

11 April 2022

Dear Councillor

You are summoned to attend the meeting of **ACTON COMMUNITY COUNCIL** to be held remotely via Zoom in accordance with Local Government and Elections (Wales) Act 2021, on **TUESDAY 19 APRIL 2022 at 6.30pm**. The business to be transacted is as set out in the agenda below.

Please note that the Meeting and those participating will be recorded. To join the meeting please use the Join Zoom Meeting. Meeting ID: 852 2875 9776 and Passcode: 191358

<https://us02web.zoom.us/j/85228759776?pwd=bFRzdE9mMHM4WklmVHZKejg1NUxQdz09>

Yours Sincerely

Carole Roberts

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTERESTS: To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

3. PUBLIC QUESTIONS: In accordance with Standing Order No. 3e; any Member of the Public who is a resident within a ward of the Community Council and has given notice (specifying the matter on the agenda to which they wish to speak) to the Clerk to the Community Council's office by noon on 18 April 2022, may, subject to stating their name and address before the meeting, speak at this meeting, as of right, on any matter on the agenda, for no more than 3 minutes.

4. CONFIRMATION OF MINUTES: To confirm the Minutes of the Meeting of the Council held on 22 March 2022 (Copy attached)

5. INFORMATION FROM THE MINUTES:

1. Progress update: Defibrillators

6. COMMUNITY POLICING MATTERS: To receive the Monthly Policing and Operations Report from the Acton Community Police Officers. (Copy attached)

Please contact Carole Roberts, Clerk to the Council on: 07913 071470 or
E-Mail: clerk@actoncommunitycouncil.gov.uk with any apologies or requests for further information.
You can also write to the Clerk at Acton Community Resource Centre, Overton Way, Wrexham LL12 7LB

7. PROCEDURAL MATTERS

1. **COMMUNITY COUNCIL ELECTIONS, UNCONTESTED SEATS AND VACANCIES:** The Clerk to report on any notifications received from the Returning Officer including any listing those Candidates that have been returned unopposed, the process for co-option and any other matters related to the full Council Elections on 5 May 2022.
2. **URGENT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING**
8. **KEY ACTON ISSUES:** Wrexham CBC Members to report verbally 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)
9. **ANNUAL ACCOUNTS 2021/22:** To consider and approve the Year End Bank Reconciliation and spending progress against the 2021/22 Budget. (Copy attached) To note the accounts will be submitted to the Council's Internal Auditor on 12 May 2022 and Audit Wales, the External Auditor has given notice that they will undertake the Annual Return and Basic Audit on 12 September 2022.
10. **PAYMENT OF ACCOUNTS:** To note details of any payments received, bank charges notified and to authorise any outstanding debtor or other payments.
11. **PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on applications that have been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

Case Number/ Address & Proposed Development	Decision
1. Planning Application P/2022/0264 - Dilys o/Valid From 15/03/2022 : 5, Blanter Way, Wrexham, LL13 9QP: single storey rear extension and alteration to roofs	
2. Planning Application P/2022/0266 - Dilys o/Valid From 23/03/2022 : 3, Grange Close, Wrexham, LL12 7YH : lawful development certificate for proposed single storey rear extension	

**the plans and documents for these applications can be viewed online [by clicking here](#) and selecting the Community of Gwauntyrfyn/Acton for the search. The Clerk requests an extension of the 21 day consultation period where appropriate*

Minutes of the Meeting of Acton Community Council held remotely via Zoom on Tuesday 22 March 2022

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy * (Vice Chair)
"	W Baldwin *	"	P Lloyd *
"	Mrs C Bettley	"	G Lowe
"	M Davies	"	Ms B Martin
"	MS E Doherty *	"	Ms E Owens
"	Ms S Edwards *	"	M Pritchard *
"	Mrs A Evans	"	T Stanford *
"	Ms S Hope *	"	Mrs D Wallice

* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

137. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors W Baldwin, E Doherty, S Edwards, R Hardy, S Hope, P Lloyd, M Pritchard and T Stanford.

RESOLVED – that the apologies be received and accepted.

138. DECLARATION OF INTERESTS

No declarations of interest were made at this stage of the proceedings. The Clerk to the Council reiterated previous advice about the public interest test that should be considered by Members when determining whether or not they wish to declare an interest. The present position was noted.

139. PUBLIC QUESTIONS

It was noted that the Clerk had not received Notice of any public questions as set out in Standing Order No. 3e.

140. CONFIRMATION OF MINUTES

The Minutes from 15 February 2022 remote Council Meeting: were received.

RESOLVED – that the Minutes of the remote Council Meeting held on 15 February 2022 be received and confirmed as a correct record.

141. INFORMATION FROM THE MINUTES

- 1. MINUTE 126.II) - YOUTH COMMITTEE - PLAY DEVELOPMENT /SUFFICIENCY SURVEY:** Noted a Play Development and Sufficiency Review/Survey was currently being carried out by Wrexham County Borough Council and the Play Development Officers will attend the June 2022 meeting of the Community Council and will be available to report in to the Youth Committee Meeting planned for July 2022.

- 1. MINUTE 127.1 - COMMUNITY DEFIBRILLATORS FOR THE ACTON COMMUNITY WARDS:** The Clerk gave a brief report on actions taken in accordance with this instruction. The progress included updating the Council's Asset Register, arranging for all five defibrillators inclusion on the relevant schedule of the Council's Insurance Policy; and the use of the services of Mike Pryde Electrical Services Ltd to and the onsite contractor at Barker's Lane School.

RESOLVED: *to note that all Defibrillators had now been installed and had system ready status on The Circuit, and the Clerk was thanked for her work in ensuring this Initiative is completed and in particular in respect of the following defibrillators:*

- i) *Cunliffe Arms defibrillator: Installed by Mike Pride Electrical Services Ltd.*
- ii) *Barkers Lane Community School defibrillator: Additional earthworks carried out by the Contractor already working at the School with Community Benefits allocation being used for part of the costs. The remaining installation costs of £155.00 to be reimbursed to the School by the Community Council.*
- iii) *Pedi Pads for Barkers Lane School: in view of its School location, additional Pedi Pads be purchased through Tomos Hughes of the Welsh Ambulance Service at a cost of £75 plus carriage and Vat.*

- 2. MINUTE 130 –ACTON PARK:** It was noted that a meeting had now been held and to await further update from Kerry Williams Head of Service (Operations) Environment & Technical Department or if none is forthcoming to alert the Chief Executive of Wrexham CBC of this outstanding Acton Community issue and to ask him to progress the matter.

- 3. MINUTE 133.iv) – INSURANCE RE BUILDING COST ASSESSMENT/VALUATION FOR MAESYDRE POWER HOUSE** –The Clerk advised that a survey had now been carried out by Legat Owen and the additional rebuilding costs have been notified to the Council's Insurers for implementation with immediate effect and the Asset Register has been updated accordingly.

142. COMMUNITY AND OTHER POLICING MATTERS

The Monthly Policing and Operations report provided by the PCSOs on Crime issues and Trends in each of the five Acton Community Wards was received and considered. The Report contained other news and reiterated PCSO activities and further encouragement to members of the public to complete the Safer Streets Survey: www.police.uk/streetsafe;

RESOLVED that the Monthly Policing and Operations report be received and noted.

143. CLERK'S REPORT

The following matters were reported by the Clerk and Responsible Financial Officer:-

- 1. ACTON PARK SEASONAL RANGER:** Further To Minute 127.2 February 2022, it was noted that Kerry Williams, Wrexham County Borough Council had yet to respond to the Community Council offer of additional funding provision in 2022/23 to meet the Acton Park Ranger SLA costs for arranging events in the Park. In the meantime, a summary of works completed at Acton Park for the period October 2021 to February 2022 prepared by the Seasonal Ranger was appended

RESOLVED - that

- 1. *the Clerk endeavours to obtain formal confirmation that the additional funding proposed by the Community Council during 2022/23 is acceptable the Report*
- 2. *The Report detailing the Park Ranger's work that was completed in Acton Park between October 2021 and February 2022 be received and noted; and the Ranger be requested to provide another separate report on the survey of Biodiversity within Acton Park that was carried out during the winter months*

- 2. ACTON COMMUNITY RESOURCE CENTRE:** Further to Minute 116.1 January 2022, consideration was given to the Q3 SLA Manager's Report as reported to the Management Committee of the Acton Community Resource Centre on 7 March 2022.

RESOLVED – that the report be noted

- 3. RENEWAL OF MEMBERSHIP TO ONE VOICE WALES:** The Council considered an invitation to renew its membership for 2022/23 to One Voice Wales at a cost of £2,059.00 based on the Valuation List of 5722 chargeable dwellings.

RESOLVED – that the Council renew its membership to One Voice Wales for 2022-23 at a cost of £2,059.00

4. OTHER CORRESPONDENCE AND INFORMATION RECEIVED BY THE CLERK SINCE THE LAST MEETING:

Organisation	Details
1. One Voice Wales	<p>1. WREXHAM & FLINTSHIRE AREA COMMITTEE – MEETING HELD REMOTELY VIA ZOOM ON 15 MARCH 2022 Information noted</p> <p>2. NEWS BULLETIN: An email dated 1 March 2022 setting out information on Purdah(Pre-Election Period); New requirements for Councils; Annual Reports; training plans and information about Swifts had been circulated to all members of the Council for attention</p> <p>3. E01-22 NATIONAL SALARY AWARD 2021/22: Email dated 4 March 2022 attaching a copy of the final salary award for Clerks as applicable from 1 April 2021. The Council noted that this pay award was implemented for the March 2022 payroll.</p> <p>RESOLVED – that the Pay Award agreement from 1 April 2021 is received and noted and to endorse the action taken by the Clerk to implement the Award and ensure the arrears of pay accrued were included in the March 2022 payroll.</p> <p>4. Invitation for views to inform the Auditor General's future audit work programme for 2022-23 and beyond: Email dated 9 March 2022 advising that Audit Wales on behalf of the people of Wales, examine public spending and identify ways to improve public services. Proposals for three key themes to help shape the work programme were contained <u>in the Programme Consultation via its consultation web page.</u></p> <p>Information noted</p> <p>5. REMINDER - TRAINING - FEBRUARY & MARCH 2022: Email dated 9 March 2022 providing information about remote training sessions currently being offered to Members. Information noted</p> <p>6. LOCAL ELECTIONS (MISCELLANEOUS AND CONSEQUENTIAL AMENDMENTS) (WALES) REGULATIONS 2022: Email dated 14 March 2022 attaching copies of the updated Statutory instruments and corresponding Memorandum Information noted</p>

2. Offa Community Council	<p>1. RWF PROJECT HIGHTOWN BARRACKS: Further to Minute 94.1 November 2022, Offa Community Council has now commenced this Project and has requested release of the Council's £500 pledge towards the costs of this Project</p> <p><i>RESOLVED – that the Council's £500 contribution towards the costs of this project be released</i></p>
2.Offa Community Council (continued)	<p>2. PCSO POWERS: Email dated 7 March 2022 attaching copy correspondence to the Chief Constable and PCC of North Wales from Offa Community Council requesting the Police and PCSOs to help address the issues of dog fouling by issuing fixed penalty notices. Whilst they have the power to do this they prefer to leave it to WCBC Environment Officers who are already over-stretched. Any support Acton Community Council is able to offer by also writing to the Chief Constable and PCC would be much appreciated.</p> <p><i>RESOLVED – to write to the Chief Constable and the PCC in support of the views already stated by Offa Community Council and to indicate that this too is a major issue for Acton Community Council particularly since the enforcement arrangement with Kingdom was ended. The Police and PCSO should be more proactive in using their legal powers to encourage dog owners to pick up responsibly.</i></p>
3.Rabyah Khan	<p>FREEDOM OF INFORMATION REQUEST – RECRUITMENT AND RETENTION: BRITISH MUSLIMS: Email dated 7 March 2022 received via the "whatdotheyknow" portal. <i>It was noted the Clerk has responded to this request.</i></p>
4.Wrexham County Borough Council	<p>Authorisation for replacement Stand Up See-Saw in Acton Park: Email dated 9 March 2022 advising the Park Inspector has reported that the tyre buffer stop on the stand up See Saw needs replacing. Wrexham CBC under its SLA and procurement arrangements is to purchase a replacement. The Community Council will be advised of the cost in due course.</p> <p>RESOLVED - that -</p> <p><i>i) The Clerk in consultation with the Chair be authorised to approve the carrying out of these works immediately upon receipt of the costings to mitigate any risk to Park users, particularly having regard to the constraints of the pre-election period.</i></p> <p><i>ii)having regard to the forthcoming full Council elections,)the Clerk in consultation with the Chair of the Community Council be authorised to deal with any urgent issues that arise during the Election Period and they report on any such actions taken to the Annual Meeting of the Council to be held on 17 May 2022.</i></p>

5. Kevin Smith	<p>Penymaes Avenue Layby: Email dated 11 March 2022 from a resident of Maesydre seeking the support of the Community Council to ask Wrexham County Borough Council to improve the lighting in this area and to prune its trees in the vicinity of the former groves school boundary and layby.</p> <p>RESOLVED – that this issue be deferred until after the May 2022 elections due to now being in the pre-election period. It was suggested that the new Council in conjunction with Wrexham CBC should identify the cause of this problem before any consideration is given to moving the CCTV camera with its associated cost. The Community Council should look favourably at ascertaining if other precautionary measures can be taken to mitigate the risk to Penymaes Avenue residents such as requesting Wrexham CBC to provide additional lighting or to reduce the height of the conifer trees on its land that abut the fencing to the lay by. In the meantime the Acton Sector Policing team should be requested to increase their Patrols of the Area.</p>
6. Society of Local Council Clerks	<p>Management in Action Conference at Kenilworth on 9 & 10 June 2022: Notification received of this event for Clerks and RFOs featuring sessions on connecting people, development strategy and preparing the Sector for the future. The Full conference package for SLCC Members is £553.20 inc vat.</p> <p>RESOLVED – that the Clerk be authorised to book a place to attend this Conference 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.</p>

144. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) ANNUAL REPORT - FEBRUARY 2022

In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, notification received on 24 February 2022 confirmed that the IRPW's Annual Report, February 2022 has been sent to the Minister for Housing and Local Government and other interested parties. In particular Section 13 of the Report relates specifically to Community and Town Councils and the Report will have effect from 9 May 2022. The Panel's criteria for its Groupings within the Report are now based on the size of each Council's electorate. Accordingly the Council had now moved into Group No 2.

The Clerk reported that the Panel continues to mandate a payment of £150 as a contribution to costs and expenses for all members of Town and Community Councils. Presently the £150 Basic Payment is classed as taxable income. However separate Consultation is planned after the May 2022 elections as part of a review of the situation with HMRC and prior to any fundamental change or exemption being applied to all Town and Community Councils. It was noted that provision within the 2022/23 budget can meet some of the costs arising from implementation and payment of the Determinations.

Under Section 154 of the 2011 Measure, any member or co-opted member may by notice in writing to the proper officer of the authority, elect to forgo any part of their entitlement to a payment under the determination of the Panel for that particular year (as relating to the authority). The Measure also requires that in respect of Publicity, the Council must publish a Statement of Payments made to its members for each financial year. This information must be published in a form and location that is easily accessible to members of the public no later than 30 September following the end of the previous financial year and in the same timescale also be provided to the Panel (The required content of publicity requirements is contained in an annex to the Annual Report)

Members proceeded to consider each of the Determinations relating to town and Community Councils in turn.

RESOLVED – to receive and accept the Annual Report – February 2022 of the Independent Remuneration Panel and in respect of the range and maximum Allowances payable for Community and Town Councils in Group 2 for the Financial Year 2022/23:-

i) DETERMINATION 44:

1. BASIC PAYMENT: To note this mandatory requirement and to make available a Basic payment to each member of £150 pa as a contribution to costs and expenses unless they advise the appropriate Officer that they do not want to take it in writing;

2. SENIOR ROLE PAYMENT(S): To make this Mandatory requirement available to the Chair (1 member only) at an amount of £500; unless the Chair advises the appropriate Officer that they do not want to take it in writing;

ii) DETERMINATION 45:

REIMBURSEMENT OF TRAVEL COSTS when undertaking approved duties: To adopt this provision subject to payments being the actual costs of travel by public transport or the HMRC mileage allowances as below:

- 45p per mile up to 10,000 miles in the year.
- 25p per mile over 10,000 miles.
- 5p per passenger per mile – passenger supplement.
- 24p per mile for private motor cycles.
- 20p per mile for bicycles.

iii) DETERMINATION 47:

REIMBURSEMENT OF OVERNIGHT SUBSISTENCE when undertaking approved duties: To adopt this provision and to authorise reimbursement of subsistence expenses to members at the maximum rates set out below on the basis of receipted claims:

- £28 per 24-hour period allowance for meals, including breakfast where not provided.
- £200 – London overnight.
- £95 – elsewhere overnight.
- £30 – staying with friends and/or family overnight.

iv) DETERMINATION 47:

This determination is mandatory for Councils in Group 2. AUTHORISATION TO PAY FINANCIAL LOSS COMPENSATION to each of the Council's members where it can be demonstrated such loss has actually occurred for attending approved duties as follows:

- Up to £55.50 for each period not exceeding 4 hours
- Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours

v) DETERMINATION 48:

ATTENDANCE ALLOWANCE Each council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30. A member in receipt of financial loss compensation will not be entitled to claim attendance allowance for the same event. Councils that intend to introduce an attendance allowance must set out the details of the scheme and publish them on their website - Not to adopt this provision;

vi) DETERMINATION 49:

CIVIC PAYMENT OF UP TO £1,500 TO THE MAYOR/CHAIR OF THE COUNCIL to undertake the functions of that office – Not to adopt this provision

vii) DETERMINATION 50:

CIVIC PAYMENT OF UP TO £500 TO THE DEPUTY MAYOR/ DEPUTY CHAIR OF THE COUNCIL to undertake the functions of that office – Not to adopt this provision

viii) **DETERMINATION 51:**

To confirm the Council has considered and applied the Remuneration Framework by its relevant Group as set out below.

Group 2	(Electorate 10,000 to 13,999)
Basic Payment	Mandatory for all members
Senior Role Payment	Mandatory for 1 member; optional up to 5
Attendance Allowance	Optional
Financial Loss	Mandatory
Travel and Subsistence	Optional
Cost of Care	Mandatory

CARE ALLOWANCE – *This provision is mandatory for Councils in Group 2. All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:*

- *Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.*
- *Informal (unregistered) care costs to be paid up to a maximum rate equivalent to [hourly rates as defined by the Living Wage Foundation](#) at the time the costs are incurred.*

The Care Allowance must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider.

ix) **DETERMINATION 51:**

To note this Determination for Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is leader, deputy leader or executive member) states that they cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.

145. COMMUNITY ENGAGEMENT

Members had received a report circulated separately on behalf of Councillor E Doherty in her absence summarizing the forty one residents' responses, a statistically small sampling, to the second online Community Engagement survey that was recently undertaken.

RESOLVED – THAT

- Councillor E Doherty is thanked for her work in conducting the Survey and summarizing the outcome.*
- Having regard to the Council now being in the pre-election period to invite the new Council to consider the outcomes of the Survey as now presented.*

146. KEY ACTON ISSUES

Due to the pre-election period, there were no major issues for the WCBC Members to report on that are being considered by the County Bough Council that may affect the whole or part of the Community of Acton. The new Utility works that had been carried out at Dean Road will require further resurfacing work to be carried out shortly to remedy the ongoing situation at Dean Road.

The present position was noted

147. FINANCIAL ASSISTANCE

Members considered the Clerk's report concerning applications received for financial assistance. In accordance with the established Council Policy, the annual £3,750 budget is apportioned equally between

each of the quarterly meetings. However Members noted that the Council has again agreed to relax the S137 grant funding levels within the existing grant criteria for this financial year (2021/22) due to the continuing impact of the Coronavirus Pandemic on the many local clubs and organisations who are struggling to fundraise and meet in person (Minute 30i June 2021 refers). In the preceding three quarters grants totaling £6,170 had been made using S137 powers and £2,755 using SS1-5 Local Government Act 2000.

Members proceeded to determine the six applications received during the final quarter of the financial year and whether to make any grants to the applicants. Members noted that within the powers permitted by Section 137(4) (a) of the Local Government Act 1972 the Community Council cannot give financial assistance to an individual.

RESOLVED –

i) That the following grants be made under the Council's Powers contained in Section 137 of the Local Government Act 1972 (as amended) :

Organisation	Details	Decision
19. Wrexham Allotment & Leisure Gardeners Association	S137 Financial support/ sponsorship towards the cost of staging the Annual Flower, Vegetable & Home Produce Show on 13 August 2022	£ 200.00
20. Wrexham Futsal Club Grassroots sector	Financial support towards the purchase of a defibrillator for shared use of U8 & U10 Teams	£ 200.00
21. 1 st Acton Rainbows	S137 Financial support towards annual membership and programme costs for the Unit	£ 500.00
22. Borrass Park Albion Youth Football Club	S137 Financial support to enable setting up & equip a new U7 team for the summer	£ 400.00
23. Wales Air Ambulance Charitable Trust	S137 Financial support towards the annual costs of keeping 4 Air Ambulance Helicopters & rapid response vehicles	£ 200.00
24. Llangollen International Musical Eisteddfod	S137 Financial support towards the costs of staging this year's event	£ 200.00
TOTAL FOR Q4		£1,700.00

148. PAYMENT OF ACCOUNTS

The Clerk reported on payments received since the last meeting as set out below and the bank charges and fees that were now levied each month. Authorisation for the Payments to be made in March 2022 was sought.

RESOLVED –

ii) To note the Interest payment receipts and the bank charges and fees to be levied on the Council's Bank Accounts

iii) to authorise a transfer of £30,000 to be made between the Deposit and Current Accounts to meet the expenditure to the end of the Financial Year; and

iv) To approve the payments to be made in March 2022 as set out in the schedule below:-

Current account Payments Made in MARCH 2022		
Voucher 114 /BACS ref 36.3.22 Carole Roberts	Clerk's Salary & office expenses for March 2022 - calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 (including payment of backdated pay from 1 April 2021 following settlement of	(as per Payroll schedule)

	the 2021/22 Local Government Pay Award agreement) Section 112 Local Government Act 1972 (as amended)	
Voucher 115 /BACS ref 37.3.22 Mr R Hardy	Members Annual Allowance for 2021/22 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 116 /BACS ref 38.3.22 Ms S Hope	Members Annual Allowance for 2021/22 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 117 /Cheque No 202189 Mr P Lloyd	Members Annual Allowance for 2021/22 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 118 /BACS ref 39.3.22 Mr M H Pritchard	Members Annual Allowance for 2021/22 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 119 /BACS ref 40.3.22 Clwyd Pension Fund	Pension payments for March 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 120/ BACS ref 41.3.22 HMRC	Payroll payments for March 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 121/ BACS ref 42.3.22 Mike Pryde Electrical Services Ltd	Electrical installation of Defibrillator at Cunliffe Arms Jeffreys Road Wrexham s SS1-5 Local Government Act 2000	£222.00 (vat £37.00)
Voucher 122/ Cheque No 202190 Vision ICT	Website & Email Hosting/support for May 2022 to April 2023 Section 58 Local Government (Democracy)(Wales) Act 2013	£580.80 (VAT= £96.80)
Voucher 123/ Cheque No 202191 One Voice Wales	Training Costs for February 2022 Section 112 Local Government Act 1972 (as amended)	£60.00 (VAT=£0)
Voucher 124/ BACS ref 43.3.22 Legat Owen	Desktop Insurance rebuilding cost assessment for Maesydre Power House Section 133 LG Act 1972	£600.00 (VAT= £100.00)
Voucher 125/ Cheque No 202192 Audit Wales	Audit of Accounts 2020/21 – External Audit Fee Section 21 Public Audit (Wales) Act 2004	£310.00 (vat=£0.00)
Voucher 126/ Cheque No 202193 Carole Roberts	Clerks Expenses for March 2022 Section 112 Local Government Act 1972 (as amended)	£170.11 (Vat= £8.66)
Voucher 127/ Cheque No 202194 One Voice Wales	Membership renewal for 2022-23 Section 112 Local Government Act 1972 (as amended)	£2,059.00 (VAT=£0)
Voucher 128/ Cheque No 202195 Barkers Lane Community School	Contribution: Electrical installation of Defibrillator at Barker's Lane Community School, Wrexham SS1-5 Local Government Act 2000	£155.00 (VAT=£0)
Voucher 129/ Cheque No 202196 SLCC Enterprises Ltd	Management in Action Conference delegate package for 9- 11 June 2022 Section 112 Local Government Act 1972 (as amended)	£553.20 (VAT=£59.20)
Voucher 130/ Cheque No 202197	CCTV SLA Payment for 2021/22 S31 Local Government & Rating Act 1997	£2,160.00 (VAT=£360.00)

Wrexham CBC		
Voucher 131/ Cheque No 202198 Wrexham Allotment & Leisure Gardeners Association	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£200.00
Voucher 132/ Cheque No 202199 Wrexham Futsal Club	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£200.00
Voucher 133/ Cheque No 202200 1 st Acton Rainbows	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£500.00
Voucher 134/ Cheque No 202201 Borras Park Albion YFC	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£400.00
Voucher 135/ Cheque No 202202 Welsh Air Ambulance Charitable Trust	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£200.00
Voucher 136/ Cheque No 202203 Llangollen International Musical Eisteddfod	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£200.00
Voucher 137/ Cheque No 202204 Offa Community Council	Contribution to RWF memorial at Hightown Barracks S137 Local Government Act 1972 (as amended)	£500.00 (VAT=£0.00)
Voucher 138/ Cheque No 202205 Wrexham CBC	Additional SLA Payment to cover full year extension for 2021/22 Section 19 Local Government (Miscellaneous Provisions) Act 1976	£17,010.00 (VAT=£2,835.00)
Voucher 139/ Cheque No 202206 Defib Store Ltd	Paediatric Pads for Barkers Lane Defibrillator SS1-5 Local Government Act 2000	£102.00 (Vat =£17.00)
Voucher 140/ Cheque No 202207 One Voice Wales	Training Costs for March 2022 Section 112 Local Government Act 1972 (as amended)	£60.00 (VAT=£0)

149. PLANNING APPLICATIONS

RESOLVED – that the Applications received since the last meeting be determined as follows:

Case Number/ Address & Proposed Development
1. Planning Application P/2022/0175 - Valid From 19/02/2022 : 59, Box Lane, Wrexham, LL12 Single storey rear extension No Observations
2. Planning Application P/2022/0176 - Valid From 19/02/2022 : Garages To Rear Of 41 -47, Elm Grove, Wrexham, LL12 7NP prior notification for demolition of buildings No Observations
3. Planning Application P/2022/0163 - Valid From 23/02/2022 46, Huntsman's Corner, Wrexham, LL12 7UH variation of conditions 2 and 3 of planning permission p/2021/0988 approved plans and materials No Observations
4. Planning Application P/2022/0203 - Valid From 28/02/2022 2, Brecon Close, Wrexham, LL12 7TL

Single storey side extension	No Observations
5. Planning Application P/2022/0216 - Valid From 01/03/2022 18, Chester Road, Wrexham, LL11 2SA conversion of building to 4 no. Supported living units with front and rear extensions	No Observations
6. Planning Application P/2022/0211 - Valid From 02/03/2022 12, Ffordd Lawson, Wrexham, LL12 7BA Front and rear extensions	No Observations
7. Planning Application P/2022/0181 - Valid From 02/03/2022 Land To The Rear Of, 120 Rhosnesni Lane, Wrexham, LL12 7NB Construction of 7 commercial units	No Observations
8. Planning Application P/2022/0235 - Valid From 09/03/2022 Hand Hotel, 85, Holt Road, Wrexham, LL13 8NG Advertisement consent for digital display sign	
RESOLVED: The Council objects to this application, due to concerns about the location, size and orientation of the proposed sign. It is not in keeping with the neighbourhood and locality and could be detrimental to the Streetscene. The Community Council has concerns that the proposed sign may also cause nuisance to nearby residents and its prominence and size will distract drivers using the A534 Holt Road particularly at its junction with Hullah Lane which is a main feeder road to the Caia Park Estate.	
9. Planning Application P/2022/0222 - Valid From 09/03/2022 Barkers Lane CP School, Barkers Lane, Wrexham, LL13 9UN Siting of storage container and gazebo and retention of mobile classroom unit	No Observations

150. EXCLUSION OF PRESS AND PUBLIC

RESOLVED - that the press and public be excluded from the Meeting during consideration of the next items of business only 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.

151. CONFIRMATION OF MINUTES

The Confidential Minutes and recommendations of the remote Staffing Committee meeting of the Council held on 1 March 2022 were received.

RESOLVED – that

- i) the Minutes of the Remote staffing Committee be noted and**
- ii) to accept the recommendation of the Staffing Committee and to increase the hours for the Administrative Assistant post from 8 to 16 hours per week**

152. CLERK TO THE COUNCIL: APPRAISAL OUTCOMES.

The Chair of the Staffing Committee reported on the full appraisal she carried out with Councillor M Pritchard on 25 February 2022. The Chair of the Staffing Committee recommended that the Clerk's knowledge and experience should be acknowledged and deferred to at meetings together with a programme of work and recognition of the regulatory tasks she has to perform in her proper Officer and Responsible Financial Officer roles. Members should manage their expectations of what can be achieved. The Clerk should be thanked for her constant efforts and work ethics in keeping the Council on track during the recent difficult and challenging times. Both Appraisers wished to place on record their praise for the Clerk in achieving twelve years clean Audits and to congratulate her for this not too small achievement.

RESOLVED – that

- i) To accept the Report and Councillors Bettley and Pritchard be thanked for carrying out this task**

- ii) There be a further Interim Review in six months' time and the Clerk's should focus on the following tasks – Year End Accounting, Internal and external Audit, New Member Induction, May 2022 Annual Meeting preparation and Repair and Maintenance work to the Maesydre Power House*
- iii) The Council places on record its thanks and congratulations to the Clerk for the achievements now reported by the Chair of the Staffing Committee.*

Councillor Kevin Roberts, Chair

Signed as a correct record this 19TH day of April 2022

Presiding Chair

ACTON AREA UPDATE

16/03/2022 – 10/04/2022

OFFICERS

Sgt 1689 Kelly Lewis

PC 154 Graham Bailey

PC 2566 Nicola Gaskell

PCSO 3970 Tom Jones

PCSO 3420 Tim Edwards

PCSO 3851 Dan Whitfield

CONTACT DETAILS

Email: ActonSectorWrexham@northwales.police.uk



HGC Trêf Wrecsam / NWP Wrexham Town

INCIDENT UPDATE

ACTON

Assault x 6
Drug offence x 1
Theft x 1

LITTLE ACTON

Theft x 2

RHOSNESNI

Shoplifting x 3
Assault x 4
Criminal damage x 1

MAESYDRE

Theft x 1
Arson x 1
Public order x 1
Criminal damage x 2
Shoplifting x 3
Assault x 2

BORRAS

Fraud x 1
Criminal damage x 1
Burglary dwelling X 2

OTHER NEWS / PCSO ACTIVITIES

We are encouraging members of the public to fill the safer streets survey in and identify locations where they feel unsafe. The results will then be fed back to local government and police to help improve safety in these areas.

<https://www.police.uk/streetsafe>

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended 31st March 2021		Current Year Ended 31st March 2022
	Operating Income	
169,310.14	General Administration	169,030.20
3,307.37	VAT Data	2,287.91
172,617.51	Total Receipts	171,318.11
	Running Costs	
55,455.66	General Administration	62,935.65
74,798.10	Service level & Licence Agreem	101,450.40
6,280.28	Other Projects	11,430.91
2,287.91	VAT Data	8,592.04
138,821.95	Total Payments	184,409.00
	Receipts and Payments Summary	
250,137.39	Opening Balance	283,932.95
172,617.51	Add Total Receipts(As Above)	171,318.11
422,754.90		455,251.06
138,821.95	Less Total Payments(As Above)	184,409.00
283,932.95	Closing Balance	270,842.06
	These cumulative funds are represented by:	
13,612.68	Community Bank Account	16,250.83
98,116.10	Deposit Account	69,809.50
172,204.17	Money Market Call Account	184,781.73
0.00	Cashbook Suspense	0.00
283,932.95		270,842.06
	Reserve Balances are represented by:	
33,795.56	Current Year Fund	-13,090.89
79,372.93	General Reserves	99,981.19
28,000.00	EM Res - Elections	28,000.00
18,980.00	EM Res - Power House R&M	20,580.00
1,500.00	EM Res - Power House/Valuation	1,500.00
59,133.58	EM Res - Playground Equip Repl	69,413.58
18,958.00	EM Res - Acton Comm Res Centre	18,958.00
11,718.50	EM Res - Environmental Works	11,718.50
5,908.49	EM Res -Youth Projects Cfd	5,908.49
560.00	EM Res -Grant Monies: Holdings	560.00
625.00	EM Res - Play Sufficiency Proj	625.00
7,390.00	EM Res- Locum Clerk Costs	7,390.00
4,530.00	EM Res -Covid Crime Prevention	4,530.00
6,897.89	EM Res -LACC Equipment Refurbl	11,337.89
6,563.00	EM Res -Acton Park Equipment/S	3,430.30

Acton Community Council

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended
31st March 2021

283,932.95

Current Year Ended
31st March 2022

270,842.06

Signed : _____ (Chairman) Cande Roberts (RFO)

**Bank Reconciliation Statement as at 31/03/2022
for Cashbook 1 - Community Bank Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Community Bank Account	31/03/2022	478	42,470.83
			<u>42,470.83</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
14/12/2021 202171-89 Family Friends 5-11		400.00	
22/03/2022 202190-122 Vision ICT Ltd		580.80	
22/03/2022 202191-123 One Voice Wales		60.00	
22/03/2022 B43.322124 Legat owen Ltd		600.00	
22/03/2022 202192 Audit Wales		310.00	
22/03/2022 202194-127 One Voice Wales		2,059.00	
22/03/2022 202195-128 Barkers Lane Community School		155.00	
22/03/2022 202196-129 Society of Local Council Clerk		553.20	
22/03/2022 202197-130 Wrexham County Borough Council		2,160.00	
22/03/2022 202198-131 WxmAllotment&LeisGrdnrsAsscn		200.00	
22/03/2022 202199-132 Wrexham Futsal Club		200.00	
22/03/2022 20200-133 1st Acton Rainbows		500.00	
22/03/2022 202201-134 Borrass Park Albion YFC		400.00	
22/03/2022 202202-135 Welsh Air Amb Charitable Trust		200.00	
22/03/2022 202203-136 LlangollenIntMusicalEisteddfod		200.00	
22/03/2022 202204-137 Offa Community Council		500.00	
22/03/2022 202205-138 Wrexham County Borough Council		17,010.00	
22/03/2022 202206-139 Defib Store Ltd		102.00	
22/03/2022 202207-140 One Voice Wales		30.00	
			<u>26,220.00</u>
			16,250.83
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			16,250.83
		Balance per Cash Book is :-	16,250.83
		Difference is :-	0.00

Date: 10/04/2022

Acton Community Council

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Time: 13:35

**Bank Reconciliation Statement as at 31/03/2022
for Cashbook 2 - Deposit Account**

User: CR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Money Manager Account	31/03/2022	441	69,809.50
			<u>69,809.50</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			69,809.50
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			69,809.50
		Balance per Cash Book is :-	69,809.50
		Difference is :-	0.00

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Date: 09/04/2022

Acton Community Council

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Time: 17:39

**Bank Reconciliation Statement as at 31/03/2022
for Cashbook 3 - Money Market Call Account**

User: CR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Money Market Call Account	31/03/2022	142	184,781.73
			<u>184,781.73</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			184,781.73
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			184,781.73
		Balance per Cash Book is :-	184,781.73
		Difference is :-	0.00

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
RECEIPTS						
100 General Administration						
1076 Precept	169,000	0	(169,000)			0.0%
1090 Interest	30	0	(30)			0.0%
Subtotal	169,030	0	(169,030)	0	0	0.0%
999 VAT Data						
115 VAT on Receipts	2,288	0	(2,288)			0.0%
Subtotal	2,288	0	(2,288)	0	0	0.0%
TOTAL RECEIPTS	171,318	0	(171,318)	0	0	0.0%

PAYMENTS

100 General Administration						
4000 Bank Charges & Fees	32	0	(32)		(32)	0.0%
4100 Employer's Costs	34,813	41,757	6,944		6,944	83.4%
4103 Payroll Admin Charge	365	450	85		85	81.1%
4105 Clerk's Expenses	1,516	2,370	854		854	64.0%
4110 Equipment	215	1,500	1,285		1,285	14.3%
4111 Legal / Translation	35	3,880	3,845		3,845	0.9%
4115 Chain Plaque	0	25	25		25	0.0%
4116 Replenish Chairs Charity A/c	1,000	0	(1,000)		(1,000)	0.0%
4120 Annual Subscriptions	2,267	2,239	(28)		(28)	101.3%
4125 Insurance	1,516	1,800	284		284	84.2%
4130 Elections	0	6,000	6,000		6,000	0.0%
4135 Audit Fees	495	1,500	1,005		1,005	33.0%
4140 Donations (S137)	8,520	3,500	(5,020)		(5,020)	243.4%
4141 Power of Wellbeing	10,108	0	(10,108)		(10,108)	0.0%
4145 Conference fees/expenses	534	1,500	966		966	35.6%
4150 Advertising	0	500	500		500	0.0%
4155 Training - Staff	105	1,500	1,395		1,395	7.0%
4160 Training - Members	280	1,000	720		720	28.0%
4161 Members Remuneration	510	6,400	5,890		5,890	8.0%
4165 Website	624	1,200	576		576	52.0%
Subtotal	62,936	77,121	14,185	0	14,185	81.6%
200 Service level & Licence Agreem						
4200 Acton Resource Centre-Rev Cost	30,000	30,000	0		0	100.0%
4205 Young Person Projects	24,032	27,340	3,308		3,308	87.9%
4210 Seasonal Ranger Acton Park	20,475	6,563	(13,912)		(13,912)	312.0%
4215 CAB Outreach Worker-ACAS	6,522	6,800	278		278	95.9%
4220 Maesydre Power House	500	1,600	1,100		1,100	31.3%
4225 Acton Playground Provision	5,828	16,110	10,282		10,282	36.2%
4230 School Crossing Patrols (S137)	14,093	14,306	213		213	98.5%
Subtotal	101,450	102,719	1,269	0	1,269	98.8%
300 Other Projects						
4300 Little Acton Community Centre	3,406	7,650	4,244		4,244	44.5%
4305 Community Streetscene	4,083	5,000	917		917	81.7%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4310 Crime Prevention Projects	3,942	5,000	1,058		1,058	78.8%
Subtotal	11,431	17,650	6,219	0	6,219	64.8%
999 VAT Data						
515 VAT on Payments	8,592	0	(8,592)		(8,592)	0.0%
Subtotal	8,592	0	(8,592)	0	(8,592)	0.0%
TOTAL PAYMENTS	184,409	197,490	13,081	0	13,081	93.4%
Total Receipts	171,318	0	(171,318)			0.0%
Total Payments	184,409	197,490	13,081	0	13,081	93.4%
Net Receipts over Payments	(13,091)	(197,490)	(184,399)			
plus Transfer from EM Res	3,133					
less Transfer to EM Res	0					
Movement to/(from) Gen Reserve	(9,958)	(197,490)	(187,532)			

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
115	VAT on Receipts	999	VAT Data		2,287.91
200	Community Bank Account			16,250.83	
210	Deposit Account			69,809.50	
220	Money Market Call Account			184,781.73	
310	General Reserves				96,848.49
320	EM Res - Elections				28,000.00
321	EM Res - Power House R&M				20,580.00
322	EM Res - Power House/Valuation				1,500.00
323	EM Res - Playground Equip Repl				69,413.58
324	EM Res - Acton Comm Res Centre				18,958.00
325	EM Res - Environmental Works				11,718.50
326	EM Res -Youth Projects Cfd				5,908.49
327	EM Res -Grant Monies: Holdings				560.00
328	EM Res - Play Sufficiency Proj				625.00
329	EM Res- Locum Clerk Costs				7,390.00
330	EM Res -Covid Crime Prevention				4,530.00
331	EM Res -LACC Equipment Refurbi				11,337.89
334	EM Res -Acton Park Equipment/S				3,430.30
515	VAT on Payments	999	VAT Data	8,592.04	
1076	Precept	100	General Administration		169,000.00
1090	Interest	100	General Administration		30.20
4000	Bank Charges & Fees	100	General Administration	32.40	
4100	Employer's Costs	100	General Administration	34,813.46	
4103	Payroll Admin Charge	100	General Administration	365.00	
4105	Clerk's Expenses	100	General Administration	1,515.97	
4110	Equipment	100	General Administration	214.98	
4111	Legal / Translation	100	General Administration	35.00	
4116	Replenish Chairs Charity A/c	100	General Administration	1,000.00	
4120	Annual Subscriptions	100	General Administration	2,267.00	
4125	Insurance	100	General Administration	1,515.60	
4135	Audit Fees	100	General Administration	494.80	
4140	Donations (S137)	100	General Administration	8,520.00	
4141	Power of Wellbeing	100	General Administration	10,108.44	
4145	Conference fees/expenses	100	General Administration	534.00	
4155	Training - Staff	100	General Administration	105.00	
4160	Training - Members	100	General Administration	280.00	
4161	Members Remuneration	100	General Administration	510.00	
4165	Website	100	General Administration	624.00	
4200	Acton Resource Centre-Rev Cost	200	Service level & Licence Agreem	30,000.00	
4205	Young Person Projects	200	Service level & Licence Agreem	24,032.46	
4210	Seasonal Ranger Acton Park	200	Service level & Licence Agreem	20,475.00	
4215	CAB Outreach Worker-ACAS	200	Service level & Licence Agreem	6,521.88	

Date : 09/04/2022

Acton Community Council

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Trial Balance for Current Year

User : CR

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4220	Maesydre Power House	200	Service level & Licence Agreem	500.00	
4225	Acton Playground Provision	200	Service level & Licence Agreem	5,827.89	
4230	School Crossing Patrols (S137)	200	Service level & Licence Agreem	14,093.17	
4300	Little Acton Community Centre	300	Other Projects	3,405.98	
4305	Community Streetscene	300	Other Projects	4,082.70	
4310	Crime Prevention Projects	300	Other Projects	3,942.23	
5001	Transfer from EM Res	300	Other Projects		3,132.70
Trial Balance Totals :				455,251.06	455,251.06
Difference				0.00	

Summary Receipts & Payments by Budget Heading 31/03/2022

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 General Administration	Receipts	169,030	0	(169,030)			0.0%
	Payments	62,936	77,121	14,185		14,185	81.6%
	Net Receipts over Payments	<u>106,095</u>	<u>(77,121)</u>	<u>(183,216)</u>			
	plus Transfer from EM Res	0					
	less Transfer to EM Res	0					
	Movement to/(from) Gen Reserve	<u>106,095</u>					
200 Service level & Licence Agreem	Payments	101,450	102,719	1,269		1,269	98.8%
	plus Transfer from EM Res	0					
	Movement to/(from) Gen Reserve	<u>(101,450)</u>					
300 Other Projects	Payments	11,431	17,650	6,219		6,219	64.8%
	plus Transfer from EM Res	3,133					
	Movement to/(from) Gen Reserve	<u>(8,298)</u>					
999 VAT Data	Receipts	2,288	0	(2,288)			0.0%
	Payments	8,592	0	(8,592)		(8,592)	0.0%
	Movement to/(from) Gen Reserve	<u>(6,304)</u>					
Grand Totals:- Receipts		171,318	0	(171,318)			0.0%
	Payments	184,409	197,490	13,081	0	13,081	93.4%
	Net Receipts over Payments	<u>(13,091)</u>	<u>(197,490)</u>	<u>(184,399)</u>			
	plus Transfer from EM Res	3,133					
	less Transfer to EM Res	0					
	Movement to/(from) Gen Reserve	<u>(9,958)</u>					