

13 June 2024

Dear Councillor,

You are hereby summoned to attend a **HYBRID** meeting of **ACTON COMMUNITY COUNCIL** to be held in accordance with Local Government and Elections (Wales) Act 2021 on **WEDNESDAY 19 JUNE 2024** 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 by using this [hyperlink to join the Hybrid Council meeting on Wednesday 19 June 2024](#) or use the Meeting ID: 810 0956 8674 and Passcode: 719483. 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 PARTICIPATION:** At this stage of the proceedings the Chair will give any Members of the Public in attendance a reasonable opportunity to make representations about any business to be discussed at the meeting, unless doing so is likely to prejudice the effective conduct of the meeting. This does not mean that Members of the Public can take part in debate, but they must be given a reasonable opportunity to make representations about business to be discussed. The period of time designated for Public Participation at a meeting in accordance with Standing Order 3(e) shall not exceed **15** minutes unless directed otherwise by the Chair of the meeting.
4. **CONFIRMATION OF MINUTES:** To confirm the Minutes of the hybrid Annual Meeting of the Council held on 15 May 2024 (Copy attached)
5. **INFORMATION FROM THE MINUTES: Updates to be given upon:**
  - i) **Minute 9.2 Annual Return and Accounting Statements:** The Clerk has identified an omitted S137 payment of £120.00 whilst preparing for the full External Audit and the Council is requested to approve the restatement of the figure on the Annual Return's Additional Disclosure Note 1 from £15,448.42 to £15,588.42 (Revised schedule attached) and seeks approval for the Annual return to be signed by the Chair again to reflect this change and that the Council note that the final Annual Return document must be approved by the Council by 30 June 2024.
  - ii) **Minute 12.1 Large Bin on Nine Acre Playing Field:** Update from Councillor B Martin
6. **COMMUNITY POLICING MATTERS:** To consider any Policing and Operations Reports provided by Acton Community Police Officers who may be in attendance at the meeting

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

## 7. PROCEDURAL MATTERS

1. **COMMUNITY COUNCIL CASUAL VACANCY – RHOSNESNI WARD** – Clerk to report .

### 2. SERVICE LEVEL AGREEMENT REPORTING:

i) **COMMUNITY AGENT:** Mandy Woodfine-Jones the Acton Community Agent has prepared the attached monitoring reports for April and May 2024. She will be in attendance at the meeting to present her report and answer any questions from Members.

ii) **ANNUAL INSPECTIONS OF THE THREE PLAYGROUND IN THE ACTON COMMUNITY:** To receive and consider the Annual Inspection reports for Aran Road, Ffordd Garmonydd and the Acton Park Junior Play area and determine what action if any is necessary. .(As copies have previously been circulated to Members they are not reproduced on this agenda)

8. **KEY ACTON ISSUES:** Wrexham CBC Members to report verbally on new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011)

9. **PROVISION OF ADDITIONAL LITTER BINS AT BORRAS PARK SHOPS AND AT THE NINE ACRE FIELD:** Item Placed on the Agenda at the request of Councilor A Gallanders

10. **CONSULTATION - 20MPH SPEED LIMITS: LETTER FROM KEN SKATES MS, CABINET SECRETARY FOR NORTH WALES AND TRANSPORT - 05-06-2024:** To consider this correspondence, together with details of other comments the Clerk has received upon this matter and to determine any response the Community Council may wish to make by the relevant deadline.

11. **PUBLIC ENGAGEMENT & UPDATE ON PROGRESSING ANNUAL REPORT PRIORITIES:** Chair and Clerk to provide an update and in particular will refer to park events and the Dog Walking area at Acton Park

12. **FINANCIAL ASSISTANCE:** To consider whether the Council wishes to make any grants under Section 137 of the Local Government Act 1972. Details Attached.

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

14. **PAYMENT OF ACCOUNTS:** To note details of any payments received and authorise any outstanding debtor or other payments by either cheque or BACS.

15. **PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on application(s) within the Acton Community area made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

Case Number/ Address / Proposed Development	Decision
1. <a href="#">P/2024/1029</a> 198 Chester Road, Wrexham, LL12 8DT: Single Storey Rear Extension and Front Porch	
2. P/2024/1028 15 Jeffreys Road, Wrexham, LL12 7PB: Works To Trees Protected By Tree Preservation Order WCBC 107	

*\*the plans and documents for these applications can be viewed online [by clicking here](#) and selecting Category of Planning Applications then scroll to the Application Status box and select "Under Consultation" then scroll down to the Community box and select the Community of Gwauntyerfyn /Acton for the search. The Clerk requests an extension of the 21 day consultation period where appropriate*

### 16. 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.

- 17. SERVICE LEVEL AGREEMENT REVIEW – ACTON PARK RANGER:** Clerk to report on correspondence received from Mr Kerry Williams, Head of Service (Operations), Environment & Technical Department, Wrexham County Borough Council
- 18. LITTLE ACTON COMMUNITY CENTRE:** Clerk to report on correspondence received from Wrexham County Borough Council and Action Plan going forward.

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 15 May 2024 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham.

Present:

Councillor	W Baldwin	Councillor	Ms C Jarvis *
"	Mrs C Bettley	"	P Lloyd
"	M Davies *	"	Ms B Martin
"	Ms S Edwards	"	Ms L Painter
"	Mrs A Evans	"	Kevin Roberts (Chair)
"	A Gallanders	"	Ms K Spiers
"	R Hardy	"	Ms D Wallice *
"	Ms H Hewitt		1 Vacancy

\* Absent

Also Present:

Mrs Carole Roberts & Mrs Michelle Williams Clerk & Administrative Assistant to the Council

Mr Girts Ozolins

(Councillor K Roberts in the Chair)

## 1. APPOINTMENT OF CHAIR

**RESOLVED – That Councillor K Roberts be appointed Chair of the Council for the 2024/25 Municipal Year.**

*(Councillor K Roberts in the Chair for the remainder of the meeting following signing his Declaration of Acceptance of Office before the Proper Officer of the Council)*

## 2. APPOINTMENT OF VICE CHAIR

**RESOLVED – That Councillor R Hardy be appointed Vice Chair of the Council for the 2024/25 Municipal Year.**

## 3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Davies, Ms C Jarvis and Ms D Wallice.

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

## 4. PUBLIC PARTICIPATION

There were no members of the public present at the meeting to make any representations as set out in Standing Order No. 3e.

## 5. DECLARATIONS OF INTEREST

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

## 6. CONFIRMATION OF MINUTES

1. The Minutes of the hybrid Council Meeting held on the 17 April 2024 were received.

**RESOLVED – that the Minutes of the hybrid Council Meeting held on the 17 April 2024 be received and confirmed as a correct record.**

2. The Minutes of the hybrid Youth Committee Meeting held on 24 April 2024 were received.

**RESOLVED – that the Minutes of the Youth Committee Meeting held on 24 April 2024 be received and noted.**

## **7. INFORMATION FROM 17 APRIL 2024 MINUTES**

1) **MINUTE 154 – ACTON PLAY AREAS – ANNUAL PLAN PRIORITY:** It was noted that a response to Kerry Williams, Head of Service (Operations) Environment and Technical Department, Wrexham CBC, would be prepared in due course.

## **8. PROCEDURAL MATTERS**

The following matters were considered:

1) **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 - CO-OPTION OF MEMBERS TO FILL THE CASUAL COUNCILLOR VACANCY IN THE ACTON CENTRAL WARD:** Members noted that one suitably qualified person had expressed an interest in putting their name forward for co-option to fill the vacancy. A copy of the application had been circulated prior to the meeting. Members proceeded to consider the application and invited the applicant to give a short address to the meeting in support of his application. Members then proceeded to consider the filling of this vacancy by a show of hands.

**RESOLVED – that**

*i) unanimously, Girts Ozolins, of 24 Hazel Grove, Acton, Wrexham be co-opted as a Member of the Community Council to fill the casual vacancy for the Acton Central Ward on the Council and the Clerk proceeded to witness his acceptance of Office at the meeting;*

*ii) The Clerk arrange a mutual date for Councillor Ozolins Induction.*

In accordance with the requirements of Standing Order No.5 the Council proceeded to consider the following matters:

2) **REVIEW OF DELEGATION ARRANGEMENTS TO COMMITTEES, SUB COMMITTEES, STAFF AND OTHER LOCAL AUTHORITIES:** The Council noted it should have formal arrangements in place in accordance with the Local Government Act 1972's 101 arrangements for discharge of function by local authorities. The Scheme of Delegation as set out in Appendix 2 formalized the situation. Members then considered the Scheme of Delegation.

**RESOLVED – that the Scheme of Delegation as now submitted at Appendix 2 be approved and adopted by the Community Council.**

3) **APPOINTMENT OF COMMITTEES AND TASK AND FINISH GROUPS:** The Council reviewed and considered the appointment of its Committees and Task and Finish Groups. The 2023/24 memberships and current terms of reference were noted.

**RESOLVED - that for the 2024/25 Municipal year the Council re-appoint or as otherwise stated, the following Committees and Task and Finish Groups with their memberships and terms of reference as set out below:**

### **1. PLANNING COMMITTEE**

**MEMBERSHIP:** Chair and Vice Chair of the Council, Councillors Kevin Roberts and Ralph Hardy (both ex-officio) together with Councillors Salli Edwards, Anne Evans, Holly Hewitt, Corin Jarvis, and Philip Lloyd.

**TERMS OF REFERENCE:** To consider and respond to planning applications, planning appeals, any matters related to the development of the Local plan, including consultations and surveys such as

the Open Spaces Survey and where there is insufficient time for the full Council to consider such matters.

## **2. STAFFING COMMITTEE**

**MEMBERSHIP:** Chair and Vice Chair of the Council, Councillors Kevin Roberts and Ralph Hardy (both ex-officio) together with Councillors Mrs Caroline Bettley, Mike Davies, Anne Evans, and Becca Martin (In the event of a member of the Committee being implicated in the dispute to be considered or have undertaken an investigatory role then they will need to be substituted as a Member of the Committee.)

**NOTE:** Councillor Ralph Hardy remained as Chair and Councillor Kevin Roberts was appointed as Vice Chair of the Committee for the 2024/25 Municipal Year.

### **TERMS OF REFERENCE:**

- 1). To deal with all staffing matters and carry out the Council's employment duties relating to its Clerk and other staff appointed and make recommendations to the Council.
- 2). The Staffing Committee to have regard to the Civility and Respect Pledge signed by the Council in September 2022 and to the SLCC/OVW Finance and Governance Toolkit for Town and Community Councils issued June 2022 with particular reference to Theme B: "Leadership and People" which includes Staff Job Descriptions; the Model Contract of Employment; Performance Monitoring; Appraisal and Rewards for its Employees; Job Evaluation – the duties and requirements the Council requires from Employed Staff; Terms and Conditions of its Employees and that the core Employment Policies are in place (as reviewed yearly at the Annual Council Meeting).

[The Clerk to the Council has been tasked with overall day to day supervision of all other Employees and will bring any significant issues to the attention of the next Staffing Committee]

If any Disciplinary, Grievance or Dignity at Work hearings are necessary; there is an expectation that the Council will seek as necessary, independent specialist Human Resource advice and support and to appoint an external note-taker.

**Note:** The Annual Review of the Clerk's performance and development will be undertaken in accordance with the Appraisal Scheme & Performance Review Policy adopted by the Council on 19 July 2023.

## **3. STAFFING APPEALS COMMITTEE**

**MEMBERSHIP:** One independent person together with three members of the Community Council to be selected by the Council as and when required – they must **not** have previously investigated or taken part in the Staffing Committee decision being appealed.

### **TERMS OF REFERENCE**

The Committee is to have regard to the advice note prepared by the Society of Local Council Clerks in respect of the Protocol for Hearings by the Staff Disciplinary and Grievance Committee together with the adopted Staffing Policies of the Council particularly in respect of Disciplinary and Grievance Arrangements, Disciplinary Policy, Local Resolution Protocol for Community and Town Councils, Anti-bullying and Harassment Policy and Whistleblowing Policy. There is an expectation that the Council will seek as necessary, independent specialist Human Resource advice and support and an external note-taker will be appointed at the necessary time.

## **4. YOUTH COMMITTEE**

**MEMBERSHIP:** Chair and Vice Chair of the Council, Councillors Kevin Roberts (ex officio) and Ralph Hardy (both ex officio) together with Councillors Caroline Bettley, Anne Evans, Andy Gallanders, Holly Hewitt, Corin Jarvis, Phil Lloyd and Girts Ozolins.

### **TERMS OF REFERENCE**

- 1) To keep under review and develop emerging options to enable future Service providers to provide Pilot or other Youth Projects across any of the five Acton Community Wards ensuring

they are fit for purpose and reflect the requirements of the Community Council and current best practice;

2) To receive and monitor from existing and any future Service providers, reports to the Community Council on any subsequent projects to include performance monitoring reports to ensure the Service Specification is being met and such Projects represent good value for money;

3) To monitor the reporting requirements contained within the Service Level Agreements with the Caia Park Partnership to provide Youth Work Projects for 8–18-year-olds for two sessions of Youth Work for 8-12 & 13-18 year olds per week at the Acton Community Resource Centre.

4) To bring any concerns about the performance or effectiveness of the current and any future Provider or Project immediately to the attention of the full Council.

5) To investigate and report its findings and recommendations back to the Council on the feasibility of implementing the Recommendations of the 2018 Borrass Park Play Sufficiency Assessment with focus initially on zero or minimal cost projects that can build on their success unless Wrexham County Borough Council Officers are able to identify funding for larger projects as part of its “Play Pledge”;

6) In the first instance, the primary focus of the Youth Committee shall be on Recommendations 2 and 3 from the 2018 Play Sufficiency Assessment (WCBC) namely:-

i- To develop a program of community activities, events, and projects to be carried out in partnership with Wrexham CBC, the Acton Park Ranger and established Community Groups such as the Friends of Acton Park; and

ii- to press for the Local Education Authority and Schools themselves to enable and permit access to school grounds during evenings, weekends and school holidays to enable young people to play safely and away from traffic in their own neighbourhood.

7) To receive quarterly updates and monitoring reports on the progress and success of the Acton Play Sufficiency Project from the WCBC Play Development Team.

8) The scope of the Service Level Agreement with the Caia Park Partnership can be extended to encompass any emergency Detached Youth Work in response to any Measures or similar that may be put in place to ensure continued service delivery of the Projects that may have to be held outdoors in accordance with National and Welsh Government advice and guidance and in order to react to any emerging risks in the future.

9) to consider and review parameters to receive and consider applications for funding from Acton Community Youth Organisations/Groups that will enable them to remain viable or provide financial support for special project for a set number of years [Approved by Council in September 2023 Minute 53.2) i) refers]

10) To receive presentations from eligible Youth Groups based In the Acton Community each quarter and to approve Grants with longer term funding (subject to annual review) from within the £5,000 budget allocation specifically set for such purposes and as per the Criteria agreed by the Youth Committee on 25 October 2023. [Minute 16 of Youth Committee refers].

## **5. TASK AND FINISH GROUP – LITTLE ACTON COMMUNITY CENTRE**

**MEMBERSHIP:** Chair of the Council, Councillor Kevin Roberts (ex-officio) together with Councillors Bill Baldwin, Anne Evans, Philip Lloyd plus **one vacancy**. Additionally the following Councillors will provide advice as and when required: Councillors Caroline Bettley, Andy Gallanders and Ralph Hardy.

### **TERMS OF REFERENCE:**

1) To investigate, collate information and Report its findings back to the Community Council about the issues\* that were raised in Minute 84.2 c) November 2019 concerning the potential asset transfer of the Little Acton Community Centre from Wrexham County Borough Council to the small Voluntary Group currently running it or to the Community Council itself. \* For clarification such issues include but are not limited to the cost of replacing the flat roof of the

building, the findings of the most recent structural survey, the running costs of the Centre compared to the current contribution being made by the Community Council, estimated legal costs for the asset transfer work and staffing resource implications, experience of other Community Councils in taking over responsibility for a Community Centre.

2) To develop a future action plan and business case to ensure the viability and retention of the Community Centre as an important Community Asset. The Action Plan should reflect the progress that has been made to date; the remaining Public Consultation work that was delayed due to the Coronavirus Pandemic and to examine options for the funding of improvements necessary to ensure the longer-term financial viability of the Community Centre.

3) the Group to meet at the Little Acton Community Centre and proceed to conclude the Public Consultation exercise started in the Spring of 2020 and a Business Case and Action Plan be drawn up.

4) The Group to present its findings and recommendations to the Council.

## **6. TASK AND FINISH GROUP – ACTON COMMUNITY PLAY AREAS**

*All members of the Council are encouraged to take the opportunity to visit all of the three play areas owned by Wrexham CBC that are funded by the Community Council.*

**MEMBERSHIP:** Chair of the Council, Councillor Kevin Roberts (ex-officio) together with Councillors Andy Gallanders, Phil Lloyd, Becca Martin, Salli Edwards and Holly Hewitt. Additionally Councillor Ralph Hardy will provide advice as and when required.

### **TERMS OF REFERENCE:**

1. To research and identify access to a National Organisation to carry out a Play Audit of the three Acton Play areas funded by Acton Community Council to identify specialist equipment and other surfacing that may be required to upgrade existing facilities to make them fully inclusive and accessible together with any grants or other funding that can be obtained to carry out such improvements.

2. To consult other inclusive high specification play areas in adjoining Community Areas for their advice.

3. To prepare a report for consideration by the Council in due course on the outcomes of its work, recommendations and options for fully upgrading the three Acton Community Play areas.

## **7. TASK AND FINISH GROUP – EVENTS**

***RESOLVED – not to re-appoint this Task and Finish group as high quality events in Acton Park are being organized and managed by the Acton Park Ranger.***

**4) REVIEW AND ADOPTION OF APPROPRIATE STANDING ORDERS AND FINANCIAL REGULATIONS AND OTHER COUNCIL POLICIES:** The Council should review these documents at least annually. Its Standing Orders (adopted in October 2023) and the current Financial Regulations were last reviewed in May 2023.

***RESOLVED – that the Council's existing Standing Orders and Financial Regulations be received and confirmed as being fit for purpose.***

**5) LEGISLATIVE REQUIREMENTS UNDER LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021:**

**1. REVIEW OF THE ELIGIBILITY CRITERIA FOR THE USE OF THE GENERAL POWER OF COMPETENCE:** The freedom of GPOC is available to local councils that meet three criteria for eligibility set out in The Act 2021:Part 2:s30 that came into force in May 2022 as set out below:

Condition 1: Proportion of elected members

Condition 2: Relevant Clerk qualification

Condition 3: Audit opinions

***RESOLVED – to note that the Council is not eligible to use the General Power of Competence.***



**2. REVIEW AND ADOPTION OF THE COUNCIL'S ANNUAL REPORT:** Members reviewed the updated Annual Report for 2024/25. The Clerk was thanked for her work on the report. A number of typographical errors were highlighted and noted.

**RESOLVED – that**

- i) Subject to typographical corrections now referred to ,the updated Annual Report for 2024/25 be approved.**
- ii) The Clerk publish the report on the Council's website.**

**3. REVIEW AND ADOPTION OF THE COUNCIL'S TRAINING PLAN:** Members reviewed the updated Training Plan as set out in Appendix 4. The Clerk and Councillor Hardy highlighted to other Members the importance of attending the training events provided by One Voice Wales and other organisations.

**RESOLVED –**

- i) That the updated Training Plan be approved and:**
- ii) The Clerk publish the Training Plan on the Council's website.**

**6) APPOINTMENT OF COMMUNITY COUNCIL REPRESENTATIVES ON COMMUNITY AND RESOURCE CENTRE MANAGEMENT COMMITTEES:** The Council reviewed and considered the appointment of the Community Council's representatives to sit on the Management Committees for the Little Acton Community Centre and the Acton Community Resource Centre.

**RESOLVED –**

- i) that the Council's representatives at these Centres be confirmed as follows:**
  - 1.Little Acton Community Centre – All 3 Little Acton Ward Members namely Councillors Bill Baldwin, Kevin Roberts and Andy Gallanders.**
  - 2.Acton Community Resource Centre – Councillors Ralph Hardy, Phil Lloyd and Kevin Roberts (Noting that in accordance with the Constitution, the six County Borough Councillors namely, Bill Baldwin, Mike Davies, Andy Gallanders, Corin Jarvis, Becca Martin and Debbie Wallice are also members of the Acton Community Resource Centre Management Committee).**
- ii) That the Clerk contact the Acton Community Resource Centre's Management team to ascertain the date of the next Management Committee Meeting.**

**7) COMMUNITY SCHOOL GOVERNOR REPRESENTATIVES:** The Council reviewed the Schedule of Community School Governor Representatives and their Terms of Office. Once their current Terms of Office expire, Councillor Phil Lloyd and Councillor Anne Evans both confirmed their intention to continue as Community School Governors for Acton CP School and for Borrass CP School respectively.

**RESOLVED – The current Schedule of Community School Governor Representatives be received and the terms of office due to end during the 2024/25 Municipal Year be noted, and to confirm the Community Council wishes to re-appoint its current representatives for a further Term of Office at the appropriate time.**

**8) REVIEW OF INVENTORY OF LAND AND OTHER ASSETS INCLUDING BUILDING AND OFFICE EQUIPMENT:** A copy of the Asset Register to 31 March 2024 was circulated with the Agenda.

**RESOLVED – the Inventory of Land and other Assets including Building and Office Equipment to 31 March 2024 be received and noted.**

**9) INSURANCE PROVIDER AND COVER FROM 1 JUNE 2024:** The Clerk reported she had requested three quotes for Insurance Cover, for a three year period from 1 June 2024. It was noted that one Company had declined to quote. The second Company's quote was more than double the renewal fee quoted by the Council's existing insurance provider.

**RESOLVED –**

- i) to accept the quote provided by Zurich Municipal Insurance Company and enter into a three-year long-term agreement amounting to £1,246.38 in the first year.**

ii) *that the Clerk notify Zurich Municipal accordingly and arrange payment of the premium by BACS prior to 1 June 2024 renewal date.*

**10) REVIEW OF THE COUNCIL'S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES:** It was noted that provision has been made in the 2024/25 budget for the Council's existing subscriptions to One Voice Wales, SLCC and AVOW.

**RESOLVED – that renewal and payment of the three subscriptions be confirmed for 2024/25.**

#### **REVIEW OF EXISTING POLICIES**

A copy of existing adopted Policies had been made available to members and the summary as set out in Appendix 5 was reviewed together with the following four items previously adopted:

- 11) REVIEW OF THE COUNCIL'S COMPLAINTS PROCEDURE (LOCAL RESOLUTION)**
- 12) REVIEW OF THE COUNCIL'S POLICIES, PROCEDURES AND PRACTICES IN RESPECT OF ITS OBLIGATIONS UNDER FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION**
- 13) REVIEW OF THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA**
- 14) REVIEW OF THE COUNCIL'S EMPLOYMENT POLICIES AND PROCEDURES**

**RESOLVED – the following Policies as set out in the Schedule in Appendix 5 be re-affirmed:-**

#### **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- Complaints Procedure ADOPTED**

#### **MARCH 2023**

- 13. Annual Leave Policy**
- 14. Anti-bullying and Harassment Policy**
- 15. Data Protection Policy**
- 16. Equality Diversity Policy**
- 17. Flexible Working Policy**
- 18. Lone Working Policy**
- 19. Maternity Leave and Pay Policy**
- 20. Paternity Leave and Pay Policy**
- 21. Performance Improvement Policy and Procedure**
- 22. Sickness Absence Policy**
- 23. Whistleblowing Policy**

#### **ADOPTED JULY 2023**

- 24. Adoption and Paternity Policy**
- 25. Alcohol, Drugs and Substance Misuse Policy**
- 26. Appraisal Scheme & Performance review Policy**
- 27. Health and Safety at Work Policy**

**28. Recruitment and selection Policy**

**29. Shared Parental Leave Policy**

**30. Stress Management Policy**

**31. Time off in Lieu Policy.**

**15) DRAFT RESERVES POLICY:** An omission of this Policy had been identified as part of the Internal Audit preparation. Members received a Draft Reserves Policy attached to the Agenda at Appendix 6 to the Clerk's Report

**RESOLVED – that the Draft Reserves Policy as now submitted be adopted by the Community Council.**

**16) REVIEW OF THE COUNCIL'S EXPENDITURE INCURRED UNDER s.137 OF THE LOCAL GOVERNMENT ACT 1972:** An analysis of the expenditure incurred by the Council during 2023/24 using its powers under S137 of this Act was submitted at Appendix 7 to the Clerk's Report.

**RESOLVED – that the Schedule at Appendix 7 be noted and a sum of £15,448.42 will be included on the relevant additional disclosure section of the Council's Annual Return for 2023/24.**

**17) MEMBERS ATTENDANCE AT MEETINGS DURING 2023/24:**

**RESOLVED – that the Schedule at Appendix 8 detailing the record of Members' attendance at Council meetings during the 2023/24 Municipal year be received and noted.**

**18) DECLARATION OF REMUNERATION TO MEMBERS OF THE COUNCIL FOR THE YEAR ENDED 31 MARCH 2024 AND ARRANGEMENTS FOR 2024/25:** Under Section 151 of the Local Government (Wales) Measure 2011, as a relevant authority the Council must notify the Independent Remuneration Panel for Wales of the remuneration received by its members and co-opted members during 2023/24 and arrange for publication of this information within the authority area. This information must be published and provided to the Panel no later than 30 September following the end of the year to which the payments relate.

**RESOLVED - that in order to comply with the requirements of the Local Government (Wales) Measure 4 2011, the Council make its formal Declaration for the year ended 31 March 2024 and the schedule as set out in Appendix 9 to the Report be confirmed as a summary of the position for each of the Members of the Acton Community Council during 2023/24 and the Schedule should be published on the Council's website in the required format and a copy be provided to the Independent Remuneration Panel for Wales before 30 September 2024**

**19) DAY, TIME AND LOCATION OF MEETINGS OF THE COUNCIL AND ITS COMMITTEES:** Members considered a schedule setting out the timetable for the Council's monthly meetings for 2024/25 which will be held on the third Wednesday of each month at 6:30pm apart from August when the Council is in recess. The Staffing Committee and Youth Committee will also meet on a quarterly basis and all meetings of the Community Council where possible will be held on a Wednesday evening.

**RESOLVED –**

**i) the Meeting Schedule for the 2024/25 Municipal Year as set out in Appendix 3 be accepted and the Council will meet on the third Wednesday of each month; the Staffing Committee will meet on the second Wednesday of each quarter and the Youth Committee will generally meet on the second Wednesday of each quarter (apart from July 2024) as set out in the schedule; and**

**ii) the Clerk be authorised to arrange for payment of the £40 room hire fee for each of the Youth and Staffing Committee Meetings that are held at the Acton Community Resource Centre to enable meetings to be held on a Hybrid basis.**

**20) BANKING MANDATE FOR PAYMENTS; CONSENT FOR CONTRACTUAL BACS PAYMENTS; REVIEW OF ACCOUNTS FOR EARMARKED RESERVES:** The Council reviewed its Banking Mandate and the current list of persons authorised to sign all cheques and other authorizations for payment on behalf of the Council. It was noted the current signatories are the Clerk together with Councillors William Baldwin, Ralph Hardy, Philip Lloyd and Kevin Roberts. The Mandate requires that the Clerk to

the Council together with any two of the four signatories can sign cheques. The Clerk informed Members that HSBC had notified the Council of the closure of its Business Money Market Call Account, where the Council's Earmarked Reserves are currently held. The Clerk had carried out an initial survey of banking providers used by other Councils in the sector, but further investigation was required to mitigate the risk for the Council.

**RESOLVED – That**

- i) the current mandate remain in place and the current list of persons authorized to sign all cheques and other authorizations for payment on behalf of the Council, remain the same.*
- ii) the Clerk conclude and report as soon as practicable on further research for alternative bank account and other options to replace the Business Money Market Call Account providing the best return for the Council and in the meantime the Council is cognisant of the greater risk of the Money Market Call Account monies being held in the Council's Deposit Account at HSBC.*

**9. ANNUAL ACCOUNTS 2023/24:** Further to Minute 156.1 April 2024, the Internal Auditor's report and Action Plan for 2023/24 was produced in full by the Clerk together with a copy of the Annual Return that has been prepared and will, subject to the approval of the Council, be submitted to the External Auditor by 8 July 2024.

**1. INTERNAL AUDITOR'S REPORT AND ACTION PLAN:** Members considered a copy of this Report and Action Plan for the year ended 31 March 2024. The Internal Auditor Action Plan had made three recommendations. In respect of Issue 1 and its recommendation that Contracts should be awarded as per the financial regulations of the Council. The Council acknowledged this recommendation but indicated that it had not seen it until after this Contract had been awarded. The Council will have regard to the Auditor's comments in future when spending above the £3,000 limit set out in Financial Regulations.

In respect of Issue 2 and its recommendation that the Council should formally approve the Risk Assessment annually, this overdue work was reported to the Council in March 2024 (Minute 140.8 March 2024 refers). The Clerk was given an extension to complete the Report which was subsequently submitted to the Council in April 2024 (Minute 156.2 refers).

In respect of Issue 3, this is the second year that the Council's payments have exceeded £200,000, the Council are aware of the requirement to prepare Income and Expenditure based Accounts, particularly as its 2024/25 precept is above £200,000. The Clerk has made arrangements for the Council's Financial Software provider RBS to carry out the work in early June 2024 to change the preparation of the Council's Accounts from a Receipts and payments to an Income and Expenditure basis.

**2. ANNUAL RETURN AND ACCOUNTING STATEMENTS:** Further to Minute 156.1 April 2024, Members were reminded that the year-end bank reconciliation had been received and noted. The Council proceeded to receive the 2023/24 figures that were set out on the Annual Return and additional disclosure notes in respect of the Council's expenditure under Section 137 Local Government Act 3 1972 and Section 2 of the Local Government Act 2000. Members also approved the Statements set out in sections 1 and 2 of the Council's Annual Return for the year ended 31 March 2024.

**3. APPROVAL FOR THE CHAIRMAN TO SIGN THE ANNUAL RETURN:** Members noted that formal approval was required for the Chairman to sign the Statement on Page 3 of the Annual Return for 2023/24 on the Council's behalf prior to its initial submission to the External Auditor.

**RESOLVED that:**

- i) the Internal Auditor's report and Action Plan in respect of the Audit of the Council's Accounts for the year ended 31 March 2024 be received. The Internal Auditor to be informed of the outcome of the Council's consideration of his 2023/24 report and recommendations, the*

*Council is satisfied the appropriate action to implement his 2023/24 recommendations has been taken by the Council;*

- ii) the Statements as set out in Sections 1 and 2 and additional disclosures set out on Page 3 of the Annual Return for the year ended 31 March 2024 be approved; and*
- iii) the Chairman be authorised to sign on the Council's behalf before 30 June 2024, the relevant section on Page 3 of the Council's Annual Audit return for the year ended 31 March 2024 in order to ensure compliance with the Accounts and Audit (Wales) Regulations 2014 (as amended) prior to the initial submission of a copy of the Annual Return to the External Auditor.*

## **10. SERVICE LEVEL AGREEMENT REPORTING**

**1. ACTON PARK RANGER:** Members commended the Ranger and welcomed the well presented report for the period 1 October 2023 to 31 March 2024, with details of events and biodiversity surveys that have been held at the Park and the maintenance that has been completed by the Friends of Acton Park Group and the Ranger. Members also noted the list of events planned over the next few months.

**RESOLVED –**

- i) To receive and note the Report;and*
- ii) That, by way of a thank you, the Park Ranger and Friends Group Volunteers be invited to have coffee and cake from the “Meet Me in the Morning” refreshment van to be funded from the Chair’s Charity Account.*

**2. WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX:** Members welcomed the report provided for this Service Level Agreement, but discussed queries they had with some of the statistics it contained and some less favourable comments that some Members had recently been made aware of.

**RESOLVED –**

- i) The Report to be received and noted.*
- ii) to invite a Wrexham & District CAB representative to a future Council Meeting for a review of the Service Delivery and to allay Members concerns that have been raised at the Meeting.*

## **11. COMMUNITY ENGAGEMENT & PROGRESSION OF ANNUAL REPORT PRIORITIES:**

**1. EVENTS AT ACTON PARK:** Members noted that the Cinnamon Trust Walk at Acton Park had been well attended. A lady called Rachel with her Coffee Van “Meet Me in the Morning” providing hot drinks and cakes was popular. The Chair has asked Rachel if she could visit the Park with her van on Saturday/Sunday mornings.

**2. COMMUNITY HUB/WELLBEING:** Further to Minute 127 February 2024 it was noted the Chair had attended the first AVOW Coffee morning at Acton Community Resource Centre. AVOW are keen to organise lots of events at both Acton Community Resource Centre and Little Acton Community Centre.

**3. PURPLE ORCHIDS:** Barbara Tasker, a member of Purple Orchids, a local community group for the over 50’s had attended the AVOW Coffee Morning. The Chair impressed by her commitment had suggested the Group apply for a S.137 small grant.

## **12. 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. LARGE BIN ON NINE ACRE PLAYING FIELD:** Councillor Martin had received a request from a resident for an additional bin on Nine Acre Playing Field. Members discussed and were supportive of the request subject to clarification on the bin being emptied by Wrexham CBC

**RESOLVED – that Councillor Martin contact Wrexham CBC to request their agreement to empty an additional bin, if purchased by the Community Council.**

**2. WREXHAM CBC – GRANT INFORMATION:** Members discussed the potential availability of two grants aimed at Wrexham City Centre. It was confirmed that the City Centre boundaries are under discussion and more information will be available in due course. The present position is noted.

**3. COUNCIL BUNGALOWS IN ACTON COMMUNITY:** Reference was made to historical allocation policies for older residents and the current policies for young families with disabled children. County Councillors at the Meeting confirmed that the ‘Over 55’ criteria had been removed due to new Housing legislation which considered this requirement ageist. The present position was noted.

**13. REPORT FROM CLERK**

**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/ Notes
<b>CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations</b>	
<b>1. North Wales Fire &amp; Rescue</b>	<b>Public consultation on continuing to prevent and respond to emergencies:</b> email dated 8 May 2024 inviting comments on the Community Risk Management Plan. Please visit <a href="http://www.northwalesfire.gov.wales">www.northwalesfire.gov.wales</a> to complete the questionnaire and to access all the information needed in order to respond to the questions. Direct link <a href="#">here</a> . The closing date is 16 June 2024. <b>RESOLVED – That Members to respond on an individual basis</b>
<b>CORRESPONDENCE</b>	
<b>2. One Voice Wales</b>	<b>1. OVW PRACTICE DEVELOPMENT NOTES Pre-election Period Timetable of Actions:</b> email dated 9 April 2024 with information for Members on pre-election actions. <b>2. ICO Presentation from Larger Councils Meeting 14th February:</b> email dated 15 April 2024 with a presentation from the ICO. <b>3. Save the Date - Innovative Practice Conference – 3/7/24:</b> email dated 15 April 2024 with information on One Voice Wales Conference <b>4. Correspondence Vacancy -- Public Appointments:</b> email dated 17 April 2024 with a link to the latest advertisements for Public Appointments. <b>5. Awards Conference 2024 Report:</b> email dated 19 April 2024 with the report on this event attached. <b>6. Preparation and Publication of Annual Reports:</b> email dated 24 April 2024 with tips and guidance on completing an Annual Report. <b>7. Education Welsh for All: Reaching the Objective:</b> email dated 23 April 2024 with the report attached. <b>Information noted</b>
<b>3. Wrexham CBC</b>	<b>1. Big Lunch Picnic:</b> email dated 25 April 2024 with an invitation to attend the Big Lunch picnic on the 6 June 2024. <b>2. Digital Switch Over:</b> email dated 26 April 2024 with leaflets attached explaining the digital switchover. <b>3. Monthly Events Listing:</b> email dated 30 April 2024 with details of events being held in and around the City Centre through to the end of August 2024. <b>Information noted</b>
<b>4. AVOW</b>	<b>AVOW Volunteers' Week - Nominations Open:</b> email dated 7 May 2024

	inviting the public to vote for the Volunteer Awards. <b>Information noted</b>
<b>5. Play Wales</b>	<b>Playday 2024 – the theme is ...</b> : email dated 3 May 2024 with information on the theme and date of the National Playday across the UK. <b>Info noted</b>
<b>6. Planning Aid Wales</b>	<b>Latest News from Planning Aid Wales:</b> email dated 9 May with the latest news and training from Planning Aid Wales <b>Information noted</b>

#### 14. PAYMENT OF ACCOUNTS

The Clerk reported on Payments received and bank charges made since 17 April 2024, and requested authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below:

**RESOLVED – to approve the making of payments for May 2024 as set out in the schedule reported to the meeting; and to note the payments received; and to authorise the Clerk to replenish the Council’s Current Account with £30,000 to meet contractual and other known payments.**

Voucher/Payment Ref & Payee	Details	Amount
12. BACS ref 5.5.24 Carole Roberts	Salary and office expenses for May 2024 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)
13. BACS ref 6.5.24 Michelle Williams	Salary for May 2024 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)
14. BACS ref 7.5.24 Clwyd Pension Fund	Pension payments for May 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
15. BACS ref 8.5.24 HMRC	Payroll payments for May 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
16. DC 3.4.24 Currys Group Ltd	Printer Ink S112 Local Government Act 1972 (as amended)	£59.99 (Vat= £10.00)
17. Cheque No: 202360 Wrexham County Borough Council	Room Hire at Acton CRC on 13 March 2024 for the Staffing Committee S112 Local Government Act 1972 (as amended)	£40.00 (Vat= £0.00)
18. Cheque No 202361 Vision Ict Ltd	SSL Certificate for <a href="http://www.actoncommunity.council.gov.uk">www.actoncommunity.council.gov.uk</a> to June 2025 S58 Local Government (Democracy) (Wales) Act 2013	£60.00 (Vat= £0.00)
19. DC 4.5.24 Tesco Stores Ltd	Telephone and Stationery S112 Local Government Act 1972 (as amended)	£16.25 (Vat= £0.00)
20. BACS ref 9.5.24 Viking Office Uk Limited	Invoice 4181625 – Stationery S112 Local Government Act 1972 (as amended)	£282.26 (VAT= £47.04)
21. BACS ref 10.5.24 Zurich Municipal	Renewal insurance Policy YLL-2720431173 to 31/05/2025 S112 Local Government Act 1972 (as amended)	£ 1,246.38 (Vat= £0.00)
22. BACS ref 11.5.24 J D H Business Services Ltd	2023/24 Internal Audit Fee Accounts & Audit (Wales) regulations 2014	£407.20 (VAT=£68.20)
23. Cheque No 202362 Carole Roberts	Clerk’s Expenses for May 2024 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
24. BACS .12.5.24 Defib Store Ltd	Replacement Zoll CPR-D Padz for Expired Defibrillator pads S37 Local Government Act 1972 (as amended)	£583.20 (VAT= £97.20)

**15. PLANNING RELATED MATTERS AND 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
<p>1. <a href="#">Planning Application P/2024/0257 - Dilys o/Valid From 02/04/2024</a> 46-46A Chester Road, Wrexham, LL11 2SD change of use of building from sul generis (aesthetics clinic/beauty salon) to class c2 (residential institution)</p>	<p><i>The local County Councillor's comments on this application have been noted. The Community Council supports this application on the condition that the sub class is not changed.</i></p>
<p>2. <a href="#">Planning Application P/2024/0312 - Dilys o/Valid From 29/04/2024</a> 30, Park Avenue, Wrexham, LL12 7AH works to trees protected by tree preservation order wmbc 21</p>	<p><i>No objections subject to the Council's Arboricultural Officer being satisfied that such works are necessary to ensure the health of the tree and are carried out under his supervision and direction</i></p>
<p>3. <a href="#">Planning Application P/2024/0351 - Dilys o/Valid From 29/04/2024</a> 9 Heol Penally, Wrexham, LL12 8JT two storey side extension</p>	<p><i>No observations</i></p>

**Councillor Kevin Roberts  
Chair**

Signed as a correct record this 19<sup>th</sup> day of June 2024

\_\_\_\_\_  
Presiding Chair



**RESTATED SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2023/24 FINANCIAL YEAR:**

**1. Financial Assistance Grants**

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
1.Wrexham Allotments and Leisure Gardeners Association	Donation of £200.00 to help sponsor 2023 Annual Flower, Vegetable and Home Produce Show (Members requested they be advised of the date of the Show)	£200.00
2. Wrexham Futsal Club	Financial support to subsidise running costs and the provision of sports glasses for children whose families cannot afford the full cost of the special glasses their child needs.	£500.00
3. Wrexham Sounds Ltd	Grant to provide free “Music for Well-being” sessions to children from low-income families facing hardships during the current economic climate and who cannot afford to pay the fees they have to charge for their services	£250.00
4. SSAFA Wales	Financial contribution towards the operational costs of the Wales regional hub where specialist advisors receive calls, emails and web enquiries asking for assistance.	£200.00
5. Nightingale House Hospice	Support towards the cost of Hospice’s new In-patient Unit.	£500.00
6. Gate Hangs High Bowling Club	Financial assistance towards the repair cost of the club’s main mower which requires a new engine, estimated to cost over £1000.	£500.00
7. Cerebral Palsy Cymru	Contribution to provide extra therapists to enable the treatment of over 700 children from all over Wales who have cerebral palsy with the aim of improving their quality of life	£200.00
8. Wrexham Boxing Club	Financial Assistance to enable the purchase of new equipment and kit.	£500.00
9. KWDF Academy	Exceptional donation of £2,000 under S137 Local Government Act 1972 (as amended) towards the purchase of equipment for the Christmas Winter Wonderland event planned for St Johns/ Spider Field on 16 December 2023.	£2000.00
10. Royal British Legion	Donation to 2023 Poppy Appeal	£100.00
11. NW Nappy Collective CIC	Donation towards fuel costs incurred in assisting with the Christmas Eva Gove to Shine charity distribution in Acton Community.	£100.00
12 .Acton Rainbows	Support to subsidise annual membership fees payable to Girlguiding UK (£56 per person in 2024), to cover increased weekly rent and to continue to offer a varied programme of crafts, themed activities, challenge badges and external visits for the group	£500.00
13. Urdd Fund for all	Contribution to allow children and young people who live in poverty to have a summer holiday at one of the Urdd’s residential Centres	£200.00
14. Miners Rescue Project	It is the 90th anniversary of the 1934 Gresford Colliery Disaster in which 266 people died in 1934. A grant is sought towards the cost of design, producing and printing of leaflets and general running costs.	£500.00
15.Wrexham National Eisteddfod 2025	Support sought this year and in the next financial year, to help achieve a local target of £400,000. All contributions, big or small, will go entirely to the Wrexham Fund and to the work of the Eisteddfod locally.	£500.00
	<b>Total Donations under S137 Powers for 2023/24</b>	<b>£6,750.00</b>

Organisation	Details	Decision
<p><b>Note:</b> the Power of Wellbeing which the Council has previously relied on, was superseded by the General Power of Competence from 1 April 2022 and therefore as the Council has not declared itself to be a competent Council, there is nothing to be included for such spending under Section 137 Powers and limits during 2023/24</p>		
<p><b>2.Add Service Level Agreement spending using Section 137 Powers during 2023/24:-</b></p>		
16. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community (reduced amount due to in-year vacancy savings)	£ 8,698.42
<b>Total Additional Spending under S137 powers for 2023/24</b>		<b>£ 8,698.420</b>
<p>NB: Addendum to original stated figure on Annual Return</p> <p><b>3. Community Facilities spending using Section 137 Powers during 2023/24:-</b></p>		
17. Defib Store	Purchase of replacement children’s Pedi Pads for Defibrillator at Barkers Lane School	<b>£120.00</b>
<b>Total Additional Spending under S137 powers for 2023/24</b>		<b>£120.00</b>

**Total Spending using Section 137 Powers in 2023/24 = £ 15,568.42**

*~Updated Statement prepared by Mrs C Roberts Clerk and Responsible Financial Officer on 11 June 2024~*

**1. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 - CASUAL VACANCY – RHOSNESNI WARD**

To receive the resignation submitted on 15 May 2024 by Councillor Liz Painter 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 for the Rhosnesni Ward by Election or Co-option and be authorised to issue the relevant Public Notice(s) .

**2. SERVICE LEVEL AGREEMENT REPORTING**

i) **COMMUNITY AGENT:** Mandy Woodfine-Jones the Acton Community Agent has prepared the attached monitoring reports for April and May 2024. She will be in attendance at the meeting to present her report and answer any questions from Members.

ii) **ANNUAL INSPECTIONS OF THE THREE PLAYGROUND IN THE ACTON COMMUNITY:** To receive and consider the Annual Inspection reports for Aran Road, Ffordd Garmonydd and the Acton Park Junior Play area and determine what action if any is necessary. .(As copies have previously been circulated to Members they are not reproduced on this agenda)

## Acton Community Agent - June 2024

### Open / ongoing resident case load:

Received 8 new referrals during May.

Currently supporting 22 service users 1 to 1.

Provided information about services available within our community to 40+ residents.

### Groups sessions held so far this quarter:

- Organised 4 'Introduction to Smartphone' classes in various locations.
- Holding a weekly 'Craft / Wellbeing sessions' at Little Acton Community Centre.
- Organised Musart (Music and Art) session through Wrexham Drawing Board for established Art Group at Acton Resource Centre.

### Future group activities planned:

- AVOW and Community Agent led 'Drop In Support Session'.
- Air Fryer classes.
- Smartphone classes.
- Chair Based Exercise classes.
- Warm Wales Information Event.
- Musart by Wrexham Drawing Board.

### Supported events held by other agencies:

- AVOW Community Coffee Morning.
- Active Futures strength and balance classes.

### Introduced residents to community social groups:

- Little Acton Coffee Morning.
- Borrass Church Lunch Club.
- Purple Orchids Art Group.
- U3A activities available at Cunliffe Arms.
- Various other established social groups available in Wrexham Wellbeing Hub, Garden Village, Rhosddu.

### **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 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 £10,000 has been set aside in the estimates of Income and Expenditure for the year ended 31 March 2025 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 £10.81 per person of the Community Councils' population is permissible for 2024/25. The total number of Acton Community electors at 1 January 2024 is 10,256. 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 £110,867.36 in 2024/25), 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 are a power of last resort and the powers cannot be used to give a Grant or Financial Assistance to any one individual person. The Local Government and Elections (Wales) Act 2022 introduced the General Power of Competence, and the Power of Wellbeing can no 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 2022/23 and 2023/24.
6. To ensure a fair and equal distribution of the £10,000 budget, it has been usual practice to apportion it equally between the quarterly meetings. This equates to £2,500 per quarter for 2024/25. Members should note that an additional one off sum of £2,500 was included within the 2024/25

budget to enable a significant grant to be made towards the costs of staging the 2025 Eisteddfod at Wrexham.

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 provided will be available at the meeting. A third completed application form was received from the Friends of Bellevue Park in support of the D-Day 80 Commemorations. However, this application was withdrawn by the applicant as all costs were met and no losses made.

Members are **REQUESTED TO DETERMINE** the following applications for financial assistance:-

Organisation	Details	Decision
1. Wrexham Sounds	Grant sought to provide free” Music for Well-being” sessions to children from low-income families facing hardships during the current economic climate and who cannot afford to pay the fees the organisation have to charge for our services.	
2. Wrexham Dragons Netball Club	Grant sought to help with equipment and other costs for this new netball club, The club has indicated the following costs: club affiliation fee (£40) that would provide players with access to physio appointments should an accident occur, a fully stocked first aid kit (£50) or to provide a set of bibs (£20).	
TOTAL		

**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 June 2024 meeting.*

## APPENDIX 1

### SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2022/23 FINANCIAL YEAR:-

Financial Assistance Grants		
Organisation	Details	Decision
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
5. Borrass Park Albion Youth Football Club	Financial Assistance to support the purchase of a football kit, and equipment such as water bottles and bags.	£400.00
6. 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	£400.00
7. Wrexham Foodbank	Financial Assistance to support the purchase of food and other essentials	£350.00
8. Family Friends	Financial Assistance to allow continued support to vulnerable families in Wrexham. Currently support is being given to 17 families in the Acton Community.	£400.00
9. 1 <sup>st</sup> Acton Rainbows	Financial support to assist families with the cost of the annual membership of Girl guiding UK and termly subscriptions and to be able to offer a varied programme of craft activities, themed challenge badge work, and outings for the Rainbow Unit	£500.00
10. Wales Air Ambulance	Financial Assistance required to help fund Rapid Response Vehicles (RRV's) that are part of the operational fleet alongside Helicopters at each of the four bases across Wales. The average monthly cost is £1608 for each RRV	£100.00
11. Macmillan Cancer Support	Financial assistance required to help support people affected by cancer from diagnosis to end of life through local services including Macmillan Health Professionals based in local hospitals and the local community	£100.00
12. Backyard Beasts	Financial assistance to run several free to attend sessions helping people gain new skills and take the first steps to understanding and being more heavily involved in conservation work for themselves. In terms of helping the Acton Community Council Area it would allow people to be closer to nature at a reduced cost.	Deferred until Group is more established
13. Nightingale House Hospice	Financial Assistance to help fund the development of the new Inpatient Unit	£500.00
14. 1 <sup>st</sup> Acton Brownies	Financial support to assist payment of annual census, weekly rent, and provide resources and	£500.00

<b>Financial Assistance Grants</b>		
<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
	equipment, pay for badges, and organise visits.	
15. Wrexham Clothing Exchange	Financial Support to start up a 'library of things' where people for a small fee local residents can rent an item they would only use a small number of times. The Exchange has expanded into its own space and plans to increase sustainability and money saving offerings to the community.	£50.00
	Total Donations under S137 Powers for 2022/23	<b>£4,775.00</b>
<b>Other additional spending using Section 137 Powers</b>		
16. Defib Store	Purchase of Zoll AED Defibrillator + Lock Cabinet	£1,575.84
17. Defib Store	Purchase of Defib Lockable Cabinet	£519.84
18. M. Pryde Electrical Services	Install Power/Affix Defib Unit	£198.00
19. Royal British Legion	Donation to 2023 Poppy Appeal	£100.00
	Total other spending during 2022/23	<b>£2,393.68</b>
<p><b>Note:</b> the Power of Wellbeing which the Council has previously relied on, was superseded by the General Power of Competence from 1 April 2022 and therefore as the Council has not declared itself to be a competent Council, there is nothing to be included for such spending under Section 137 Powers and limits during 2022/23</p>		
<b>Add Service Level Agreement spending using Section 137 Powers during 2022/23:-</b>		
20. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community	£ 20,925.50
<b>Total Additional Spending under S137 powers for 2022/23</b>		<b>£ 20,925.50</b>

**Total Spending using Section 137 Powers in 2022/23 = £ 28,094.18**



**RESTATED SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2023/24 FINANCIAL YEAR:-**

**1. Financial Assistance Grants**

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
1. Wrexham Allotments and Leisure Gardeners Association	Donation of £200.00 to help sponsor 2023 Annual Flower, Vegetable and Home Produce Show (Members requested they be advised of the date of the Show)	£200.00
2. Wrexham Futsal Club	Financial support to subsidise running costs and the provision of sports glasses for children whose families cannot afford the full cost of the special glasses their child needs.	£500.00
<b>3. Wrexham Sounds Ltd</b>	<b>Grant to provide free “Music for Well-being” sessions to children from low-income families facing hardships during the current economic climate and who cannot afford to pay the fees they have to charge for their services</b>	<b>£250.00</b>
4. SSAFA Wales	Financial contribution towards the operational costs of the Wales regional hub where specialist advisors receive calls, emails and web enquiries asking for assistance.	£200.00
5. Nightingale House Hospice	Support towards the cost of Hospice’s new In-patient Unit.	£500.00
6. Gate Hangs High Bowling Club	Financial assistance towards the repair cost of the club’s main mower which requires a new engine, estimated to cost over £1000.	£500.00
7. Cerebral Palsy Cymru	Contribution to provide extra therapists to enable the treatment of over 700 children from all over Wales who have cerebral palsy with the aim of improving their quality of life	£200.00
8. Wrexham Boxing Club	Financial Assistance to enable the purchase of new equipment and kit.	£500.00
9. KWDF Academy	Exceptional donation of £2,000 under S137 Local Government Act 1972 (as amended) towards the purchase of equipment for the Christmas Winter Wonderland event planned for St Johns/ Spider Field on 16 December 2023.	£2000.00
10. Royal British Legion	Donation to 2023 Poppy Appeal	£100.00
11. NW Nappy Collective CIC	Donation towards fuel costs incurred in assisting with the Christmas Eva Gove to Shine charity distribution in Acton Community.	£100.00
12. Acton Rainbows	Support to subsidise annual membership fees payable to Girlguiding UK (£56 per person in 2024), to cover increased weekly rent and to continue to offer a varied programme of crafts, themed activities, challenge badges and external visits for the group	£500.00
13. Urdd Fund for all	Contribution to allow children and young people who live in poverty to have a summer holiday at one of the Urdd’s residential Centres	£200.00
14. Miners Rescue Project	It is the 90th anniversary of the 1934 Gresford Colliery Disaster in which 266 people died in 1934. A grant is sought towards the cost of design, producing and printing of leaflets and general running costs.	£500.00
15. Wrexham National Eisteddfod 2025	Support sought this year and in the next financial year, to help achieve a local target of £400,000. All contributions, big or small, will go entirely to the Wrexham Fund and to the work of the Eisteddfod locally.	£500.00
	<b>Total Donations under S137 Powers for 2023/24</b>	<b>£6,750.00</b>

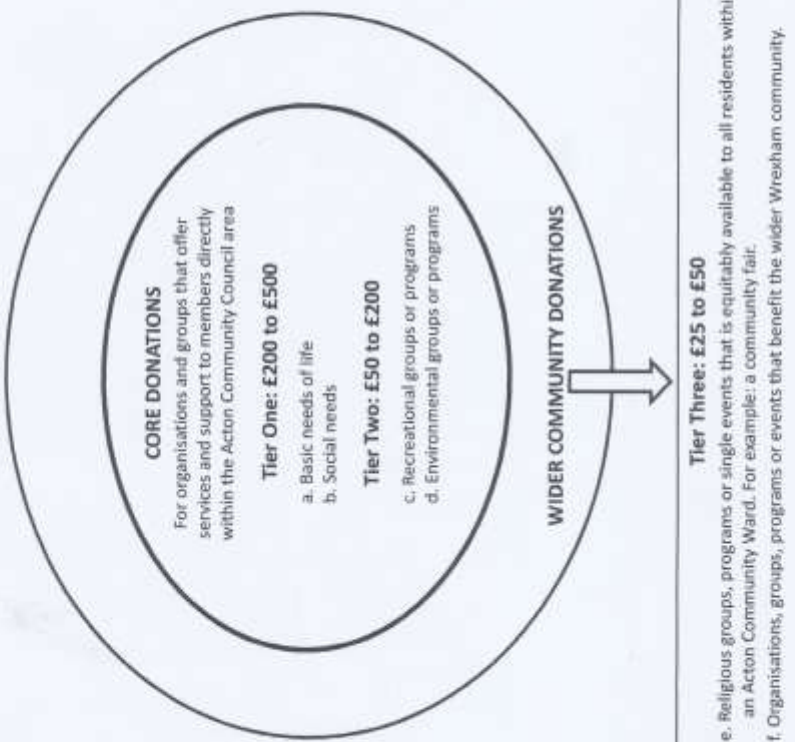
Organisation	Details	Decision
<p><b>Note:</b> the Power of Wellbeing which the Council has previously relied on, was superseded by the General Power of Competence from 1 April 2022 and therefore as the Council has not declared itself to be a competent Council, there is nothing to be included for such spending under Section 137 Powers and limits during 2023/24</p>		
<p><b>2.Add Service Level Agreement spending using Section 137 Powers during 2023/24:-</b></p>		
16. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community (reduced amount due to in-year vacancy savings)	£ 8,698.42
<b>Total Additional Spending under S137 powers for 2023/24</b>		<b>£ 8,698.420</b>
<p>NB: Addendum to original stated figure on Annual Return</p> <p><b>3. Community Facilities spending using Section 137 Powers during 2023/24:-</b></p>		
17. Defib Store	Purchase of replacement children’s Pedi Pads for Defibrillator at Barkers Lane School	<b>£120.00</b>
<b>Total Additional Spending under S137 powers for 2023/24</b>		<b>£120.00</b>

**Total Spending using Section 137 Powers in 2023/24 = £ 15,568.42**

*~Updated Statement prepared by Mrs C Roberts Clerk and Responsible Financial Officer on 11 June 2024~*

## Acton Community Council Guidelines for \$137 Grants/ Donations

(Adopted April 2019)



### ACTON COMMUNITY COUNCIL – \$137 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 - JUNE 2024**

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

NAME OF ORGANISATION: WREXHAM SOUNDS

1. NAME AND ADDRESS FOR CORRESPONDENCE:

Caroline Richards, 1 Salisbury Road, Wrexham LL13 7AS or caroline@wrexhamsounds.org

2. REASON FOR APPLYING FOR FINANCIAL ASSISTANCE?

Wrexham Sounds is seeking a grant to provide free Music for Well-being sessions to children from low-income families facing hardships during the current economic climate and who cannot afford to pay the fees we have to charge for our services. These sessions involve assessing the needs of the child and then working through the medium of music to build their confidence, personal skills and ability to express themselves. The most common reasons why families refer children and young people to us are autism, mental health issues, ADHD and additional learning needs. In 2022-2023 we delivered 69 free Music for Well-being sessions to children from hard-up families. In 2023-2024 this number has increased to 360 which has included music lesson, workshops, etc. This huge increase just highlights how greatly needed these sessions are. We are doing everything we can to raise money to make it possible for these sessions to be delivered free of charge to such families. If you can help us do this with a grant it would be greatly appreciated.

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?

Wrexham Sounds transforms disadvantaged young lives through music. Children are referred to us by local authority agency, care providers, charities, schools and families. We provide music lessons, workshops and musical activities for young people who cannot access them at school. Our services generate confidence, self-expression and social skills and improve prospects. We are based at Railbridge Court in Rhosrobin and the close proximity to Acton has meant that there have been many young people benefitting from what we offer.

4. CAN ANYONE JOIN? YES WHO CAN BENEFIT? Yes - Anyone can benefit

5. HOW MANY RESIDENTS FROM THE ACTON COMMUNITY COUNCIL AREA ARE MEMBERS OF OR BENEFIT FROM YOUR ORGANISATION? 62

6. IS YOUR ORGANISATION A REGISTERED CHARITY? NO

IF YES, PLEASE GIVE THE REGISTERED CHARITY 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? 2 staff are on the payroll backed up by a team of 15 freelancers. 2 freelance admin staff and 3 volunteer directors

ARE THEY QUALIFIED & HAVE THEY RECEIVED APPROPRIATE TRAINING AND IF APPROPRIATE, THE NECESSARY SECURITY CHECKS? All staff have Enhanced DBS checks and receive training in first aid, safeguarding, health and safety etc

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

CONTINUED OVERLEAF/

**APPLICATION FOR FINANCIAL ASSISTANCE FROM:**

**WREXHAM SOUNDS**

10. PLEASE SUPPLY COPIES OF YOUR ACCOUNTS FOR THE LAST TWO YEARS [ENCLOSED? **YES** ]  
(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: £37,524

B. DEPOSIT ACCOUNTS: None

C. OTHER INVESTMENTS: None.

12. HOW MUCH WAS YOUR ORGANISATION’S PROFIT LAST YEAR? It is expected that Wrexham Swounds will break even.

**OR** LOSS LAST YEAR? .....

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 1: £200-£500 / TIER 2: £50-£200 / TIER 3: £25-£50 Any donation would be gratefully accepted**

**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:

**Wrexham Sounds Ltd**

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

Of the £37,524 we currently hold in cash, c£12000 is free cash (unspoken for). The rest is made up of grant income ring-fenced for specific projects and monies needed to meet our overheads and direct costs

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

SIGNED: *C M Richards*

DATE: 19 April 2024.

POSITION IN ORGANISATION:

Volunteer Director

CONTACT TELEPHONE NUMBER:

07733 041025

**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: Wxm Dragons Netball Club

1. NAME AND ADDRESS FOR CORRESPONDENCE:

Rhian Penk 2 Chatsworth Drive, Wrexham, LL11 4XD

2. REASON FOR APPLYING FOR FINANCIAL ASSISTANCE?

**To help with equipment costs for our new netball club**

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?

**Our aim is to empower women to get back into playing netball, no matter if it's been a few years or even decades since they last played. We offer a friendly, supportive environment where people can come build their confidence, learn new skills, have fun and make new friends. We welcome ladies of all abilities and fitness levels and our clubs age range is from 14 to 72, we want our club to be inclusive to all. We are currently based in Glyndwr Sports Hall but from September, we will be training in Rhosnesni Sports Hall, we currently train once a week, every Friday, and compete in a netball league on Tuesdays. The club is only 4 weeks old so we are still very new but we have great plans for the future and really hope to continue to grow our club.**

4. CAN ANYONE JOIN? YES WHO CAN BENEFIT? Anyone over the age of 14

5. HOW MANY RESIDENTS FROM THE ACTON COMMUNITY COUNCIL AREA ARE MEMBERS OF OR BENEFIT FROM YOUR ORGANISATION? 5 members out of our team of 7 are residents from the ward.

6. IS YOUR ORGANISATION A REGISTERED CHARITY? NO  
IF YES, PLEASE GIVE THE REGISTERED CHARITY 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? 0 - Coaches are voluntary

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

9. IS THE WORK OF YOUR ORGANISATION SUPERVISED BY AN OFFICIAL BODY? YES

IF YES, PLEASE STATE SUPERVISING BODY: Wales Netball

**APPLICATION FOR FINANCIAL ASSISTANCE FROM: WREXHAM DRAGONS NETBALL CLUB**

10. PLEASE SUPPLY COPIES OF YOUR ACCOUNTS FOR THE LAST TWO YEARS [ENCLOSED? **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: £100 (venue hire £117.60 per month)

B. DEPOSIT ACCOUNTS: 0

C. OTHER INVESTMENTS: 0

12. HOW MUCH WAS YOUR ORGANISATION'S PROFIT LAST YEAR? N/A

**OR** LOSS LAST YEAR?

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:  
Wrexham Dragons Netball Club

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

**If our application was successful, we would be able to purchase additional items that would really help support the running of the club such as a club affiliation fee (£40) that would provide our players with access to physio appointments should an accident occur, a fully stocked first aid kit (£50) or to just provide us with a set of bibs (£20). Any support would be greatly appreciated.**

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

SIGNED: R Penk DATE: 24/05/2024

POSITION IN ORGANISATION: Chairperson

CONTACT TELEPHONE NUMBER: 07783096488

**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))**

Organisation	Details	Notes
<b>CONSULTATIONS: The 20mph Consultation by Welsh Government is referred to under Agenda item 10</b>		
<b>CORRESPONDENCE</b>		
<b>1. One Voice Wales</b>	<p><b>1. Innovative Practice Conference on Wednesday 3rd July:</b> email dated 20 May 2024 inviting Members and Clerks to this conference on 3 July 2024 at Llanelwedd.</p> <p><b>2. WEBINAR: Is the Cost-of-Living Crisis Over?:</b> email dated 20 May 2024 inviting members and clerks to this webinar on Thursday 23 May 2024 at 10am.</p> <p><b>3. New Climate Toolkit Workshops:</b> email dated 22 May 2024 with details of a Climate Toolkit and supporting workshops.</p> <p><b>4. Pre-election Period Timetable of Actions:</b> email dated 23 May 2024 with the relevant Practice Development Note attached.</p> <p><b>5. Holocaust Memorial Day 2025:</b> email dated 24 May 2024 with details of the Holocaust Memorial Day 2025.</p> <p><b>6. RECRUITMENT AND RETENTION OF CLERKS/RESPONSIBLE FINANCIAL OFFICERS:</b> email dated 20 May 2024 with the final draft version of a guide to the Recruitment, Induction and Retention of Clerks/RFO’s attached.</p> <p><b>7. JUNE, JULY, AUGUST &amp; SEPTEMBER TRAINING DATES:</b> email dated 30 May 2024 with details of the remote training sessions available to the end of September 2024.</p> <p><b>8. OVW Response to environmental principles governance and biodiversity targets consultation:</b> email dated 30 May 2024 with the response attached.</p> <p><b>9. Launch of New Biodiversity Resources:</b> email dated 24 May 2024 with information on OVW’s 3 new training events.</p> <p><b>10. Independent Remuneration Panel for Wales - Community and Town Councils - Councillor Allowances:</b> email dated 23 May 2024 with guidance and frequently asked questions from the Independent Remuneration Panel for Wales regarding Community and Town Councils - Councillor Allowances - Homeworking arrangements and consumables.</p> <p><b>11. Guidance on Working Digitally:</b> email dated 21 May 2024 with the first of two in a series of documents offering guidance on different aspects of working digitally.</p> <p><b>12. A message from LLAIS – your voice in health a social care:</b> email dated 10 June 2024 with a message from Llais with links to their Strategic Plan 2024 – 2027 and to their Annual Plan.</p>	
<b>2. 20’s Plenty for Us</b>	<b>Thanks for 20 - Acton Community Council:</b> email dated 20 May 2024 with information on the 20mph speed	



	<p>limit and the latest updates.</p> <p style="text-align: center;"><b>The Council's Instructions are requested</b></p> <p>Members should note Councillor Hardy has commented that he would not endorse the '20 is plenty' slogan as the Wag officials ask Community Councils to do.</p>	
<b>3. Wrexham CBC</b>	<p><b>1. Wrexham Council New Planning Register:</b> email dated 24 May 2024 with details of Wrexham CBC's new Planning Register.</p> <p><b>2. Tour of Britain Women's - Friday 7 June 2024:</b> email dated 24 May 2024 with information on City Centre Road Closures and parking arrangements.</p> <p><b>3. Mayor's Civic Visit to St Giles Parish Church – Sunday, 23 June 2024:</b> email dated 29 May 2024 with an invitation for 2 representatives from the Community Council to attend the Civic Service.</p>	
<b>4. Nightingale House</b>	<p><b>Request for Promotion of Nightingale House Hospice 2024 Midnight Walk:</b> email dated 30 May 2024 requesting the promotion on Social Media of the 2024 Midnight Walk.</p>	
<b>5. AVOW</b>	<p><b>Members Mailout May 2024:</b> email dated 30 May 2024 with the latest Newsletter from AVOW.</p>	
<b>6. Planning Aid Wales</b>	<p><b>Latest news from Planning Aid Wales:</b> email dated 3 June 2024 with the latest newsletter from Planning Aid Wales</p>	
<b>7. Play Wales</b>	<p><b>1. Give children more time to play on International Day of Play:</b> To mark the first ever <u>International Day of Play</u> on 11 June 2024, IPA Cymru Wales and Play Wales are calling for schools across the country to protect playtime.</p> <p><b>2. Happy International Day of Play!:</b> email dated 11 June 2024 with a link to download a new edition of <i>A play friendly school</i>, guidance for a whole school approach to supporting children's right to play.</p>	

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DOCUMENT IS RESTRICTED