrexham	Single Storey extension	No objections
P/2013/0297 105 Norfolk Road Wrexham	Two storey Rear Extension	No objections
P/2013/0303 33 Mere Crescent Wrexham	Single Storey Kitchen Extension to rear	No objections

(Councillor Jim Kelly being a member of Wrexham County Borough Council's Planning Committee declared a personal and non-prejudicial interest in this item. He left the meeting taking no part in the consideration, discussion or voting on any of the planning applications)

18 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.

19 SOCIETY OF LOCAL COUNCIL CLERKS NATIONAL EXECUTIVE COMMITTEE - SUBSTITUTE CLWYD BRANCH REPRESENTATIVE:

The Chair reported that the Clerk had been called on to attend this National Meeting in London on 8 May as the SLCC Clwyd Branch's Substitute representative but due to a complete signal failure at Wrexham General station she had abandoned her journey and submitted her apologies. Members noted there had been a time input from the Clerk in the preparation for the meeting and abandoned journey.

Reference was made to the need to Review the Clerk's hours of work. The Chair proposed to Conduct an informal review with the Vice chair and Clerk and report back on his findings to the Council.

The present position was noted

Signed as a correct record this 18th day of June 2013

Chair