

10 October 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 16 OCTOBER 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 16 October 2024](#) or use the Zoom Meeting ID: 893 4379 8970 and Passcode: 199347. Please note that the Meeting and those participating in person and online will be recorded. The business to be transacted is as set out in the agenda below.

Yours faithfully

*Carole Roberts*

Clerk and Responsible Financial Officer to the Council

## AGENDA

### 1. APOLOGIES FOR ABSENCE:

**2. PUBLIC 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(d) shall not exceed **15** minutes unless directed otherwise by the Chair of the meeting.

**3. COMMUNITY AGENT:** Rhian Jones the newly appointed Acton Community Agent has been invited to attend the meeting to give a short introduction and answer members' questions.

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

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

### 5. CONFIRMATION OF MINUTES:

1) To confirm the Minutes of the Council meeting held on 18 September 2024 (Copy attached)  
**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.

2) To receive the Minutes of the Staffing Committee held on 11 September 2024 (Copy attached)

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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 Little Acton Community Centre, The Green, Little Acton, Wrexham LL12 8BH

**6. INFORMATION FROM 18 SEPTEMBER 2024 MINUTES:**

1. **Minute 58 ii) – Replacement Tommy Statue:** Clerk to give an update

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

1. **SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011: CO-OPTION TO FILL CASUAL VACANCY BORRAS PARK WARD:** Clerk to report on any expressions of interest received.

2. **ADDITIONAL COMMUNITY GOVERNOR AT BORRAS CP SCHOOL:** To consider the filling of this vacancy.

3. **INDEPENDENT REMUNERATION PANEL WALES – DRAFT REPORT FOR 2025/26:** To consider this report. A copy of the draft report has been circulated to members separately in advance of the meeting.

4. **SERVICE LEVEL AGREEMENT – ACTON PARK RANGER:** Further to Minute 62.3 September 2-24 the Clerk will provide an update to members.

8. **KEY ACTON ISSUES:** This item provides opportunity for WCBC Members to report verbally on any new or Key Issues being considered by the County Bough Council that may affect the whole or part of the Community of Acton. (Minute 107 January 2011 refers)

9. **COMMUNITY ENGAGEMENT & PROGRESSION OF ANNUAL REPORT PRIORITIES:** The Chair and Members to provide updates on the following matters:

1. **Events at Acton Park**

2. **Progress of Annual Report Priorities:** Financial Assistance/grants; Acton Park Play areas; Little Acton Community Centre; Christmas lighting/ celebrations.

10. **REPORT FROM CLERK:** Clerk to report on Consultations and Correspondence/ other information that has been received and circulated to Members since the last meeting. Details Attached.

11. **PAYMENT OF ACCOUNTS:** To note details of any payments received, Transfers made between the Council’s Bank Accounts and the second quarter progress against the 2024/25 Budget and to authorise any outstanding debtor or other payments

12. **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):

<b>Case Number/ Address / Proposed Development</b>	<b>Decision</b>
1. <b>P/2024/1372</b> Parking and operation of 3 Private Hire Vehicles, 64 Huntsman’s Corner, Wrexham LL12 7UE	
2. <b>P/2024/1400</b> Conversion of garage to ancillary accommodation, 5 Frances Avenue, Wrexham LL12 8BL	
3. <b>P/2024/1409</b> Second storey side extension, 23 Park Avenue, Wrexham LL12 7AL	
4. <b>P/2024/1417</b> Erection of a dwelling, The Old Filling Station, Borras Park Road, Wrexham	

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

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 18 September 2024 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham.

Present:

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

\* Absent

Also Present:

Mr Trevor Coxon

PC Lee Parker, North Wales Police

Ruth Wotton-Williams and Natalie Jones, Wrexham & District Citizens Advice Bureau

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

Mr Trevor Coxon (remotely)

## 52. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. A Evans, R Hardy and Ms C Jarvis (Maternity)

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

## 53. DECLARATIONS OF INTEREST

Councillors A Gallanders, Ms B Martin, Ms H Hewitt and K Roberts all declared a personal and prejudicial interest in respect of Financial Assistance application 3. – Wrexham Premier Radio, in that the applicant was known to them. They indicated that they would withdraw from the meeting during the discussion and determination of the application.

Councillor Becca Martin also declared a personal and prejudicial interest in respect of Financial Assistance application 1. – Your Space, in that the applicants were known to her. Councillor Martin indicated that she would withdraw from the meeting during the discussion and determination of the application.

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

## 54. PUBLIC PARTICIPATION

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

## 55. CONFIRMATION OF MINUTES

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

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

2. The Minutes of the hybrid Youth Committee Meeting held on 31 July 2024 were received.

**RESOLVED – that the Minutes of the hybrid Youth Committee held on 31 July 2024 be received and noted.**

#### **56. VARIATION IN ORDER OF AGENDA**

**RESOLVED – To bring forward Agenda item 7.2 – S116 Local Government (Wales) Measure 2011 – Co-Option Of Members & Casual Councillor Vacancy in the Borrass Park and Rhosnesni Wards so as not to unnecessarily delay the applicant, Mr Trevor Coxon.**

#### **57. S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCY IN THE BORRAS PARK AND RHOSNESNI WARDS**

Members noted that just one suitably qualified person had expressed an interest in putting their name forward for co-option to fill the vacancy for Councillor the Rhosnesni Ward. No Applications had been received for the vacancy on the Borrass Park ward. 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 the Rhosnesni ward vacancy by a show of hands. The applicant

**RESOLVED – that**

- i) Trevor Coxon, of 15 Augusta Drive, The Fairways, Wrexham, be co-opted as a Member of the Community Council to fill the casual vacancy for the Rhosnesni Ward on the Council and the Clerk arrange to witness his acceptance of Office and for him to receive an Induction on his return from holiday.**
- ii) Mr Trevor Coxon be appointed to fill the vacancies on the Staffing Committee and the Youth Committee.**
- iii) The Clerk take the necessary steps to advertise and fill the remaining Casual Vacancy for the Borrass Park Ward by Co-option.**

*(Councillor A Gallanders requested that his vote against the co-option of Mr Trevor Coxon to fill the Rhosnesni Ward vacancy be recorded in the minutes)*

#### **58. INFORMATION FROM 17 JULY 2024 MINUTES**

- i) MINUTE 42 III) PROVISION OF ADDITIONAL LITTER BIN CAPACITY AT BORRAS PARK SHOPS AND AT THE NINE ACRE FIELD:** Councillor Gallanders informed Members that he had not had a response from Wrexham CBC and was suggested that the Clerk write to Wrexham CBC on behalf of the Community Council requesting an update.

**RESOLVED – that the Clerk write to Wrexham CBC seeking a progress update and arrange to add this situation as an item on the next Town and Community Council Forum agenda.**

- ii) MINUTE 43.1 DAMAGE TO TOMMY STATUE AT THE RWF MEMORIAL SITE:** The Clerk advised of three options and costings she had identified for a replacement statue. It was noted that there is no other suitable alternative location for the replacement statue.

**RESOLVED – that the Clerk as a matter of urgency proceed to order the replacement Tommy statue from the RBLI at a cost of approximately £200 and seek to ensure the replacement is in situ for the 10 November 2024 Remembrance Service at the RWF Memorial.**

- iii) MINUTE 44.2 ENVIRONMENTAL DAYS – PROVISION OF SKIPS:** Members reported that the two Environmental Days had now been held and had been very successful with an excellent turnout.

## **59. COMMUNITY POLICING MATTERS AND PROVISION OF 20MPH SPEED WARNING SIGNS**

The Chair welcomed PC Lee Parker of North Wales Police. PC Parker informed Members that the Police didn't have any major issues in the Acton Community, however, they did receive a lot of complaints about parking, and unfortunately this was not a Police matter. PC Parker confirmed that there were two new trained PCSO's in the Acton Ward. They had received training on the handheld speed monitor and would be monitoring roads in the Acton Community.

Members referred to a letter used by Gwersyllt Community Council, which was given to Residents if they have an issue. Also discussed was the provision of 20mph speed warning signs. It was agreed they are a good idea; however, this should be revisited following the current review of the 20mph speed limit in Wrexham.

### ***RESOLVED – that***

- i) The Police Officers update be noted; and***
- ii) the Clerk contact Gwersyllt Community Council to request feedback on their resident's letter.***

## **60. VARIATION IN ORDER OF AGENDA**

***RESOLVED – To bring forward Agenda item 7.3 – Service Level Agreement Reporting: Citizens Advice Bureau – Acton Outreach Service so as not to unnecessarily delay Ms Natalie Jones and Ms Ruth Wotton-Williams from the Wrexham CAB who were in attendance at the meeting.***

## **61. SERVICE LEVEL AGREEMENT REPORTING: CITIZENS ADVICE BUREAU – ACTON OUTREACH SERVICE**

The Chair welcomed Ms Natalie Jones and Ms Ruth Wotton-Williams to the meeting and thanked them for their Q1 Service Level Agreement report from April – June 2024. It was confirmed that the financial outcomes shown in the report were for the Acton Community Outreach Clients and not the whole of Wrexham.

In light of the proposed removal of the Winter Fuel Payment, members discussed other funding and support options for older people that the CAB were signposting such as Pension Credit and a Fuel Bank Vouchers. The CAB representatives discussed their increased workload and the Clerk reminded that money to support the CAB outreach workers through extra support hours was included in the current SLA and budget.

### ***RESOLVED – that***

- i) The Officers be thanked for their attendance and Q1 report;***
- ii) The Acton Outreach Citizens Advice Bureau SLA reports continue to be provided on a quarterly basis; and***
- iii) CAB Outreach Officers provide the Clerk with information that can be included on Acton Community Council's Social media.***

## **62. PROCEDURAL MATTERS**

The Clerk reported on the following procedural matters:

**1. AUGUST RECESS DELEGATED DECISIONS:** Members received and noted a schedule detailing action taken during the August Recess by the Clerk in consultation with the Chair and Vice Chair in respect of the following matters:

- i) Damaged Tommy Soldier Statue at RWF Memorial Bodhyfryd:**
- ii) Little Acton Community Centre:**
- iii) Casual Ward Vacancies For Borrass Park And Rhosnesni:**
- iv) Defibrillator Pads:**
- v) Cyber Insurance Policy:**
- vi) Premises Licence Applications Under The Licensing Act 2003:**

- vii) Payment of Accounts: to be included in the Minutes alongside the September 2024 Payments.
- viii) Planning Applications: to be included in the Minutes for this meeting.

**RESOLVED – to endorse the action taken by the Clerk in consultation with the Chair and Vice Chair during the August recess as set out in the schedule now reported.**

**2. ACTON COMMUNITY AGENT:** The Community Agent update report provided by Ian Pope, Director of Operations, The Rainbow Foundation, Penley was received and noted. The Chair updated Members on the interview he had attended. He was pleased to confirm that Rhian Jones had been appointed as the Acton Community Agent.

The present position was noted.

**3. ACTON PARK RANGER:** The Clerk had highlighted the SLA runs to 31 March 2026 and the job advert had been amended to reflect this. Wrexham CBC will conduct the interviews without input from Acton Community Council.

**RESOLVED – that the Clerk contact Wrexham CBC for an update on the filling of this vacancy and operation of the Acton Park Ranger SLA during the summer months and report back to the next Meeting.**

**4. COMMUNITY DEFIBRILLATORS:** The Clerk provided an update to Members on defibrillator pads used or replaced during the August Recess and the donation to the St John Ambulance of expired pads for training purposes.

**RESOLVED – to endorse the action taken by the Clerk to ensure the defibrillators were available 24/7 in the Community.**

### **63. ANNUAL ACCOUNTS 2023/24**

The Clerk updated Members with regard to her additional workload preparing for the 2023/24 detailed External Audit. It was noted the Auditor’s deadline for submission of documents had been met.

**RESOLVED – that the update be received and noted.**

### **64. FINANCIAL ASSISTANCE**

Members considered the Clerk’s report detailing the Council’s Policy to apportion the annual £10,000 budget equally between each of the quarterly meetings. It was noted an additional £2,500 had been included this year for a one-off large grant for the 2025 Wrexham Eisteddfod. Members then proceeded to consider the five applications received during the present quarter and whether the Council wished to make a grant to the applicants under the provisions of Section 137 of the Local Government Act 1972. Regards was given to the number of Acton residents catered for by each of the applicants.

**RESOLVED – that the following Financial Assistance grants be made under the Council’s Powers contained in Section 137 of the Local Government Act 1972 (as amended) :-**

<b>Organisation</b>	<b>Details</b>	<b>Decision</b>
1. Your Space	Grant to support the opportunities and activities for children and young people with autism and or other related neuro diverse conditions. In particular financial assistance to restart the popular Teens Club, following the end of Lottery Grant funding. *see declaration below	£500
2. Nightingale	Contribution towards the cost of an electrocardiogram (ECG) machine as	£500

House Hospice	currently the Hospice does not have an ECG machine and this would be a new piece of equipment.	
3. Wrexham Premier Radio	Grant to support essential work to this Radio Station established in 2020, broadcasting 24/7 from its Studios in Eagles Meadow shopping centre, and run entirely by volunteers. ** see declarations below (NB: Councillor P Lloyd presided over the meeting for determination of this item)	£100
4. Cerebral Palsy Cymru	Grant towards extra therapists to enable them to treat over 700 children from all over Wales who have cerebral palsy with the aim of improving their quality of life.	£200
5. Gate Hangs High Bowling Club	Grant to assist with Membership and Match fees. In addition the purchase of fertilizer and dressing for the Green which is in need of repairs and maintenance. The work will be carried out by the Members.	£350
<b>TOTAL</b>		<b>£1,650</b>

*\*Councillor Becca Martin having declared a personal and prejudicial interest in respect of this application as the applicants were known to her withdrew from the meeting during the discussion and determination of the application.*

*\*\* Councillors A Gallanders, Ms B Martin, Ms H Hewitt and K Roberts having all declared a personal and prejudicial interest in respect of this application as the applicants were known to them, withdrew from the meeting during the discussion and determination of the application.*

## **65. KEY ACTON ISSUES**

1. Roadworks: Members noted the ongoing issue of roadworks in the Acton Community.
2. Management of Parks and Play areas: There had also been a change in the person, within Wrexham CBC, responsible for the Parks and Play areas in the Acton Community.
3. Funding shortfalls for CCTV provision within Wrexham CBC: Members noted that this Community Council already funds the control room linked CCTV camera within this area. It was expected that Community Councils may be asked to provide new additional funding towards CCTV camera in their area.

The present position was noted.

## **66. COMMUNITY ENGAGEMENT AND PROGRESSION OF ANNUAL REPORT PRIORITIES**

1. **EVENTS AT ACTON PARK:** Members noted that there were less events taking place since the Park Ranger had left, however there was a Halloween event taking place on 31 October 2024.

### **2. PROGRESS OF ANNUAL REPORT PRIORITIES:**

- 1) **ACTON PARK PLAY AREAS:** Wrexham CBC Officer, Kerry Williams, had been in touch with the Clerk suggesting a Teams meeting, which the Clerk had agreed to. However, the Clerk was now awaiting details of the meeting from Kerry Williams. It was suggested that Councillors Becca Martin, Andy Gallanders, Kevin Roberts and Salli Edwards be included in any Teams meetings to discuss this matter, if they are available.

Since their refurbishment, the tennis courts at Acton Park were in use nearly every day. Residents had enquired about the provision of a bench. It was also noted that trees were overhanging the courts and fallen leaves make the ground slippery.

2) **CHRISTMAS LIGHTS:** Members discussed the potential to place Christmas lights in the windows of Maesydre Powerhouse.

**RESOLVED – that**

- i) **Councillor Martin enquire with Wrexham CBC if planning permission is required to place Christmas themed lights internally in the windows of Maesydre Powerhouse; and**
- ii) **In the meantime the Clerk investigate the cost of purchasing secondhand Christmas lights capable of being left on timers.**

3) **LITTLE ACTON COMMUNITY CENTRE:** The Chair updated Members on the increasing number and types of groups that were now accessing the Centre.

4) **CHRISTMAS CELEBRATIONS:** Members discussed the different venues and options for putting on a Christmas Lunch for residents. Continuation of Given to Shine and running of a Toy Drive was also discussed.

**RESOLVED – that the Chair make enquiries at different venues and obtain costings and report back to a subsequent meeting.**

## 67. 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
<b>CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations</b>	
<b>1. Ty Pawb</b>	<b>Ty Pawb – Your Voice in our Future:</b> email dated 15 August 2024 asking for ideas on making Ty Pawb greener and options to change the use of the top floor car parking areas. <b>Members to respond individually</b>
<b>CORRESPONDENCE</b>	
<b>2. One Voice Wales</b>	<p><b>1. Keep Wales Tidy - Free garden packages:</b> email dated 26 July 2024. Keep Wales Tidy is giving away free starter garden packages to local communities and organisations from our Local Places for Nature scheme. Complete the application form on the Keep Wales Tidy website: <a href="http://www.keepwalestidy.cymru/nature">www.keepwalestidy.cymru/nature</a></p> <p><b>2. TRAINING DATES - JULY, AUGUST &amp; SEPTEMBER:</b> email dated 24 July 2024 with the latest training dates provided by One Voice Wales.</p> <p><b>3. Presentation by Audit Wales to Larger Councils Committee:</b> email dated 23 July 2024 with the presentation done by Audit Wales in April 2024 attached.</p> <p><b>4. Announcement: Launch of the Digital User Community for Community and Town Councils:</b> email dated 19 July 2024 announcing the launch of a new Community of Practice for Community and Town Councils. This initiative aims to foster collaboration, innovation and help council staff and members share knowledge, address common challenges, and advance collective expertise in leveraging digital approaches to serving our communities.</p> <p><b>5. One Voice Wales / News Bulletin:</b> email dated 7 August 2024 with the latest One Voice Wales News Bulletin.</p> <p><b>6. Vacancy: Senior Policy Manager – Public Sector Employers:</b> email dated 6 August 2024 with details of this vacancy.</p> <p><b>7. Introduction to Eden Project Community Action Online Course:</b> email dated 12 August 2024 with details of a 6 week online course commencing 18 September 2024. The email has a promotion pack and newsletter attached.</p> <p><b>8. Free resources to help tackle fly-tipping in your communities:</b> email dated 19 August 2024 with information and a toolkit on combatting fly tipping in the community.</p>



	<p><b>9. VE DAY 80 - 'A SHARED MOMENT OF CELEBRATION' - 8TH MAY 2025:</b> email dated 16 August 2024 with information on the plans to celebrate VE Day on 8 May 2025.</p> <p><b>10. Exciting news – FREE top-up garden packages:</b> email dated 16 August 2024 with details of how to apply for these top-up packages.</p> <p><b>11. How can we support you - Tenovus Cancer Care:</b> email dated 14 August with an advice leaflet from Tenovus on their Cancer Care Support Services.</p> <p><b>12. Bionet Awards 2024:</b> email dated 23 August 2024 with information on the new Bionet Awards 2024.</p> <p><b>13. 20-11-2024 JOINT OVW/SLCC EVENT:</b> email dated 9 September 2024 with details of this online event. The Clerk and Admin Assistant attended this online conference last year and found it very useful.</p> <p><b>14. One Voice Wales National Conference 16 October 2024:</b> email dated 4 September 2024 with details of this event at the Royal Welsh Showground.</p> <p><b>15. Important: Practice Development Note 8 Code of Conduct: Members and Officers:</b> email dated 10 September 2024 with this note attached which addresses important issues around the Code of Conduct.</p> <p style="text-align: right;"><i>Above information noted</i></p>
<b>3. Play Wales</b>	<p><b>1. New Playwork – what's so special? Information sheet:</b> email dated 23 July 2024 with details of this new information sheet and a link to download it.</p> <p><b>2. How Play supports children’s mental health:</b> email dated 12 August 2024 with details of a new issue of Focus on Play which considers the crucial role of children’s play in promoting positive mental health.</p> <p><b>3. August e-bulletin:</b> email dated 15 August 2024 containing August’s e-bulletin.</p> <p><b>4. Playing and Being Well: Research into practice:</b> email dated 4 September 2024 with details of the National Conference on the 21 November 2024 in Cardiff.</p> <p style="text-align: right;"><i>Above information noted</i></p>
<b>4. Wrexham CBC</b>	<p><b>1. Mayor's Charity Dinner Dance – 04.10.24:</b> email dated 19 July 2024 with an invitation attached to the Mayor’s Charity Dinner Dance.</p> <p><b>2. Remembrance Service 10.11.24: Email dated 12 September 2024 with an invitation for the Community Council to be represented at the Remembrance Service being held on Sunday 10 November 2024.</b></p> <p><b>RESOLVED – that</b></p> <p><b>i) Councillors B Baldwin, A Gallanders and K Roberts to attend the service on Sunday 10 November</b></p> <p><b>ii) The Chair be requested to obtain costs for a wreath and report back to the next meeting.</b></p>
<b>5. Planning Aid Wales</b>	<p><b>1. Book onto our Autumn Training:</b> email dated 2 August 2024 with details of the latest planning training.</p> <p><b>2. Why volunteer with Planning Aid Wales:</b> email dated 12 August 2024 looking to recruit volunteers.</p> <p><b>3. Upcoming conference in partnership with TPAS Cymru:</b> email dated 15 August 2024 with details of their Placemaking with People Conference on 12 September 2024.</p> <p><b>4. Book onto our Autumn Training:</b> email dated 9 September 2024 with details of the latest planning training.</p> <p style="text-align: right;"><i>Above information noted</i></p>
<b>6. AVOW</b>	<p><b>1. Members Mail out July 2024:</b> email dated 31 July 2024 with the latest newsletter from AVOW</p> <p><b>2. Wrexham Food Partnership – Small Grant Programme Information:</b> email dated 7 August 2024 with details of a small grants from £300 - £3000 for delivering projects such as social supermarkets, community cafes.</p> <p><b>3. Members Mail out August 2024:</b> email dated 29 August 2024 with the latest</p>

	newsletter from AVOW <b>4. Emergency First Aid At Work Training:</b> email dated 23 August with details of courses being held in Oct, November and December 2024. <i>Above information noted</i>
<b>7. Traffic Wales</b>	<b>North Wales Autumn Cyclic Maintenance Notification of Works:</b> email dated 5 August 2024 with details attached of planned dual carriageway closures from 12/08/2024 – 15/11/2024. <i>Information noted</i>
<b>8. Llais Cymru</b>	<b>IMPACT – Llais monthly external newsletter:</b> email dated 9 August 2024. Monthly newsletter from Llais Cymru. <i>Information noted</i>
<b>9. Citizens Advice</b>	<b>Invite to Citizens Advice Wrexham Celebrations - 2<sup>nd</sup> September 2024:</b> email dated 15 August 2024 with an invitation to attend the 85 Anniversary Celebrations. <i>Information noted</i>

## 68. VARIATION OF AGENDA AND EXCLUSION OF PRESS AND PUBLIC

**RESOLVED – to**

- i) bring forward Agenda items: 16 LITTLE ACTON COMMUNITY CENTRE and 17 MEMORIAL HALL BODHYFRYD so as allow all Members to take part in the discussions.**
- ii) exclude the press and public 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.**

## 69. MEMORIAL HALL, BODHYFRYD

Members discussed the future plans for this building following an email from Andrew Harradine, Wrexham CBC. It was noted there are potentially plans to re-develop the site in the future.

**RESOLVED – that the Clerk responds to Andrew Harradine informing him that Acton Community Council will keep a watching brief and wishes to be included and consulted on any future plans for the Memorial Hall and its site.**

## 70. LITTLE ACTON COMMUNITY CENTRE

Members discussed the contents of the Surveyor’s report on the Community Centre and the potential cost of repairs and maintenance to the building, noting that it was unlikely that Wrexham CBC would be able to fund the repairs. The Clerk informed members that she had received an email regarding an MPLC license at a cost of £326pa. Reference was also made to the importance of internet provision for the Community Centre

**RESOLVED – that**

- i) the Clerk proceed to make enquiries about the MPLC license to see if it was a necessity.; and**
- ii) The Task and Finish Group for the Little Acton Community centre meet to progress the work and obtain costings needed to complete the 25 Lease arrangements for this Community Centre.**

## 71. PRESS AND PUBLIC

**RESOLVED- that the Press and Public be readmitted to the meeting.**

## 72. PAYMENT OF ACCOUNTS

The Clerk reported on payments received and bank charges made since 17 July 2024, which included a 2<sup>nd</sup> Precept payment of £ 75,296.67 on 31 July 2024 and Deposit Account interest to 9 September 2024 of £1,032.42. Authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below was requested.

**RESOLVED – To approve the payments made in August and September 2024 as set out in the schedule below:-**

**AUGUST 2024**

<b>Voucher/Payment Ref &amp; Payee</b>	<b>Details</b>	<b>Amount</b>
52. BACS ref 31.8.24 Carole Roberts	Salary and office expenses for August 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)
53. BACS ref 32.8.24 Michelle Williams	Salary for August 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)
54. BACS ref 33.8.24 Clwyd Pension Fund	Pension payments for August 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
55. BACS ref 34.8.24 HMRC	Payroll payments for August 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
56. BACS ref 35.8.24 Rainfords Surveyors	Inspection of Little Acton Community Centre & Condition Survey Report prior to undertaking a Leasehold agreement S19 Local Government (Miscellaneous Provisions) Act 1976	£900.00 (Vat= £0.00)
57. BACS ref 36.8.24 Wreccsam Recycled Ltd	Little Acton Environment Day 10/7/24 – Skip Hire Costs S4 Litter Act 1983 + S19 Local Government (Miscellaneous Provisions) Act 1976	£836.40 (Vat= £139.40)
58. BACS ref 37.8.24 A J Gallagher Insurance	Cyber insurance Renewal 28/8/24 – 27/8/25 S112 + S140 Local Government Act 1972 (as amended)	£367.36 (Vat= £0.00)
59. DC 7.7.24 Tesco Stores Ltd	Telephone/ Stationery Costs S112 Local Government Act 1972 (as amended)	£55.65 (Vat= £3.84)
60. Cheque No 202368 Carole Roberts	Clerk's Expenses for August 2024 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
61. BACS ref 38.8.24 Eisteddfod Genedlaethol Cymru	Replacement payment for lost/stopped cheque 202354 (Voucher156 – 23/24 refers) S137 Local Government Act 1972 (as amended)	£500.00 (VAT =£0.00)
<b>SEPTEMBER 2024</b>		
62. BACS ref 39.9.24 Carole Roberts	Salary and office expenses for September 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)
63. BACS ref 40.9.24 Michelle Williams	Salary for September 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)
64. BACS ref 41.9.24 Clwyd Pension Fund	Pension payments for September 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
65. BACS ref 42.9.24 HMRC	Payroll payments for September 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
66. BACS ref 43.9.24 Wrexham County Borough Council	Supply Replace Swing anti-wrap bars bushes shackles & 2x Flat Seats @ Aran Road S19 Local Government (Miscellaneous Provision) Act 1976	£254.02 (Vat= £42.34)

67. BACS ref 44.9.24 Wrecsam Recycled Ltd	Acton Environment Day 6/8/24 – Skip Hire Costs S4 Litter Act 1983 + S19 Local Government (Miscellaneous Provisions) Act 1976	£728.40 (Vat= £121.40)
68. BACS ref 45.9.24 Wrecsam Recycled Ltd	Maesydre Environment Day 20/8/24 – Skip Hire Costs S4 Litter Act 1983 + S19 Local Government (Miscellaneous Provisions) Act 1976	£674.40 (Vat= £112.40)
69. BACS ref 46.9.24 Carole Roberts	Clerk’s Expenses for September 2024 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
70. Cheque No 202369 Your Space	Financial Assistance Grant S137 Local Government Act 1972 (as amended)	£500.00 (Vat= £0.00)
71. Cheque No 202370 Nightingale House Hospice	Financial Assistance Grant S137 Local Government Act 1972 (as amended)	£500.00 (Vat= £0.00)
72. Cheque No 202371 Premier Radio CIC	Financial Assistance Grant S137 Local Government Act 1972 (as amended)	£100.00 (Vat= £0.00)
73. Cheque No 202372 Cerebral Palsy Cymru	Financial Assistance Grant S137 Local Government Act 1972 (as amended)	£200.00 (Vat= £0.00)
74. Cheque No 202373 Gate Hangs High Bowling Club	Financial Assistance Grant S137 Local Government Act 1972 (as amended)	£350.00 (Vat= £0.00)
<b>Chairs Charity Account -</b>		
CCA3-24/25- Cheque No 100050 Meet me in the morning	Reimbursement Tea/coffees for Acton Park Volunteers May – July 2024 S15 Local Government Act 1972 (as amended)	£126.70 VAT = £0.00
CCA-24/25- Cheque No 100051 Wrexham & District Bowling Club	Prize money donation for Burton Cup – September 2024 S15 Local Government Act 1972 (as amended)	£100.00 VAT = £0.00

### 73. 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
<b>1. P/2024/1249</b> Householder planning permission 19 Cherryhill Drive, Wrexham LL12 7TU extension to garage	Received during August Recess – <b>No observations</b>
<b>2. P/2024/1163</b> Full planning permission Co Operative Stores Ltd 34 Borrass Park Road, Wrexham LL12 7TH Installation of replacement windows to Front Elevation	Received during August Recess – <b>No observations</b>
<b>3. P/2024/1315</b> 3 Ffordd Dyfed, Wrexham LL12 7EF Replacement of existing 2M Fencing with 2.5M Fencing	<b>No observations</b>
<b>4. P/2024/1166</b> 127 Herbert Jennings Avenue, Acton, Wrexham LL12 7YT ERECTION OF PORCH AND FORMATION OF VEHICULAR ACCESS	<b>No observations</b>

### 74. EXCLUSION OF PRESS AND PUBLIC

**RESOLVED – that the press and public be excluded from the Meeting during consideration of the next item of urgent 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.**

**75. URGENT ITEM- PARK LODGE**

The Chair was of the opinion that this matter should be discussed as an urgent item of business as it would be unnecessarily delayed if held over to the next meeting

Members referred to recent social media reports about this Grade 2 listed building situated within the curtilage of Acton Park and discussed potential uses for this building being mindful that Wrexham CBC is still considering its future use and ownership. Members were mindful this building is what makes the Acton Community unique.

***RESOLVED - that the local member Councillor B Martin keep the Community Council informed so it can be included in any plans going forward.***

***Councillor Kevin Roberts  
Chair***

**Signed as a correct record this 16<sup>th</sup> day of October 2024**

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**Presiding Chair**

DOCUMENT IS RESTRICTED

Organisation	Details	Notes
<b>CONSULTATIONS: Members are requested to consider and submit any comments they may wish to make on the undermentioned Consultations</b>		
<b>1. One Voice Wales</b>	<p><b>1. Senedd Inquiry into the role, governance and accountability of the Community and Town Council Sector:</b> email dated 8 October 2024. One Voice Wales are inviting Councils to submit their views by the 18 October 2024. Working documents detailing the issues are attached to the email.</p> <p><b>2. Infrastructure (Wales) Act 2024 – Publication of Consultation Paper:</b> email dated 20 September 2024 with a link to this consultation <a href="#">Implementing the Infrastructure (Wales) Act 2024   GOV.WALES</a> The closing date for responses is the 13 December 2024.</p> <p><b>3. Consultation: Scrutiny of the Welsh Government Draft Budget 2025-26:</b> email dated 23 September 2024. The Committees of the Welsh Parliament are seeking information to inform their scrutiny of the <u>Welsh Government Draft Budget 2025-26</u>. Anyone wishing to contribute can do so by submitting a formal response to the <u>consultation</u> by <b>29 November 2024</b>.</p> <p style="text-align: center;"><b>Members instructions are requested upon any responses it wishes the Council to make</b></p>	
<b>2. Independent Remuneration Panel for Wales</b>	<p><b>Independent Remuneration Panel for Wales – Draft Annual Report 2025-2026:</b> email dated 4 October 2024 with a link to the <a href="#">Independent Remuneration Panel for Wales: draft annual report 2025 to 2026   GOV.WALES</a>. <b>Members instructions are requested upon any responses it wishes the Council to make</b></p>	
<b>CORRESPONDENCE</b>		
<b>3. AVOW</b>	<p><b>1. AVOW AGM Announcement and Booking:</b> email dated 18 September 2024 inviting attendance at the AVOW AGM.</p> <p><b>2. AVOW Members Mail out September 2024:</b> email dated 30 September 2024 with the latest Members Mail out for September.</p> <p><b>3. AVOW AGM Agenda:</b> email dated 3 October with their Agenda attached.</p>	
<b>4. One Voice Wales</b>	<p><b>1. News from the Cost of Living Crisis Support Team:</b> email dated 24 September 2024 with the Autumn Newsletter from the Cost of Living Crisis Support Team.</p> <p><b>2. Mentrau Iaith – Gwreiddiau Gwyllt Project:</b> email dated 26 September with links and information about</p>	

	<p>the Mentrau Iaith project – Gwreiddiau Gwyllt. This project aims to promote and expand the use of Welsh language terminology in biodiversity and ecology.</p> <p><b>3. Help to achieve a Guinness World Record:</b> email dated 27 September 2024 with information on how you can support this event on 10 October 2024.</p> <p><b>4. Invitation to Participate in the Rural Housing Action Guide for Wales Project Online Survey:</b> email dated 2 October 2024. The deadline for responding to this survey is 11 October 2024.</p> <p><b>5. JOIN NOW - Next Pethau Bychain Meeting:</b> email dated 8 October 2024. Pethau bychain is the One Voice Wales Nature Hwb for Community and Town Councils across Wales. Members are invited to register if they wish to attend any meetings.</p>	
<b>5. Wrexham CBC</b>	<p><b>1. Monthly event listing:</b> email dated 25 September 2024 with the latest monthly events list.</p> <p><b>2. Wrexham Town and Community Council Forum - Future Dates:</b> email dated 2 October 2024 with the dates of future meetings.</p> <p><b>3. What's On At Ty Pawb – October:</b> email dated 3 October with events listings for Ty Pawb, Wrexham.</p>	
<b>6. Play Wales</b>	<b>Play Wales publications Summer 2024:</b> email dated 24 September containing links to the latest publications from Play Wales.	
<b>7. Planning Aid Wales</b>	<b>Latest news from Planning Aid Wales:</b> email dated 26 September 2024 with the latest news from Planning Aid Wales.	
<b>8. Llais Cymru</b>	<b>Emergency Care Survey:</b> email dated 4 October 2024 with a link to <a href="http://www.haveyoursayllaiscymru.com/how-was-your-emergency-care">www.haveyoursayllaiscymru.com/how-was-your-emergency-care</a>	



**AGENDA ITEM 11**  
**Q2 Bank Reconciliation and progress against the budget**

A separate pdf document will be published on the Council's website