

12 April 2023

Dear Councillor

You are summoned to attend a **HYBRID** meeting of **ACTON COMMUNITY COUNCIL** to be held in accordance with Local Government and Elections (Wales) Act 2021 on **TUESDAY 18 APRIL 2023** at **6.30pm**. The Meeting will be held in the **TRAINING ROOM** at **ACTON COMMUNITY RESOURCE CENTRE**, Overton Way, Acton, Wrexham, LL12 7LB.

For anyone unable to attend the meeting in person you can join the Zoom Meeting online by using this [hyperlink to join the Hybrid Council meeting on 18 April 2023](#) or use the Meeting ID: 890 2576 2885 and Passcode: 508271. Please note that the Meeting and those participating in person and online will be recorded. The business to be transacted is as set out in the agenda below.

Yours faithfully

Carole Roberts

Clerk and Responsible Financial Officer to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

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

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

4. **CONFIRMATION OF MINUTES:** To confirm the Minutes of the Council meeting held on 21 February 2023 (Copy attached)

5. INFORMATION FROM 21 MARCH 2023 MINUTES:

1. **CORE OBJECTIVES & PRIORITIES FROM 2023/24 ONWARDS:** To receive an update on further arrangements for a workshop to enable consideration of the Council term's requirements.

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

7. **ANNUAL ACCOUNTS 2022/23:** To consider and approve the Year End Bank Reconciliation and spending progress against the 2022/23 Budget. (Copy to be circulated separately) and to note the arrangements for the internal and External Audit of the Council's Accounts for the year ended 31 March 2023 in accordance with the Accounts And Audit (Wales) Regulations 2014.

8. **COMMUNITY ENGAGEMENT:** To receive an update from the Chair

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

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

10. ITEMS PLACED ON THE AGENDA AT THE REQUEST OF MEMBERS:

- 1. Councillor Philip Lloyd:** 100th year centenary of Acton school , to inform the Council of the upcoming anniversary and to request that the Community Council help with a donation for the Celebration,
- 2. Councillor Becca Martin:**
 - i) formation of an Events Committee to work with the Park Ranger on creating large public events/fun days in Acton park and possibly 9 acre field
 - ii) contributions to the cost of skip hire on council environmental days so all residents are able to use them as opposed to just council tenants.
- 3. Councillor Andy Gallanders – 9 Acre Field –** to discuss the taking over the asset that is 9acre playing field for the use of the public

11. REPORT FROM CLERK: Clerk to report on Conference attendance, correspondence, consultations and other information that has been received since the last meeting. Details attached.

12. PAYMENT OF ACCOUNTS: To note details of any payments received and authorise any outstanding debtor or other payments and to give approval for replenishing the Council’s current account.

13. PLANNING RELATED MATTERS AND APPLICATIONS: To consider any comments the Council may wish to make on any applications made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

Planning Applications	Decision
1. Planning Application P/2023/0123 - Valid From 01/03/2023 :9 Ffordd Aled, Wrexham, LL12 7PP - single storey side extension	

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

Minutes of the hybrid Meeting of Acton Community Council held on Tuesday 21 March 2023 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor Kevin Roberts (Chair)

“ W Baldwin
“ Ms L Balmain *
“ Mrs. C Bettley *
“ M Davies
“ R Davies
“ Ms S Edwards
“ Mrs. A Evans *

Councillor R Hardy (Vice Chair)

“ A Gallanders
“ Ms H Hewitt
“ Ms C Jarvis
“ P Lloyd
“ Ms. B Martin
“ Mrs. D Wallice
1 Vacancy

* Absent

Also Present:

Emily Moreton, Chief Executive & Ruth Wotton Williams, Case Worker, Wrexham & District Citizens Advice Bureaux

PC Lee Parker, Acton Sector Team, North Wales Police

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

147. APOLOGIES FOR ABSENCE

Apologies for absence were received due to sickness from Councillors Ms L Balmain, Mrs. C Bettley and Mrs. A Evans

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

148. DECLARATIONS OF INTEREST

Councillor Andy Gallanders declared a personal interest in respect of Financial Assistance Application 5. - Backyard Beasts being a personal friend of the applicant and indicated he 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 meeting.

149. PUBLIC QUESTIONS

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

150. CONFIRMATION OF MINUTES

The Minutes from the remote Council Meeting held on 21 February 2023 were received.

RESOLVED – that the Minutes of the Council Meeting held on 21 February 2023 be received and confirmed as a correct record.

151. INFORMATION FROM THE MINUTES

1. CORE OBJECTIVES & PRIORITIES FROM 2023/24 ONWARDS: The Clerk gave details of the workshop which will be facilitated by Councillor Balmain on 29 March 2023 at 6.30pm. It will take

place at Little Acton Community Centre. Councillors will be informed of any changes to this schedule by Monday 27 March 2023.

- 2. MINUTE 138 COMMUNITY POLICING MATTERS** – PC Lee Parker advised that PC Nicola Gaskell had sought clarification on the Community Council’s request for information regarding domestic abuse statistics. Councillor Salli Edwards advised why the statistics would be relevant to Acton Community Council and their priorities.

RESOLVED – that PC Parker provide the additional feedback to PC Gaskell to enable her to give a formal response in due course.

- 3. MINUTE 137 ACTON PARK RANGER** – The Clerk confirmed that there had been no further contact from Mr. Kerry Williams, Wrexham CBC Head of Service, since the Council Meeting on 21 February 2023. The present position was noted.

152. COMMUNITY POLICING MATTERS

The Chair welcomed PC Lee Parker to the Meeting. PC Parker introduced himself to Members and gave an update on changes to the number of PCSO’s in the Wrexham area and his work in the Acton Community area. In particular Members noted that PCSO Tom Jones had moved on from this role within the Acton Sector Team.

RESOLVED – that PC Parker passes on the Council’s congratulations to PCSO Tom Jones and thanks for his work in the Acton Community.

153. ACTON OUTREACH ADVICE SERVICE LEVEL AGREEMENT

The Chair welcomed Emily Morton, the new Chief Executive of the Wrexham & District Citizens Advice Bureaux and Ruth Wotton Williams, Case Worker for the Acton Outreach Service. A report was tabled at the meeting setting out the latest quarterly statistics. Members agreed that anonymized case studies would be beneficial. It was noted that the Outreach Service is now being actively advertised on social media and numbers of attendees are increasing. The Clerk confirmed that Acton Community Council would be entering into another three-year Service Level Agreement. Noting the increasing numbers of clients, Members discussed adding an option for up to 10 additional hours per month into the Service Level Agreement from 1 April 2023. The Clerk reminded Members that the 2023/24 Budget for this Service Level Agreement had been agreed at the December 2022 meeting, as part of setting the precept requirements for 2023/24.

RESOLVED – that

- i) the Officers be thanked for their attendance and report;***
- ii) the Acton Outreach Citizens Advice Bureaux Service Level Agreement reports continue to be provided on a quarterly basis in the format presented to the meeting;***
- iii) future reports also include anonymized case studies; and***
- iv) an option to provide for up to ten additional hours per month be included in the Service Level Agreement from 1 April 2023 to cater for the increase in client numbers.***

154. PROCEDURAL MATTERS

- 1. SECTION 116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY BORRAS PARK WARD:** The Returning Officer had confirmed to the Clerk that there had been no response to the Notice inviting electors to call an election to fill the Casual Councillor Vacancy in the Borrass Park ward. The Community Council must now arrange to fill the vacancy by co-option. It is a legal requirement to advertise the vacancy.

RESOLVED – that

- i) *The Clerk proceed to advertise by Public Notice, the Council's intention to fill this Casual vacancy in the Borrás Park ward through co-option and nominations from eligible persons will be considered at the Annual Community Council meeting to be held on 16 May 2023*
 - ii) *Members of the Community Council circulate and promote links to the Notice of Co-Option via their Social Media channels.*
2. **ONE VOICE WALES – TRAINING NEEDS SURVEY:** The Clerk went through the Survey questions with Members and noted their responses.

RESOLVED – that the Clerk complete the Training Needs Survey with Member's responses and submit to One Voice Wales by the closing date.

3. INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) ANNUAL REPORT FEBRUARY 2023:

In accordance with the requirements of Section 147 of the Local Government (Wales) Measure 2011, notification received on 27 February 2023 confirmed that the IRPW's Annual Report, February 2023 has been sent to the Minister for Housing and Local Government and other interested parties. The report can be viewed by using the following link: [Independent Remuneration Panel for Wales - Annual Report - February 2023](#) It was noted that all other Determinations set out in the 2022 to 2023 [Annual Report](#) of the Panel remain valid and should be applied. In accordance with the request of the Panel, the Clerk made members aware of the content of the report.

Clarification: The Panel have clarified that the Extra Costs Payment is mandatory for all Members in Groups 1 to 5. At Table 12 on page 54 of the 2022 annual report this payment states that this is optional for Group 5 Councils - this is mandated to members of all five Groups within the Town and Community Council sector.

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- payments for undertaking senior roles
- contributions towards costs of care and personal assistance
- reimbursement of travel and subsistence costs
- compensation for financial loss
- attendance allowance
- co-opted members

It was noted that there is provision within the 2023/24 budget to meet some of the costs arising from implementation and payment of the payments contained for Group 2 in Determination 4.

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

RESOLVED – to receive and accept the Annual Report – February 2023 of the Independent Remuneration Panel and to note the range and maximum Allowances payable for Community and Town Councils in Group 2 as apply to Acton Community Council for the Financial Year 2023/24 and confirm the Council has considered and applied the Remuneration Framework by its relevant Group as set out below.

Group 2	(Electorate 10,000 to 13,999)
Extra Costs Payment	Mandatory for all members
Senior Role Payment Mayor or Chair	Mandatory for 1 member; optional up to 5
Deputy Mayor or Vice Chair	Optional
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal assistance	Mandatory

1. EXTRA COSTS PAYMENT: To note this mandatory requirement and to make available a Basic payment to each member of £156 pa as a contribution to costs and expenses unless they advise the appropriate Officer that they do not want to take it in writing

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

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

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

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

6. AUTHORISATION TO PAY FINANCIAL LOSS COMPENSATION to each of the Council's members where it can be demonstrated such loss has actually occurred for attending approved duties as follows:

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

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

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

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

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

9. COST OF CARE OR PERSONAL ASSISTANCE ALLOWANCE – This provision is mandatory for Councils in Group 2. All relevant authorities must provide a payment towards necessary costs for the care of

dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:

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

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

10. MEMBERS IN RECEIPT OF A BAND 1 OR BAND 2 SENIOR SALARY FROM A PRINCIPAL COUNCIL (that is leader, deputy leader or executive member) states that they cannot receive any payment from any community or town council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.

4. COMMUNITY AGENT PROJECT FOR ACTON: Further to Minute 94 November 2022, the Clerk shared information provided by Steve Latham-White on the lack of progress and the current status of the Community Agent Project and intention for it to be rolled out County Borough wide. Members confirmed that the Community Council is keen to have a Community Agent for the Acton Community area as soon as possible and were disappointed at the delays.

RESOLVED – that

- the Community Council press Mr. Latham White for early resolution of this matter and to receive an update and confirmation of what options are available for implementation as soon as possible;*
- The Clerk write to Wrexham County Borough Council's Safeguarding, Communities and Wellbeing Scrutiny Committee to bring to its attention the current situation regarding provision of a Community Agent for the Acton Community and to make it aware of Acton Community Council's position. The letter to be withdrawn if resolution is reached before the next Scrutiny Committee meeting on 10 May 2023.*

5. PLAY BIN – WREXHAM PLAY AND YOUTH SUPPORT TEAM: The Clerk gave an update on information previously circulated to Members from the Wrexham Play development Team regarding the provision of a Play Bin for the sunken garden at the junction of Park Avenue and Aston Grove. Outlined were the benefits of the Play Bin and a Risk Assessment that was required. It was noted this had been referred to at the last Youth Committee meeting but no detailed information had been available and no firm recommendation had been made to the Council. Members discussed who had overall responsibility for the Play Bin, with concerns raised over Public Liability Insurance. It was noted that permission has already been given from Wrexham CBC to install the Play Bin.

RESOLVED – that

- Councillor Martin be the responsible person and key holder for the Play Bin and run the Play sessions;*
 - The Council accept and approve the terms set out in the circulated letter;*
 - Councillor Martin with assistance from the Clerk complete the Risk Assessment; and*
 - In due course the Clerk inform the Community Council's Insurers of this additional asset once it is in situ.*
- 6. BUCKINGHAM PALACE GARDEN PARTY ON TUESDAY 9 MAY 2023:** The Clerk informed Members that the Council had been successful in the draw for invitations to the Buckingham Palace Garden Party on Tuesday 9 May 2023. The Chair had accepted the invitation and would be attending with his daughter.

RESOLVED – that the Community Council re-imburse the Chair for his travel and overnight accommodation/subsistence expenses to be incurred whilst representing the Community Council at the Buckingham Palace Garden Party on 9 May 2023 (as set out in the schedule contained in the independent Remuneration Panel’s Report for 2023/24).

155. COMMUNITY ENGAGEMENT

The Chair gave an update on the present position with the erection of the Peace Statue in Acton Park. Members discussed what could also be done to improve the facilities in Acton Park as the number of visitors to the Park might increase once the statue was in situ. Reference was also made to the Cunliffe Bowling Club’s willingness to make its facilities available for some of the events that had been organised by the Park Ranger.

RESOLVED – that the ability to utilize the existing water, electricity and facilities at the Cunliffe Bowling Club’s premises be investigated further.

156. 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:

DEAN ROAD PLAYING FIELD: An update was provided regarding the delay to building works on Dean Road. It was noted that County Borough wide, the Phosphate pollution targets have impacted on Developers’ ability to progress building new properties.

157. FINANCIAL ASSISTANCE

Members considered the eight 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. Due to the higher number of applicants this quarter, Members gave greater consideration to the location and support provided by the applicants.

RESOLVED –

- I) To donate more than the current quarterly allowance of £875;**
- II) 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):-**

Organisation	Details	Decision
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
9. 1 st Acton Rainbows	Financial support to assist families with the cost of the annual membership of Girlguiding 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
10. Wales Air Ambulance	Financial Assistance required to help fund Rapid Response Vehicles (RRV’s). 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
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

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
14. 1 st Acton Brownies	Financial support to assist payment of annual census, weekly rent, and provide resources and equipment, pay for badges, and organise visits.	£500
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
	TOTAL	£2,150

(Councillor Andy Gallanders having declared a personal and prejudicial interest in respect of the application for the Backyard beasts as the applicant is a personal friend. He also now declared a personal and prejudicial interest in respect of the application from Wrexham Clothing Exchange due to having had a previous business relationship with the applicant. Councillor Gallanders left the Meeting and did not take part in the discussion or voting for the two applications.)

(Councillor Becca Martin declared a personal and prejudicial interest in respect of the applications for the Backyard beasts and the Wrexham Clothing Exchange application as the applicants were personally known to her. As she was attending the meeting remotely, Councillor Martin was placed in the Waiting Room and did not take part in the discussion or voting for either of these applications.)

158. REPORT FROM THE CLERK

The Council received and noted a report from the Clerk detailing correspondence/ other information that has been received since the last meeting.

RESOLVED - that the undermentioned correspondence be received and noted.

Organisation	Details
1. CONSULTATIONS: One Voice Wales	<p>1. Taxi and Private Hire Vehicle (Wales) Bill: email dated 10 March 2023 with details of a <u>white paper on the Taxi and Private Hire Vehicle (Wales) Bill</u> The 12 week consultation will continue until Thursday 1 June Information noted</p> <p>2. Net benefit for biodiversity and ecosystems' resilience: email dated 10 March 2023 asking for views on <u>Planning Policy Wales on net benefit for biodiversity and ecosystems resilience</u> Responses to be submitted by 31 May 2023 Information noted</p> <p>3. Consultation launched on new registration rules for all bird keepers in Great Britain: email dated 8 March 2023. New proposed rules will require all bird keepers, no matter how many birds they keep, to register their birds and update their information on an annual basis. Details on this consultation can be found here. Closing date is 30 May 2023 Information noted</p>

2.CORRESPONDENCE 1. Planning Aid Wales	1. Training Reminder for Event: email dated 28 February 2023 with reminder for Understanding Section 106 Obligations event on 6 March 2023 . <i>Information noted</i> 2. Important Network Events from Planning Aid Wales: email dated the 3 March 2023 with information on upcoming events. <i>Information noted</i>
2. One Voice Wales	1. Request for Nominations for the Kings New Year 2024 Honours: email dated 16 February 2023 requesting nominations. <i>Information noted</i> 2. MENOPAUSE: HEALTH WATCHDOG PUBLISHES REPORT: email dated 20 February 2023 with link to this report https://northwaleschc.nhs.wales/files/menopause-safe-space-report-2022-final-epdf/ <i>Information noted</i> 3. News Bulletin: email dated 28 February 2023. Public Commemoration in Wales, Community Health Councils, Upper Neath Valley Cluster, Training Needs. <i>Information noted</i> 4. Heritage 2033 - a strategy for the National Lottery Heritage Fund's next ten years - newsletter content: email dated 6 March 2023 <i>Information noted</i> 5. New Survey to Measure Economic and Social Value of Adventure in Wales. Live Now: email dated 1 March with details of the survey. <i>Information noted</i> 6. For local councils: Open spaces and paths: a new guide to protection: email dated 14 March 2023 <i>Information noted</i> 7. Roy Castle Lung Cancer Support: email dated 15 March 2023 with details of the support provided by this charity. <i>Information noted</i>
3. Cardiff University	Free Public Talk - "Can Genetic Testing Help Make Medicines Safer?": email dated 28 February 2023 about a free Public Talk on 6 March 2023 <i>Information noted</i>
4. 20's Plenty For Us	Thanks for 20: email dated 28 February 2023 with information aimed at Community Councils about 20mph being set as the default speed limit for cities, towns and villages in Wales from 17 th September. <i>Information noted</i>
5. Audit Wales	February Newsletter: email dated 28 February 2023 with their latest reports and events. <i>Information noted</i>
6. Play Wales	1. Recruitment: Play Wales Board of Trustees: email dated 23 February 2023. They are seeking nominations to fill three places on the Play Wales Board of Trustees from 30 March 2023 . <i>Information noted</i> 2. March e-bulletin: email dated 15 March 2023 with the March issue of the Play Wales e-bulletin <i>Information noted</i>
7. Office of Sarah Atherton MP	Canoe Foundation Now Accepting Applications: email dated 10 March 2023. Grants of between £500 and £10,000 are available to clubs, community groups, Parish Councils, Local Authorities or anyone in the UK with an active interest in improving access to water for recreational users and protecting the environment. Closing date is 11 April 2023. RESOLVED – that Members forward this information to local youth groups
8. Wales NHS	NEWS RELEASE: OUR LIVES ON HOLD 2023: HEALTH WATCHDOG SEEKS EXPERIENCES: email dated 8 March 2023 seeking information from the Public on living with chronic pain and long waiting lists. <i>Information noted</i>
9. Wrexham CBC	Save the date 20 March 2023: Our Growing Community: email dated 7 March 2023 inviting Councillors to the event at Ty Pawb on 20 March 2023 <i>Information noted</i>

159. PAYMENT OF ACCOUNTS

The Clerk reported on payments received and bank charges and fees levied since the last meeting and sought authorization for the Payments and other transactions to be made in March 2023. The Clerk updated Members on the timetable for the new bin delivery and installation from David Ogilvie

Engineering Ltd. The Clerk also confirmed that responsibility for emptying the bins would rest with Wrexham County Borough Council.

RESOLVED –

- i) That the Clerk/RFO seek to ensure that the outstanding invoices for committed Service Level Agreement payments be made before the end of the financial year 2022/23**
- ii) To confirm authorization for the Clerk/RFO to transfer £35,000 from the Deposit Account to replenish the Current Account to meet expected expenditure to the year-end; and**
- iii) To approve the payments to be made in March 2023 as set out in the schedule below:-**

Voucher/Payment Ref & Payee	Details	Amount
110. BACS ref 44.3.23 Carole Roberts	Clerks Salary and office expenses for March 2023 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
111. BACS ref 45.3.23 Mr. R Hardy	Members Annual Allowance for 2022/23 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
112. Cheque No 202269 Mr. P Lloyd	Members Annual Allowance for 2022/23 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
113. BACS ref 46.3.23 Michelle Williams	Salary for March 2023 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	(as per payroll schedule)
114. BACS ref 47.3.23 Ms E A Balmain	Members Annual Allowance for 2022/23 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
115. BACS ref 48.3.23 Mr. R Davies	Members Annual Allowance for 2022/23 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
116. BACS ref 49.23.23 Clwyd Pension Fund	Pension payments for March 2023 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
117. BACS ref 50.3.23 HMRC	Payroll payments for March 2023 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
118. Cheque No 202270 Caia Park Partnership Ltd	Q4 SLA Payment for 2022/23 Section 19 Local Government (Miscellaneous Provisions) Act 1976	£6,218.40 (Vat= £0)
119. Cheque No 202271 Vision ICT Ltd	Website Hosting and Support to April 2024 & Email Hosting Section 58 Local Government (Democracy)(Wales) Act 2013	£710.40 (Vat= £118.40)
120. Cheque No 202272 One Voice Wales	2023/24 Membership Fee (5725@39p per dwelling) Section 112 Local Government Act 1972 (as amended)	£2,232.00 (Vat = £0)
121. Cheque No 202273 David Ogilvie Engineering Ltd	2x Greenan Bin Top Cover Lid 140lts+bolt down kits and delivery Section 19 Local Government (Miscellaneous Provisions) Act 1976	£2,314.80 (Vat= £385.80)
122. Cheque NO 202274 Planning Aid Wales	Attendance Fee Cllr EB 22 March 2023 –Value of Planning Section 112 Local Government Act 1972 (as amended)	£40.00 (Vat = £0)
123. Cheque No 202275 Carole Roberts	Clerks Expenses for March 2023 Section 112 Local Government Act 1972 (as amended)	£67.49 (Vat= £6.25)
124. Cheque No 202276 Family Friends	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£400.00
125. Cheque No 202277 1 st Acton Rainbows	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£500.00

126. Cheque No 202278 Wales Air Ambulance	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£100.00
127. Cheque No 202279 MacMillan Cancer Support	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£100.00
128. Cheque No 202280 Nightingale House Hospice	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£500.00
129. Cheque No 202281 1 st Acton Brownies	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£500.00
130. Cheque No 202282 Wrexham Clothing Exchange	Financial Assistance/Grant S137 Local Government Act 1972 (as amended)	£50.00
131. Cheque No 202283 Audit Wales	2021/22 External Audit Fee Accounts and Audit (Wales) Regulations 2014	£320.00 (VAT=£0)
132. Cheque No 202284 Wrexham County Borough Council	Q4 SLA Costs 3x School Crossing Patrols S137 Local Government Act 1972 (as amended)	£4,122.00
133. Cheque No 202285 Wrexham County Borough Council	Q3+Q4 SLA Payment for 2022/23- Acton Play Areas Section 19 Local Government (Miscellaneous Provisions) Act 1976	£3,415.20 (Vat= £569.20)
134. Cheque No 202286 Wrexham County Borough Council	Q3 SLA Costs 3x School Crossing Patrols + Part Q3 for Dean Road Patrol S137 Local Government Act 1972 (as amended)	£4,922.00
135. Cheque No 202287 Wrexham County Borough Council	Q4 Payment for 2022/23- Little Acton Community Centre Running Costs Section 19 Local Government (Miscellaneous Provisions) Act 1976	£885.60 (Vat= £0)

160. 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
1. <u>Planning Application P/2023/0068 - Dilys o/Valid From 06/02/2023</u> 14 Hilltop View Road, Wrexham, LL12 7SF - erection of boundary fence	No observations
2. <u>Planning Application P/2023/0102 - Dilys o/Valid From 24/02/2023</u> Acton Park, Jeffreys Road, Wrexham, LL12 7PG - the erection of a 'peace statue' with adjacent information board	No objection and fully endorse the proposal
3. <u>Planning Application P/2023/0114 - Dilys o/Valid From 07/03/2023</u> 234 Holt Road, Wrexham, LL13 9EE - erection of garage, installation of wooden fencing and gates	No observations

161. EXCLUSION OF THE PRESS AND PUBLIC

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

162. CONFIRMATION OF MINUTES

The Confidential Minutes from the Staffing Committee meeting held on 7 March 2023 were received.

RESOLVED – that the Confidential Minutes of the Staffing Committee meeting held on the 7 March 2023 be received and the following recommendations be endorsed:

- i) ADMINISTRATION ASSISTANT POST - to approve a recommendation from the Staffing Committee that subject to a further satisfactory six month appraisal review, Michelle Williams' Administrative Assistant post be confirmed as permanent and she be awarded one incremental increase within her paycales from 1 April 2023.***
- ii) STAFFING RELATED POLICIES - to adopt en-bloc the eleven Model Policies already obtained from One Voice Wales as circulated to all Members of the Council and to give approval for the Clerk to pay the necessary fees to One Voice Wales for the purchase of the eight remaining Staffing Related Policies and then submit them to the next meeting of the Staffing Committee for Consideration***

163. MAESYDRE POWERHOUSE

The Clerk referred to the deteriorating physical condition of the Maesydre Powerhouse as identified in the Annual Risk Assessment. The Clerk also provided details of a professional Contractor who could be invited to provide a fee proposal for the provision of professional services for all aspects of surveying, tender specification , tendering and Contract Management and supervision to ensure the repairs and work required to the Maesydre Powerhouse Building are completed to a competent and satisfactory level.

RESOLVED – that

- i) In order to make progress and mitigate risk for the Community Council , the Company now referred to be invited to submit a fee proposal for the work outlined above to the Maesydre Power House;***
- ii) The Clerk be authorised to proceed to engage the Company if the professional proposal fee does not exceed £2,500.***
- iii) In the event of the professional proposal fee exceeding the limit set out in ii) above the Clerk in Consultation with the Chair and Vice Chair of the Council consider the proposal and engage the Contractor if the fee is within the delegated amount permitted for the Clerk/RFO within financial regulations***

**Councillor Kevin Roberts
Chair**

Signed as a correct record this 18th day of April 2023

Presiding Chair

ACTON COMMUNITY COUNCIL – 18 APRIL 2023
REPORT FROM CLERK TO THE COUNCIL
ANNUAL ACCOUNTS 2022/23:

AGENDA ITEM 7

A pdf copy of the Year End Bank Reconciliation and spending progress against the 2022/23 Budget will be circulated separately to members

It should be noted that the accounts will be submitted to the Council's Internal Auditor on a date yet to be notified. Additionally Audit Wales, the External Auditor has given notice that they will undertake the Annual Return and Basic Audit later in the year after 30 June 2023 on a date yet to be determined .

**ACTON COMMUNITY COUNCIL – 18 APRIL 2023
REPORT FROM CLERK TO THE COUNCIL**

AGENDA ITEM 13

Information on Consultations and General Correspondence that has been received since the last meeting and circulated to members is summarised below:-

Organisation	Details	Notes
Consultations		
1. One Voice Wales	Consultation - Penn Review response (Local Authority Ethical Standards Framework and Code of Conduct): email dated 30 March 2023 with this link to the consultation Recommendations of the Independent Review of the Ethical Standards Framework (Richard Penn report) GOV.WALES	
Correspondence		
1. Audit Wales	Audit Wales – March Newsletter: email dated 31 March 2023 with the latest newsletter attached.	
2. AVOW	AVOW – Emergency First Aid Training: email dated 31 March 2023 with the latest training dates.	
3. Awel Y Mor	Awel Y Mor – Newsletter: email dated 31 March with their latest newsletter.	
4. One Voice Wales	<p>1. Written Statement on Electoral Reform: email dated 31 March 2023 with a ministerial letter and a written statement on Electoral Reform.</p> <p>2. Vacancy -- Public Appointments: email dated 31 March 2023 with details of the latest advertisements for public appointments in Wales</p> <p>3. New Grants for Coedtiroedd Bach: email dated 3 April 2023 with information on Coedtiroedd Bach. It's an element of the National Forest being funded and developed by the government.</p>	
5. Office of Sarah Atherton MP	<p>1. Blue Spaces Fund for Wales Now Accepting Applications: email dated 27 March 2023 with details of the fund and a link https://esmeefairbairn.org.uk/latest-news/blue-spaces-wales-mannau-glas-cymru-call-for-expressions-of-interest/</p> <p>2. Hubbub Announces Further Community Fridge Hub Grants: email dated 3 April 2023 with details of further grants.</p>	
6. Planning Aid Wales	Latest news from Planning Aid Wales: email dated 6 April 2023 with the latest Newsletter from Planning Aid Wales	
7. Play Wales	Playday 2023 - the theme is ...: Email dated 4 April 2023 with more information on this year's National Day for Play.	