

15 February 2023

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 21 FEBRUARY 2023** 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 Tuesday 21 February 2023](#) or the Meeting ID: 858 1419 3456 and Passcode: 864026

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

3. **PUBLIC QUESTIONS:** In accordance with Standing Order No. 3e; any Member of the Public who is a resident within a ward of the Community Council and has given notice (specifying the matter on the agenda which they wish to speak) to the Clerk to the Community Council's office by noon on 14 November 2022, may, subject to stating their name and address before the meeting, speak remotely at this meeting, as of right, on any matter on the agenda, for no more than 3 minutes.

4. CONFIRMATION OF MINUTES:

1. To confirm the Minutes of the Council meeting held on 17 January 2023 (Copy attached)
2. To receive the Minutes of the Youth Committee meeting held on 24 January 2023 (Copy attached)

5. INFORMATION FROM 17 JANUARY 2023 MINUTES:

1. **Minute 122.14 Defibrillator Training:** Members are encouraged to promote the two free training sessions on 2 March 2023.

6. **COMMUNITY POLICING MATTERS:** To receive a verbal update from any of the Acton Community Police Officers that may be present at the Meeting.

7. **ACTON PARK RANGER SERVICE LEVEL AGREEMENT:** Further to Minute 116.ii) January 2023, the Council has extended an invitation to Mr Kerry Williams Head of Service (Operations) and Hannah Farnell who will be in attendance at the meeting to discuss the expanded role of the Ranger following the Council's decision to increase its funding of this Agreement for three years from 1 April 2023, and reference will also be made to proposals to erect a Peace Statue in Acton Park, Wrexham, with associated information board

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

- 8. PROCEDURAL MATTERS:** Clerk to report on the following procedural matters:
1. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 -CO-OPTION- MAESYDRE WARD:** (Details Attached)
 2. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 - CASUAL VACANCY – BORRAS PARK WARD**
 3. **STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 AND RISK ASSESSMENT REPORT DEFERRED FROM JANUARY 2023** (Copy to be circulated separately)
 4. **APPOINTMENT OF INTERNAL AUDITOR** (Details attached)
 5. **ANNUAL REPORT:** To receive the final copy of the 2022/23 report prior to its publication on the Council's website (Copy attached)
- 9. CORE OBJECTIVES & PRIORITIES FROM 2023/24 ONWARDS:** Further to Minute 82.1 October 2022 Councillor Lizzy Balmain will give a short outline to the meeting about commencing consideration of the Council's requirements and identification of core objectives and priorities and the creation of a 1,3 and 5 year Business Plan.
- 10. COMMUNITY ENGAGEMENT:** Chair to give an update
- 11. KEY ACTON ISSUES:**
1. WCBC Members to report 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. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011)
 2. **RELOCATION OF CCTV CAMERA:** Further to Minute 86.4 October 2022 & Minute 92.2 November 2022– Wrexham CBC Councillors to give an update on progress
 3. **TENANTS & RESIDENTS ASSOCIATION:** Further to Minute 97.2 November 2022– Wrexham CBC Councillors to give an update on progress
- 12. WORKING GROUP FOR WREXHAM TOWN-CENTRE VOICE:** This item has been placed on the Agenda at the request of Councillor Becca Martin. To consider appointing a representative to this Group.
- 13. REPORT FROM CLERK:** Clerk to report on Conference attendance, correspondence, consultations and other information that has been received since the last meeting. Details attached.
- 14. FINANCIAL MATTERS:** To note details of any payments received and to authorise any outstanding debtor or other payments.
- 15. 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:-

Case Number/ Address/Proposed Development	Decision
1. Planning Application P/2022/1082 - Dilys o/Valid From 22/12/2022 120 Rhosnesni Lane, Wrexham, LL12 7NE / sub-division of unit to create additional business units (in retrospect)	
2. Planning Application P/2023/0003 - Dilys o/Valid From 05/01/2023 20 Clarke Road, Wrexham, LL12 7TY - / dormer extension	

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

Minutes of the remote Meeting of Acton Community Council held remotely via Zoom on Tuesday 17 January 2023.

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 *
" Mrs. D Wallice *

* Absent

Also Present:

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

118. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. C Bettley (Illness) , M Davies, Ms S Edwards, Mrs. A Evans (Illness) , Ms C Jarvis, P Lloyd, A Moss, and Mrs. D Wallice (illness) .

RESOLVED – that the apologies and reasons for absence where given be received and accepted.

119. PUBLIC QUESTIONS

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

120. DECLARATIONS OF INTEREST

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

121. CONFIRMATION OF MINUTES

1. The Minutes from the Council Meeting adjourned on 13 December 2022 and reconvened on 3 January 2023 were received.

RESOLVED – that the Minutes of the Council Meeting adjourned on 13 December 2022 and reconvened on 3 January 2023 be received and confirmed as a correct record.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED - that the press and public be excluded from the Meeting during consideration of the next items of business as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

2. CONFIRMATION OF MINUTES - STAFFING COMMITTEE MEETING 6 DECEMBER 2022

The Confidential Minutes from the Staffing Committee meeting held on 6 December 2022 were received.

RESOLVED – that the Confidential Minutes of the Staffing Committee Meeting held on the 6 December 2022 be received and the following recommendations be accepted:

- i) **Minute 30 Pension Obligations:** to endorse the action taken by the Clerk on the Council's behalf to ensure compliance with the Workplace Pensions Regulations.
- ii) **Minute 30.2 - 2022 Actuarial Valuation - Provisional Results and Funding Strategy Statement Consultation:** that the Council makes no comments on the Funding Strategy Statement and the Council make a lump sum Deficit payment of £560 in April 2023 for the 2023/26 period; and
- iii) **Minute 31 – Staffing Related Policies:** to note the progress made to date in respect of obtaining the various Staffing Related Policies.

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PRESS AND PUBLIC

RESOLVED - that the press and public be re-admitted for the remainder of the Meeting.

122. INFORMATION FROM THE MINUTES

1. **MINUTE 105.1 – DEFIBRILLATOR/TRAINING:** The Clerk gave details of the defibrillator training which will take place on Thursday 2 March 2023. The first session will be at Vic Fit Gym between 1pm and 3pm. The second session will be at Little Acton Community Centre between 3.30pm and 5.30pm. Councillor Gallanders confirmed he had emailed Alexandra School regarding the relocation of their defibrillator; he was still awaiting a response.

RESOLVED – that all members of the Council publicise on their social media and within their areas about the availability of spaces on the Defibrillator Training sessions to be held on 2 March 2023, to be filled on a first come first served basis.

2. **MINUTE 96.2 – DELTA ACADEMY/HAPPY HEDGEHOG CAFÉ, QUEENSWAY:** The Clerk had now received payee details for the £250 donation from the Chair's Charity Account.

RESOLVED – that the Clerk now proceed to make the payment on behalf of the Chair.

3. **MINUTE 110.1 – PRACTITIONERS CONFERENCE 2023:** The Clerk confirmed only one place had been reserved as Michelle Williams would be on annual leave. The present position was noted.
4. **MINUTE 109.2 – CHARITY CHRISTMAS LIGHTING :** Councillor Balmain has written to participating individual homes which had been decorated with external Christmas lights to raise money for their chosen charities, but had not received any response. It was noted therefore that no further action had been possible. The present position was noted.

123. 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.

RESOLVED – that the Community Policing item remain as a regular Agenda item for each Council Meeting.

124. MATTERS HELD OVER FROM THE LAST MEETING:- ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2023/24 FINANCIAL YEAR – PRECEPT REQUIREMENTS FOR 2023/24:

The Clerk reminded Members that the Annual estimates of income and expenditure for the 2023/24 financial year and review of the Earmarked Reserves had been agreed at the last meeting. Members noted the Council tax base for 2023/24 and discussed the amount of the Precept based on this information and unanimously agreed not to increase the precept amount.

RESOLVED – to confirm that the Community Council's precept requirement for the year 2023/24 shall remain the same as the last three financial years and be fixed at £169,000.00.

125. PROCEDURAL MATTERS

1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011- CASUAL VACANCY MAESYDRE

WARD: The Returning Officer had confirmed to the Clerk that there had been no response to the Notice inviting electors to call an election to fill the Casual Councillor Vacancy in the Maesydre Ward. The Community Council must now arrange to fill the vacancy by co-option. It is a legal requirement to advertise the vacancy.

RESOLVED – that

- i) the Clerk proceed to advertise by Public Notice, the Council's intention to fill this Casual vacancy in the Maesydre Ward through co-option and to have a closing date of 12 noon on 15 February 2023 to enable any nominations from eligible persons to be considered at the Community Council meeting to be held on 21 February 2023.***
- ii) Members of the Community Council circulate and promote links to the Notice of Co-Option via their Social Media channels.***

2. CONCLUSION OF AUDIT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022, SUPPORTING

STATEMENTS AND ANNUAL RISK ASSESSMENTS: The Clerk reported notification had been received from Deryck Evans, Audit Wales, confirming that the Council had received an Unqualified Audit, with no further action required by the Council. In response the Council must now issue a Public Notice stating that the Annual Return for the year ended 31 March 2022 is available for inspection for 14 days from the date of the Notice by any Local Government Elector for the area of the Council under Section 29 of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014. Publishing this information promptly on the Council's website and on the Council's Notice Board at the Acton Community Resource Centre will ensure that the Community Council is compliant with the Accounts and Audit Regulations. It was noted that the External Auditor's invoice for his Audit work would shortly be submitted.

In respect of the Report containing Supporting Statements for the Accounts for the year ended 31 March 2022 and Annual Risk Assessments, consideration of the detailed report was deferred.

RESOLVED - that

- i) the Conclusion of the Audit of the Council's Accounts for the year ended 31 March 2022 be received and noted;***
- ii) The Clerk now take the relevant action to publish a Public Notice and the Audited Annual Return on the Acton Community Council website and its Notice Board at the Acton Community Resource Centre; and***
- iii) The Supporting Statement for the Accounts for the year ended 31 March 2022 and the Annual Risk Assessment be deferred and considered at the next Council Meeting to be held on 21 February 2023.***

3. SERVICE LEVEL AGREEMENT PERFORMANCE MONITORING AND REPORTING:

1. ACTON CITIZENS ADVICE BUREAU OUTREACH SERVICE: The Quarter 3 (October 2022 to December 2022) Service Level Agreement Monitoring Statistics were received and considered. It was noted that the Chief Executive Gaynor Roberts was to retire and the Clerk had extended best wishes and thanks to her on behalf of the Council.

RESOLVED - that the Quarter 3 Service Level Agreement Report for the Acton Outreach Advice Service be received and noted

2. ACTON PARK RANGER: The six-monthly report from 1 April to 30 September 2022 was received and considered. Members welcomed the Report and its detailed content.

RESOLVED – that the Park Ranger's Report be received and noted.

126. 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:

PROVISION OF ALLOTMENTS: Councillor Gallanders reported that Wrexham CBC had recently announced that it is actively looking for land to re-purpose as Allotments. It was noted that grants of up to £30,000 were available. The update was noted.

127. REPORT FROM CLERK

1. STATUTORY TRAINING PLAN: The Clerk reminded that this Plan was yet to be fully completed and prompted Members to submit details of any training undertaken and any training they wished to attend so that it can be published on the Council's website and meet its Statutory obligations.

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. One Voice Wales	<p>1. Green Energy Awards 2023: email dated 12 December 2022 with details of how to enter the Green Energy Awards 2023. <i>Information noted</i></p> <p>2. Newsletter - Older Peoples Commissioner for Wales: email dated 14 December 2022 with links to this Newsletter https://comisiynyddph.cymru/newyddion/cylchlythyr-rhagfyr-2022/or https://olderpeople.wales/news/december-2022-newsletter/ <i>Information noted</i></p> <p>3. Vacancy -- Public Appointments: email dated 16 December 2022 with details of vacancies within Welsh Government. <i>Information noted</i></p> <p>4. JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES: email dated 16 December 2022 with details of training available. <i>Information noted</i></p> <p>5. Vacancy -- Deputy Director Equality, Poverty and Children's Evidence Division - Welsh Government: email received 16 December 2022 with vacancy details <i>Information noted</i></p> <p>6. Regen's Green Energy Awards: email dated 3 January 2023 with more information on the Green Energy Awards. <i>Information noted</i></p> <p>7. Vacancy -- Public Appointments: email dated 10 January 2023 with information on public appointments within Welsh Government. <i>Information noted</i></p> <p>8. Democratic Engagement Grant: email dated 10 January 2023 with information on grants available to support activity in improving democratic engagement across Wales: <u>Democratic engagement grant GOV.WALES</u> or <u>Y grant ymgysylltu â democratiaeth LLYW.CYMRU</u> <i>Information noted</i></p> <p>9. Public commemoration in Wales: email dated 10 January 2023 with following links to a consultation on public commemoration in Wales: <u>Public commemoration in Wales: guidance for public bodies</u> Or <u>Coffáu Cyhoeddus yng Nghymru: Canllawiau i Gyrff Cyhoeddus</u> <i>Information noted</i></p>
2. Play Wales	<p>Play Wales 2022 Publications: email dated 19 December 2022 with details of Play Wales publications. <i>Information noted</i></p>
3. Audit Wales	<p>Audit Wales December Newsletter: email dated 22 December 2022. <i>Information noted</i></p>
4. North Wales Police	<p>PACT - Your Community Your Choice 2023 FUNDING OPPORTUNITY: email dated 4 January 2023 with details of funding opportunities available to Community Projects. The opening date is 9 January 2023 and closing date for applications is 3 February 2023. <i>Information noted</i></p>
5. Wales NHS UK	<p>Free Mental Health and Suicide Awareness Training: email dated 4 January 2023 with details of various awareness sessions. <i>Information noted</i></p>
6. AVOW	<p>1. Ageing Well Wrexham survey and update: email dated 5 January 2023 with links to</p>

	<p>an online survey: https://forms.office.com/e/5tcUncKda9 - English Version or https://forms.office.com/e/x6VnnNvsCB - Welsh Version Information noted</p> <p>2. AVOW Community Buildings Cost of Living Support Session, 20/01/23, 10:00 - 12:00: email dated 9 January 2023 with information and links to register for this session Information noted</p> <p>3. Holocaust Memorial Day Invitation - January 2023: email dated 10 January 2023 with an invitation to attend from 10.30 am – 12:00 pm on Friday 27th January 2023 at Tŷ Pawb, Market Street, Wrexham, LL13 8BB. Link to register: https://bit.ly/hmd-wrexham-2023 Information noted</p>
7. Wrexham CBC	<p>1. Shared prosperity fund - Website links: Email dated 5 January 2023 with links to websites related to this Prosperity fund: www.wrexham.gov.uk/SharedProsperityFund www.wreccsam.gov.uk/CronfaFfyniantGyffredin Information noted</p> <p>2. Application for the Low carbon Communities in Wrexham pilot: email dated 10 January 2023 with Information and guidance on applying to take part in this pilot. Information noted</p>
8. Office of Sarah Atherton MP	<p>Hafren Dyfrdwy Community Fund: email dated 6 January 2023 with information and links to this Community Fund www.hdcymru.co.uk/communityfund Information noted</p>
9. Planning Aid Wales	<p>Latest training from Planning Aid Wales: email dated 10 January 2023 with details of the current available training Information noted</p>

128. PAYMENT OF ACCOUNTS

The Clerk reported on payments received and bank charges and fees levied since the last meeting and sought authorisation for the Payments and other transactions to be made in January 2023. The third quarter bank reconciliation and accounts were again presented together with progress against the budget for consideration by the Community Council.

RESOLVED

- i) To note the Interest payment receipts and the bank charges and fees to be levied on the Council's Bank Accounts;*
- ii) The third quarter bank reconciliation and accounts together with progress against the budget as now submitted be received and noted;*
- iii) To confirm authorization for the Clerk/RFO to transfer £30,000 from the Deposit Account to replenish the Current Account; and*
- iv) To approve the payments to made in January 2023 as set out in the schedule below:-*

Voucher/Payment Ref & Payee	Details	Amount
92. BACS ref 35.1.23 Carole Roberts	Clerks Salary and office expenses for January 2023 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)
93. BACS ref 36.1.23 Michelle Williams	Salary for January 2023 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)
94. BACS ref 37.1.23 Clwyd Pension Fund	Pension payments for January 2023 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
95. BACS ref 38.1.23 HMRC	Payroll payments for January 2023 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)

96. Cheque No 202260 Society of Local Council Clerks	Delegates Fee: Practitioners Conference Kenilworth 31/1/23-2/2/23 Section 112 Local Government Act 1972 (as amended)	£480.00 (Vat= £45.00)
97. Cheque No 202261 Wrexham County Borough Council	2022/23 SLA Costs for Acton Park Seasonal Ranger S19 Local Government (Miscellaneous Provisions) Act 1976	£26,040.00 (Vat= £4,340.00)
98. Cheque No 202262 Wrexham County Borough Council	School Crossing Patrol Costs: Q1/Q2 Barkers Lane & Q2 Acton & Borrass Park Schools Section 137 Local Government Act 1972 (as amended)	£5,496.00 (Vat= £0)
99. Cheque No 202263 Wrexham & District CAB	Q4 SLA Costs Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (Vat= £0)
110. Cheque No 202264 Carole Roberts	Clerks Expenses for January 2023 Section 112 Local Government Act 1972 (as amended)	£63.39 (Vat= £4.57)
Chairs Charity Account		
CCA-3 Cheque No 100039 Hedgehog Cafe/ Delta Academy	Donation to replace stolen equipment S15 Local Government Act 1972 (as amended)	£250.00 (VAT= £0)

129. 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.

Case Number/Address Proposed Development	Decision
Planning Application P/2022/1049 - Dilys o/Valid From 20/12/2022 Cherry Hill Children's Day Nursery, 91 Borrass Park Road, Borrass, Wrexham, LL12 7TF- retention of nursery accommodation on a permanent basis (previously granted under p/2016/0002)	No observations

130. URGENT ITEM: OFFICE SPACE WITHIN ACTON COMMUNITY RESOURCE CENTRE

The Chair was of the opinion that as this issue required a response from the Council by 17 February 2023, it just be determined this evening as a matter of urgency as it will be unnecessarily delayed if held over to the next meeting.

The Clerk informed the Council of a letter dated 16 January 2023 received from Shan Cooper, Libraries Lead Officer, Wrexham CBC concerning an offer to continue the provision of Office Space for Acton Community Council within the Acton Community Resource Centre from 1 April 2023 after the 10 year Service Level Agreement ceases. Members discussed the merits of renting the office space within Acton Community Resource Centre from 1 April 2023 on a trial short term or long term basis.

RESOLVED – that

- i) as this issue and offer has been raised as an urgent item this evening and members have not had time to consider this letter before the meeting, to confirm with Wrexham County Borough Council that Acton Community Council would wish initially to take up this offer and to rent the office space offered in the Acton Community Resource Centre from 1 April 2023 for a period of six months at a cost of £200 per month to allow for a review of any other suitable and available options by the Community Council; and**
- ii) the Clerk request The Wrexham Libraries Lead officer to instruct the finance and legal departments to prepare the necessary documentation and return it to the Clerk to the Council for review and signing off as required.**

Councillor Kevin Roberts, Chair

Signed as a correct record this 21st day of February 2023

Presiding Chair

Minutes of the Remote YOUTH COMMITTEE held on Tuesday 24 JANUARY 2023

Present:	Councillor	Kevin Roberts (Chair)
	"	Andy Gallanders (Vice Chair)
	"	Caroline Bettley *
	"	Roger Davies *
	"	Anne Evans
	"	Corin Jarvis
	"	Phil Lloyd *

* Absent

Also Present: Mr. Jay Davies, Wrexham CBC Play Development Team
Mrs. Carole Roberts & Mrs. Michelle Williams, Acton Community Council

76. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Caroline Bettley, Roger Davies and Phil Lloyd
Apologies were also received and accepted from Mr. Jon Stumpp, Caia Park Partnership.

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

77. DECLARATION OF INTERESTS

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

78. CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the remote Youth Meeting held on 25 October 2022, as submitted to the Meeting of the Community Council on 15 November 2022 were received and confirmed as a correct record.

79. INFORMATION FROM THE 25 OCTOBER 2022 MINUTES

There was nothing additional to report.

80. TERMS OF REFERENCE

The Youth Committee was appointed at the Annual Community Council meeting held in May 2022 and its Terms of Reference were noted.

81. PLAY SUFFICIENCY PILOT PROJECT WITH WREXHAM CBC FOR STAFFED PLAY PROVISION IN THE ACTON COMMUNITY

The Chair welcomed Jay Davies to the meeting. Members considered the report circulated prior to the meeting. It was noted some members of the Committee had attended the Play sessions. Attendances at all play sessions had been consistent through the winter months, and were comparable to other projects, which was reassuring. It was noted that the work of the Play Development team was to enable play as a process led by the Young People rather than a product. Members requested if video evidence of play sessions and other information from Wrexham CBC's website could be circulated to Members together with a simple poster/leaflet that can be posted on Social Media to promote the location and dates of individual Play Sessions. Mr. Davies informed Members that Wrexham CBC Streetscene Teams would be installing a trial Play Bin at the Sunken Garden off Aston Grove,

Wrexham as part of the Play Development Team's work in the area. The Chair thanked Mr. Davies for his attendance and report.

RESOLVED –

- i. to accept the update and report as now submitted;*
- ii. that a further progress report on the progress of this Pilot Play Provision project in the Acton Community be submitted by the Wrexham CBC Play Development Officers to the next Youth Committee Meeting on 25 April 2023*
- iii. To RECOMMEND TO THE COUNCIL that it agrees to extending the Pilot Play Project into the Summer months*
- iv. That Mr. Jay Davies provides Video Promotional material and information leaflets that can be posted to Acton Community Council's website and Members can post on their own Social Media.*
- v. That Mr. Jay Davies provide the Community Council with information on the feasibility and costs of Wrexham CBC providing a Play event at Acton Park at the start of the school summer holidays*

82. SERVICE LEVEL AGREEMENT – ACTON YOUTH WORK PROJECTS

The Chair had received apologies from Jon Stumpp, Caia Park Partnership who was unable to attend the meeting due to illness, as a result the Quarter 3 performance monitoring report to 31 December 2022, on the operation of this Service Level Agreement for the provision of an Open Access Youth Service was not available for the meeting. However, the Caia Park Partnership had indicated they would circulate the report as soon as practicable and would respond to any questions raised by the Committee. Reference was made at the meeting to previous summer trips and informal accreditation for the Young People attending the Youth Club. Members referred to the previous offers to give small amounts of additional funding to enhance the provision for the Young People and were mindful of the varying social indices within the Acton Community.

RESOLVED –

- i. That the Clerk email the Caia Park Partnership and raise the following matters:*
 - 1. Informal Accreditation from attendance and activities at the Youth Club. Is this still a key part of the project and what progress if any has been made recently? An update or confirmation and details would be appreciated*
 - 2. Additional equipment/ events: The Community Council has offered to pay for additional equipment but the offer has not been taken up. It was recognized that storage at the Resource Centre is limited and an issue, but money has been earmarked for this and you are encouraged to take this offer up.*
 - 3. Summer Trips: Reference was made to previous successful day trips that have been organised. It was recognised that they take a lot of time for planning, obtaining consents and Youth Worker time/commitment. The Community Council would subject to cost, be willing to pay additionally for taking a small group of children to the Seaside/camping/outward bound activities.*
 - 4. Members of the Committee have suggested that as a first step they could attend a Youth Club one evening soon to ask the children themselves what they would like to do*
- ii. That the Q3 monitoring report be circulated by the Clerk to all Members of the Committee as soon as it is received from the Caia Park Partnership.*

Councillor Kevin Roberts Chair

Signed as a correct record this 25th day of April 2023

Presiding Chair

REPORT FROM CLERK ON PROCEDURAL MATTERS:**1. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 -: CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCY IN THE MAESYDRE WARD**

Further to Minute 125.1, the Community Council currently has one casual vacancy in the Maesydre ward which the Council must fill by co-option. The necessary steps to fill the vacancy together with the appropriate Public Notices have both been on display since 18 January 2023 in accordance with Section 116 of the Local (Wales) Measure 2011

PURPOSE OF REPORT

To enable Members to consider any expressions of interest submitted to the Clerk to the Council by noon on 15 February 2023 in accordance with Section 116 of the Local Government (Wales) Measure 2011. Any expressions of interest received are attached at Appendix 1 and the Candidate will be invited to give a short two or three minute presentation to the full Council on why they have expressed an interest and consider that they are qualified to be considered for co-option onto the Community Council.

DECISION REQUIRED

To consider the Expressions of Interest received and if appropriate, to proceed to fill the casual vacancy in the Maesydre Ward by Co-option in accordance with the requirements of Section 116 of the Local Government (Wales) Measure 2011.

INFORMATION

Members must give consideration to any expressions of Interest received by noon on 15 February 2023 and to assist with the filling of the vacancy by co-option at the Meeting, listen to the supporting statement given by any Candidates. If there is a vacancy remaining after consideration of this report, the Clerk should be authorised to re-advertise the vacancies in order to meet the requirements of Section 116 of the Local Government (Wales) Measure 2011.

CO-OPTION PROCEDURES – (ADVICE GIVEN BY THE RETURNING OFFICER)

The Returning Officer has given the following advice in respect of the Co-option Procedure:

- 1 "A person must be qualified, and not disqualified, to serve as a councillor in order to be co-opted. The person co-opted must receive an absolute majority vote of the councillors present and voting. The council may have Standing Orders which relate to the co-option of Members. Where there are more than two candidates for the vacancy, it would be best practice, for example, to run a series of votes, each time removing the candidate who has the least number of votes until one candidate secures an absolute majority.
- 2 The usual rules on voting apply. Provided that the meeting has a quorum, the decision must be made by a majority of members who are present and voting. The person presiding over the meeting may vote, and if there is an equality of votes he may exercise his casting vote. Members must vote by show of hands unless the council has standing orders that provide otherwise.
- 3 The Council's debate and vote on the co-option must be conducted in the public section of its meeting. It follows that the candidates, as members of the public, will be entitled to be present during the proceedings."

2. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 - CASUAL VACANCY – BORRAS PARK WARD

To receive the resignation submitted on 18 January 2023 by Councillor Andrew Moss via email and to authorise the Clerk to take the necessary steps to advertise and fill this vacancy in accordance with the requirements of S116 of the Local Government (Wales) Measure 2011.

It is **RECOMMENDED** that the Clerk be requested to proceed to make the necessary arrangements to fill this casual vacancy by Election or Co-option and be authorised to issue the relevant Public Notice(s) .

3. STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022 AND RISK ASSESSMENT REPORT DEFERRED FROM JANUARY 2023:

To receive and approve this Report. (Please note this lengthy document will be circulated separately to the agenda)

4. APPOINTMENT OF INTERNAL AUDITOR & INTERNAL AUDIT PLAN 2023/24:

The Council should ensure the Independent Internal Audit testing during 2023/24 for the 2022/23 Financial Year end and in year Internal audit Services meet the requirements as set out by the Audit Commission for Wales the current Accounts and Audit Regulations and the Governance and Accountability for Local Councils in Wales – A Practitioners Guide (2019).

The Council should review and appoint its internal auditor each year. Guidance states that internal audit must not influence the direction or extent of the review however it is good practice to seek their input and to ensure that adequate internal controls are in place. The existing Internal Auditor has provided an Internal Audit Plan for 2023/24 (attached at Appendix 2) and has confirmed that there are no changes to the terms of engagement from last year - there will be one annual audit conducted after the year end between April and June at a date agreed with the Council. There will be one annual audit report issued which will also follow up any issues raised in the previous year. An assurance has also been submitted by John Henry, confirming continuing independence in his role as internal auditor for the 2023/24 financial year and this can be assumed to be the case for future financial years unless informed otherwise in writing.

It is **RECOMMENDED** - that the matters now reported to the Council for the renewal of the current arrangements with JDH Business Services Limited concerning the provision of an internal audit service, be accepted and a letter of engagement detailing the Internal Audit Plan for 2023/24 as reported to the meeting, be signed by the Chairman and Clerk and forwarded to the JDH Business Services Limited.

5. ANNUAL REPORT FOR 2022/23

To receive and approve the final copy of the 2022/23 report prior to its publication on the Council's website (attached at Appendix 3)

CYNGOR
CYMUNED

ACTON

COMMUNITY
COUNCIL

APPLICATION FOR CO-OPTION ONTO THE COUNCIL

1. WARD YOU WISH TO BE CONSIDERED FOR MAESYDRE

2. NAME: Mrs Holly Marie Hewitt

3. ADDRESS: 22 Ffordd Jarvis, Acton, Wrexham LL12 7UP

4. REASON FOR WANTING TO BE A COMMUNITY COUNCILLOR?

I would like the opportunity to do as much as possible for my community and believe the role of community councillor would help me do so. Acton is home to myself, my husband and three daughters. We very much love living in the area and I would love the opportunity to put my time and energy in to keeping it a positive and safe place for all residents.

5. PERSONAL BACKGROUND INFORMATION ABOUT YOURSELF:

I.e.: Work:

I am currently working towards opening my own business in aesthetics and holistic treatments and attending a training academy to gain the skills to do so. My previous employment has mainly been working in hospitality, I worked in The Lemon Tree on Rhosddu Road until my youngest daughter was born.

Volunteer Experience:

I have volunteered in many different settings from raising funds for Help the Hearos and the Princess trust to providing and distributing food for our local homeless community. Most recently I volunteered along side my husband on Christmas eve with the Given to Shine food distribution across Wrexham and Flintshire as well as the tenants and residents association.

Qualities you would bring to the role of Community Councillor

I am very driven and put my whole heart into achieving set goals for myself and others. I have a knack for organisation and order, giving me the ability to plan and achieve tasks in front of me. I genuinely care about other people, my home and making change to benefit all. I am not afraid to fight for what is needed in my community and Wrexham as a whole.

6. PLEASE USE THE SPACE BELOW FOR ANY OTHER INFORMATION THAT HAS NOT BEEN REQUESTED ABOVE THAT YOU THINK MAY SUPPORT YOUR EXPRESSION OF INTEREST TO BE CO-OPTED ONTO ACTON COMMUNITY COUNCIL:

I would like to do more, what ever that more is I do not know. We would all love the ability to feed the whole community with a click of our fingers but I am well aware it is not that easy. I am more than happy to provide my time, energy and passion to serving my community and helping those who need it along with the fellow community council members.

I certify that I meet the qualification requirements to be considered for co-option onto Acton Community Council and the information given above is correct

SIGNED: Holly Marie Hewitt

DATE: 20/01/2023

Please return this form to: The Clerk to Acton Community Council, c/o Acton Community Resource Centre, Overton Way, Wrexham, LL12 7LB (or by email to: clerk@actoncommunitycouncil.gov.uk)

BY NO LATER than NOON on WEDNESDAY 15 FEBRUARY 2023



Carreg Lwyd, Cefn Bychan
Road, Pantymwyn,
Flintshire, CH7 5EW
e-mail: john@jdhbs.co.uk
Company Reg No: 03824298

Internal Audit Plan 2022/23

Introduction

According to 'Governance and Accountability for Local Councils in Wales – A Practitioners Guide (2019)', the purpose of internal audit is as follows:

'To review whether the systems of financial and other control are effective.'

This audit plan sets out how we intend to carry out the review of whether the systems of financial and other control are effective at your council.

What can you expect?

The annual internal audit work is detailed in this plan and comprises two internal audits and the issue of two internal audit reports. All Councils receive internal audit reports that detail our audit findings, this is in addition to the internal audit section on the annual return and should be presented to Council annually in order for the Council to agree actions and to address any recommendations.

In addition, we are available by email and telephone during the year if the Council wishes to discuss any issues that may arise during the financial year. There is no additional fee charge for this service but we do ask that in the first instance queries are sent by email.

Our fees are subject to review should significant devolved services pass to the Council

Snapshot of our services

We are a registered firm, fully authorised for audit activity, with the Institute of Chartered Accountants in England and Wales and have met this Institutes' Practice Assurance scheme.

The focus on public sector internal audit has resulted in a substantial client scope extending over 8 counties in England and Wales. The economies of scale associated with a large portfolio of local council internal audits has resulted in competitive fees for a specialist service from highly skilled and experienced staff. This also enables us to identify and share best practice between clients to support continuous improvement

Registered to carry on audit work by the Institute of Chartered Accountants in England and Wales.

Audit Plan

Scope

Our responsibilities are solely confined to carrying out the internal audit testing as specified by Audit Wales in the Annual Return for Local Councils in Wales.

Internal Audits

One audit is planned after the year-end.

Page 3 shows a checklist of information and records that we require in order to complete the audit.

Timescale

The audit will be carried out between April and June. The timescales will be agreed with the Clerk in March.

Unplanned Work

If necessary, work will be varied to include areas where significant weaknesses are identified. No contingency for unplanned work has been included in the plan and each issue will be dealt with as it arises. Examples of unplanned work are:

- Investigations
- Requests from the Council
- Additional work required on planned activities

Reporting

Reports will be provided to the Council after each audit summarising:

- Issues Identified
- Recommendations
- Follow up of previous recommendations

The Internal Audit Plan will be kept under continuous review within the context of achieving overall objectives. Should significant amendments be necessary these will be discussed and reported to the Council at the earliest opportunity.

Access to Information, Members and Officers

We require access to such records and information as is necessary to carry out the required system and transaction testing, and full access to those charged with governance (i.e. members of the council), as required.

Remote internal audits: In the instance that the internal audit is carried out remotely, we will issue the Council with a list of records to be submitted electronically. Samples will be selected and photos/scans of source documents will be requested to be provided through our secure cloud-based fileshare facility.

Internal Audit Checklist (Note: this checklist may be amended prior to the audit and you will be provided with an updated version)

Please complete this form and include with the working papers when presenting for internal audit. Failure to do so may result in a delay in completing your internal audit and additional costs. Please ensure the minute references are provided where requested. **Please do not provide current cheque books for audit.**

		Included (✓)
1	Completed Accounts section of Annual Return and supporting accounts	
2	Prior years certified annual return.	
3	Prior year audit issues arising as reported to the Council by the external auditor.	
4	Response to previous year internal audit report. Minute reference	
5	<p>Please state the following from your financial regulations on contracts:</p> <ul style="list-style-type: none"> - level for obtaining quotations - level for formal tender process <p>Please provide evidence for any contracts above these levels that the financial regulations have been complied with.</p> <p>If a contracts register is maintained, please provide.</p>	
6	Minutes for the financial year	
7	Copy of risk assessment(s) and Internal Control procedures. Minute reference for Council approval of risk assessment:	
8	Investment strategy. Please state minute reference here	
9	<p>Insurance documents.</p> <p>Please state the level of fidelity cover in place during the financial year</p>	
10	Cash book (or equivalent) and bank reconciliations. Where an accounting package has been used a report showing transactions by income and expenditure heading should be provided.	
11	Bank Statements for the financial year and up to the date of audit.	
12	Petty cash book and vouchers.	
13	All expenditure vouchers/invoices for transactions	

14	All income vouchers for transactions. Please include source income documents such as burial records, Bookings diaries, receipt books etc	
15	The Financial Regulations and Standing Orders of the Council.	
16	All payroll records and HMRC returns. All contracts of employment. Please state minute reference here if the Council approved a pay rise	
17	VAT returns and supporting VAT records.	
18	Evidence to support the precept request	
19	Evidence of authorisation for clerks salary and clerk/members expenses.	
20	The fixed assets register together with valuations.	
21	Full supporting working papers for all Balance Sheet entries if income and expenditure accounts are required.	
22	Budgetary control information including calculation of the precept requirement and any budget monitoring reports issued to Council during the year.	
23	Details of ear-marked reserves and any planned capital expenditure schemes (for current and future years). Please state minute references for approval of ear-marked reserves/ planned capital expenditure	
24	Analysis of s137 and/or Power of Wellbeing payments, and the s137 statutory limit for council	
25	Please confirm that a council website is maintained which publishes electronically all the information required by the Local Government (Democracy) (Wales) Act 2013 YES /NO	
26	Any partnership agreements and/or service level agreements to support partnerships in which the council participates	
27	Evidence that responsibilities as sole trustees of charities have been complied with (where relevant). Please state charity name and charity number	
28	All other relevant documentation that helps substantiate the entries in the accounts of the council.	

Dear Clerk

Re Internal Audit for the year ended 31st March 2023

We can confirm continuing independence in our role as internal auditors for the above financial year **and you can assume this to be the case for future financial years unless we inform you otherwise in writing.**

Yours faithfully

John Henry FCA BFP
Managing Director



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 The administration of Acton Community Council is carried out by the Clerk / Responsible Financial Officer assisted by an Administrative Assistant, both of whom work on a part-time basis. The Council consists of six wards and has various sub-committees. The table below, as of the Elections held 5 May 2022, details the elected representatives and their Role within Council and membership of those sub-committees.

Ward	Name	Role	Members			Representatives		
			Planning Committee	Staffing Committee	Youth Committee	Acton Resource Centre	Little Acton Centre	
Acton Central	Carole Roberts	Clerk & RFO						
	Michelle Williams	Admin Asst.						
	Corin Jarvis	Member	Y		Y			
Acton Central	Lizzie Balmain	Member						
Acton Park	Phil Lloyd	Member	Y		Y	Y		
Acton Park	Becca Martin	Member		Y				
Borras Park	Caroline Bettley	Member		Y	Y			
Borras Park	Vacancy	Member						
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	Salli Edwards	Member						
Maesydre	Vacancy	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
Reserve balances carried forward at the end of 2021/22 is	£270,842
Balance for the year 2021/22 produced a decrease in balances of	-£13,091
Income - Precept from Council Tax (The Council kept its Precept the same as 2020/21)	£169,000
Income – Other	£2,318
Sub total	£171,318
Expenditure – Staffing Costs	£34,813
Expenditure – Other	£149,596
Sub total	£184,409
Balance – 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 on 11 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

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 undertaking an assessment of Councillors' 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 the Council's Annual Report to show how the work undertaken in the past year and going forward, incorporates the five elements or principles set out in the "Well-being of Future Generation (Wales) Act 2015". These are; Long Term, Integration, Involvement, Collaboration and Prevention.

The 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

The 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 of Young People during this period. Some outreach work was attempted, but as a Council, we felt this is 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 levels. 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 lack of funds. These groups have been in existence for 40 years and this is something that we could not allow to happen. Their attendance averages 25 girls per Club 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 role. There have been a huge variety of events in the Park during this period, for example, an Easter egg hunt, Halloween trail, various information events, history trails and 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's 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. Initially a Fish sculpture made from teaspoons which has been placed in the Lake in the park. The work was self-funded by the Blacksmiths with donations of spoons made by the public.



The second project is a small monument placed at the Smithy Pond off the Chester Road. This piece of work was designed to remember Joey the swan and, in addition, to inform residents of their family history. This memorial was funded by the Council, who felt it important to keep the history of Acton alive.

3.1.6 – Dean Road

After careful consideration, the Council decided to support a resident's group which had been set up to oppose Glyndwr University's outline planning proposal, via Wrexham Council Borough Council, to permit Housing development upon the field. Thereafter there was a proposal to dispose of the land to a developer. The Council also agreed to make a grant of £1,000 to the resident's group to enable them to engage professional advice and services in support of their continued objection at the Appeal Stage against the University's application to overturn the Planning Committee's decision to deny planning permission.

3.1.7 – Nine Acre Field

After careful consideration, the Council decided to support the resident's group which had been set up to oppose Wrexham Council Borough Council's proposal to build a new school upon the site. The Council agreed a grant of £1000 to enable the resident's group to engage professional advice and services in support of their objections to this application and to deny planning permission.

3.1.8 – Defibrillators

The Council embarked upon a policy of paying for the supply and installation of a defibrillator in each of the six wards. 2021/22 saw the beginnings of this priority with the deployment of a defibrillator in the following locations: Cunliffe Arms Jeffreys Road, Acton Resource Centre, Little Acton Community Centre, The Maesydre Power House. The Council also contributed to the fundraising by residents to provide another defibrillator on the Fairways Estate at 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 Jeffreys Road

It has long been reported of the need to repair and repaint existing metal fencing on Jeffreys 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 the Community Council 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. Priority is given to local clubs and groups that are used by residents from the Acton Community area.

3.1.11 – Maesydre Power House



The Council purchased this unusual building in 1993 to prevent the then owner Manweb from removing the mock tudor second floor. This is the only building the Council owns. It is structurally sound and the Council must keep the building in a good state of repair. Work is planned to carry out repairs and repainting to protect the external facade from wind and weather damage.

3.2 Priorities Going Forward

The 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 suggestions are included below. These are not listed in priority order.

3.2.1 – Jeffreys 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 Acton Community Council 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

The Council provides funding to ensure the continued existence of three play areas owned and managed by Wrexham CBC within the Acton Community



Acton Park Play area

Aran Road Play area





A Task group was previously established to look at all three play areas, but little progress has been made to date. Progress development of this theme to design, estimate and budget for the provision of a new play space. Consider using reserves and investigate possible grant funding streams, e.g. 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 – Christmas Celebrations

A number of Members have suggested that in order to support resident's wellbeing and in common with some other local Community Councils, Acton Council give consideration to the placing and funding of Christmas Trees and Lighting at various places within the area.

3.2.6 – To monitor and reduce Speeding within the Community

To enhance the safety of residents, consider the installation of further Electronic Speed Boards at strategic locations within the area. Suggestions include Jeffery's Road.

ACTON COMMUNITY COUNCIL – 21 FEBRUARY 2023
REPORT FROM CLERK TO THE COUNCIL

AGENDA ITEM 13

1.Attendance SLCC Practitioners Conference 1-2 February 2023: Further to Minute 110.1 December 2022, the Clerk will give a short verbal report at the meeting

2.Other Information and General Correspondence that had been received since the last meeting and circulated to members is set out below:-

CONSULTATIONS		
Organisation	Details	Notes
Wrexham CBC	1. Wrexham City Public Space Protection Order (PSPO) 2023 Consultation: email dated 25 January 2023 with details and link to Consultation . Please note closing date of 20 February 2023. 2. Consultation for the Council Plan 2023 – 2028: email dated 2 February 2023 with links to the Consultation on the Council Plan. Welsh: https://www.yourvoicewrexham.com/arolwg/1722 English: https://www.yourvoicewrexham.com/survey/1722	
One Voice Wales	1. Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments: email dated 31 January 2023 with details and a link to the Consultation . Comments to be provided by 31 March 2023 Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments 2. Consultation on the Outdoor Education (Wales) Bill: email dated 3 February 2023 attaching a letter and a consultation document from Sam Rowlands MS, Member of the Welsh Parliament for North Wales, regarding a consultation on the Outdoor Education (Wales) Bill. Information on how to contribute is available on the consultation page .	
CORRESPONDENCE		
Organisation	Details	Notes
1. One Voice Wales	1. WISERD Annual Conference 2023 – Call for Papers *REMINDER*: email dated 18 January 2023. 2. Historic Environment and Climate Change Adaptation Activity Survey for 2022: email dated 18 January 2022 with links to survey. https://cadw.gov.wales/advice-support/climate-change/adapting-to-climate-change/historic-environment-and-climate-change Response required by 10 February 2023 3. Press release - Ombudsman new appointments to governance roles: press release dated 17 January with details of the new appointments. 4. Technical Advice Note (TAN) 15: Development, flooding and coastal erosion - further amendments: email dated 25 January 2023 with details of consultation on further draft revisions. Responses required by 17 April 2023 5. Vacancy – Assistant commercial property lawyer– Welsh Government: email dated 26 January with details of vacancy	

	<p>6. Carbon Literacy Training - Revised date for Cohort 4: email dated 26 January with details of a bespoke Carbon Literacy Course.</p> <p>7. JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES: email dated 26 January 2023 with a reminder of the remote training dates available.</p> <p>8. Utility Aid - Energy Broker for the Not for Profit Sector: email dated 27 January 2023 with details of a Not for Profit Energy Broker</p> <p>9. Learning from the Great Tide: Link to BBC Radio 4 programme relevant to Consultation. BBC Radio 4 - Seriously..., Learning From the Great Tide</p> <p>10. One Voice Wales Public Access Defibrillator Census: Email dated 3 February 2023 giving details of a census on Defibrillators.</p> <p>11. Ministerial Review of Play Report: Please see the link of the Ministerial Review of Play Report and Background Paper due to be published on 3 February 2023. https://www.gov.wales/written-statement-ministerial-review-play-publication-steering-group-report</p> <p>12. National Forest Woodland Liaison Officers: email dated 6 February 2023 introducing the new National Forest for Wales Team</p> <p>13. BRIEFING - Invitation to online launch of Welsh Water's Biodiversity Report: email dated 10 February 2023 with an invitation to the online launch of our new biodiversity report: <i>Doing the Right Thing for Nature 2022</i>.</p> <p>14. People's Practice Peer-to-Peer Network - Transition Towns: email dated 13 February 2023. As part of the Welsh Government's response to climate and biodiversity emergency, guidelines have been produced for creating a People's Practice, to help increase practical local action.</p> <p>15. CYFLE CYMRU Healthy Working Wales: email dated 14 February 2023 with leaflets attached detailing the service offered.</p>	
2. Planning Aid Wales	<p>1. Latest training from Planning Aid Wales: email dated 19 January 2023 with details of the latest training.</p> <p>2. Latest training from Planning Aid Wales: email dated 30 January 2023 with details of the latest training.</p> <p>3. Latest training from Planning Aid Wales: email dated 8 February 2023 with details of the latest training.</p> <p>4. March Network Events from Planning Aid Wales: email dated 9 February with details of network events being held in March 2023</p>	
3. Play Wales	<p>1. Latest e-bulletin from Play Wales: email dated 17 January 2023 with January e-bulletin from Play Wales.</p> <p>2. Play Wales - Introducing our next events: email dated 1 February 2023 with details of their upcoming events.</p> <p>3. Ministerial Review of Play report: email dated 6 February 2023 with link to Ministerial Review of Play steering group report.</p> <p>4. Playful places – new magazine available: email dated 9 February 2023 with a new publication available from Play Wales.</p>	

4. Wrexham CBC	<p>1. Wrexham CBC Job Advert: email dated 20 January 2023 with details of School Escort Job Vacancies.</p> <p>2. Planning: Community Council Consultations: email dated 26 January 2023 from the Chief Officer for Economy and Planning detailing and confirming their plans to proceed with a paperless office.</p> <p>3. Regional play space webinar: email dated 26 January 2023 with attached flyers for regional play space webinars planned for March 2023.</p> <p>4. Wrexham Council Newsletter – Planning for the Future: email dated 1 February 2023</p> <p>5. Behaviour Change Project: email dated 2 February 2023. Wrexham CBC has declared a Climate Emergency and has set ambitious plans to be carbon neutral by 2030. As a part of this process, WCBC have partnered with Agent, a brand agency based in the north west. They have been commissioned to conduct a series of engagements with stakeholders and expert witnesses, both internally and externally to the council. Please contact Sean@helloagent.co.uk to book in for an interview or call.</p> <p>6. Your Voice Newsletter: email dated 6 February 2023. The aim of this newsletter is to inform you about current involvement activities being carried out by Wrexham County Borough Council.</p>	
5. Welsh Government	Innovation Brief – Issue No. 54: email dated 23 January 2023 with newsletter.	
6. Office of Sarah Atherton MP	<p>1. National Lottery Community Fund – Wales: email dated 23 January 2023 with link and information on the Community Fund https://www.tnlcommunityfund.org.uk/funding/programmes/national-lottery-awards-for-all-wales</p> <p>2. Hafren Dyfrdwy Community Fund is now open! Email dated 30 January 2023 with details of the Community Fund and a link to apply https://www.hdcymru.co.uk/about-us/hafren-dyfrdwy-community-fund/</p>	
7. Menter Iaith Fflint a Wrecsam	Invitation - Dydd Gwyl Dewi 2023 St. David's Day: email dated 26 January 2023 with invitation to St. David's Day Parade.	
8. Audit Wales	Audit Wales January Newsletter: newsletter dated 26 January 2023 from Audit Wales	
9. Glyndwr University	Wrexham and Flintshire Green Health and Social Prescribing Event: email dated 27 January 2023 with information on this event. To register please email civic.mission@glyndwr.ac.uk	
10. Wales NHS UK	<p>1. CHC/Llais: email dated 30 January 2023, CHC will become Llais, there is a link for you to provide comments. https://HaveYourSayCHCWales.uk.engagementhq.com/setting-priorities-for-llais-cvb-in-2023-24</p> <p>2. Wales NHS Press Release 3 February 2023: Health Watchdog Reacts To Latest Report On North Wales Vascular Services</p>	
11. NMWTRA	Notification of works A483 J7 to Wales & England border Resurfacing Works: email dated 7 February 2023 addressing safety concerns and the delay following the overnight closure on the A483	
12. Wrexham Area Civic Society	Meeting Notes: email dated 10 February 2023 with details of future meeting dates, topics and locations.	
13. Wrexham Sounds	Wrexham Sounds (formerly Vic Studios): email dated 13 February 2023 inviting members to their Studio to see the work that they do.	

14. Offa Community Council	Unveiling of the Royal Welch Fusilier and Regimental Goat Statue: A formal invitation received for the Community Council to be represented at this event being held on Saturday 18 March 2023 at 11:45am at Hightown Barracks, Wrexham. A response has been requested by Friday 24 February 2023.	
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