CYNGOR CYMUNED ACTON COMMUNITY COUNCIL

12 November 2026

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 18 NOVEMBER 2026 at 6.30pm**. The Meeting will be held in the **LITTLE ACTON COMMUNITY CENTRE**, The Green, Little Acton, Wrexham LL12 8BH.

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 18 November 2026 or use the Zoom Meeting ID: 869 4025 3023 and Passcode: 465609. 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:** To receive any apologies and reasons 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(e) shall not exceed **15** minutes unless directed otherwise by the Chair of the meeting.
3. **DECLARATION OF INTERESTS:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
4. **CONFIRMATION OF MINUTES:** To confirm the Minutes of the Council meeting held on 21 October 2026 (Copy attached)
5. **INFORMATION FROM 21 OCTOBER 2026 MINUTES:** To receive updates
    1. **New Play Area At Acton Park:**
    2. **Additional PIPIF Grant Funding**
    3. **Democracy And Boundary Commission – Draft Annual Remuneration Report 2026-27:**
    4. **Potential Partnership Working**
6. **ACTON PARK ANGLING CLUB:** Further to Minute 59.i) September 2026 Members of the Club will be in attendance to give a presentation on proposed works for the lake for the next year or so, which have been drafted in consultation with its fishery consultant. The Council to determine if it could provide longer term support.
7. **PROCEDURAL MATTERS: To consider the following matters:**

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

1. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION OF MEMBERS TO FILL CASUAL COUNCILLOR VACANCIES IN THE MAESYDRE AND RHOSNESNI WARDS**: To consider filling these two vacancies. The applicants will be invited to attend the meeting and the application form (received to 12 November 2026) is attached at Appendix 1. If any further applications are received by the closing date of noon on 16 November 2026 they will be circulated to Members for consideration. The Returning Officer's Advice note on the procedure to Co-opt members is attached.
2. **FILLING OF COMMITTEE VACANCIES:** There are currently three vacancies on the Council's Committees and the Council is requested to the consider the filling of these vacancies as follows:

   1.Staffing Committee – 1 vacancy ; 2.Youth Committee – 2 vacancies

3. **SERVICE LEVEL AGREEMENT REPORTING - WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX:** to consider the Quarter 2 Report to 30 September 2026 (copy circulated separately) .

8. KEY ACTON ISSUES: WCBC 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. COMMUNITY ENGAGEMENT & UPDATE ON PROGRESSING ANNUAL REPORT PRIORITIES: Chair to provide an update on the following matters:

1. **EVENTS AT ACTON PARK:**
2. **PROGRESS OF ANNUAL REPORT PRIORITIES: To receive and approve the delayed copy of the Council's Annual Report for 2025/26 and to note any progress for:-** Acton Park Play areas; Little Acton Community Centre; Christmas Celebrations; Maesydre Powerhouse; SLA Commitments; Other Projects.

10. ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2027/28 FINANCIAL YEAR: To give initial consideration to matters pertaining to the determination of the Council's income, expenditure, balances and precept requirements for the financial year 2027/28.

1.Annual Investment Strategy 2026/27: Further to Minute 28ii) June 2011, to review and confirm the Acton Community Council Investments Policy for the next financial year as part of the budget setting process. Report from the Clerk attached

2.Service Level Agreements 2027/28: To review and confirm the Service Level Agreements for the next financial year as part of the budget setting process;.

3.Precept Requirements for 2027/28: The Chief Finance and ICT Officer, Wrexham County Borough Council has not yet indicated when the Community Council's Precept is required by, but based on previous years, it is expected to be mid-January 2027. Members are requested to give initial consideration to the Council's Draft budget and precept requirements to enable detailed costings to be worked up for consideration at the December 2026 Council meeting.

11. REPORT FROM CLERK: Clerk to report on correspondence, consultations and other information that has been received since the last meeting in October 2026. Details Attached.

12. PAYMENT OF ACCOUNTS & Q2 PROGRESS AGAINST THE 2026/27 BUDGET: To note details of any payments received, authorise the replenish of the Council's current and earmarked reserve accounts and any outstanding debtor or other payments by cheque or online payments; and to receive details of the second quarter progress against the 2026/27 Budget. (details circulated separately)

13. 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. Appeal CAS-05113-N5N5B5 on Planning Application P/2026/0158: 18 The Beeches, Wrexham LL12 7BL.	
2. P/2025/0898: Change of use of section of building (garage) to use as dog groomers at 1 Denning Road, Wrexham LL12 7UG	
3. P/2026/0681: Prior notification for demolition of garages to the rear of 20-28 Dean Road, Wrexham LL13 9EH	
4. P/2026/0671: Two storey side extension and single storey rear extension at 130 Borras Road, Wrexham LL12 7ER.	
5. P/2026/0688: Outline application for erection of dwelling (all matters reserved) at 59 Jeffreys Road, Wrexham LL12 7PD.	
6. P/2026/0702: Two storey side extension at 18 Coningsby Court, Wrexham, LL13 9QW	

*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 Acton for the search. The Clerk requests an extension of the 21 day consultation period where appropriate.

14. EXCLUSION OF PRESS AND PUBLIC:

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

15. STAFFING COMMITTEE MATTERS

CYNGOR CYMUNED **ACTON** **COMMUNITY COUNCIL**

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 21 October 2026 remotely via Zoom and at Little Acton Community Centre, The Green, Little Acton, Wrexham.

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy (Vice Chair)
"	Ms S Bailey	"	Ms C Jarvis
"	W Baldwin	"	M Peters
"	T Coxon	"	S Regan
"	M Davies	"	M Selim
"	C Downes	"	Ms D Wallice
"	Ms S Edwards	"	2 Vacancies
''	A Gallanders		

* Absent

Also Present:
Mr Richard Everall, Acton & Maesydre Ward, Wrexham CBC County Councillor
Mrs K Ellis, Mr G Ellis New owners of Acton Park Lodge.
Mrs Michelle Williams, Administrative Assistant to the Council

69. APOLOGIES FOR ABSENCE

There were no apologies for absence as all Councillors were present.

70. PUBLIC PARTICIPATION

The Chair welcomed Mrs K Ellis and her son Gareth Ellis to the meeting, as the new owners of Acton Park Lodge, and introduced the Wrexham County Borough Councillors to them. Mrs Ellis and her son are renovating the Lodge and gave a short presentation on their plans. They were looking for advice from the Community Council on their plans, which include opening a Coffee Bar and making it accessible to all Residents. The Lodge will be their home and the Coffee Bar will be on their land. Councillors were very supportive of their plans and suggested they contact Wrexham CBC Planning and Environmental Health departments for advice and other agencies such as AVOW.

71. DECLARATION OF INTERESTS

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

72. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 16 September 2026 were received.

RESOLVED – that the Minutes of the hybrid Council Meeting held on the 16 September 2026 be received and confirmed as a correct record.

73. INFORMATION FROM 16 SEPTEMBER 2026 MINUTES

1) **MINUTE 61.3 1) POPPIES:** Members noted that the Clerk had purchased the decorative poppies and had displayed them on the inside of the upstairs windows of the Maesydre Powerhouse.

74. NEW PLAY AREA AT ACTON PARK

Members were informed that the Clerk had received the invoice for the new Play Area and would be submitting it for payment on her return to work. A site meeting at the new Play Area had identified the need for additional benches and a disabled swing to replace one of the existing swings. A quote for £9,219.81 inc. VAT had been received, from Carla Hinde, Wrexham CBC Landscape Officer for this additional work.
Councillor Jarvis had received a report of an issue with the Zip Wire. In addition, the Councillor had been approached by an elderly resident about the removal of some of the benches close to the old Play Area in the Park and asked that the Community Council consider purchasing replacements. Councillor Jarvis requested that a plaque be placed on one of the new benches to commemorate Councillor Anne Evans.
Members discussed at length, the condition of the ground at the new Play Area and the edging on the path that runs through the play area. Members noted the children are really enjoying the Play Area, but strongly expressed their disappointment in particular with:-

1) the interior footpath not being as yellow as per the drawing submitted and used in the Consultation with Children/parents in March 2026. The finished Play area does not look like the plan; which is disappointing.

2) the lack of hard edging to demarcate the grassed/hard surface areas. Members have looked at other Play areas locally and the ones on the Redrow Estate and at Gresford have the hard edging. They are concerned the edges on the new Play area will deteriorate quite rapidly

3) the general overall appearance of the new Play area is shabby; it doesn't look like £100,000 has been spent on it.

4) Members would like to ensure everything within the service specification has been met and the groundworks are in optimum condition to withstand the high level of usage the new Play area is attracting.

Members deliberated a course of action and took a recorded vote.

RESOLVED – that

1) ***Members voted UNANIMOUSLY not to pay the invoice received for the new Play area until a further meeting to voice strong representations has been held with Wrexham CBC and Kompan and resolved these outstanding matters.***
2) ***The Clerk write to Wrexham CBC to express their disappointment as outlined in the comments above.***
3) ***Additional benches be purchased to replace those removed by the old Play Area.***
4) ***A plaque be purchased and affixed to one of the benches close to the new Play Area to commemorate Councillor Anne Evans and her contribution to Youth Work.***

75. ADDITIONAL PIPIF GRANT FUNDING

An email had been shared with Members outlining additional Pride in Place Impact funding of approximately £8,000 that had become available for Community Councils.

RESOLVED – that

1) ***The Clerk submit an application form by the 20 November 2026 to the Grants Team at Wrexham CBC applying for the additional Pride in Place Impact funding; To be used for the purchase of additional benches and equipment as per the quotation received from Wrexham CBC for £9,219.81 (inc VAT)***
2) ***Councillor Edwards requested that a Community Councillor assist the Clerk with the application if time constraints meant that the Clerk would not be able to complete and submit the application prior to the deadline of the 20 November 2026;***
3) ***two replacement benches be purchased to replace those removed by the old Play Area from the Community Initiatives Budget***

76. PROCEDURAL MATTERS

1. **DEMOCRACY AND BOUNDARY COMMISSION – DRAFT ANNUAL REMUNERATION REPORT 2026-2027:** Members considered and noted the contents of this draft report for 2026/27.

RESOLVED –

i) To note the contents of the draft report for 2026/27 and that there have been no changes made to payments within the various determinations affecting Group 2 of Town and Community Councils and the Council re-affirms its decision previously made under Minute 16 May 2026 in respect of optional payments; and

ii) that the Clerk submit a comment on behalf of the Community Council to the Democracy and Boundary Commission Cymru, expressing their disappointment that there has been no increase to the Community Councillor allowances for a number of years and they do not take into account inflation.

2. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCIES – MAESYDRE AND RHOSNESNI WARDS:**

   1) **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY MAESYDRE WARD**: Notification has been received from the Returning Officer that no electors have come forward to request an election and this vacancy must now be filled by co-option.

RESOLVED – that the Clerk proceed to make the necessary arrangements to fill this casual vacancy by co-option and issue the relevant Public Notice.

   2) **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY RHOSNESNI WARD:** Members noted that following the funeral of Councillor Anne Evans (deceased) the Public Notice advertising this casual vacancy had been published on the 13 October 2026.

RESOLVED – that the Clerk be authorised to take the appropriate action when the consultation outcome from the Electoral Registration Office is received.

3. **INFORMAL COMPLAINT RECEIVED 14 OCTOBER 2026:** Members noted that an informal complaint had been received from a resident, via Wrexham CBC, regarding a Christmas Light on a lamp post on Chester Road, being switched on in October. The Clerk had responded to Wrexham CBC Complaints Team that Acton Community Council did not have responsibility for any Christmas Lights on Chester Road. The present position was noted.

4. **POTENTIAL PARTNERSHIP WORKING:** The Chair updated Members on an email received from AVOW inviting the Community Council to open up a discussion about the potential for AVOW and Acton Community Council to work in partnership supporting the residents of Acton.

RESOLVED – that the Clerk write to AVOW confirming that Councillors wished to progress with their offer.

77. ANNUAL ACCOUNTS 2025/26

Members had received a copy of the External Auditors report following completion of his Annual Review of the Council's Accounts. It was noted that a copy of the Annual Return for the year ended 31 March 2026 is now available to inspect on the Council's website. Members noted that the Auditor General's Opinion was a Qualified opinion due to an inconsistency between the Annual Governance Statement and the Council's internal controls and governance arrangements for the year: namely-

• AGS 3: Section 52 of the 2021 Act requires community councils, as soon as reasonably practicable after the end of each financial year, to prepare and publish an annual report about the council's priorities, activities and achievements over the previous year.

- The Council has not published an annual report for the 2024-25 or 2025-26 years

It was noted that the Annual Report for 2024-25 had been continuously published on the Council's website since its approval at the Annual Council Meeting in May 2025. The Annual Report for 2025-26

had not be due until after 31 March 2026, which was outside the period of the 2025/26 External Audit review.

RESOLVED –

i) the Conclusion of the Audit of the Council's Accounts for the year ended 31 March 2026 be received and noted; and
ii) To endorse the prompt action taken by the Administration Assistant to publish a Public Notice and the Audited Annual Return on the Acton Community Council website;
iii) the Clerk respond to the External Auditor as per the final paragraph in Minute 77

78. KEY ACTON ISSUES

1) **BIN ON HERBERT JENNINGS AVENUE:** Councillor Jarvis reported a bin, by the underpass on Herbert Jennings Avenue, which had been replaced a number of times, by Wrexham CBC, due to vandalism. The bin has now been removed due to the repeated vandalism.

RESOLVED – that Councillor Jarvis continue to chase Wrexham CBC to replace and/or relocate the bin.

2) **ACTON COMMUNITY RESOURCE CENTRE:** Councillor Davies provided an update following a meeting about the Centre. Plans for the extension are being progressed. Councillor Jarvis said that the Consultation questions had been shared at the meeting and asked that when these were published, the Community Councillors share with residents to achieve as much participation as possible.

3) **PARKING ON THE FAIRWAYS ESTATE:** Councillor Gallanders requested that Councillor Coxon, as a Director on the Management Committee of the Fairways, request that residents park sensibly as he had received a number of complaints.

4) **BUS SHELTER:** Councillors Gallanders and Davies are continuing to pursue a replacement bus shelter for Holt Road.

5) **PARKING AT BARKERS LANE SCHOOL:** Councillor Wallice had received a number of complaints from residents regarding parking at the school during pick up and drop off times.

6) **ASTON GROVE AND PARK AVENUE TREES:** Councillor Everett provided an update on works to trees on Aston Grove, Park Avenue and on the edge of the Sunken Garden.

79. COMMUNITY ENGAGEMENT & UPDATE ON PRORESSING ANNUAL REPORT PRIORITIES:

1. **EVENTS AT ACTON PARK:** The Chair provided an update on the Halloween event taking place on 27 October 2026 in conjunction with the opening of the new Play Area.

80. REPORT FROM CLERK

Organisation	**Details**
CONSULTATIONS: Members were invited to submit any comments they may wish to make on the undermentioned Consultations	
1. Planning Aid Wales	**Have your say on the future of planning in Wales:** email dated 25 September 2026 with details of this consultation, the closing date is 20 November 2026.
2. Democracy and Boundary Commission Cymru	**Publication of the Draft Annual Remuneration Report 2026–27:** email dated 25 September 2026 with a link to this consultation. This will be discussed at the October Council meeting.
CORRESPONDENCE	
3. Wrexham CBC	**1. School Admissions information to share with Communities:** email dated 17 September 2026 with details of admission deadlines for 2027. **2. The Longest Yarn 2 - Britain at War:** email dated 21 September 2026 with details of

	this exhibition at St Giles Church from 5 – 29 October 2026 **3. The People's Emergency Briefing:** email dated 25 September 2026 with details of the screening of this Public Awareness film at Ty Pawb, on Monday 5 October, 6pm – 8pm. **4. Wrexham Armed Forces Community Carol Service 03.12.26:** email dated 7 October 2026 with an invitation to this Carol Service on the 3 December 2026, 7.00pm at St. Giles Church, Wrexham. **The Council's instructions are requested:** **5. Monthly Event Listing (October - December 2026):** email dated 1 October 2026 with the latest Wrexham event details. **6. The People's Emergency Briefing- 17 Hydref / 17 October:** email dated 9 October 2026 with details of a public screening of this film at Ty Pawb. **7. Wrexham Town and Community Council Forum - 22 October:** email dated 14 October 2026 with details of the next hybrid meeting on the 22 October 2026.
4. One Voice Wales	**1. One Voice Wales E Bulletin Issue 30:** email dated 18 September 2026 with their latest e-bulletin. **2. Changes to Governance and National Executive Committee Arrangements:** email dated 22 September 2026 with details of these arrangements. **3. Cost of Living Crisis Project - Information and Resources:** email dated 29 September 2026 containing their latest newsletter. **4. One Voice Wales E Bulletin:** email dated 2 October 2026 with their latest e-bulletin. **5. North Wales Councils Only Event:** email dated 5 October 2026 with details of two webinars taking place on the 11 and 12 November. One Voice Wales is working with **Actif North Wales** to provide two informative webinars on helping communities thrive through physical activity. **6. Reminder - Training Dates - Oct- December 2026:** email dated 5 October 2026 with details of the latest training dates. **7. Wrexham Flint Area Committee:** email dated 25 September 2026 with details of the next meeting on 20 October 2026 at 7pm in Rossett Hub. **8. Invitation to Community Flood Volunteer Event in North Wales 2027:** email dated 12 October 2026 with an invitation to this event to be held in the Conwy Business Centre on 18 March 2027. **9. Community Resilience Assessment Questionnaire - action required:** email dated 12 October 2026 containing a link to this questionnaire Community Resilience Status in Wales Questionnaire – Fill out form **10. New funding opportunity for community-owned clean energy projects in Wales:** email dated 13 October 2026 with details of a webinar on this funding opportunity taking place on 15 October 2026 at 12 noon. **11. Practice Development Notes 30 and 31:** email dated 14 October 2026 with details of these updated development notes. **12. Public Bodies interviews by Ipsos for HMRC:** email dated 14 October 2026 with details of an IPSOS survey on behalf of the HMRC. **13. Larger Local Councils Committee Online Meeting 21 October 2026:** email dated 14 October 2026 with details of this online meeting.
5. Llais	**IMPACT - Llais monthly newsletter:** email dated 21 September 2026 containing their latest newsletter.
6. Planning Aid Wales	**1. Latest training from Planning Aid Wales:** email dated 22 September 2026 with details of their latest events. **2. Latest training from Planning Aid Wales:** email dated 7 October 2026 with details of their latest training and events. **3. Using AI and digital tools in planning:** email dated 12 October 2026 with details of their next training event on 19 October 2026 at 6pm.

7. Play Wales	**1. New Training Resource:** email dated 23 September 2026 with details of a new online training resource and their National Conference. **2. Play Wales Monthly Update – September 2026:** email dated 30 September 2026 containing their latest update.
8. AVOW	**Members Mailout September 2026:** email dated 30 September 2026 with their latest newsletter.
9. Welsh Government	**Welsh Government: Vision for Culture & Sport in Wales – Call for Evidence:** email dated 6 October 2026. The Welsh Government is developing a new Vision for Culture and Sport in Wales and wants to hear from communities. One Voice Wales will submit a sector-wide response and is asking councils to share short, simple evidence. The closing date for comments is 25 November 2026.
10. Wrecsam 2029	**Wrecsam2029 - Diweddariad/Update:** email dated 1 October 2026 with an update on Wrexham's bid to be the UK City of Culture 2029.
11. Groundwork North Wales	**Tesco Fruit & Veg Grants:** email dated 8 October 2026 with details of and a link to details of this funding opportunity.
12. Rainbow Foundation	**New Active Futures Cohort Starts This November – Please Help Us Spread the Word:** email dated 8 October 2026 containing information on the new Active Futures Cohort starting shortly.
13. Candelabra Concert	**Wrexham Event - Candelabra Concert:** email dated 12 October 2026 with details of this Christmas Concert being held in Wrexham.
14. SP Energy Networks	**You're invited to join our community winter preparedness webinar:** email dated 9 October 2026 with details of this SP Energy Network webinar on Winter Preparedness taking place on 22 October 2026.

81. PAYMENT OF ACCOUNTS & Q2 PROGRESS AGAINST THE 2026/27 BUDGET

Members noted that in the Clerk's absence, the Administration Assistant was unable to report on payments, bank charges and spending that have been made since 16 September 2026, as that information was held by the Clerk. In addition the Q2 progress against the 2026/27 Budget would be deferred to the November 2026 Council Meeting. To ensure timely payment of contractual invoices, it was noted that the Clerk would arrange to replenish the Council's current accounts and payment of outstanding debtor or other cheque, bills and debit card payments, as set out in the schedule below in the Minutes would be made:-

Voucher/Payment Ref & Payee	**Details**	**Amount**
H107.DD.20.10.26 *British Gas*	*LACC Off Peak Electricity supply costs **2/8/26 - 7/9/26.E – Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£25.08 (VAT= £1.19)* *No payment sent*
H108.DD.21.10.26 *British Gas*	*LACC Electricity supply costs 8/7**/26 – 7/8/26 - Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£50.03(VAT= £2.38)* *No Payment sent*
H109.DD.22.10.26 BT Com	Internet/Phone Provision Little Acton Community Centre to 31/10/26 S112 Local Government Act 1972 (as amended)	£93.54 (Vat= £15.59)
H110 DC8.10.26 Wrexham Motoring Supplies	Cable Ties for Lamp post Poppies S112 Local Government Act 1972 (as amended)	£40.80 (VAT= £6.80)
H111 DC9.10.26 Amazon	Soldier Silhouette window Stickers for MPH S137 Local Government Act 1972 (as amended)	£39.98 (VAT= £6.66)
H112 DC10.10.26 Amazon	Cable Ties for Lamp post Poppies S112 Local Government Act 1972 (as amended)	£9.50 (VAT= £1.58)

H113 DC11.10.26 Amazon	Remembrance Day Window Stickers for MPH/ LACC S137 Local Government Act 1972 (as amended)	£56.96 (VAT= £9.49)
H114 DD.23.10.26 Wrexham County Borough Council	NNDR Little Acton Community Centre 10/10/26 S112 Local Government Act 1972 (as amended)	£158.00 (VAT=£0.00)
U115. B.82.10.26 Carole Roberts	Salary and office expenses for October 2026 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)
U116.B.83.10.26 Michelle Williams	Salary and office expenses for October 2026 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)
U117. B.84.10.26 Clwyd Pension Fund	Pension payments for October 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
U118. B.85.10.26 HMRC	Payroll payments for October 2026 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
U119. B.86.10.26 Caia Park Partnership Ltd	Q3 Sla Payment Acton Youth Club S19 Local Government (Miscellaneous Provisions)Act 1976	£7,451.83 (VAT=£0.00)
H120 DC12.9.26 Poppy Shop	Purchase of 40 Large Lamp post Poppies- delayed invoice S137 Local Government Act 1972 (as amended)	£190.00 (VAT = £31.67)
U121.B87.10.26 Wrexham & District CAB	Q3 SLA Acton Outreach Service S142 Local government Act 1972 (as amended)	£2,116.80 (Vat = £0.00)
H122 DC13.10.26 Lidl	Sweets for distribution at Official Opening of new Actoon Park Play area on 27/11/26 S19 Local Government (Miscellaneous Provisions)Act 1976	£66.72 (VAT= £11.12)
H123.DD.24.10.26 *British Gas*	*LACC Off Peak Electricity supply costs 8**/9/26.E-7/10/26A – Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£52.58 (VAT= £1.92)* *No payment sent*
H124.DD.25.10.26 *British Gas*	*LACC Electricity supply costs 8/7**/26 – 7/8/26 - Account in CREDIT*** *S112 Local Government Act 1972 (as amended)*	*£50.03(VAT= £2.38)* *No Payment sent*

82. 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/Observations**
1. P/2026/0565: Outline application for erection of 3	***There is a history of flooding in the vicinity of the application site with reports of water draining straight from Nine Acre Playing Field.***

dwellings (All Matters Reserved) at 10 Rhosnesni Lane, Wrexham LL12 7LY	***The development therefore may require approval of Sustainable Drainage Systems (SuDS) features, in accordance with the 'Statutory standards for sustainable drainage systems – designing, constructing, operating and maintaining surface water drainage systems.*** ***There are also reports of a 'badger run' where the application site borders the properties on Lawson Road. Badgers are protected under the Protection of Badgers Act 1992.*** ***We would suggest a Preliminary ecological appraisal (PEA) to assess whether badgers and/or other protected species are present.***
2. P/2026/0500: Amended plans for a two storey rear extension at 44 Glyn Avenue, Wrexham LL12 8DF	***No observations***
3. ENQ/2026/0260: Installation of Telecommunications apparatus at the Telecommunications Mast, Bodhyfryd, Wrexham LL12 7BW	***No observations***

83. EXCLUSION OF PRESS AND PUBLIC

RESOLVED – that the Press and Public be excluded from the meeting during consideration of the next item 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.

84. LITTLE ACTON COMMUNITY CENTRE

The Administration Assistant provided an update on the Project Plan circulated to Councillors previously. As part of the Project Plan and the Low Carbon Community grant received, emails had been sent to four companies requesting details of the Energy Survey service they provide. Two responses had been received from Litegreen and E&F Retrofit Ltd, details of which were shared with Councillors. An email had also been sent to TDE Limited requesting his availability to provide a quotation for further electrical work at the Community Centre.
A draft Hirer's Agreement had also been shared with Councillors. This highlighted a charge of £30 per four hour session, with reduced rates available to Community Groups in consultation with the Clerk.
Councillor Downes has been approached by residents asking that a list of events, taking place at Little Acton Community Centre be placed on the Noticeboard outside the Centre.

RESOLVED – that

i) The charges as outlined in the draft Hirers Agreement be approved as:
- ***a) £30 per four hour session***
- ***b) £10 for use of kitchen per four hour session***
- ***c) A reduced rate for Community Groups available in consultation with the Clerk.***

ii) A list of events being held in the Community Centre be collated and placed on the Noticeboard

iii) Upon receipt of a response from E&F Retrofit as to their charges for the Survey, the Clerk be authorised to arrange an Energy Survey with either Litegreen or E&F Retrofit.

Councillor Kevin Roberts Chair

Signed as a correct record this 18th November 2026

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Presiding Chair

1.S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 -: CO-OPTION OF MEMBERS & CASUAL COUNCILLOR VACANCIES IN THE MAESYDRE AND RHOSNESNI WARDS

Further to Minute 76.2 October 2026, the Community Council currently has two casual vacancies in the Maesydre and Rhosnesni wards which the Council **must fill** by co-option. The necessary steps to fill the vacancy together with the appropriate Public Notices have both been on display since 13 October and 3 November 2026 respectively in accordance with Section 116 of the Local (Wales) Measure 2011.

PURPOSE OF REPORT

To enable Members to consider any expressions of interest submitted to the Clerk to the Council by noon on 16 November 2026 in accordance with Section 116 of the Local Government (Wales) Measure 2011.
Any expressions of interest received will be circulated and the Candidate(s) will be invited to give a short two or three minute presentation to the full Council on why they have expressed an interest and consider that they are qualified to be considered for co-option onto the Community Council.

DECISION REQUIRED

To consider the current Expression of Interest application form already received and circulated separately, together with any further applications that may be submitted by the closing date of noon on 16 November 2026 and if appropriate, to proceed to fill the casual vacancies in the Maesydre Ward (1 vacancy) and Rhosnesni Ward (1 vacancy) by Co-option in accordance with the requirements of Section 116 of the Local Government (Wales) Measure 2011.

INFORMATION
The current applicant has been invited to attend the meeting. The application form (received to 12 November 2026) is attached to this report. It is usual practice to consider applications in order of receipt :-

1. Richard Everall
2. Any other interested persons by noon on 16 November 2026

(If any further applications are received by the closing date of noon on 16 November 2026 they will be circulated to Members to enable their consideration as well.)

Members must give consideration to all expressions of Interest received by noon on 16 November 2026 and to assist with the filling of the vacancy by co-option at the Meeting, listen to the supporting statement given by any Candidates. If there is a vacancy remaining after consideration of this report, the Clerk should be authorised to re-advertise the vacancies in order to meet the requirements of Section 116 of the Local Government (Wales) Measure 2011.

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

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

1. "A person must be qualified, and not disqualified, to serve as a councillor in order to be co-opted. The person co-opted must receive an absolute majority vote of the councillors present and voting. The council may have Standing Orders which relate to the co-option of Members. Where there are more than two candidates for the vacancy, it would be best practice, for example, to run a series of

votes, each time removing the candidate who has the least number of votes until one candidate secures an absolute majority.

2. The usual rules on voting apply. Provided that the meeting has a quorum, the decision must be made by a majority of members who are present and voting. The person presiding over the meeting may vote, and if there is an equality of votes he may exercise his casting vote. Members must vote by show of hands unless the council has standing orders that provide otherwise.
3. The Council's debate and vote on the co-option must be conducted in the public section of its meeting. It follows that the candidates, as members of the public, will be entitled to be present during the proceedings."

2.FILING OF COMMITTEE VACANCIES: There are currently three vacancies on the Council's Committee's and the Council is requested to the consider the filling of these vacancies as follows:

1.Staffing Committee – 1 vacancy ; 2.Youth Committee – 2 vacancies

The Council's Instructions are requested

3.SERVICE LEVEL AGREEMENT REPORTING - WREXHAM & DISTRICT CITIZENS ADVICE BUREAUX:

Members are requested to consider the Quarter 2 SLA Report to 30 September 2026 that has been circulated separately with the agenda.

APPENDIX :AGENDA ITEM 7.1

CYNGOR CYMUNED ACTON COMMUNITY COUNCIL

WARD YOU WISH TO BE CONSIDERED FOR: **MAESYDRE**

1. NAME: ……Richard Everall…….

2. ADDRESS:…….72 Park Avenue Wrexham LL127AH……

3. REASON FOR WANTING TO BE A COMMUNITY COUNCILLOR? ……I am currently the County Councillor representing Acton & Maesydre along with Councillor Jarvis. I understand that the most effective means with which I can serve the community is through representation on both the County and Community Councils. I have lived in this area for 36 years, used the school's system on 3 occasions as my children have progressed, and have established and long standing family and friends all in this area.

4. PERSONAL BACKGROUND INFORMATION ABOUT YOURSELF:
   I.e.: Work: ……I am a retired firefighter and worked for Clwyd then North Wales Fire & Rescue Service for 30 years, and then since I have worked freelance on fire team training, business continuity and bespoke emergency response. I have also worked for WCBC as the Fire Risk Assessor. I have 3 children (the youngest now 27 yrs) and enjoy keeping fit and arts & culture.

   Volunteer Experience: I worked for 2 years with the Estates department at Erddig Hall.

   Qualities you would bring to the role of Community Councillor
   I would help align County with Community Council and my outreaching with existing constituents in the ward would be a benefit to Community Council. I have a varied skill set which includes personal resilience, effective communications, spatial awareness and good teamworking skills. I am also an effective and experienced decision maker.

5. PLEASE USE THE SPACE BELOW FOR ANY OTHER INFORMATION THAT HAS NOT BEEN REQUESTED ABOVE THAT YOU THINK MAY SUPPORT YOUR EXPRESSION OF INTEREST TO BE CO-OPTED ONTO ACTON COMMUNITY COUNCIL: ……I stood aside at the last coopt procedure in order that new members could experience the Community Council and have their input with the community. I feel now that there is a vacancy in Maesydre that I should if possible represent on both, and that I would be more effective and in touch with community matters relevant to my role if I was given the opportunity to be a member of the Community Council

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

SIGNED: ……R.Everall…… DATE: ……14/10/26……..

Please return this form to: The Clerk to Acton Community Council, c/o Little Acton Community Centre, The Green, Little Acton, Wrexham, LL12 8BH or by email to: clerk@actoncommunitycouncil.gov.uk)
BY NO LATER than NOON on Monday 16 November 2025

Local Government (Wales) Measure 2011, Section 116

QUALIFICATION REQUIREMENTS:

You must be a British, Commonwealth, Irish or a European Union citizen and be 18 years of age or over; and meet at least one of the following criteria:

- registered as a local government elector for the area named above; or
- during the whole of the last 12 months occupied as owner or tenant land or other premises in the community named above; or
- your principal or only place of work during the last 12 months has been in the community named above; or
- you have during the whole of the last 12 months resided in the Commuinity or with 4.8 kilometres of it.[1]

[1] Certain people are disqualified from standing, and these include paid officers of the community council, anyone subject to bankruptcy restriction orders and those subject to recent sentences of imprisonment.

ACTON COMMUNITY COUNCIL - **18 NOVEMBER 2026**

AGENDA ITEM 9.2

ANNUAL REPORT 2025/26:

To receive and approve the delayed copy of the Council's Annual Report for 2025/26 – copy to be circulated separately to the agenda

ACTON COMMUNITY COUNCIL **AGENDA ITEM 11**
Report of the Clerk to the Council **18 NOVEMBER 2026**

ANNUAL ESTIMATES OF INCOME AND EXPENDITURE FOR 2027/28 FINANCIAL YEAR

To commence and consider all matters pertaining to determination of the Council's income, expenditure, balances and precept requirements for the financial year 2027/28.

1. Annual Investment Strategy 2026/27 + 2027/28:

Further to Minute 28ii) June 2011, to review and confirm the Acton Community Council Investments Policy for the next financial year as part of the budget setting process. The Council's **Banking Strategy** seeks to enable two factor authorisation for electronic payments and the mandate for the two Unity Bank Accounts recently opened include a total of six signatories; two of whom will be required to authorise online payments promptly once the Clerk has created the electronic payment. A report with details about the Council's Annual Investment Strategy and Financial Regulations is attached in the annex below this report.

It is **RECOMMENDED** that the Council **APPROVES ITS INVESTMENT STRATEGY FOR 2026/27 AND 2027/28**

2. Service Level Agreements 2027/28:

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

1. Payroll Service – (Year1 of 3)
2. Young Persons Projects: 8-13/14-18 year olds – (Year 3 of 3) -
3. CAB Acton Outreach Worker for Acton Community Advice Service (Year 2 of 3)
4. Acton Playground Provision – (Annual ongoing)
5. School Crossing Patrols – (Annual ongoing)
6. Staffed play provision at Little Acton and holiday play sessions on the Fairways Estate (Year 3 of 3)
7. Any new Service Level agreements that may be determined by the Council as part of its budget setting process

THE COUNCIL IS RECOMMENDED :-

a) to confirm the continuation of the existing Service Level Agreements as set out above for the next financial year as part of the budget setting process; and
b) to determine its wishes in respect of any new Service Level Agreements it may seek to enter into from 1 April 2027

3. Precept Requirements for 2027/28:

The Chief Finance and Performance Officer, Wrexham County Borough Council has yet to indicate when the Community Council's precept is required by (but its usually mid-January each year). The Acton Community Tax base for 2027/28 is also yet to be confirmed;

Budget Assumptions. Members are requested to give initial consideration to the Council's Draft budget and precept requirements to enable detailed costings to be worked up for consideration at the December 2025 Council meeting.

IT is PROPOSED that the Clerk should work up detailed budget costings for consideration at the December 2026 Council meeting taking into account current commitments and any new provisions that the Community Council decides to support and earmarked and other General reserve requirements. The costings should be based on an assumption of 4% inflation and include any cost implications within the budget lines that may be affected by any recent announcements by the Chancellor in the November 2026 budget.

End of Report

ANNEX : ANNUAL INVESTMENT STRATEGY 2026/27 &2027/28

INTRODUCTION

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

PURPOSE OF REPORT

To enable Members to review the Community Council's Investments Strategy for 2026/27 & 2027/28 as part of the Annual budget setting process.

DECISIONS REQUIRED

1. To consider and if appropriate, approve the Investment Strategy for Acton Community Council for the financial years 2026/27 & 2027/28 as set out in the appendix to this report; and
2. To agree to review the Acton Community Council Investments Policy each financial year as part of the budget setting process.

INFORMATION

The WAG Guidance on Section 15(1) (a) of the Local Government Act 2003 was applied with effect from the financial year 2004/05 and anticipates that the Annual Investment Strategy is agreed before 1 April of each financial year in question. The Strategy is meant to be a document that sets out the categories, Investments plan to be undertaken and the amounts intended to be invested over relevant periods of time. Community Councils have been encouraged to include approval of the Strategy within their budget processes or documentation. The Council reviewed the 2025/26 Investment strategy at its meeting held in December 2024. (Minute 113.1 refers)

Members are reminded that this Authority presently holds four accounts as set out below:-

HSBC BANK AT WREXHAM.

1. **Deposit Business Money Manager**, an interest-bearing no notice account where all Precept and other Grant payments are paid into. The interest is paid gross each quarter on the Money Manager account. It is currently used to hold the Council's General Fund Balances.

2. **Community (current) Account** a non-interest bearing account from which all debit card payments (max £300) are made and all direct debits related to the Little Acton Community Centre are paid from this account. The room booking hire fees for Little Acton Community Centre are also paid electronically into this account. The Council does not take any cash payments. Use of this account is restricted by the Bank itself to a maximum limit of £10,000 per day for all payment transactions in any one day.

ONLINE ACCOUNTS WITH UNITY TRUST BANK.

1.**Instant Access deposit account** which holds earmarked capital monies for the Acton Community Resource Centre and year marked monies for Election costs, the Maesydre Power House Building valuation and the repairs/ replacement of Playground equipment of the Service Level Agreement with Wrexham County Borough Council and other earmarked monies for Locum Clerk, Little Acton Community Centre.

2. **Current T2 Account** This is a non-interest bearing from which all creditor payments apart from Little Acton Community Centre payments are made from. This account does not have daily transaction limit unlike the HSBC current account. However there is not an option for a debit card with this account which limits online purchase options. The balances in this account are kept quite low as there is no interest payable.

The return on the Council's Investments has slightly increased as the recent historic low rate of interest has slightly increased although the Council has not committed any monies to long term higher interest bearing accounts. . The interest amount currently being received is minimal, so there has been little opportunity to secure improvement. The earmarked contingency balances proposed in the estimates of Income and Expenditure from 2027/28 onwards will require consideration of the options for flexible longer term investment in the future. However during 2026/27 there has been large spending of the Earmarked Reserves to pay for the new play area in Acton Park and improvements to the Little Acton Community Centre building . The Council's banking strategy review, following repeal of Section 150 requirements for the signing off of cheque payments, determined to maintain the status quo for electronic payments as that currently represents the best internal safeguard and financial control of expenditure.

APPENDIX

ANNUAL INVESTMENT STRATEGY FOR ACTON COMMUNITY COUNCIL 2026/27 +2027/28

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

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

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

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

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

SUMS TO BE INVESTED

All monies not required for approved expenditure purposes (General Fund) (GF) to be invested in the Council's HSBC Money Manager Account and the earmarked contributions for Elections, Little Acton Community Centre, future repairs/maintenance to the Maesydre Power House, repairs/replacement of Playground equipment under the Service Level Agreement with Wrexham County Borough Council and other earmarked monies for a Locum Clerk, Play resources; together with any earmarked budget underspend item shall be invested in the Council's Unity Trust Bank Instant Access Account.

LISTING OF INVESTMENTS UNDERTAKEN

The Council will undertake the following categories of investment for the financial year 2026/27 +2027/28.

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

NEW INVESTMENTS – REPORTING REQUIREMENTS

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

GLOSSARY

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

ACTON COMMUNITY COUNCIL **AGENDA ITEM 11**

Report of the Clerk to the Council for Consultations and Correspondence received since last meeting on 21 October 2026 **18 November 2026**

Organisation	Details	Notes
CONSULTATIONS: Members are requested to submit any comments they may wish to make on the undermentioned Consultations		
.	None Received	
CORRESPONDENCE		
1. Cefn Community Council	**Bailey Jones Campaign**: Email 29 September 2026 inviting Community and Town Councils across Wrexham to become partners in The Bailey Jones Campaign to raise awareness of organ donation across communities in Wrexham. There is no requirement for every Council to undertake the same activities. Simply to build a network of councils and community organisations that are willing to support the campaign in a way that works for their own communities . **THE COUNCIL's IINSTRUCTIONS ARE REQUESTED**	
3. Planning Aid Wales	**1. Latest training from Planning Aid Wales:** email dated 26 October 2026 with details of their latest training events. **2. Latest news from Planning Aid Wales:** email dated 6 November 2026 with their latest newsletter.	
4. Wrexham CBC	**1. Mayor's First Aid Challenge – Community Sessions:** email dated 21 October 2026 with details of the challenge set by Councillor Jeremy Kent, Mayor of Wrexham, to help 1000 people learn basic first aid during his term of office. **The Council's instructions are requested** **2. Could You Be a Councillor? Events - Information for Prospective Community and Town Councillors:** email dated 6 November 2026 with information about these two events.	
5. Play Wales	**1. New issue of Play for Wales:** email dated 22 October 2026 containing a link to the new issue of Play for Wales.	
6. One Voice Wales	**1. One Voice Wales Funding Newsletter October 2026:** email dated 22 October 2026 containing the latest funding newsletter. **2. MINUTES OF WREXHAM FLINT AREA COMMITTEE:** email dated 23 October 2026 with the Minutes of the Meeting attached. **3. Cost of Living Crisis Project - Information and Resources:** email dated 28 October 2026 with their latest information and resources. **4. NORTH WALES ACTIF – WEBINAR:** email dated 30 October 2026 with details of this Webinar on the 11 November 2026. **5. OVW Larger Local Councils Forum 21 October 2026:** email dated 2 November 2026 with the Minutes of this Meeting. **6. Cold Homes, Rising Bills – What Can Your Council Do?:** email dated 5 November 2026 with details of this webinar on Friday 20 November 2026.	

	7. One Voice Wales E Bulletin: Email dated 6 November 2026 with their latest e-bulletin. **8. One Voice Wales Funding Newsletter November 2026:** email dated 6 November 2026 with various funding opportunities.	
7. Llais	**IMPACT – Llais monthly newsletter:** email dated 23 October 2026 containing their latest monthly newsletter.	
8. Audit Wales	**Audit Wales Newsletter:** Email dated 30 October 2026 containing their latest newsletter.	
9. Menter Iaith Fflint a Wrecsam	**Wrecswyl 2026:** email dated 3 November 2026 with details of this new Welsh Language Festival taking place at Ty Pawb on Saturday 7 November 2026.	
10. AVOW	**Members Mailout October 2026:** email dated 29 October with the latest Member's e-bulletin.	