

7 December 2022

Dear Councillor,

You are summoned to attend a **HYBRID** meeting of **ACTON COMMUNITY COUNCIL** to be held in accordance with Local Government and Elections (Wales) Act 2021 on **TUESDAY 13 DECEMBER 2022** at **6.30pm**. The Meeting will be held in the **TRAINING ROOM** at **ACTON COMMUNITY RESOURCE CENTRE**, Overton Way, Acton, Wrexham, LL12 7LB.

For anyone unable to attend the meeting in person you can join the Zoom Meeting online using this [Hyperlink to join Hybrid Council meeting on 13 December 2022](#) or the Meeting ID: 850 8955 9392  
Passcode: 185956

Please note that the Meeting and those participating in person and online will be recorded. The business to be transacted is as set out in the agenda below.

Yours faithfully

*Carole Roberts*

Clerk and Responsible Financial Officer to the Council

## AGENDA

### 1. APOLOGIES FOR ABSENCE:

2. **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 which they wish to speak) to the Clerk to the Community Council's office by noon on 12 December 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.

3. **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.

4. **CONFIRMATION OF MINUTES:** To receive the Minutes of the following remote meetings:-

i. **COUNCIL MEETING** held on 15 November 2022 (Copy attached )

### EXCLUSION OF PRESS AND PUBLIC:

**It is RECOMMENDED** that the press and public be excluded from the Meeting during consideration of the next item 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.

ii **STAFFING COMMITTEE:** To receive and consider the Confidential Minutes and recommendations of the Staffing Committee meeting held on 6 December 2022. (Copy to be circulated separately)

E-Mail: [actoncommunitycouncil@gmail.com](mailto:actoncommunitycouncil@gmail.com) 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

## **5. INFORMATION FROM THE MINUTES:**

**6. COMMUNITY POLICING MATTERS:** To receive an update from any Acton Community Police Officers in attendance and raise any matters of concern in the Acton Community.

**7. PROCEDURAL MATTERS:** To consider the following procedural matters:

1. **Section 116 Local Government (Wales) Measure 2011:** Casual Councillor Vacancy- Maesydre Ward
2. **Discretionary Expenditure Limit 2023-24:** To receive a notification from the Welsh Government confirming the Section 137 Expenditure Limit for 2023-2024 (Copy attached)
3. **Environment (Wales) Act 2016 Part 1 Section 6 - The Biodiversity and Resilience of Ecosystems Duty 3 Year Review and Report for December 2022** (Copy attached)

**8. KEY ACTON ISSUES:** WCBC Members to report verbally on any **new** or **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)

**9. FINANCIAL ASSISTANCE:** To receive a report from the Clerk to the Council in connection with the making of any grants under Section 137 Local Government Act 1972. Details attached.

**10. REPORT FROM CLERK:** Clerk to report on correspondence and other information that has been received since the last meeting. Details attached.

**11. PAYMENT OF ACCOUNTS:** To note details of any payments received and authorise any outstanding debtor or other payments.

**12. ANNUAL REPORT:** Further to Minute 94 November 2022, to consider an outline draft developed by a small working group of Councillors. Copy attached

**13. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2023/24 FINANCIAL YEAR:** To consider all matters pertaining to determination of the Council's income, expenditure, balances and precept requirements for the financial year 2023/24.

**1. Annual Investment Strategy 2023/24** Further to Minute 28ii) June 2011, to review and confirm the Acton Community Council Investments Policy for the next financial year as part of the budget setting process. Report from the Clerk to follow.

**2. Service Level Agreements 2023/24:-** To review and confirm the Service Level Agreements for the next financial year as part of the budget setting process

**3. Precept Requirements for 2023/24:** The Chief Finance and ICT Officer, Wrexham County Borough Council has not yet indicated when the Community Council's Precept is required by but based on last year it is expected to be 13 January 2023. The Acton Community Tax base for 2022/23 was 5722 last year. To consider the Council's Draft budget and precept requirement taking into account current commitments and any new provisions agreed during 2022/23 or that the Community Council decides to support. (Details to follow).

**14. PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on 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 that have been received since the last meeting.

Case Number/ Address & Proposed Development	Decision
<p>1. <a href="#">Planning Application P/2022/0949 – Valid From 01/11/2022</a> 10 Brecon Close, Wrexham, LL12 7TL works to trees protected by tree preservation order wmbc 54</p> <p>2. <a href="#">Planning Application P/2022/0974 – Valid From 09/11/2022</a> 6, St Giles House, Rhosnesni Lane, Wrexham, LL12 7LY – listed building consent for replacement windows and stone sills to front of property</p> <p>3. <a href="#">Planning Application P/2022/0975 – Valid From 10/11/2022</a> 38 Norfolk Road, Wrexham, LL12 7RU single storey side and rear extension</p> <p>4. <a href="#">Planning Application P/2022/0997 – Valid From 22/11/2022</a> 14 Smithy Lane, Wrexham, LL12 8AR formation of vehicular access</p>	

*\*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 hybrid Meeting of Acton Community Council held on Tuesday 15 November 2022 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor Kevin Roberts (Chair)

“ W Baldwin

“ Ms L Balmain \*

“ Mrs. C Bettley \*

“ M Davies

“ R Davies

“ Ms S Edwards

“ Mrs. A Evans \*

Councillor R Hardy (Vice Chair)

“ A Gallanders

“ Ms C Jarvis \*

“ P Lloyd \*

“ Ms B Martin

“ A Moss

“ T Ryan

“ D Wallace

\* Absent

Also Present:

Steve Lathan White, Wrexham CBC Officer, Community Agent Project

Mrs. Carole Roberts & Mrs. Michelle Williams, Acton Community Council

## 88. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms L Balmain, Mrs. C Bettley, Mrs. A Evans, Ms C Jarvis, and P Lloyd.

***RESOLVED – that the apologies for absence be received and accepted.***

## 89. DECLARATION OF INTERESTS

There were no declarations of interest made at this stage of the proceedings.

## 90. PUBLIC QUESTIONS

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

## 91. CONFIRMATION OF MINUTES

1. The Minutes from the 18 October 2022 hybrid Council Meeting were received.

***RESOLVED – that the Minutes of the hybrid Council Meeting held on 18 October 2022 be received and confirmed as a correct record.***

2. The Minutes from the 25 October 2022 remote Youth Committee meeting were received.

***RESOLVED – that the Minutes of the Youth Committee Meeting held on 25 October 2022 be received and progress on the various Projects be noted.***

## 92. INFORMATION FROM 18 OCTOBER 2022 MINUTES:

1. **MINUTE 80.1 – ANNUAL ACCOUNTS 2021/22 PUBLICATION OF AUDITED ACCOUNTS AND CONCLUSION OF AUDIT:** It was noted that the Auditor had requested additional information which the Clerk had provided. No further update had been provided by the Auditor.

2. **MINUTE 80.2 – RELOCATION OF CCTV CAMERA:** Councillor Martin reported that she had received

the confirmation and Wrexham CBC will now proceed with relocating the CCTV camera. An update was awaited from Wrexham CBC.

- 3. MINUTE 80.3 – DEFIBRILLATOR/TRAINING:** The Clerk had been notified that the defibrillator unit at Barkers Lane School had been used today but it had now been updated on the Circuit as being available. Clarification was sought on how the Acton Community Council owned defibrillators are listed on <https://www.defibfinder.uk>. It was confirmed that all Acton Community Council defibrillators are listed on the Circuit website's database but depending on the search criteria used, the website will only list the 10 closest defibrillators. Confirmation was received from Councillor M Davies that all of the Community Councils' Defibrillators are searchable but Members may wish to carry out further investigation to confirm that the information held on <https://www.thecircuit.uk> is identical to the information held on <https://www.defibfinder.uk>

Members indicated it was worth investigating if the location of the existing or another defibrillator can be located at the entrance gates to Alexandra CP School so that it was available 24hours a day, 7 days a week.

**RESOLVED – that**

- i) Contact be made with Alexandra CP School to discuss relocation of their Defibrillator; and**
- ii) The present position be noted.**

- 4. MINUTE 83 – ITEM PLACE ON THE AGENDA AT THE REQUEST OF COUNCILLOR ANDREW MOSS – PLACE PLANS:** Councillor Moss stated that after consideration he felt that this item should be deferred to a future date.

**RESOLVED – that this item be deferred to a future date.**

**5. MINUTE 86.4 – REMEMBRANCE SERVICE ON SUNDAY 13 NOVEMBER 2022:** The Chair and Councillor Mrs C Bettley had attended the service and laid a wreath on behalf of Acton Community Council.

**RESOLVED – that a donation of £100 be made to the Royal British Legion from the Chair's Charity Account.**

### **93. COMMUNITY POLICING MATTERS**

Further to Minute 81 October 2022, there were no Police Officers present and Members confirmed they had no issues they wished to raise with the Police. The present position was noted.

### **94. COMMUNITY AGENT PROJECT**

The Chair welcomed Steve Latham-White to the meeting. He gave an update on the Community Agent Project to Members. The service provided is qualitative rather than quantitative and he outlined the grant available from the Regional Integration Fund over a five year period and the two methods available to employ a Community Agent for the ward. Either as a direct employee or by forming a consortium with another Community Council and sharing resources. Members gave positive feedback about Community Agents they had met and indicated they wished to move this forward.

**RESOLVED – that**

- i) as a statement of direction, Steve Latham White be invited to facilitate a meeting with the Chair and other interested parties to move discussions forward to work in a combined conducive partnership with New Broughton and Llay Community Councils to fill these vacant areas and seek to form a consortium approach to providing a Community Agent;**
- ii) in tandem, Steve Latham White also have a conversation with Rhosddu Community Council to ascertain whether it would be prepared to accept the diversion of this Council's Grant to enable its part time Agent's hours to be increased to provide the Community Agent Service in the Acton Community as well;**

*iii) A further report with the outcome of the above mentioned discussions be submitted to a subsequent meeting.*

## **95. PROCEDURAL MATTERS**

- 1. ANNUAL REPORT:** A Draft report had been circulated by Councillor S Edwards. It was noted that several provisional questions still need to be consolidated. It was suggested that Councillor Edwards, the Chair and Vice Chair meet again to produce an updated version of the draft Annual Report. Members were mindful that the Report should also set out the Council's priorities for 2023/24. It was also suggested that pictures of the various areas referred to in the Report would be useful. The Chair offered to take the photographs for the Report.

***RESOLVED – that the Vice Chair meet with Councillor S Edwards to discuss and complete the draft Report for consideration at the next meeting.***

- 2. TRAINING PLANS:** It was noted there some Members had yet to respond on their training. Reference was made to other Council's published Training Plans and an example was passed around the table.

***RESOLVED – to adapt and adopt the Training Plan template circulated at the meeting so that the Plan can be published as soon as practicable and the remaining members were encouraged to submit details of their previous training and provide the underpinning information and training requirements for completion of the Plan.***

- 3. 2022/23 NATIONAL SALARY AWARD:** The Clerk reported that NALC circular E02-22 dated 2 November 2022 set out the 2022/23 National Salary Award as applicable from 1 April 2022. The Council noted that this pay award was implemented for the November 2022 payroll.

***RESOLVED – that the Pay Award agreement from 1 April 2022 be received and noted and to endorse the action taken by the Clerk to implement the Award at the earliest opportunity and ensure the arrears of pay accrued are included in the November 2022 payroll.***

- 4. HSBC – REVIEW OF DAILY LIMITS FOR ONLINE BANKING PAYMENTS:** The Clerk provided an update on the current daily limit for online banking payments. Members noted this limit had not been reviewed and discussed the merits of increasing the amount or leaving at the current limit.

***RESOLVED – that the existing £3,000 daily limit for online banking payments remain the same.***

## **95. BUDGET PREPARATION FOR 2023/24**

Further to Minute 82.1 October 2022, the Council gave initial consideration to the Council's Budgeting requirements and priorities for 2022. Members noted that the Council had yet to set its objectives. A copy of the 2022/23 budget had been circulated separately to Members. Suggestions for new budget expenditure in 2023/24 had been submitted by two Members.

It was proposed that detailed deliberation of the Budget be deferred until the Council's objectives for 2023/24 have been agreed. In terms of existing Service Level Agreements, Members were very supportive of the Ranger's role within Acton Park and were keen to support Youth Projects within the Acton Community. Members wished to allow further time for additional costed suggestions from Members to be brought forward and to discuss the Budget particularly in respect of proposals for the provision of Christmas Lighting, Speeding Signs and further Defibrillators. It was suggested that availability of Grants to fund the new expenditure should be investigated. The Clerk and Responsible Financial Officer advised the Council that due to the revision to timescales now put forward, it would be very difficult to enable the preparation of a robust fully costed set of figures for the 2023/24 budget

before setting the Precept for 2023/24.

**RESOLVED – that**

- I) The Budget Preparation for 2023/24 be deferred and included as the main agenda item for the December Council Meeting**
- II) Wrexham County Borough Council be contacted to ascertain if the Park Ranger's role can be increased for 2023/24 and what the costs of such expansion would be.**

**96. COMMUNITY ENGAGEMENT:** The Chair gave an update as follows:

- 1. REMEMBRANCE SERVICE ON SUNDAY 13 NOVEMBER:** The Chair had attended the Service and laid a wreath on behalf of Acton Community Council.
- 2. HAPPY HEDGEHOG CAFÉ, QUEENSWAY:** The Chair referred to a burglary at the Happy Hedgehog Café/ Delta Academy, Queensway, Wrexham over the weekend of 12/13 November 2022. The Chair was keen to support the Café. It was noted that several Acton residents attend this venue.

**RESOLVED – that the Chair make a contribution of £250 from his Charity Account to assist the Delta Academy and Hedgehog Café with replacement of the items and equipment taken and to approach the other Town Community Councils to request that they consider matching this funding themselves.**

- 3. LETTER FROM 1<sup>ST</sup> ACTON BROWNIES:** The Chair provided an update on a letter he had received from Brown Owl inviting Members to their Christmas Party. The Chair confirmed his attendance. The Chair also spoke about providing a set amount of funding on an annual basis to local youth groups such as the Brownies from within the Youth Committee/Projects Budget. It was also suggested that consideration should also be given to increasing to the S.137 Grant Budget during the Budget item at the December 2022 Meeting. The present position was noted

#### **97. KEY ACTON ISSUES**

WCBC Members reported verbally on any new or key issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton as follows:

- 1. THE GROVES:** No further updates since the meeting in October 2022.
- 2. TENANTS AND RESIDENTS ASSOCIATION:** Councillor Martin provided an update on a meeting she had attended with the Manager of Acton Community Resource Centre. The former Treasurer of the Tenants and Residents Association had a sum of money in an old Bank account which she wished to donate. Councillor Martin in her County Borough Council Member capacity sought match funding from the Community Council. It was noted that this was likely to be a short term project.

**RESOLVED – that**

- i) Councillor Martin investigate further and report back with the outcome.**
  - ii) The Clerk investigate whether there were any legal powers available for the Council to provide match funding for this short term project.**
- 3. DEAN ROAD:** Councillor Gallanders reported that the Dean Road Playing Field was currently under offer. He was still waiting for an update from Wrexham CBC on proposed plans for the site.

#### **98. REPORT FROM CLERK**

- 1. CONFERENCE ATTENDANCE –** The Clerk's report to Members on the SLCC Annual Conference and the Joint SLCC/One Voice Wales Conferences she had recently attended was received and noted.
- 2. CORRESPONDENCE –** The Council received a report from the Clerk detailing correspondence and other information that has been received since the last meeting as follows:

Organisation	Details
1. AVOW	<p><b>1. AVOW TO DISTRIBUTE £5,000 OF FUNDING WITH THEIR ‘MAKING A DIFFERENCE’ GRANT.</b> Email dated 19 October 2022 outlining details of AVOW’s ‘Making a Difference’ Grant, to distribute to good causes throughout Wrexham County Borough. Applications can be made until 18 November 2022. Applicants can apply for amounts up to £500 but must be voluntary or community organisations. Any expenditure will need to have been spent within 3 months of the grant being awarded.</p> <p><b>2. AVOW PRESS RELEASE:</b> email dated 28 October 2022 with information on the High Sherriff of Clwyd’s recent visit. <i>Information noted</i></p>
2. North Wales Community Health Council	<p><b>WALES AIR AMBULANCE:</b></p> <p><b>1.HEALTH WATCHDOG URGES CHARITY TO FULLY DISCUSS PLANS</b> Email dated 20 October 2022. The North Wales Community Health Council (NWCHC) has urged the Wales Air Ambulance Charity to talk and listen to local people about its proposed changes to withdraw Air Ambulance services from its current Welshpool and Caernarfon sites.</p> <p><b>2. TALKS:</b> Email dated 3 November 2022 confirming that the Wales Air Ambulance Charity will engage in talks regarding their proposed changes to where Air Ambulance services are based. <b>NWCHC</b> now awaits further details about the forthcoming engagement exercise which will be shared on the watchdog’s website in due course. <i>Information noted</i></p>
3. The Rainbow Foundation	<p><b>THE RAINBOW FOUNDATION NEWSLETTER:</b> Email dated 20 October 2022, notifying the Rainbow Foundation has expanded their transport offer to enable clients to access all three of its day opportunities services in Penley, Chirk and Marchwiell, utilising the Rainbow Foundations’ fleet of minibuses, with trained carers on board. There are currently spaces for referrals for all three hubs. <i>Information noted</i></p>
4. Play Wales	<p><b>PLAY WALES NEWSLETTER:</b> Email dated 20 October 2022. This newsletter celebrates Adult Learners Week and the issue of a new Playwork qualifications in Wales guide for playworkers, and others who work with children. It also shares further publications to support learners to develop their career, gain qualifications and enhance their skills in all aspects of playwork. <i>Information noted</i></p>
5. Office of Sarah Atherton MP	<p><b>COMMUNITY GARDENS AWARD:</b> Email dated 21 October 2022 outlining details of grants from £500 to £5,000 for the creation of a garden or a similar project (such as an allotment) with horticultural focus for the benefit of the local community. Applications are accepted until 31 January 2023. <i>Information noted</i></p>
6.Wrexham CBC	<p><b>1. CONSULTATION: Making it easier, safer and more convenient for pedestrians to walk and cycle on key routes into Wrexham town centre.</b> Email dated 24 October 2022 outlining details of this collaboration by Transport for Wales and Wrexham Council for wider enhancements including planting, greenery, signage and street furniture as part of the Transforming Towns initiative. Comments were sought on three routes and the feedback received will inform the selection of one of the three routes to progress first and, subject to funding deliver, later in 2023/24. The other routes would then progress at a later date. It was noted two of the Three Routes are in the Acton Community: the <b>A534 Holt Road and Borrass Road route</b> between the Cefn Road junction (the Greyhound Inn) and the A5152 junction, as well as onwards links to the town centre via Holt Street and St Georges Crescent, the Consultation also looks at Borrass Road; and <b>A5152 Chester Road</b>, with initial proposals looking at the section between its junctions with Glyndwr Road and Westminster Drive.</p> <p><b>RESOLVED – that Members respond to the Consultation on an individual basis</b></p>

	<p><b>2. WREXHAM CBC – INVOLVEMENT NEWS:</b> Email received dated 7 November 2022. Informing Councillors about current involvement activities being carried out by Wrexham County Borough Council. <i>Information noted</i></p> <p><b>3. USE OF STREET LIGHTING:</b> Email received dated 11 November 2022. This details additional charges which may be made for any equipment /decoration over 1m<sup>2</sup>, attached to a street lighting column, the Community Council will be required to arrange a structural test of the column and submit the test report prior to the fitting. <i>Information noted</i></p>
<b>7. One Voice Wales</b>	<p><b>1. <a href="#">Decarbonisation Masterclass Series – WLGA</a></b> Email dated 26 October 2022 with a link to this masterclass series which includes resources on Land use; Buildings; Embedding decarbonisation and Mobility and transport. <i>Information noted</i></p> <p><b>2 DEFIBRILLATORS</b> Email dated 1 November 2022 with important information regarding Defibrillators and erroneous or scam emails being sent. <i>Information noted</i></p> <p><b>3. TRAINING DATES:</b> Email received 1 November 2022 listing Councillor training dates available in November and December 2022. <i>Information noted</i></p> <p><b>4. INNOVATIVE PRACTICE CONFERENCE:</b> Email received dated 7 November 2022 with information on the conference. The theme of this year’s conference will be ‘Gearing Ourselves Up to Provide for Successful and Vibrant Towns and Communities.’ <b>RESOLVED – that Members inform the Clerk of any training they wish to undertake</b></p>
<b>8. Audit Wales</b>	<p><b>NEWSLETTER :</b> Email dated 28 October 2022 detailing the recent reports published by Audit Wales. <i>Information noted</i></p>
<b>9. Welsh Government</b>	<p><b>1. WELSH GOVERNMENT FUEL SUPPORT SCHEME:</b> Email dated 28 October 2022 with links to a toolkit to help direct audiences to the help and support available.</p> <p><b>2. Welsh Government:</b> Email dated 1 November 2022 with details of the following vacancy – <a href="#">Chief Regional Officer – Regions, North, Mid and West Wales – Welsh Government (tal.net) /</a> <i>Information noted</i></p>
<b>10. Planning Aid Wales</b>	<p><b>TRAINING :</b> Email dated 31 October 2022 with details of the latest training courses provided by Planning Aid Wales <i>Information noted</i></p>
<b>11. BCUHB</b>	<p><b>MEN’S MENTAL HEALTH VIRTUAL DISCUSSION:</b> email dated 2 November 2022 with details of how to join the session. <i>Information noted</i></p>
<b>12. Menter Iaith Fflint a Wrecsam</b>	<p><b>MENTER IAITH FFLINT A WRECSAM’S ANNUAL GENERAL MEETING:</b> email dated 4 November informing of this meeting on 30<sup>th</sup> November 2022 at 7:00pm and inviting Councillors to hear about the work of the <b>Menter</b> to promote, facilitate and increase the use of the Welsh Language within communities in the counties of Flintshire and Wrecsam. Simultaneous translation will be provided for non-Welsh speakers. <i>Information noted</i></p>
<b>13. Adult Learning Wales</b>	<p><b>ADULT LEARNING WALES:</b> email received dated 4 November 2022 with details of two upcoming courses: <b>The Artists Way – a taster session</b> and <b>Welsh History</b>. <i>Information noted</i></p>
<b>14. National Theatre Wales</b>	<p><b>NATIONAL THEATRE WALES:</b> Email received from Councillor Andy Gallanders dated 6 November 2022 on behalf of the National Theatre Wales who are urgently looking for community cast members to get involved in the current production <i>A Proper Ordinary Miracle</i> which is based in Wrexham. National Theatre Wales are looking for actors, musicians, singers or anyone who would just like to give it a go – no experience necessary! It is hoped that as many people in Wrexham can be involved as possible! <i>Information noted</i></p>

## 99. FINANCIAL MATTERS

The Clerk reported on payments received and bank charges and fees levied since the last meeting and sought authorization for the Payments, replenish of the Current Account and other transactions to be made in November 2022.

**RESOLVED**

- i) To note the bank charges and fees to be levied on the Council's Bank Accounts  
 ii) To confirm authorization for the Clerk/RFO to transfer £30,000 from the Deposit Account to replenish the Current Account; and  
 iii) To approve the payments to made in November 2022 as set out in the schedule below:-

**NOVEMBER 2022 PAYMENTS**

<b>Voucher/Payment Ref &amp; Payee</b>	<b>Details</b>	<b>Amount</b>
70. Cheque No 202249 Wrexham County Borough Council	Little Acton Community Centre Q2 costs S19 Local Government (Miscellaneous Provisions) Act 1976	£1,521.75 (Vat= £0)
71. BACS refs 23.11.22 & 29.11.22 Jones the Computer	Electronic Office Equipment S112 Local Government Act 1972 (as amended)	£3,705.80 (Vat = £0)
72. BACS 24.11.22 Mike Pryde Electrical Services	Installation of power supply and fixing De-Fib Unit outside Vic Fit Gym, Borrass Road S137 Local Government Act 1972 (as amended)	£198.00 (Vat= £33.00)
73 BACS ref 25.11.22 Carole Roberts	Clerks Salary and office expenses for November 2022 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)
74 BACS ref 26.11.22 Michelle Williams	Salary for November 2022 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)
75 BACS ref 27.11.22 Clwyd Pension Fund	Pension payments for November 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
76 BACS ref 28.11.22 HMRC	Payroll payments for November 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
77 BACS ref 30.11.22 Shropshire Council	SLA 2022/23 Payroll Fee S112 Local Government Act 1972 (as amended)	£438.00 (VAT= £104.50)
78 Cheque No 202250 Wrexham & District Citizens Advice Bureaux	Sla Q3 Costs for Acton outreach Advice Service S142 Local Government Act 1972 (as amended)	£1,630.47 (Vat= £0)
79 Cheque No 2022451 Carole Roberts	Clerks Expenses for November 2022 Section 112 Local Government Act 1972 (as amended)	£257.07 (Vat= £17.15)
80 Cheque No 202252 Royal British Legion	Donation to 2022 Poppy Appeal S137 Local Government Act 1972 (as amended)	£100.00 (VAT= £0)
<b>Chairs Charity Account</b>		
CCA- 2 Cheque No 100038 Vivid Floral Design	Wreath for Remembrance Day Service at Bodhyfryd S15 Local Government Act 1972 (as amended)	£80.00 (Vat =£0)

**100. PLANNING APPLICATIONS**

The Council considered the following matters and applications within the Acton Community Area that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

**RESOLVED – that the following observations be made on the applications as set out below:**

<b>Case Number/Address Proposed Development</b>	<b>Decision</b>
4. <a href="#">Planning Application P/2022/0896 – Dilys o/Valid From 12/10/2022</a> : 90 Mile Barn Road, Wrexham, LL13 9JY – single storey rear extension	<b>No observations</b>
5. <a href="#">Planning Application P/2022/0903 – Dilys o/Valid From 20/10/2022</a> : Land Adjacent To, 38 And 40 Hazel Grove, Wrexham, LL12 7YN – erection of dwelling	<b>No observations</b>
6. <a href="#">Planning Application P/2022/0902 – Dilys o/Valid From 20/10/2022</a> : Land Adjacent To, 35 Derwent Crescent, Wrexham, LL12 7YN – erection of dwelling	<b>No observations</b>
7. <a href="#">Planning Application P/202/0916 – Dilys o/Valid From 24/10/2022</a> : 10 Phillips Close, Wrexham, LL12 7RW – single storey rear extension	<b>No observations</b>
5. <a href="#">Planning Application P/2022/0929 – Dilys o/Valid From 26/10/2022</a> : 4 Maesydre Road, Wrexham, LL12 7AS – works to trees protected by tree preservation order wmbc 21	<b>No objections subject to the Council’s Arboricultural Officer being satisfied that the works are necessary and are carried out under his direction</b>
6. <a href="#">Planning Application P/2022/0944 – Dilys o/Valid From 01/11/2022</a> : 36, Chester Road, Wrexham, LL11 2SD – variation of condition 1 of p/2021/1075 to allow the continued use of the building as homeless shelter	<b>No planning related observations to make</b>

**Councillor Kevin Roberts  
Chair**

**Signed as a correct record this 13<sup>th</sup> day of December 2022**

---

**Presiding Chair**



Llywodraeth Cymru  
Welsh Government

Clerks of Community and Town Councils,  
Directors of Finance,  
County and County Borough Councils

November 2022

Dear Clerk,

**Appropriate Sum under Section 137(4)(a) of the Local Government Act 1972 –  
Section 137 Expenditure Limit for 2023-24**

This is to notify you that the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for the financial year 2023-24 is **£9.93**.

Section 137(1) of the 1972 Act permits each Community or Town Council to incur expenditure for purposes for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants, providing that the benefit is commensurate with the expenditure incurred. Community and Town Councils are also permitted under section 137(3) to incur expenditure for certain charitable and other purposes. The maximum expenditure that can be incurred under both section 137(1) and (3) for the financial year 2023-24 will be £9.93 per elector.

For the financial year 2023-24, the appropriate sum for the purposes of section 137(4)(a) is calculated by applying the formula set out in Schedule 12B to the 1972 Act. The Retail Prices Index increased by 12.6% between September 2021 and September 2022. This means that, by application of the formula, the appropriate sum for the financial year 2023-24 increases from £8.82 to £9.93 per elector. For clarity, the Local Government and Elections (Wales) Act 2021 includes provision which enables 'eligible community councils' to exercise the General Power of Competence. The power for Community and Town Councils to exercise the General Power of Competence came into force on 5 May 2022.

The relevant [statutory guidance for community and town councils](#) explains the interaction between the two powers (i.e. the general power of competence and the power under s.137 of the 1972 Act). Community and town councils exercising the General Power of Competence are not subject to an expenditure limit, but other conditions apply. For all other community and town councils, the limit set out in this letter will apply.

Yours sincerely

**Martin Bull**

**Local Government Finance Policy & Sustainability Division**

**Environment (Wales) Act 2016 Part 1 Section 6 -  
The Biodiversity and Resilience of Ecosystems Duty : Review as at December 2022**

**Acton Community Council**

**Introduction and Context**

Acton Community Council is one of four Wrexham Town Centre Community Councils created in 1985. It owns one building, the Maesydre Power House and has no other landholdings. The Council serves approximately 13,659 residents and 5795 households (based on the 2011 census). The precept for 2022-23 is £169,000.

The Council is committed to encouraging and promoting sustainability goals and practices whenever possible. It seeks to encourage the retention of green open spaces, mature trees and green corridors for wildlife, use of native plants and a broad spectrum of tree species.

Situated within the five wards of the Community of Acton:

- Acton Park is owned and managed by Wrexham County Borough Council and has Tennis Courts and a bowling green within its curtilage. The Community Council funds a Seasonal Park Ranger Post through a Service Level Agreement arrangement with Wrexham County Borough Council
- The area consists of mainly mixed density residential property and has some open spaces included within them, mature tree planting schemes and several estates have deep grass verges
- It includes part of the town centre shopping area with a large supermarket and a Civic Quarter containing the Law Courts, Former Police Station site, RWF Memorial, the Memorial Hall Swimming Baths and Peace Gardens at Bodhyfryd that is bordered by Holt Street, Chester Street and Powell Road.
- There are five Primary/Junior Schools within the Community and one Secondary school together with the former Groves High School site that is currently vacant.
- There is an Owain Glyndwr protected open space known locally as the Spider Park and St John's Field. The Community Council supported its designation as a protected open space.
- The Former Rugby Playing Field at Dean Road/ Holt Road is owned and managed by Glyndwr University, although regretfully this Open space has now received Planning Permission appeal to be developed for Housing.
- A natural informal open space known as Borrass Bog borders Bieston Close, Huntsman's Corner and the Llanypwll Link road
- The Nine Acre Field is a recreation ground with a Pavilion owned by Wrexham County Borough Council and has this year been renamed as the Queen Elizabeth II field and is to be protected from development.
- There are Children's playing fields situated at Aran Road, Ffordd Garmonydd and Acton Park that are owned by Wrexham County Borough Council and part funded by the Community Council under a Service Level agreement arrangement. There are also private developer funded play areas on the Redrow estate off Holt Road
- The Green at Little Acton is a large open space where the Little Acton Community Centre is sited
- The Acton Community Resource Centre is owned and managed by Wrexham County Borough Council and part funded by the Community Council under a Service Level Agreement arrangement.

**Action Report**

How the Council assists biodiversity (through functions with regard to land management, grant funding, education activities)

Please note in respect of Public services delivery – The Council is not subject to the Well-being of Future Generations Act as its Precept is below £200,000

<b>Action carried out to:</b>	<b>Example</b>	<b>Monitored by</b>
Embed biodiversity into decision making and procurement	Reflected in the commitment to biodiversity and natural areas in its response to the Wrexham Unitary development Plan Taken into account biodiversity considerations when responding to planning applications	Comments made in documents Consideration of biodiversity demonstrated in consultation responses and objections to planning applications Financial support given to Residents Group opposing the development of 9 Acre Field
Raise awareness of biodiversity and its importance	The Seasonal Park Ranger is required to produce annual surveys and a report on biodiverse activities within Acton Park. The Ranger post in 2021 was extended by six months. Winter survey work of trees, birds etc is to be undertaken Supported Friends of Acton Park and the Angling Club in their work to improve the Park and public participation by Children, School Groups and other local groups to use the Park as a resource The Council has provided financial support to enable the extension of this Agreement to enable the Ranger to be employed for three days a week over twelve months	Through Feedback from the Park Ranger, Friends group , Council members and residents  Formal detailed Reports from the Ranger to the Community Council are reported to the Council meetings Daily and weekly activities are highlighted on the Council's Facebook page by the Park Ranger  Recording number of people taking part in activities Recording Biodiversity within the Park
Safeguard principal species and habitats	Champion mature trees such as the "bird and bee" oak tree. The Ranger now carries out general maintenance within the Park	Submission documents and Council's Facebook Page
Restore and create habitats and resilient ecological works	Encourage Wrexham Biodiversity and Planning Officers to maintain and manage habitats and expand ecology via planning comments	Planning Comments
Tackle negative factors ie reduce pollution, use nature based solutions address invasive species	Reduction in use of pesticides at Ffordd Garmonydd Play area and Acton Park Play area and seeking alternate solutions such as replacing the bark surfacing in the fenced area of Ffordd Garmonydd to prohibit the growth of weeds	To provide funding for alternate proposals through Service Level Agreement
Use improved and share evidence	Any Data collected as part of an Annual Wildflower and Bat Surveys in Acton park will be forwarded to the Ecology Officer.	Submission of information to Wrexham County Borough Council

	Winter Surveys within Acton Park from 2021 will form a baseline for future years and full year data /evidence	
Support capacity and/or other organisations	Work in partnership with Arboricultural Officer in supporting TPO applications. Provided funding for Annual Park Ranger post and Acton Play areas and for a Young People project to work with 8-18 year olds providing informal environmental education opportunities. Made provision within the Council's budget for Environmental schemes within the Community Streetscene	Outcome of Planning and TPO applications Performance Reporting under the Service Level Agreements provide evidence for positive biodiversity benefits . In 2022/23 the Ranger Post will be funded for the full 12 months  Amount of money spent

## Review of s6 duty

### What has worked well?

The Service Level Agreements with Wrexham County Borough Council and the Caia Park Partnership have enabled a focus on biodiversity matters and facilitated informal education of young people in growing their own plants and vegetables.

Financial support to the Friends of Acton Park and the Angling Club have improved the biodiversity within the Park and improvements to the management and water quality of the lake has improved resilience and been able to identify blue green algae at an early stage. A grant to purchase a water aerator helped prevent the development of blue algae on the lake. Further purchases to improve the oxygen quality at the lake in Acton Park by the Angling Club have been supported financially by the Community Council..

There is a much higher footfall in the Park since the Covid lockdown period. This has resulted in the biodiversity of the flora and fauna at the Park being enjoyed and appreciated by a broader range of Acton Community residents and other visitors. A reinvigorated Friends of the Park Group now works closely with the Park Ranger in helping to maintain all areas of the Park

The 2022 Park Ranger has been proactive in publicising the work, surveys and tree trails within the Park via the Council's Facebook Page . The extended duration of the Ranger post has enabled events to be held in the Park throughout the whole year and attendance at the events has been well supported with a multitude of opportunities to promote and assist biodiversity within the Park.

### What have the barriers been?

The Council owns no land and can only recommend and encourage other land owners in the Community to embrace biodiversity

Over the last three year period particularly during 2020, the Covid Pandemic and severe Lock Down restrictions impacted negatively on data collection and general work/ publicity/tours within the Park as the Seasonal Park Ranger post for 2020, was not filled. In 2021 detailed surveys of the Wildflowers and Bats in Acton Park were carried out and the results of such surveys should be sent by the Ranger to the Wrexham Ecology Officer. The impact of the Covid pandemic resulted in School/ Group activities being severely curtailed within the Park. The Restrictions saw a loss of opportunities to carry out further tree studies, nature walks looking at birds, bird boxes and significant tree species: Grass cutting at the Park has left some open ground for the growth of wildflower meadow. The Council is supportive of the Friends of Acton Park but without the Seasonal Ranger in post during 2020 several paths had become overgrown and undergrowth has had to be severely cut back during the autumn of 2021. With the expanded Ranger post in 2021 and 2022/23 there has been ability to recommence engagement with local schools and groups and routine of the Park has taken place. The pandemic lockdown saw a greater footfall within the Park.

**What will you change?**

Work with the Wrexham Local Biodiversity Officer and seek advice whenever necessary. Will seek to encourage the planting up of hardscape/paved areas and publicise the work of Groundwork and other ecology groups on the Councils website. The Community Council will seek to liaise with other organisations working within the Park and bring forward proposals to support Wrexham County Borough Council in its management and continuing improvement of the biodiversity of ecosystems within the Park at Acton.

**How and When will the s6 duty be monitored and the s6 plan reviewed?**

The Duty will be monitored by the Council Members and the Clerk reporting back to the Council through a regular agenda item at Council meetings. Over the last three year period the Council has reviewed this duty and published its Plan on its website [www.actoncommunitycouncil.gov.uk](http://www.actoncommunitycouncil.gov.uk)

The s6 plan will continue to be developed and reviewed in response to such reporting and any other evidence or information that may be made available to the Council. At the time of Publication of this report there is no specific time or date set for the plan to be reviewed but this will be done in the next twelve months.

Signed for Acton Community Council

\_\_\_\_\_

Chair

Date 13 December 2022

\_\_\_\_\_

Clerk to the Council

## **APPLICATIONS FOR FINANCIAL ASSISTANCE**

### **INTRODUCTION**

In February 2019, the Community Council reviewed its procedure to deal with requests for financial assistance from Organisations that work or are based in the Acton Community Area; this report summarises the applications received to date and reminds members of the Grants/ donations that have been awarded during the previous financial year.

### **PURPOSE OF REPORT**

To provide details and enable the Council to consider the two applications for financial assistance submitted to date in accordance with the Policy agreed at the February 2019 meeting of the Council.

### **DECISION REQUIRED**

To determine the two applications for financial assistance included in this report submitted in accordance with the Community Council's Policy implemented from April 2019.

### **INFORMATION**

1. The Community Council has reviewed and agreed its process and Policy for considering applications for financial assistance made under the provisions of Section 137 of the Local Government Act 1972 (as amended). (Minute 130.3 February 2019 refers). The guidelines agreed from 1 April 2019 set out the three tiers of grants available and the criteria for each tier are being sent with a standard two page financial application form to all persons and organisations seeking financial assistance from the Community Council. This ensures that the information from each applicant is received in a consistent format and all questions frequently asked by members are answered.
2. To ease pressures on the Council's budget, its Policy is to consider applications on a quarterly basis with the budget apportioned equally to each quarter to allow the Community Council to be more focused and equitable when determining financial assistance applications. The quarterly meetings are March, June, September and December each year.
3. The Local Government Act 1972 sets out in Section 137, the powers and scope for a Community Council to make expenditure that benefits the local Community where there are no other specific powers granted to the Community Council. Additional powers are also contained in Section 145 of the Act. A sum of £3,500 has been set aside in the estimates of Income and Expenditure for the year ended 31 March 2023 for this purpose.
4. The current Budget Allocation is much less than the limit permitted by Section 137(4) (a) of the Local Government Act 1972. For Parish and Town Councils in England and Wales, an amount of £8.82 per person of the Community Councils' population is permissible for 2022/23. The total number of Acton Community electors at 1 January 2022 is 10,404. An extract will be available at the meeting of the powers contained in Section 137 of the Local Government Act 1972 that enables the Community Council to incur expenditure (up to £91,763.28 in 2022/23), which in their opinion is in the interests of, and will bring direct benefit to their area or any part of it or all or some of its inhabitants. These powers cannot be used to give a Grant or Financial Assistance to any one individual person. The Council during 2020/21 and 2021/22 made use of the General Power of Wellbeing to give grants to the Wrexham Foodbank (£2,000), the Friends of Dean Road Playing Field (£1,000) and 9 Acre Field Group (£1,000+£1,400) and towards the Purchase of Defibrillators. This expenditure using the General Power of Wellbeing counted towards the permissive limit for 2020/21 and 2021/22 under Section 137(4) (a). The Local Government and Elections (Wales) Act 2022 introduced the General Power of Competence, and **it should be noted that the Power of Wellbeing can longer be used by the Council.**

5. Attached at Appendix 1 and Appendix 2 for information is a summary of the Financial Assistance Grants awarded during 2020/21 and 2021/22. Members should note that during these two financial years due to the Coronavirus Pandemic and Lockdowns, the Council relaxed its Tier Limits and awarded grants considerably above the guidelines set out in the existing Policy and overspent its budget in order to support local Acton Community Clubs and Organisations.
6. To ensure a fair and equal distribution of the budget, it has been usual practice to apportion it equally between the quarterly meetings. This equates to £875.00 per quarter for 2022/23. During 2022/23 the Council has considered grant applications in June and September 2022. The decisions of those meetings and the November 2022 Meeting are set out below:-

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
1. Purple Orchids	Financial support towards running costs and room hire in particular	£ 500.00
2. Acton Park Community Angling Club	Financial support towards the purchase of further equipment to improve the water quality and oxygen content in the lake at Acton Park	£ 500.00
3. Wrexham Foodbank	Financial Assistance to support the purchase of food and other essentials	£ 375.00
4. Royal British Legion	Donation/Grant to 2022 Poppy Appeal	£ 100.00
<b>TOTAL</b>		<b>£1,475.00</b>

7. Application forms have been available via the Council's Website to all local Clubs and Organisations, and several were sent in response to other general requests for financial assistance submitted to the Clerk to the Council. Each applicant has been sent a standard letter and the guideline document setting out the Council's Policy as adopted on 1 April 2019. I have received two completed forms in the current quarter as listed below. The full application form is attached to this report and a copy of the supporting accounts and any other information will be available at the meeting. Members are requested to determine the following applications for financial assistance:-

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
4. Borrass Park Albion Youth Football Club	Financial Assistance to support the purchase of a football kit, and equipment such as water bottles and bags	
5. Acton Park Community Primary School Netball Team	Financial Assistance to support the purchase of a netball kit, and equipment such as posts, balls and bibs.	
<b>TOTAL</b>		

**Members are reminded 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.**

*End of Applications received in time for December 2022 meeting.*

**APPENDIX 1**

**SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2020/21 FINANCIAL YEAR:-**

<b>Name</b>	<b>Detail</b>	<b>Amount</b>
1. Wrexham Amateur Boxing Club	Financial support towards running costs of the Club	£200.00
2. Wrexham Futsal Club	Financial support towards running costs of the Club	£200.00
3. Wales Air Ambulance	Financial assistance towards costs of becoming a 24 hour service for the people of Acton, Wrexham and Wales	£225.00
4. Family Friends	Financial support towards the costs of continuing to provide support to disadvantaged families and their children in the Acton Community	£900.00
5. Wrexham Allotment & Leisure Gardeners Association	Donation to sponsor a group of classes at the Annual Flower and Vegetable Show	£100.00
6. Friends of Wrexham Museum	Donation towards the cost of printing and binding 50 copies of a book commemorating the lives of 586 men and 4 women from Wrexham who lost their lives in the Great War	£400.00
7. Royal British Legion Poppy Appeal	Contribution to 202 Poppy Appeal	£100.00
8. Vivid Floral Design	2020 Poppy Wreath - £70.00	<b>£58.33 net</b>
9. Family Friends	Financial support towards continuing to support vulnerable families in Wrexham	£1,000.00
10. Borrass Park Rangers Junior Football Club	Financial support towards the cost of replacement Goal Posts	£400.00
11. Nightingale House Hospice	Financial assistance towards costs of supporting patients and families	£2,000.00
12. Hope House Children's Hospice	Financial support towards the costs of keeping vital services operating	£2,000.00
13. Cunliffe Bowling Club	Financial assistance to support a shortfall in funding for operational costs and bills	£400.00
14. Home Start County Borough Wrexham	Financial Assistance towards ongoing and increased support to meet demand from disadvantaged and vulnerable families who reside within the Acton Community	£1,00.00
15. Gate Hangs High Bowling Club	Financial assistance to support a shortfall in funding for operational costs and bills	£400.00
16. Acton Park Community Angling Club	Financial assistance towards the cost of purchasing equipment to continue improving the water quality and oxygen content within the lake at Acton Park	£400.00
17. St Johns Church Community Meal	Financial assistance towards the cost of providing afternoon tea boxes to those who have been unable to attend the Church due to shielding or concerns about the Pandemic	£1,000.00
18. Cerebral Palsy Cymru (formerly Bobath Wales)	Financial Assistance to provide extra Therapists to treat children with Cerebral Palsy who reside in Wales	£300.00
19. 1 <sup>st</sup> Acton Brownies	Emergency Grant payment to ensure Group's continued viability during Covid 19 Pandemic Lockdown	£1,000.00
20. Welsh Air Ambulance Trust	Financial support towards running costs of four helicopters	£100.00
21. Urdd Gobaith Cymru	Financial support towards the cost of organising the Eisteddfod	£250.00
22. 1 <sup>st</sup> Acton Rainbows	Financial assistance towards costs of membership fees and badge activities	£1,000.00

23. Advance Brighter Futures	Financial support towards the cost of operating as a Mental Health Charity	£400.00
24. St Margaret's Church & Community Hall	Financial assistance to support a shortfall in funding for operational costs and bills	£200.00
25. Vic Studios Wrexham	Financial assistance towards the cost of purchasing equipment for new premises and to continue to deliver online services during the current lockdown	£100.00
26. Macmillan Cancer Support	Financial assistance towards the cost of local services and support to people who are affected by cancer	£400.00
<b>Budget Spending under S137 powers for 2020/21 =</b>		<b>£14,533.33 (net)</b>

**Power of Wellbeing Expenditure to be included within spending under Section 137 Powers and limits during 2020/21**

27. Wrexham Foodbank	Donation Covid 19 Parcels	£2,000.00
28. Friends of Dean Road Playing Field	Financial Support towards professional costs to be incurred opposing Glyndwr University's proposals to build on the Dean Road Playing Field	£1,000.00
29. 9 Acre Field Residents Association	Financial Support towards professional costs to be incurred opposing proposals to build on the 9 Acre Field, Westminster Drive Wrexham	£1,000.00
<b>General Reserve Spending under s137 powers for 2020/21</b>		<b>£4,000.00</b>

**Add additional spending Under Section 137 Powers during 2020/21:-**

30. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community	£ 11,607.42
<b>Total Additional Spending under S137 powers for 2020/21</b>		<b>£11,607.42</b>

**Total Spending using Section 137 Powers in 2020/21 = £ 30,140.75**

## APPENDIX 2

### SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2021/22 FINANCIAL YEAR:-

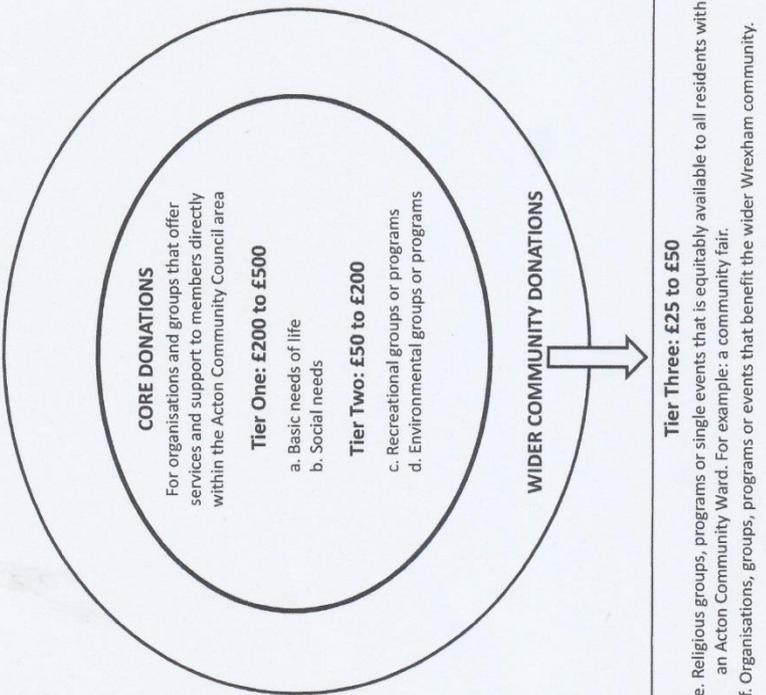
Organisation	Details	Decision
1. Wrexham Futsal Club	S137: Financial support towards purchase of balls and goals for its two teams (U7 & U9)	£ 400.00
2. Wrexham Community Broadcasting CIC	S137: Financial support towards the cost of starting up the former Calon FM Community Radio Station	£ 300.00
3. Borrass Park Albion Youth Football Club	S137: Financial support towards the cost of purchasing new collapsible mini goals & plastic line markers	£ 400.00
4. K2 Explorer Scout Unit	S137 Financial support towards replacement and purchase of Water Safety equipment for Kayaking and Canoeing	£ 500.00
5. Acton Park Community Angling Club	S137 Financial support towards the purchase of equipment to improve water quality and oxygen content in the lake at Acton park	£ 400.00
6. Royal British Legion	Donation to Annual Poppy Appeal for 2021	£ 100.00
7. Vivid Floral Design	Purchase of Poppy Wreath for November 2021 Remembrance Service	£ 70.00
8. Offa Community Council	Donation towards costs of Christmas Light Switch on	£ 150.00
10. Borrass Park Rangers Junior Football Club	S137 Financial support towards purchase of equipment for a new under 6 football team	£ 200.00
11. 1 <sup>st</sup> Acton Brownies	S137 Financial support towards purchase of equipment	£1,000.00
12. Cunliffe Bowling Club	S137 Financial support towards purchase of new match jacks & equipment for maintaining the site	£ 300.00
13. Family Friends	S137 Financial support to enable continued support for vulnerable families in Wrexham	£ 400.00
14. Hope House Children's Hospices	S137 Financial support towards the costs of providing vital nursing care	£ 400.00
15. Eisteddfod yr Urdd (Urdd Gobaith Cymru)	S137 Financial support towards the costs of staging this event	£ 200.00
16. Nightingale House Hospice	S137 Financial support to enable continued support for patients with life limiting illness and their families within the Acton area	£ 500.00
17. Home Start Wrexham	S137 Financial support to enable peer assistance to be given to families in need of additional help	£ 500.00
18. Advance Brighter Futures	S137 Financial support requested for essential maintenance to this mental health charity's building	£ 500.00
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 <sup>st</sup> Acton Rainbows	S137 Financial support towards annual membership and programme costs for the Unit	£ 500.00

Organisation	Details	Decision
<b>22. Borrass Park Albion Youth Football Club</b>	<b>S137 Financial support to enable setting up &amp; equip a new U7 team for the summer</b>	<b>£ 400.00</b>
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
25. Offa Community Council	Donation towards cost of RWF Memorial statue at Hightown Barracks	£ 500.00
26. Purple Orchids	Financial support towards running costs and room hire in particular	£ 500.00
27. Acton Park Community Angling Club	Grant towards the purchase of a second aeration system and a Dissolved Oxygen Meter	£ 500.00
28. Wrexham Foodbank	Financial Assistance to support the purchase of food and other essentials	£ 375.00
<b>TOTALS for S137 Spending in 2021/22</b>		<b>£9895.00</b>
<b>Power of Wellbeing Expenditure to be included within spending under Section 137 Powers and limits during 2021/22</b>		
29. AWYR Las – Keep the Beats	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing a Community Defibrillator for the Fairways play park area  <i>Addendum to Minutes: Subsequently it was confirmed by the applicant that a sum of £1,355.00 was required to complete the purchase of the defibrillator</i>	To provide funding up to the full cost of purchasing and installing the defibrillator  £1,355.00
30. 9 Acre Campaign Group	SS1-5 Power of Wellbeing: assistance towards the cost of obtaining professional advice from Traffic and Planning consultants to oppose proposals to build on the 9 Acre Field, Westminster	£ 1,400.00
31. Acton Community Resource Centre	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing a Community Defibrillator for this public building	£ 1,485.84*
32. Defib Store Ltd	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing 4x Community Defibrillator Cabinets	£ 6,224.40*
33. Tomos Hughes	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing 4x Zoll Aed Pads	£353.24*
34. Mike Pryde Electrical Services	1. SS1-5 Power of Wellbeing: assistance towards the cost of electrical installation of Defibrillator at the Maesydre Power House 2. SS1-5 Power of Wellbeing: assistance towards the cost of electrical installation of Defibrillator at the Cunliffe Arms	£180.00*  £222.00*
35. Barkers Lane Community School	Paediatric Pads for Barkers Lane Defibrillator SS1-5 Local Government Act 2000	£102.00 (Vat =£17.00)

Organisation	Details	Decision
<b>TOTALS for General Reserve Spending (under SS1-5 Local Government Act 2000) =£ 11,322.48</b>		
28. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community	£ 14,306.17
<b>Total Additional Spending under S137 powers for 2021/22</b>		<b>£ 14,093.17</b>

**Total Spending using Section 137 Powers in 2021/22 = £ 33,935.65**

Acton Community Council  
Guidelines for S137 Grants/ Donations  
*(Adopted April 2019)*



**ACTON COMMUNITY COUNCIL – S137 GRANT /DONATION APPLICATION GUIDELINES**

The Community Council considers applications for financial assistance using the following guidelines on a quarterly basis with the annual £3,500 budget being apportioned equally each quarter to allow the Community Council to be more focused and equitable when determining financial assistance applications. The quarterly meetings are held in March, June September and December each year.

The following guidelines have been adopted by Acton Community Council with effect from 1 April 2019. The hierarchy model as illustrated is based on a three tier system that assesses the level of need around the population that is being served. In addition, priority will be given to groups within the Acton Community or those groups that are providing for residents in the Acton Community.

The three tier system caps the amount of funds made available to deserving organisations. This is a more equitable system as decisions will not be made on an ad-hoc basis. It is accepted there will be anomalies within the system, but these will be dealt with on the merits of the submitted application on a case by case basis. By way of explanation: -

**Tier One:**

- a. Basic needs of Life:
  - Organisations or programs that ensure the basic needs of life are dispersed to members of our community, such as food, clothing and basic hygiene products
- b. Social/Cultural:
  - Organisations or programs that benefit youth within our community
  - Organisations or programs that benefit our elders and other members within our community

**Tier Two:**

- c. Recreational:
  - Outdoor recreation, such as football and other team sports
- d. Environmental:
  - Parks
  - Litter collection/management
  - Community greening/planting

**Tier Three:**

- e. Religious:
  - Religious organisations of all kinds that lie directly within our ward may receive funding if their donation request is for members of our community
- f. Larger Community

**APPLICATION NO .1 - DECEMBER 2022**

**APPLICATION FOR FINANCIAL ASSISTANCE TO ACTON COMMUNITY COUNCIL  
(MADE UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED)**

**NAME OF ORGANISATION: BORRAS PARK ALBION YOUTH FOOTBALL CLUB**

1. NAME AND ADDRESS FOR CORRESPONDENCE:

Jo Sumpter Parry  
5 St Davids Court Wrexham  
LL139AN

2. REASON FOR APPLYING FOR FINANCIAL ASSISTANCE?

My daughter along with her friends have recently transferred from one football club to another which will be a newly set up team. They will become the Under 10's girls' team and require funding to support Borrass Park Albion Football Club to purchase a kit, and equipment such as water bottles, bags etc for the girls.

3. TELL US ABOUT YOUR ORGANISATION. WHAT DOES IT DO? WHO DOES IT HELP IN THE ACTON COMMUNITY COUNCIL AREA? WHERE ARE YOU BASED? WHEN AND HOW OFTEN DO YOU MEET? HOW LONG HAVE YOU BEEN ESTABLISHED?

Most of the girls have been playing together for over 12 months and as a group have moved together with their coach Matthew Roden to Borrass to continue to develop their commitment and strong team friendship. Having a local team will promote close links within the community and will create social activities to encourage more girls to get out and become active, especially following the recent pandemic we have all experienced. Half of the team and or their families are from the Acton area. I was brought up in Borrass and my parents still live in the community. The club we are joining are an established club which has been running for several years.

4. CAN ANYONE JOIN? YES WHO CAN BENEFIT? Both the girls and their families

5. HOW MANY RESIDENTS FROM THE ACTON COMMUNITY COUNCIL AREA ARE MEMBERS OF OR BENEFIT FROM YOUR ORGANISATION? ...4 out of the 9 girls along with their coach are local and others have family living in the community .....

6. IS YOUR ORGANISATION A REGISTERED CHARITY? YES/NO  
IF YES, PLEASE GIVE THE REGISTERED CHARITY No: .....N/A.....

7. IS YOUR ORGANISATION PART OF A LARGER ORGANISATION AND IF SO WHICH ONE? ...N/A.....

8. TELL US ABOUT THE SIZE OF YOUR ORGANISATION:

A. HOW MANY STAFF DO YOU EMPLOY? .....N/A.....

B. ARE THEY QUALIFIED & HAVE THEY RECEIVED APPROPRIATE TRAINING AND IF APPROPRIATE, THE NECESSARY SECURITY CHECKS? .....N/A.....

9. IS THE WORK OF YOUR ORGANISATION SUPERVISED BY AN OFFICIAL BODY? YES/ ~~NO~~

IF YES, PLEASE STATE SUPERVISING BODY: ...Football Association of Wales.....

CONTINUED OVERLEAF/

**APPLICATION FOR FINANCIAL ASSISTANCE FROM: BORRAS PARK ALBION YOUTH FOOTBALL CLUB**

10. PLEASE SUPPLY COPIES OF YOUR ACCOUNTS FOR THE LAST TWO YEARS [ENCLOSED? **YES/NO** ]  
(e.g: AUDITED PROFIT AND LOSS ACCOUNT AND BALANCE SHEET)
11. TELL US ABOUT YOUR FINANCIAL HOLDINGS. HOW MUCH MONEY DOES YOUR ORGANISATION HAVE?
- A. PETTY CASH AND CURRENT ACCOUNTS:                   ...N/A.....
- B. DEPOSIT ACCOUNTS:                                       .....N/A.....
- C. OTHER INVESTMENTS:                   .....N/A.....
12. HOW MUCH WAS YOUR ORGANISATION’S PROFIT LAST YEAR? .....N/A.....  
**OR** LOSS LAST YEAR?                                       .....N/A.....
13. IF THE COMMUNITY COUNCIL WERE TO AGREE TO AWARD YOUR ORGANISATION FINANCIAL ASSISTANCE:-
- A. WHAT TIER OF GRANT ARE YOU SEEKING? (PLEASE READ ACCOMPANYING GUIDELINES AND THEN DELETE AS NECESSARY): **TIER 2: £50-£200**
- B. WOULD YOU BE PREPARED TO GIVE A REPORT TO THE COUNCIL ON HOW THE GRANT WAS SPENT AND WHAT BENEFIT THERE WAS TO THE COMMUNITY OF ACTON? **YES**
14. IF YOUR APPLICATION IS SUCCESSFUL PLEASE STATE BELOW THE PAYEE NAME FOR THE CHEQUE:  
...Borras Park Albion Youth Football Club

15. PLEASE USE THE SPACE BELOW FOR ANY OTHER INFORMATION THAT HAS NOT BEEN REQUESTED ABOVE THAT YOU THINK MAY SUPPORT YOUR APPLICATION:

We are an established team of 9/10 girls who are transferring from another club to Borras. The girls have been successful when playing games as part of a league and have several members playing for the wider community in teams such as Wrexham FC and the Wrexham School Girls. Several members have only yesterday played in the Active Wrexham tournament and were successful in coming 2<sup>nd</sup> out of 24 schools.

**I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS CORRECT**

SIGNED:   .....Joanne Sumpter Parry.....                                       DATE:  
.....17:11:22.....

POSITION IN ORGANISATION:                                       Parent ...

CONTACT TELEPHONE NUMBER:                                       ...Redacted .....

**Please return this application form with supporting accounts to:**  
**The Clerk to Acton Community Council, c/o Acton Community Resource Centre, Off Overton Way, Wrexham, LL12 7LB (or email: [clerk@actoncommunitycouncil.gov.uk](mailto:clerk@actoncommunitycouncil.gov.uk))**

**APPLICATION FOR FINANCIAL ASSISTANCE TO ACTON COMMUNITY COUNCIL  
(MADE UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED)**

NAME OF ORGANISATION: **ACTON PARK PRIMARY SCHOOL NETBALL TEAM**

1. NAME AND ADDRESS FOR CORRESPONDENCE: Mrs Rebecca Lloyd (Year 5 Teacher / Netball Coach)  
Acton Park Community Primary School, Acton, Box Lane Wrexham LL12 8BT

2. REASON FOR APPLYING FOR FINANCIAL ASSISTANCE? As a school, we have just started a Netball Team for the first time since Covid closed everything down and the children and staff are thoroughly enjoying themselves in this new and popular club. Our current netball kits are over 10 years old and some pieces are missing, as children have not returned them or they have become damaged and unkempt. Some of the netball bibs are torn and we feel in order to represent our school and maintain our high standards, we would like to ensure we are smartly dressed and turned out, especially during tournaments both home and away. Therefore, we would be extremely grateful if you would be able to donate any form of amount in supporting us to be the best we can be.

3. TELL US ABOUT YOUR ORGANISATION. WHAT DOES IT DO? WHO DOES IT HELP IN THE ACTON COMMUNITY COUNCIL AREA? WHERE ARE YOU BASED? WHEN AND HOW OFTEN DO YOU MEET? HOW LONG HAVE YOU BEEN ESTABLISHED? We are the Acton Park Netball Team which started in July 2022. We have a number of girls and boys who attend our club and are thoroughly enjoying practising after school on a weekly basis. This is important for the children at Acton Park Primary as many clubs stopped during covid. Therefore, this club gives children the opportunity to follow their interests and maintain a healthy and active lifestyle for free each week. This has been so important in supporting the children's physical and mental health and they really are making excellent progress during coaching sessions. Parents very much enjoy watching some of our after-school club sessions, and if we are able to purchase a netball kit, this will ensure we are smart even during coaching sessions after school, to further model our high standards at Acton Park Community Primary School. We meet every week after school for an hour and look forward to continuing this club throughout the year, to ensure we develop our skills and confidence throughout the year. The children are extremely excited about future tournaments and playing against other schools and would love the opportunity to play in a brand-new kit, with our school logo on to showcase our wonderful school.

4. CAN ANYONE JOIN? YES/~~NO~~ WHO CAN BENEFIT? Pupils at Acton Park Primary School

5. HOW MANY RESIDENTS FROM THE ACTON COMMUNITY COUNCIL AREA ARE MEMBERS OF OR BENEFIT FROM YOUR ORGANISATION? We have currently around 350 children from the Acton Area on role.

6. IS YOUR ORGANISATION A REGISTERED CHARITY? ~~YES~~/NO  
IF YES, PLEASE GIVE THE REGISTERED CHARITY No: .....No.....

7. IS YOUR ORGANISATION PART OF A LARGER ORGANISATION AND IF SO WHICH ONE? ...No ...

8. TELL US ABOUT THE SIZE OF YOUR ORGANISATION:

- A. HOW MANY STAFF DO YOU EMPLOY? .....Approximately 60 staff  
B. ARE THEY QUALIFIED & HAVE THEY RECEIVED APPROPRIATE TRAINING AND IF APPROPRIATE, THE NECESSARY SECURITY CHECKS? All trained and qualified DBS completed.

9. IS THE WORK OF YOUR ORGANISATION SUPERVISED BY AN OFFICIAL BODY? YES/~~NO~~  
IF YES, PLEASE STATE SUPERVISING BODY: Governing Body

CONTINUED OVERLEAF/





## Acton Community Council

### Annual Report 2021/22

This Report has been prepared to comply with the requirements of Section 52 of The Local Government and Elections (Wales) Act 2021, which requires community councils to prepare and publish an annual report (as soon as is reasonably practicable after the end of each financial year), detailing the council's priorities, activities and achievements over the previous year.

#### **1 Information About the Council**

1.1 Acton Community Council is managed by a Clerk / Responsible Financial Officer assisted by an Administrative Assistant both of whom work on a part time basis.

The Council consists of 5x wards and has various sub-committees. The table below (as off the Elections held 5<sup>th</sup> May 2022) details the elected representatives and their Role within Council and membership *of those sub-committees*.

Ward	Role			Members			Representatives	
				Planning Committee	Staffing Committee	Youth Committee	Acton Resource Centre	Little Acton Centre
	Carole	Roberts	Clerk					
	Michelle	Williams	Admin Asst					
Acton Central	Corin	Jarvis	Member	Y		Y		
Acton Central	Lizzy	Balmain	Member					
Acton Park	Phil	Lloyd	Member	Y		Y	Y	
Acton Park	Becca	Martin	Member		Y			
Borras Park	Carol	Bettley	Member		Y	Y		
Borras Park	Andrew	Moss	Member	Y	Y			
Borras Park	Debbie	Wallice	Member					
Little Acton	Bill	Baldwin	Member					Y
Little Acton	Kevin	Roberts	Chair	Y	Y	Y	Y	Y
Little Acton	Andy	Gallanders	Member			Y		Y
Maesydre	Tim	Ryan	Member					
Maesydre	Salli	Edwards	Member					

Rhosnesni	Roger	Davies	Member			Y	
Rhosnesni	Anne	Evans	Member	Y	Y	Y	
Rhosnesni	Ralph	Hardy	Vice Chair	y	Y		y
Rhosnesni	Mike	Davies	Member				

## 1.2 Finance

Information from the audited accounts for the year end account balances for 2021/22 are summarised below;

The amount of £'s reserves brought forward from 2020/21 is	£283,933
<b>Reserve balances carried forward at the end of 2021/22 is</b>	<b>£270,842</b>
Balance for the year 2021/22 produced a decrease in balances of	-£13,091

Income Precept from Rating	£169,000	Note: Council kept the Precept the same as 2020/21
Income Other	£2,318	
Sub total	£171,318	
Expenditure Staffing Costs	£34,813	
Expenditure Other	£149,596	
Sub total	£184,409	
Bal. Income less Expenditure	-£13,091	

## 1.3 Policies and Protocols

During the year, Council continued to review the following principal documents and re-adopted them at its meeting 11<sup>th</sup> May 2022;

Adopted January 2019:

1. Document Retention Policy and Schedule
2. Data Protection and Information Security Policy
3. Privacy Notices – General, Website and Member/Officer
4. Internet, email and social media policy
5. Model Publication Scheme (FOI)
6. Data Breach Notification Policy
7. Subject access policy and template response letters.
8. Member Officer Protocol
9. Grievance Procedure

1st Adopted April 2021

10. Disciplinary and Grievance Arrangements
11. Disciplinary Policy
12. Local Resolution Protocol for Community and Town Councils

## 2 Training Plans

The need for Council having training plans were not required prior to November 2022. Therefore, a retrospective plan is not available.

All Community Councillors attend an induction Training Course at the beginning of their service. They have access to all Planning Aid Wales training and a broad range of training options delivered by One Voice Wales. The Council is currently, November 2022, undertaking an assessment of Cllrs' training attended and will develop a formal Training Plan going forwards.

### **3 Activities and Achievements**

#### **3.1 Objectives**

Guidance tells us that it will be good practice for Council's Annual Report to show how the work undertaken, in the past year and going forward, the 5 elements or principles set out in the "Well-being of Future Generation (Wales) Act 2015. These are; Long Term, Integration, Involvement, Collaboration and Prevention.

Council did not publish a list of "Objectives" for this reporting year, nor for 2022/23.

However, the following details some specific achievements made over the 2020/21 period.

Section 3.2 contains some of the Objectives under consideration by Council for 2023/24 which embrace the "Well-being Principles".

##### **3.1.1 – Community Engagement**

Council embarked upon a social media public consultation exercise with the general Acton public seeking their views about their needs, wants and perceived problems within the Acton area.

Responses indicated several common themes. These included;

- a lack of awareness about what the Community Council did
- what was available at Acton Community Resource Centre, how to book sessions and costs
- the extremely poor state of the Acton Park children's play area

##### **3.1.2 – Youth Club**

During the year 2021/2022 the youth club was impacted by Covid, the Council had made the decision to continue funding the youth club during this period, the numbers attending the club had decreased but we felt it was important to support this group during this period, some outreach work was attempted but we as a council felt this was not as successful as having a base to work from. Towards the end of the year numbers have picked up and are thankfully back to their original numbers, the club continues to provide an excellent service to the Acton Community and is something we are very proud of.

##### **3.1.3 – Youth in the Community**

For the second year the Council made the decision to fund youth groups such as the Brownies and the Rainbows, if this funding had not been available, they would have ceased to exist due to the lack of funds. These groups have been in existence for 40 years and is something that we could not allow to happen, these groups average 25 girls and continues to flourish.

Earlier this year Council members were invited to the Brownies Jubilee party as a thank you for the support given by the Council, Helen Walker (Brown Owl) said "they don't know what they would have done without the support of the Council".

##### **3.1.4 – Park Ranger**

The Council continues to fund the Park Ranger (Hannah Farnell ) there have been a vast variety of events in the Park during this period, Easter egg hunt, Halloween trail, various information events, history trails, tree identification events, all these have been very well attended and in some cases attended by well over 100 people.

The Ranger continues to assist and supervise the Park volunteer group whose continued work is a massive help in keeping the park at a Green Flag standard.

##### **3.1.5 – The Young Blacksmiths**

O & H metalwork have been involved with two projects for the Council , one being a Fish made from teaspoons which is in place in the Lake in the park, this was funded by themselves with donations of spoons made by the public.

The second is a small monument placed at the Smithy Pond to remember Joey the swan and also to inform residents of their family history, this was funded by the Council as it was felt important to keep the history of Acton alive.

### **3.1.6 – Dean Road**

After careful consideration, Council decided to support the resident group which had been set up in opposition to Glyndwr University's outline planning proposal via Wrexham Council Borough Council, to permit Housing development upon the field with a proposal to dispose of the land thereafter to a developer.

Council agreed a grant of £1000 to the resident group to engage professional advice and services in support of their application to deny planning permission.

### **3.1.7 – Nine Acre Field**

After careful consideration, Council decided to support the resident group which had been set up in opposition to Wrexham Council Borough Council proposal to build a new school upon the site.

Council agreed a grant of £1000 to the resident group to engage professional advice and services in support of their application to deny planning permission.

### **3.1.8 – Defibrillators**

Council embarked upon a policy of paying for the supply and installation of a defibrillator in each of the five wards.

2021/22 saw the beginnings of this priority with the deployment of a defibrillator in the following locations: Cunliffe Arms Jefferys Road, Acton Resource Centre, Little Acton Community Centre and on the Fairways Estate St Andrews Crescent. Progress was made towards deployments at Barkers Lane School and the Borrass Park shopping arcade.

### **3.1.9 – Restoration of Fencing on Jeffery's Road**

It has long been reported of the need to repair and repaint existing metal fencing on Jeffery's Road. Residents have volunteered to assist with the repainting of the fencing once it has been repaired to an acceptable standard. Wrexham Council (the owners) have been consulted about assisting with this project. It is reported that their preference is to remove the fencing. They have agreed to supply limited assistance providing health at work protocols. However, despite ACC setting aside a limited budget, the project continues to stall and is no further forward since it was first raised in 2018.

### **3.1.10 – Section 137 Grants**

Were made to 24 organisations with a total value of £7870.

## **3.2 Priorities Going Forward**

Council did not publish a formal list of "Priorities" for this reporting year, nor for the current year 2022/23. However, discussions are currently ongoing between Members of Council to prepare a list of priorities for the coming 2023/24 year. It is intended that this process should take place alongside and in conjunction with the 2023/24 budget setting process. Some priority suggestions are included below. These are not listed in priority order.

### **3.2.1 – Jefferys Road Fencing**

The local Member is keen to progress this project to a conclusion whereby the fence is repaired and painted.

### **3.2.2 – Section 137 Grants**

The Chair is keen to develop the Section 137 grants element of our budget to provide annual support to local groups who are within the ACC area and who struggle for financial support. There are several groups that without Council support would not be in existence.

### **3.2.3 – Acton Park Playground**

A subgroup was previously established but little progress has been made to date. Progress development of this theme to design ensuring age appropriate, estimate and budget for the provision of a new play space. Consider using reserves and investigate possible grant funding streams, eg National Lottery, Welsh Assembly grants, to bring this about. Set the project as a key objective with measurable achievements going forward.

### **3.2.4 – Little Acton Community Centre**

Some time ago initial discussions were held with Wrexham CBC about the future ownership, costing and sustainability of the Centre. Council should seek to progress those discussions to a point whereby the future of the Centre can be determined going forward.

### **3.2.5 – any other projects to include here by other Cllrs?**

Each year the Community Council must consider all matters pertaining to determination of the Council's income, expenditure, balances and precept requirements for the next financial year having regard to the Accounts and Audit Regulations, the Council's own Financial Regulations and any decisions made during the Municipal year that may require a budget provision .

The Council under the Local Government Finance Act 1992 has to meet Statutory requirements as a local precepting authority and in particular Section 50 of this Act requires the Council to calculate its budget requirements each year. In calculating this budget requirement it must take into account:

1. the expenditure the authority estimates it will incur in the year in performing its functions;
2. such allowance as the authority estimates will be appropriate for contingencies in relation to expenditure for the year;
3. the financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure; and
4. such financial reserves as are sufficient to meet so much of the amount estimated by the authority to be a revenue account deficit for any earlier financial year as has not already been provided for.

To be effective, Audit Wales has highlighted that Councils budget setting and monitoring arrangements must safeguard the Council from an over reliance on using reserves and the Council must ensure there is a sound system of internal control which facilitates exercise of the Council's functions and which includes adequate and effective financial management. There must be a proper understanding of the makeup of any reserves and effective controls to ensure they are used in line with their intended purposes.

The Council must now consider all matters pertaining to determination of the Council's income, expenditure, balances (both General and Ear Marked Reserves) and precept requirements for the financial year 2023/24.

**1. Annual Investment Strategy 2023/24:**

Further to Minute 28ii) June 2011, to review and confirm the Acton Community Council Investments Policy for the next financial year as part of the budget setting process. Report from the Clerk is appended below.

**2. Service Level Agreements 2023/24:**

To review and confirm the Service Level Agreements for the next financial year as part of the budget setting process:-

1. Payroll Service – (Year3 of 3)
1. Acton Resource Centre- Revenue Costs – (reviewed during 2022 – funding to cease on 1 April 2023)
2. Caia Park Partnership Open Access Youth Work for 8-18 year olds – (1 year ongoing)
3. Seasonal Ranger Acton Park – (Year 3 of 3) – Note: to be a full year position for 2022/23
4. CAB Acton Outreach Worker for Acton Community Advice Service (Year 1 of 3)
5. Acton Playground Provision – (Annual ongoing)
6. School Crossing Patrols – (Annual ongoing)
7. Little Acton Community Centre – (Contribution Commitment subject to final report of Task & Finish Group )

8. Pilot Play Development Rhosnesni/Little Acton - To be reviewed by the Youth Committee once the current Pilot Project that commenced in September 2022 has concluded

### **3. Precept Requirements for 2023/24:**

The Chief Finance and Performance Officer, Wrexham County Borough Council has yet to indicate when the Community Council's precept is required (Last year it was required by 21 January 2022). The Acton Community Tax base for 2022/23 was 5725; the 2023/24 base is expected shortly. To consider the Council's Priorities and prepare a Draft budget and determine the Council's precept requirement taking into account current commitments and any new provisions that the Community Council decides to support and earmarked and other reserve requirements.

A copy of the last three years budget provisions and Precept requirements was circulated to all members of the Council on 30 November 2022 together with the legislative framework the Community Council has to adhere to when determining its spending requirements and setting its precept. Included in this circulation was an extract of the Governance and Finance Toolkit which has recently been issued to all Welsh Town and Community Councils.

## **ANNUAL INVESTMENT STRATEGY 2022/23**

### **INTRODUCTION**

Guidance was issued by the Welsh Assembly Government (WAG) for the 2004/05 financial year on Section 15(1) (a) of the Local Government Act 2003. It indicated that some elements of this Legislation would apply to Community and Town Councils. The Guidance on Local Government Investments formalises the Investment procedures undertaken by Community Councils but is not meant to be overly onerous and only applies in full to the very largest Community Councils or to those with significant sums to invest.

### **PURPOSE OF REPORT**

To enable Members to review the Community Council's Investments Strategy for 2022/23 as part of the Annual budget setting process.

### **DECISIONS REQUIRED**

1. To consider and if appropriate, approve the Investment Strategy for Acton Community Council for the financial year 2023/24 as set out in the appendix to this report; and
2. To agree to review the Acton Community Council Investments Policy each financial year as part of the budget setting process.

### **INFORMATION**

The WAG Guidance on Section 15(1) (a) of the Local Government Act 2003 was applied with effect from the financial year 2004/05 and anticipates that the Annual Investment Strategy is agreed before 1 April of each financial year in question. The Strategy is meant to be a document that sets out the categories, Investments plan to be undertaken and the amounts intended to be invested over relevant periods of time. Community Councils have been encouraged to include approval of the Strategy within their budget processes or documentation. The Council reviewed the present Investment strategy at its remote meeting held on 15 December 2022. (Minute 109.1 refers)

Members are reminded that this Authority presently holds three accounts at the HSBC Bank at Wrexham. There are two interest-bearing accounts, the Business Money Manager, which is a no notice account where all precept payments are now made. This is linked to a Money Market No Notice Account which holds earmarked capital monies for the Acton Community Resource Centre and year marked monies for Election costs, the Maesydre Power House Building valuation and the repairs/replacement of Playground equipment of the Service Level Agreement with Wrexham County Borough Council and other earmarked monies. There is also a non-interest bearing Community (current) Account from which all creditor payments are made. The interest is paid gross each quarter and half yearly on the Money Manager and Money Market accounts respectively.

The return on the Council's Investments is low owing to the continuing historic low rate of interest. The interest amount currently being received is negligible, so there has been little opportunity to secure improvement. The earmarked contingency balances proposed in the estimates of Income and Expenditure from 2022/23 onwards will require consideration of the options for flexible longer term investment in the future. The Council's banking strategy review, following repeal of Section 150 requirements for the signing off of cheque payments, determined to maintain the status quo as that currently represents the best internal safeguard and financial control of expenditure.

## **ANNUAL INVESTMENT STRATEGY FOR ACTON COMMUNITY COUNCIL 2022/23**

This Annual Investment Strategy is prepared in accordance with the statutory guidance on Local Government Investments issued by the National Assembly for Wales.

All cash, bank balances, financial assets, borrowings and credit arrangements are defined as a part of the Council's treasury management activities. This Annual Investment Strategy will concentrate on the Council's temporarily surplus resources (or other financial assets it holds) and the investments it undertakes of these resources.

The Council undertakes to ensure that for all its investments, priority will be given to security and liquidity rather than to yield. In drafting this Annual Investment Strategy, the Council has made appropriate arrangements for:

- Identification, management and control of risks in the investments/treasury management activities it undertakes.
- Budgeting, accounting and audit arrangements.
- Its cash and cash flow management requirements
- Segregation of responsibilities, organisational arrangements, adequate documentation and the identification of a responsible officer for investment/ treasury management activities.
- Corporate governance.
- Procedures to ensure it is alert to the possibility it may become subject to an attempt to involve it in a transaction involving the laundering of money.

All investments undertaken by this Council will be made and repaid in Sterling.

### **SUMS TO BE INVESTED**

All monies not required for approved expenditure purposes to be invested in the Council's Money Manager Account and the earmarked contributions for Elections, Acton Community Resource Centre, future repairs/maintenance to the Maesydre Power House, repairs/replacement of Playground equipment under the Service Level Agreement with Wrexham County Borough Council together with any earmarked budget underspend item to be invested in the Money Market Account.

### **LISTING OF INVESTMENTS UNDERTAKEN**

The Council will undertake the following categories of investment for the financial year 2023/24.

- All excess funds to be held in a Money Manager Account or any other Deposit Fund that may be identified as providing low risk, adequate daily liquidity and optimised returns.

### **NEW INVESTMENTS – REPORTING REQUIREMENTS**

If any new investment instruments (other than those approved in the list above) are proposed during the financial year before such an investment is undertaken it will need to first be approved by Acton Community Council and the Council's Standing Orders refreshed to reflect such decisions.

### **GLOSSARY**

Credit arrangements – this covers all forms of borrowing or credit transactions that the Council may undertake.