

12 October 2022

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 OCTOBER 2022 at 6.30pm**. The Meeting will be held in the **TRAINING ROOM** at **ACTON COMMUNITY RESOURCE CENTRE**, Overton Way, Acton, Wrexham, LL12 7LB.

For anyone unable to attend the meeting in person you can join the Zoom Meeting online using the Meeting ID: 843 1926 1152 and Passcode: 643457 or by clicking on the link below:
<https://us02web.zoom.us/j/84319261152?pwd=YUIYL3lrU2lwcHZFWEU5U0h5eFpyUT09>

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 17 October 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 27 September 2022 (Copy attached)

5. INFORMATION FROM 27 SEPTEMBER 2022 MINUTES:

1. **Minute 69.1 - Annual Accounts 2021/22 Publication of Audited Accounts and Conclusion of Audit:** Clerk to update

6. **COMMUNITY POLICING MATTERS:** To receive a Monthly Policing and Operations Report from the Acton Community Police Officers that may be present at the Meeting.

7. **PROCEDURAL MATTERS:** To consider the attached report concerning the following procedural matters:

1. **HEALTH CHECK & SELF ASSESSMENT – THE FINANCE & GOVERNANCE TOOLKIT FOR COMMUNITY AND TOWN COUNCILS:** To receive an update from the Chair and Clerk on their assessment outcomes following completion of Part 1 of this document and to complete the Part 2 Self Assessment to inform where to focus attention and priorities. (Information previously circulated for 19 July 2022 Council meeting)

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

2. **WORKSHOP PROPOSAL:** Preparation of core objectives and priorities, and the creation of a 1,3 or 5 year Business Plan – Councillor Balmain to give an update,
3. **ANNUAL REPORT:** To receive an update on progress since the last meeting from the group of Councillors working on this.
4. **TRAINING PLANS:** To receive an update on progress since the last meeting from the group of Councillors working on this.
5. **TOWN & COMMUNITY COUNCIL ELECTIONS 2022:** To receive details of the fees to be charged by the Returning Officer for the contested and uncontested elections for the Acton Community Wards in May 2022. Clerk to update
6. **ACTON CITIZENS ADVICE BUREAU OUTREACH SERVICE:** To receive the Service Level Agreement Monitoring Statistics in respect of the number of sessions Clients, debts recorded and Maximised income for Quarter 2 (July 2022 to September 2022) Copy attached.
7. **COMMUNITY AGENT PROJECT:** TO consider an invitation from Wrexham CBC to consider expanding this Project to cover the area of Acton
8. **ITEM PLACED ON THE AGENDA AT THE REQUEST OF COUNCILLOR ANDREW MOSS – PLACE PLANS:** This item was deferred at the July 2022 meeting of the Council. Councillor Moss to report.
9. **COMMUNITY ENGAGEMENT:** Chair to give an update
10. **KEY ACTON ISSUES:** WCBC Members to report verbally on any **New** or **Key Issues** being considered by the County Borough Council that may affect the whole or part of the Community of Acton. (Item placed on the agenda in accordance with the decision contained in Minute 107 January 2011
11. **REPORT FROM CLERK:** Clerk to report on correspondence, consultations and other information that has been received since the last meeting. Details circulated separately
12. **FINANCIAL MATTERS:** To note details of any payments received, the second quarter progress against the budget and to authorise any outstanding debtor or other payments
13. **PLANNING APPLICATIONS:** To consider any comments the Council may wish to make on applications made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council) and on the Town and Country Planning (Trees) Regulations 1999.:-

Case Number/ Address Proposed Development	Decision
1. Planning Application P/2022/0784 - Dilys o/Valid From 30/08/2022 : 1 Derwent Crescent, Wrexham, LL12 7YN - two storey side extension and erection of fence to side	
2. Planning Application P/2022/0839 - Dilys o/Valid From 31/08/2022 : Vivid Floral Designs, 112, Chester Road, Wrexham, LL11 2SN - advertisement consent for illuminated fascia sign	

**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 Meeting of Acton Community Council held remotely via Zoom on Tuesday 28 September 2022

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy * (Vice Chair)
"	W Baldwin	"	A Gallanders
"	Ms L Balmain	"	Ms C Jarvis
"	Mrs. C Bettley	"	P Lloyd
"	M Davies	"	Ms B Martin
"	R Davies *	"	A Moss
"	Ms S Edwards	"	T Ryan *
"	Mrs. A Evans	"	D Wallice *

* Absent

Also Present:

PC G Roberts, North Wales Police

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

55. SILENCE

Members of the Council observed a one minute silence as a mark of respect following the death of HM Queen Elizabeth II.

56. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Davies, R Hardy, T Ryan and D Wallice.

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

57. DECLARATION OF INTERESTS

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

58. PUBLIC QUESTIONS

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

59. CONFIRMATION OF MINUTES

i. Council Meeting 19 July 2022: The Minutes of the remote Council meeting held on 19 July 2022 were received. It was noted that Councillor Lizzie Balmain should be marked as absent. In respect of Minute 51.4, the request for additional litter bins at the Little Acton Shops and the Play Area at Ffordd Garmonydd, - Councillor Gallanders requested it be noted that he had spoken on this matter at the meeting on behalf of Councillor Baldwin.

RESOLVED – that, subject to the above amendments, the Minutes of the Remote Council Meeting held on 19 July 2022 be received and confirmed as a correct record

ii. Remote Youth Committee meeting held on 26 July 2022: The Minutes of the Committee were received. The Committee's recommendation to the Council that it enters into a Pilot Project with the Wrexham CBC Play Development Team for staffed play provision from September 2022 was accepted. It was noted that the Pilot Project had commenced on the 27 September 2022.

RESOLVED – that the Minutes of the Youth Committee Meeting held on 26 July 2022 be received and its recommendation that the Council enters into a Pilot Project with the Wrexham CBC Play Development Team for Staffed Play Provision from September 2022 using the criteria and budget provision as set out in the Minutes of the Youth Committee be endorsed.

60. VARIATION IN ORDER OF AGENDA

RESOLVED - To bring forward Agenda Item 7 – Community Policing Matters – Monthly Policing and Operations Report so as not to unnecessarily delay the PC in attendance from his Operational duties.

61. COMMUNITY POLICING MATERS – MONTHLY POLICING AND OPERATIONS REPORT

PC G Roberts was in attendance and welcomed by the Chair. He explained that the monthly reports will no longer be produced but Councillors and the Public can access the information themselves on the Police website. Members requested that the daily Police update from Inspector Luke Hughes be emailed to them direct. It was reported that off road bikes are still an issue in Acton Park; however, Officers were focusing on intelligence received and ensuring a regular Police presence in the Park. Similar incidents on Smithy Lane were also being targeted. The Public were encouraged to report via 101 or via the online web form, but not to use social media, as this is not constantly monitored and reports might not be picked up.

RESOLVED that PC Roberts be thanked for his attendance and his report be noted.

62. EXCLUSION OF PRESS AND PUBLIC

RESOLVED - 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.

63. CONFIRMATION OF MINUTES - STAFFING COMMITTEE MEETING 6 SEPTEMBER 2022

The Confidential Minutes and delegated decision of the Staffing Committee meeting held on 6 September 2022 were received. It was noted that Mrs. Michelle Williams had been appointed to the Administration Assistant position, with effect from the 19 September 2022, on SCP8 for 16 hours per week. Her core working days being Monday, Tuesday and Wednesday, based from home, subject to a six-month probationary period to be reviewed by the Staffing Committee.

RESOLVED – that:

- i) the Minutes of the Staffing Committee Meeting held on 6 September 2022 be received and the delegated decision of the Committee be confirmed; and***
- ii) the Clerk proceed to obtain quotes and purchase suitable equipment for herself and Michelle Williams to access cloud storage and Microsoft 365, together with any other equipment necessary to carry out their roles.***

64. VARIATION IN ORDER OF AGENDA

RESOLVED – To bring forward and discuss Agenda Item 17 – Acton Community Resource Centre whilst members of the press and public were excluded from the meeting.

65. ACTON COMMUNITY RESOURCE CENTRE

Further to Minute 41.2 July 2022, it was noted the Centre's Business Plan for 2022/2023 had yet to be received. It was confirmed none of the other Community Councils have an SLA in place with Wrexham CBC to fund their local Resource Centres. Members raised various concerns about the ramifications and discussed various options.

RESOLVED – to confirm that Acton Community Council will not be renewing its Agreement with Wrexham Community Council, to provide £30,000 pa funding towards the running costs of Acton

Community Resource Centre, when the current ten-year Service Level Agreement ends on 31 March 2023.

66. PRESS AND PUBLIC

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

67. INFORMATION FROM THE MINUTES

- 1. MINUTE 47.3 FINANCE AND GOVERNANCE TOOLKIT:** it was noted that the Chair and Clerk would meet shortly, and report on the outcomes of the Health Check to the next meeting.
- 2. FENCING REPAIR AT JEFFREYS ROAD:** it was noted that Councillor D Wallice was progressing this matter.
- 3. ANNUAL REPORT AND STATUTORY TRAINING PLAN - PROGRESS AGAINST REQUIREMENTS SET OUT IN THE LOCAL GOVERNMENT AND ELECTION (WALES) ACT 2021:** It was noted that limited progress had been made. Data was being collated for the Annual Report. In addition, the Clerk will also be asked to contribute Financial Planning to the Annual Report. A suggestion for a Workshop, to be facilitated by Councillor Balmain, around core objectives and priorities, and the creation of a 1, 3 or 5 year Business Plan, was well received.

RESOLVED – that:

- i. The Chair, Vice Chair, Councillor S Edwards and Councillor C Jarvis give a further update on the Annual Report and Training Plan to the next full Council Meeting.*
- ii. Councillor L Balmain report back to the next Council meeting with proposals for a workshop, as set out above.*

- 4. RELOCATION OF CCTV CAMERA:** Further to Minute 51.3 July 2022, Councillor Martin reported that, despite numerous attempts, she had been unable to contact Aled Pugh-Jones at Wrexham CBC to progress the matter.

RESOLVED – that Councillor Martin continues her attempts to contact Aled Pugh-Jones and escalate within Wrexham CBC if unsuccessful, and provide details of the cost and resource implications for this relocation of the CCTV for the Community Council.

68. AUGUST RECESS MATTERS

Further to Minute 47.1 July 2022, a summary of the action taken by the Clerk, in consultation with the Chair and Vice Chair on the following urgent matters during the August Recess was received.

1. Community Defibrillators for the Acton Community Wards – Grant Application /Purchase
2. Cyber Insurance Policy Renewal
3. Payment of Accounts since 19 July 2022
4. Planning applications for development or work to protected trees in the Community Council's area

RESOLVED – that

- i) the actions taken during the August Recess under delegated powers as set out above, be endorsed;*
- ii) the Clerk be thanked for her swift action and successful response in obtaining a Defibrillator Grant for installation in the immediate vicinity of the Borrass Park Shopping Parade*
- iii) to authorize the Clerk to purchase a lockable defibrillator Cabinet from the Defibrillator Store at a cost of £519.84, and contact the Memorial Hall to arrange a suitable location for the defibrillator to be sited and available 24/7*

69. PROCEDURAL MATTERS

- 1. ANNUAL ACCOUNTS 2021/22 CONCLUSION OF AUDIT BY 30 SEPTEMBER 2022:** It was noted the Chair had instructed the Clerk to focus on obtaining a defibrillator for the Borrass Park Shops.

Accordingly, the Clerk had been unable to submit the Annual Return by the date set by the External Auditor.

RESOLVED – To note the Accounts for 2021/22 had now been submitted to the External Auditor and a copy of the submission had been sent to the Chair.

2. CIVILITY & RESPECT FOR THE LOCAL COUNCIL SECTOR: In collaboration with the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW) all local Town and Community Councils have been asked to sign up to the Civility and Respect Pledge, details of which had been circulated with the agenda.

RESOLVED – That Acton Community Council sign up to the Civility and Respect Pledge and the Chair sign the Pledge on behalf of the Community Council.

3. OPERATION LONDON BRIDGE/CORONATION OF KING CHARLES III: The Clerk reported on action taken in response to the sad death of HM Queen Elizabeth II. It was noted some Members had attended the Civic Service held at St Giles Parish Church. Reference was also made to arrangements for the Coronation of HM King Charles III, and of ensuring adequate budget provision for any events to be provided by the Council. It was suggested local residents could submit an application under S137 Grants for Financial Assistance.

RESOLVED – That the Clerk's actions be noted, and Acton Community Residents should be directed to the financial Assistance Grants the Council has available in connection with the Coronation of King Charles III.

70. KEY ACTON ISSUES

WCBC Members reported verbally on any new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton as follows:-

- 1. DEAN ROAD PLAYING FIELD DEVELOPMENT:** A full Council Meeting on the 28 September 2022 will consider the Village Green application for the Dean Road playing field. Members indicated they would support of the application. However, it was noted, an independent expert, retained by Wrexham CBC, would be recommending that the application was not accepted.
- 2. NINE ACRE FIELD:** It was noted that this land had been nominated for release and renamed as Queen Elizabeth II field and it would now become protected. Wrexham CBC have no current plans for the land in terms of a strategy for Biodiversity/woodland. Concerns were raised by members that children were climbing over the fences, when the gates were locked.
- 3. TASK AND FINISH GROUP – ACTON COMMUNITY PLAY AREAS:** it was noted the Group had yet to meet, but the Chair would invite all members to visit each of the three play areas funded by the Community Council.

RESOLVED – that

- i) Councillor Jarvis seek to ensure the gates to the Nine Acre field be left unlocked if possible.**
- ii) Councillor Salli Edwards be added as a member of the Acton Community Play Areas Task and Finish Group.**
- iii) the updates be noted**

71. COMMUNITY ENGAGEMENT: The Chair gave an update as follows:

- 1. APPRECIATION NIGHT:** The Chair made a proposal to recognize people who work in the Community including the Ranger and Young Rangers at Acton Park and School Crossing Patrols.
- 2. INSPECTION OF FORMER SENIOR PLAY AREA IN ACTON PARK:** Reference was made to the dilapidation of the fencing. The Park Ranger has put temporary posts to support damaged areas. It was noted the wooden play area is thirty years old and has become an informal dog exercise area.

RESOLVED - That

- i. the Chair make arrangements for an Appreciation Night to be held in due course**

- ii. **Councillors Jarvis and Martin make further informal enquiries with Wrexham CBC Officers with regard to repairs/maintenance of the wooden fencing to the informal dog exercise area at Acton Park and report back to a subsequent meeting.**

72. FINANCIAL ASSISTANCE

Members considered the single application received during the present quarter and whether the Council wished to make a grant to the applicant under the provisions of Section 137 of the Local Government Act 1972. Members referred to the current financial constraints faced by families in the Acton Community and considered making a grant to Wrexham Foodbank.

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

Organisation	Details	Decision
2. Acton Park Community Angling Club	Grant towards the purchase of a second aeration system and a Dissolved Oxygen Meter	£500
3. Wrexham Foodbank	Financial Assistance to support the purchase of food and other essentials	£375
Total - Quarter 2		£875

73. REPORT FROM CLERK

The Council received a report from the Clerk detailing correspondence and other information that has been received since the last meeting as follows:

1.Wrexham CBC	Consultation for Wrexham County Borough Council's draft involvement strategy 2022-2027: Email dated 7 October 2022 advising that this consultation will close on 4 October 2022 Information noted
Correspondence	
2.Wrexham County Borough Council	1. Warm places project: Email dated 29 July 2022 providing information about this project Information noted 2. Mayor's Charity Dinner Dance: Email dated 2 September 2022 inviting the Council to send representatives to attend this event. RESOLVED – that subject to her diary availability Councillor Balmain attend this event on the Council's behalf
3.HomeStart Cymru	Home-Start Cymru's #TogetherWeCan - Volunteer Recruitment Campaign: Email dated 6 September 2022 seeking help and support to promote this Campaign Information noted
4.Welsh Government	1. Welsh Government North and South Wales Workshop Events: Email dated 7 September 2022 advising of these events being held in December 2022 as part of the Welsh Government's commitment to increasing diversity across all aspects of public life. This includes tackling the barriers which prevent individual's active participation in local democracy through standing for elected office Information noted 2.Important survey for town and community councils and key partners: Email dated 16 September 2022 advising the closing date for this survey is 7 October 2022 Information noted
5.FCC Environmental	Wrexham Community Liaison Meeting: Email dated 12 September 2022 advising that this meeting is to be held at the Wrexham Recycling Park on 4 October 2022 commencing at 18.00 hours. Information noted
6.Play Wales	September e-bulletin: Email dated 15 September 2022 sharing this Newsletter Information noted

7.AVOW	AVOW AGM: Email dated 16 September 2022 inviting Members to the AGM to be held at Coleg Cambria on 23 ^d September 2022 <i>Information noted</i>
8.Sarah Atherton MP	New Deadline Dates for Families Matter Community Grants: Email dated 21 September 2022 advising that the next quarterly deadline for applications is 7 November 2022. Full details are available at: https://www.warburtons.co.uk/our-company/sustainability/within-the-community/giving-donating/financial-giving/ <i>Information noted</i>
9.Society of Local Council Clerks	Facing up to challenging times ahead: Email dated 21 September 2022 advising of the joint SLCC & OVW Joint Conference is a virtual event that will take place on Wednesday 9 November, 9:30am - 4:30pm RESOLVED that the Clerk be authorised to book two places to attend this virtual joint Conference as part of her continued professional training and the delegates' fees of £108 inc vat, and any additional hours incurred by the Clerk attending the Conference be paid.
10.One Voice Wales	1.The importance of Town & Community Councils in building resilient spaces for nature: Email dated 21 September 2022 inviting representatives from Community & Town Councils to an important conference on Biodiversity and addressing the nature emergency on Thursday 27.October 2022 <i>Information noted</i> 2.REMINDER - SEPTEMBER & OCTOBER TRAINING DATES: Email dated 21 September 2022 providing information on the various courses being held <i>Information noted</i> 3. Guidance on Preparing a Council's Training Plan Including a Model Plan Template: Email dated 23 September 2022 which provided documents and a suggested training plan format that the Council can use. <i>Information noted</i>
11. Clerk to the Governors Rhosnesni High School	Community Governor: Email dated 26 September 2022 advising of a Rhosnesni High School Governor vacancy that a local resident had expressed an interest in filling RESOLVED – that the Clerk to the Governors be advised that the Council has no observations to make and is happy to leave it to the Governing Body to fill the vacancy

74. PAYMENT OF ACCOUNTS

The Clerk presented details of payments made during the August 2022 recess and requested authorisation for outstanding debtor or other cheque and BACS payments as set out in the schedule.

RESOLVED –To note the payments made in August 2022 and approve the payments to be made in September 2022 as set out below:-

1. TRANSFERS

£45,000.00 Transfer Authorised from Deposit Account to replenish Current Account at Council Meeting on 21 July 2022

2. PAYMENTS RECEIVED:

Precept Payment: 26 July 2022 £56,333.00

Interest Payments 1: £9.21 to Money Market Account on 30 June 2022 2: £32.19 to Deposit Account on 2 September 2022

3. **BANK CHARGES** to 3 July 2022, 3 August 2022, 3 September 2022 : 2x £8.20, 1x £7.80 Current Account ; £5.40 Chairs Charity Account

4. AUGUST 2022 PAYMENTS

Voucher/Payment Ref & Payee	Details	Amount
40. BACS ref 13.8.22 Carole Roberts	Clerks Salary and office expenses for August 2022 calculated by the Council's Agent: Shropshire County Council in	(as per payroll schedule)

	accordance with Minute 47 July 2017 Section 112 Local Government Act 1972 (as amended)	
41. BACS ref 14.8.22 Clwyd Pension Fund	Pension payments for August 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
42. BACS ref 15.8.22 HMRC	Payroll payments for August 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
43. Cheque No 202234 Gallaghers	Cyber Insurance Policy 5365508 renewal to 27/8/23 Section 112 & S140 Local Government Act 1972 (as amended)	£369.20 (VAT = £0)
44. Cheque No 202235 Defib Store Ltd	Supply of 1xZol Plus Semi-Automatic Aed Defibrillator & Locked Cabinet S137 Local Government Act 1972 (as amended)	£1,575.84 (Vat= £262.64)
45. Cheque No 202236 Carole Roberts	Clerks Expenses for August 2022 Section 112 Local Government Act 1972 (as amended)	£107.62 (Vat= £12.93)
Chairs Charity Account		
None		

5. SEPTEMBER 2022 PAYMENTS

Voucher/Payment Ref & Payee	Details	Amount
46. BACS ref 16.9.22 Carole Roberts	Clerks Salary and office expenses for September 2022 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)
47. BACS ref 17.9.22 Clwyd Pension Fund	Pension payments for September 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
48. BACS ref 18.9.22 HMRC	Payroll payments for September 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
49. Cheque No 202237 Wrexham County Borough Council	Half Year SLA Payment for Acton Community Resource Centre Section 19 Local Government (Miscellaneous Provisions) Act 1976)	£15,000.00 (VAT = £0)
50. Cheque No 202238 Caia Park Partnership Ltd	Q2 SLA Payment for Acton Open Access Youth Service Provision Section 19 Local Government (Miscellaneous Provisions) Act 1976)	£6,218.40 (VAT = £0)
51. Cheque No 202239 Defib Store Ltd	Supply of 1x Defib Store Locked Cabinet S137 Local Government Act 1972 (as amended)	£519.84 (Vat= £86.64)
52. Cheque No 202240 SLCC Enterprises Ltd	Conference Fee – SLCC Annual Conference 2-4 November 2022 Section 112 Local Government Act 1972 (as amended)	£564.80 (Vat= £65.80)
53. Cheque No 202241 Charisma Trophies Ltd	Engraving 2 Pins for Chairs Chain of Office Section 112 Local Government Act 1972 (as amended)	£12.00 (Vat= £0)
54. Cheque No 202242 Acton Park Community Angling Club	Financial Assistance towards costs of equipment to improve water quality at Acton Lake S137 Local Government Act 1972 (as amended)	£500.00 (Vat= £0)
55. Cheque No 202243 Wrexham Foodbank	Financial assistance towards costs of providing this service to Acton Community families S137 Local Government Act 1972 (as amended)	£375.00 (Vat= £0)
56. Cheque No 202244 SLCC Enterprises Ltd	JT SLCC/OVW Virtual Conference on 9 November 2022 2x Delegate fees Section 112 Local Government Act 1972 (as amended)	£108.00 (Vat = £18.00)

57. Cheque No 202245 Carole Roberts	Clerks Expenses for September 2022 Section 112 Local Government Act 1972 (as amended)	£147.55 (Vat= £11.39)
Chairs Charity Account		
None		

75. PLANNING APPLICATIONS

The Council considered the following matters and applications within the Acton Community area that had been made under the Town and Country Planning Act 1990 (to be determined by Wrexham County Borough Council):

RESOLVED - that the following observations be made on the applications as set out below:

Case Number/ Address & Proposed Development	Decision
1. Planning Application P/2022/0628 - Dilys o/Valid From 05/07/2022 Acton Park Hotel, 110 Chester Road, Wrexham, LL11 2SN advertisement consent for replacement signs (illuminated and non-illuminated)	Application Granted prior to meeting
2. Planning Application P/2022/0693 - Dilys o/Valid From 15/07/2022 Asda Superstore, Holt Road, Bodhyfryd, Wrexham LL13 8HL works to trees protected by tree preservation order wcbc 34	No objections subject to the Council's Arboricultural Officer being satisfied that the works are necessary and are carried out under his direction
3. Planning Application P/2022/0664 - Dilys o/Valid From 19/07/2022 25 Friars Close, Wrexham, LL12 7RA replacement of flat roof to pitched roof to front of property	No observations
4. Planning Application P/2022/0758 - Dilys o/Valid From 15/08/2022 73 Box Lane, Wrexham, LL12 8DA two story rear extension	Application Granted prior to meeting
5. Planning Application P/2022/0750 - Dilys o/Valid From 17/08/2022 206, Herbert Jennings Avenue, Acton, Wrexham, LL12 7YD p/2022/0399 discharge of conditions 6 (parking) and 10 (vehicular access) of planning permission p/2022/0399	No observations
6. Planning Application P/2022/0768 - Dilys o/Valid From 22/08/2022 5 Firgrove Corner, Wrexham, LL12 7UF single story side extension	No observations
7. Planning Application P/2022/0770 - Dilys o/Valid From 22/08/2022 17 Lawson Road, Wrexham, LL12 7BA works to trees protected by tree preservation order wmbc 160	No objections subject to the Council's Arboricultural Officer being satisfied that the works are necessary and are carried out under his direction
8. Planning Application P/2022/0775 - Dilys o/Valid From 31/08/2022 120 Rhosnesni Lane, Rhosnesni, Wrexham, LL12 7NE change of use of building from class a1 (retail) to class d2 (personal training studio)	No objection to the application as it was noted that the use was for Personal Trainers working on a one-to-one basis with clients, and there would be no additional nuisance caused by noise or traffic to the site
NOTIFICATION OF APPEAL- Hand Hotel, Holt Road Wrexham Advertisement consent for digital display sign: Further to Minute 149.8 March 2022: To note that an Appeal has been lodged by the Applicant against the decision of the planning Authority	Not to make any amendments to the Council's objections
AMENDED PLANS FOR Planning Application P/2022/0413 - Dilys o/Valid From 13/05/2022 16, Ffordd Llywelyn, LL12 8JW single storey side and rear extensions	No observations

Councillor Kevin Roberts
Chair

Signed as a correct record this 18th day of October 2022

Presiding Chair

July - September 2022

Ward Dashboard

More than one ward



In this Ward we helped

Clients	114
Issues all	458

Top issues

Benefits & tax credits	168
Debt	90
Benefits Universal Credit	32
Housing	30
Consumer goods & services	24

Top 5 benefit issues

21 Personal independence payment	55
28 General Benefit Entitlement	32
99 Other benefits issues	29
17 Attendance Allowance	17
15 Disability Living Allowance	11

Top 5 debt issues

04 Fuel debts	19
60 Debt Assessment	12
02 Mortgage & secured loan arrears	9
99 Other Debt	9
08 Rent arrears - private landlords	6

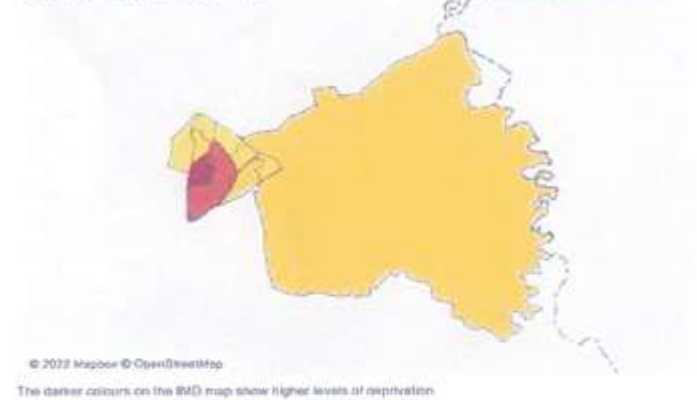
Homelessness

03 Threatened homelessness	4
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Clients seen



Index of multiple deprivation



Gender



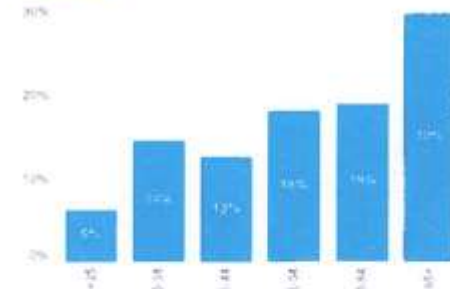
Ethnicity



Disabled or Long term health



Age group



Gains £53591
Debt £54108

AGENDA ITEM 7.6
AGEND COMMUNITY COUNCIL - 18 OCTOBER 2022
ACTION OUTREACH ADVICE SERVICE - Q2 SLA REPORT

ACTON COMMUNITY COUNCIL
18 OCTOBER 2022

AGENDA ITEM 7.7

Cyngor Bwrdeistref Sirol Wrexham Tŷr Rhydfudr, Stad Ddiwydiannol Wrexham, LL13 9XT
Wrexham County Borough Council Redwither Tower, Wrexham Industrial Estate, Wrexham, LL13
9XT
Ffôn/Tel: 01978 292000 Ffacs/Fax: 01978 298029 BT Text Phone: 01978 292067
www.wrexham.gov.uk www.wrexham.gov.uk



Letters sent by email to Community
Councils as listed on p 2.

Eich Cyf/Your Ref
Ein Cyf/Our Ref
Dyddiad/Date
Gofynnwr am/Ask for
Rhif Union/Direct Dial
E-bost/E-mail

SLW/YK
19th June 2022
Steve Latham-White
01978 298612
[Steve.latham-
white@wrexham.gov.uk](mailto:Steve.latham-white@wrexham.gov.uk)

Dear Community Councillors,

Re: Community Agents Project – Wrexham County

Wrexham County Borough Council is committed to prevention and enablement of our citizens in line with Welsh Government policy. We need to ensure continuity of provision to all citizens and at present there is no Community Agent provision in your ward.

We are looking to ensure that, moving forward, citizens in your ward are able to access this service and would like to offer you the opportunity to work with us to determine the best approach to gain the coverage and consistency for citizens in your ward. We are open as to the approach; whether this be the Community Council directly employing a Community Agent or for us to collectively contract an independent provider to deliver the service. We value the Community Council input to the project, your local knowledge gives real localism to the work and helps guide the project at ward level to meet the needs of those citizens.

The current maximum grant for a ward to employ a Community Agent is £12,000. This gives enough money to pay an Agent 16 hours per week at the real living wage. It also has built in ability for the Clerk to charge time for supervision and management of the Agent.

We would welcome the opportunity to meet with you to discuss this further. If you could please email commissioning@wrexham.gov.uk we will be in contact to arrange a mutually convenient date and time. I look forward to hearing from you.

Many thanks,
Steve Latham-White
Commissioning and Planning Officer

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Byddwn yn ymateb i unrhyw ohebiaeth yn Gymraeg ac ni fydd hyn yn arwain at unrhyw oedi.*

*We welcome correspondence in Welsh.
We will respond to any correspondence in Welsh and this will not lead to any delay.*

INFORMATION AND GENERAL CORRESPONDENCE RECEIVED SINCE THE LAST MEETING

Organisation	Details	Comments
Sustainable Futures Division, Welsh Government	CONSULTATION: Extending the Well-being of Future Generations Act's well-being duty: This item was held over from the September 2022 meeting. The consultation seeks views on extending the well-being duty on named public bodies in Part 2 of Well-being of Future Generations (Wales) Act 2015. The consultation also seeks views on the opportunities for public bodies not subject to the Act. The consultation is being run from 14 July to 20 October 2022. The Council's INSTRUCTIONS are REQUESTED	
Independent Remuneration Panel for Wales	CONSULTATION: Independent Remuneration Panel for Wales draft Annual Report Consultation - February 2023: Email dated 6 October 2022 attaching documents and a brief summary setting out the draft Report for the IRPW for February 2023. The two main proposals to ensure Members should not be out of pocket for carrying out their duties, relate to a Basic payment of £156 pa towards household expenses and a Set payment of £52 pa for the cost of office consumables. Any responses upon the proposals should be submitted by no later than 1 December 2022. This document has also been sent to the Minister for Finance & Local Government and other interested parties. The report can be found by using the following link: Independent Remuneration Panel for Wales Draft Annual Report - February 2023 Section 13 relates specifically to Community and Town Councils. The Council's INSTRUCTIONS are REQUESTED	
Elections Division Welsh Government	CONSULTATION: ELECTORAL ADMINISTRATION & REFORM WHITE PAPER: Email dated 11 October 2022 inviting invite the Council to respond to this consultation. Responses required by 10 January 2023 to Mailbox: Ymgynghoriad Etholiadau / Elections Consultation Elections.Consultation@gov.wales . The Council's INSTRUCTIONS are REQUESTED	
Wrexham County Borough Council	<ol style="list-style-type: none"> 1. Warm Places : Email dated 27 September 2022 providing a link to a recent announcement from Wrexham Council: https://news.wrexham.gov.uk/warm-places-to-offer-residents-comfort-in-colder-months/ 2. Remembrance Service on Sunday 13 November 2022: Email dated 11 October 2022 informing of arrangements being made for this Service and extending an invitation for representatives of the Council to take part and requesting confirmation of numbers attending and whether the Council wishes to lay a wreath. The Council's INSTRUCTIONS are REQUESTED 	

Office of Sarah Atherton MP	<p>Hubbub Foundation Offering Grants to Develop Community Food Hubs: Email dated 28 September 2022 advising that grants of £6,000 will be available to cover activities falling into at least one of the following categories: Skills - providing access to training and knowledge-building activities; Affordable food - supporting collaborative purchasing and/or local food retail; Community Connection-providing opportunities for communities to come together around food; and Growing - increasing the amount of food grown locally.</p> <p>There will be a Q&A webinar on 20 October 2022, 1pm to 2pm. The fund will open on 3 October 2022 and close at 23.59 on 7 November 2022.</p> <p>Full details are available at: https://www.hubbub.org.uk/community-fridge-funding</p>	
Audit Wales	<p>Audit Wales September Newsletter: Email dated 30 September 2022 setting out this Newsletter</p>	
One Voice Wales	<ol style="list-style-type: none"> 1. the importance of Community and Town Councils in building resilient places for nature: Email dated 3 October 2022 circulating information about a free one day Conference being held on 27 October 2022 2. Ramblers - Our paths our future: Email dated 4 October 2022 sharing access to a campaign to improve paths and access to nature. Details can be found by clicking on the following links: www.ramblers.org.uk/ourpathsourfuture or www.ramblers.org.uk/einllwybraeindyfodol 3. JOINT ONE VOICE WALES/SLCC EVENT – Wednesday 9 NOVEMBER 2022: Email dated 4 October 2022 reminding the this Joint Event is open to Councillors as Well as Clerks and there are spaces still available 4. Well-being of Future Generations Stakeholder Forum: Email dated 5 October 2022 notifying of the date of the next Forum and providing links to the Well-being of Wales Report, published by the Welsh Government. The 2022 version of the report can be access here: Wellbeing of Wales: 2022 GOV.WALES or Llesiant Cymru: 2022 LLYW.CYMRU 5. Keep Wales Tidy Packages 2022: Email dated 6 October 2022 from the Local Places for Nature Officer reminding of the closing deadline for Applications to Local Places for Nature sharing 6. Wrexham & Flintshire Area Committee Meeting 20-10-2022: Email dated 10 October 2022 enclosing the Agenda for this meeting. The Council has not yet nominated a representative to attend these meetings. The Council's INSTRUCTIONS are REQUESTED 7. Reminder - October Training Dates: Email dated 11 October 2022 setting out details of the Training Courses available this Month 	

elsh Government -	Autumn Engagement Events: Email dated 5 October 2022 advising of various events being held around Wales by the DataMapWales team. The North Wales remote session via Teams is next week on 18 October.	
Adult Learning Wales	AET taster session 10.11.22: Email dated 12 October 2022 providing details of an upcoming AET taster session that may be of interest. https://www.adultlearning.wales/en/course/48676 https://www.adultlearning.wales/cym/cwrs/48676	

Summary Receipts and Payments for Year Ended 31st March 2023 (as at end of Q2)
30.09.22

Last Year Ended 31st March 2022		Current Year Ended 31st March 2023
	Operating Income	
169,030.20	General Administration	112,724.24
2,287.91	VAT Data	0.00
171,318.11	Total Receipts	112,724.24
	Running Costs	
62,935.65	General Administration	21,849.94
101,450.40	Service level & Licence Agreem	43,860.46
11,430.91	Other Projects	3,118.74
8,592.04	VAT Data	-7,277.02
184,409.00	Total Payments	61,552.12
	Receipts and Payments Summary	
283,932.95	Opening Balance	270,842.06
171,318.11	Add Total Receipts(As Above)	112,724.24
455,251.06		383,566.30
184,409.00	Less Total Payments(As Above)	61,552.12
270,842.06	Closing Balance	322,014.18
	These cumulative funds are represented by:	
16,250.83	Community Bank Account	9,698.71
69,809.50	Deposit Account	127,524.53
184,781.73	Money Market Call Account	184,790.94
0.00	Cashbook Suspense	0.00
270,842.06		322,014.18
	Reserve Balances are represented by:	
-13,090.89	Current Year Fund	51,172.12
99,981.19	General Reserves	86,890.30
28,000.00	EM Res - Elections	28,000.00
20,580.00	EM Res - Power House R&M	20,580.00
1,500.00	EM Res - Power House/Valuation	1,500.00
69,413.58	EM Res - Playground Equip Repl	69,413.58
18,958.00	EM Res - Acton Comm Res Centre	18,958.00
11,718.50	EM Res - Environmental Works	11,718.50
5,908.49	EM Res -Youth Projects Cfwd	5,908.49
560.00	EM Res -Grant Monies: Holdings	560.00
625.00	EM Res - Play Sufficiency Proj	625.00
7,390.00	EM Res- Locum Clerk Costs	7,390.00
4,530.00	EM Res -Covid Crime Prevention	4,530.00
11,337.89	EM Res -LACC Equipment Refurbi	11,337.89
3,430.30	EM Res -Acton Park Equipment/S	3,430.30

Acton Community Council

Summary Receipts and Payments for Year Ended 31st March 2023

Last Year Ended
31st March 2022

270,842.06

Current Year Ended
31st March 2023

322,014.18

Signed: _____ (Chairman) *Carole Roberts* _____ (RFO)

Date: 14/10/2022

Acton Community Council

Page 1

Time: 18:24

**Bank Reconciliation Statement as at 30/09/2022
for Cashbook 1 - Community Bank Account**

User: CR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Community Bank Account	30/09/2022	489	33,144.30
			<u>33,144.30</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
20/09/2022 202237-49	Wrexham County Borough Council	15,000.00	
20/09/2022 202238-50	Caia Park Partnership Ltd	6,218.40	
20/09/2022 202239-51	Defib Store Ltd	519.84	
20/09/2022 202240-52	Society of Local Council Clerk	564.80	
20/09/2022 202241-53	Charisma Trophies	12.00	
20/09/2022 202242-54	ActonPark CommunityAnglingClub	500.00	
20/09/2022 202243-55	Wrexham Foodbank	375.00	
20/09/2022 202244-56	Society of Local Council Clerk	108.00	
20/09/2022 202245-57	Carole Roberts	147.55	
			<u>23,445.59</u>
			9,698.71
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			9,698.71
		Balance per Cash Book is :-	9,698.71
		Difference is :-	0.00

-3-

Date: 14/10/2022

Acton Community Council

Page 1

Time: 18:38

**Bank Reconciliation Statement as at 30/09/2022
for Cashbook 2 - Deposit Account**

User: CR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Money Manager Account	30/09/2022	446	127,524.53
			<u>127,524.53</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			127,524.53
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			127,524.53
		Balance per Cash Book is :-	127,524.53
		Difference is :-	0.00

-4-

Date: 14/10/2022

Acton Community Council

Page 1

Time: 18:31

**Bank Reconciliation Statement as at 30/09/2022
for Cashbook 3 - Money Market Call Account**

User: CR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Money Market Call Account	30/09/2022	149	184,790.94
			<u>184,790.94</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			184,790.94
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			184,790.94
		Balance per Cash Book is :-	184,790.94
		Difference is :-	0.00

-5-

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
RECEIPTS						
100 General Administration						
1076 Precept	112,667	0	(112,667)			0.0%
1090 Interest	57	0	(57)			0.0%
Subtotal	112,724	0	(112,724)	0	0	0.0%
TOTAL RECEIPTS	112,724	0	(112,724)	0	0	0.0%

PAYMENTS

100 General Administration						
4000 Bank Charges & Fees	51	120	69		69	42.3%
4100 Employer's Costs	16,357	42,415	26,058		26,058	38.6%
4103 Payroll Admin Charge	0	480	480		480	0.0%
4105 Clerk's Expenses	1,021	2,370	1,349		1,349	43.1%
4110 Equipment	0	2,000	2,000		2,000	0.0%
4111 Legal / Translation	0	3,880	3,880		3,880	0.0%
4115 Chain Plaque	12	25	13		13	48.0%
4120 Annual Subscriptions	215	2,295	2,080		2,080	9.4%
4125 Insurance	1,604	1,800	196		196	89.1%
4130 Elections	0	6,000	6,000		6,000	0.0%
4135 Audit Fees	225	1,500	1,275		1,275	15.0%
4140 Donations (S137)	1,375	3,500	2,125		2,125	39.3%
4145 Conference fees/expenses	589	1,500	911		911	39.3%
4150 Advertising	0	500	500		500	0.0%
4155 Training - Staff	85	1,500	1,415		1,415	5.7%
4160 Training - Members	35	3,840	3,805		3,805	0.9%
4161 Members Remuneration	0	6,400	6,400		6,400	0.0%
4165 Website/Data Protection	281	1,200	919		919	23.4%
Subtotal	21,850	81,325	59,475	0	59,475	26.9%
200 Service level & Licence Agreem						
4200 Acton Resource Centre-Rev Cost	15,000	30,000	15,000		15,000	50.0%
4205 Young Person Projects	18,655	27,340	8,685		8,685	68.2%
4210 Seasonal Ranger Acton Park	0	20,500	20,500		20,500	0.0%
4215 CAB Outreach Worker-ACAS	3,261	6,800	3,539		3,539	48.0%
4220 Maesydre Power House	0	1,600	1,600		1,600	0.0%
4225 Acton Playground Provision	3,307	16,515	13,208		13,208	20.0%
4230 School Crossing Patrols (S137)	3,638	19,270	15,633		15,633	18.9%
Subtotal	43,860	122,025	78,165	0	78,165	35.9%
300 Other Projects						
4300 Little Acton Community Centre	1,372	7,845	6,473		6,473	17.5%
4305 Community Streetscene	1,746	5,000	3,254		3,254	34.9%
4310 Crime Prevention Projects	0	5,000	5,000		5,000	0.0%
4320 Community Initiatives Fund	0	5,000	5,000		5,000	0.0%
Subtotal	3,119	22,845	19,726	0	19,726	13.7%
999 VAT Data						
515 VAT on Payments	(7,277)	0	7,277		7,277	0.0%

-6-

Continued over page

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Subtotal	(7,277)	0	7,277	0	7,277	0.0%
TOTAL PAYMENTS	61,552	226,195	164,643	0	164,643	27.2%
Total Receipts	112,724	0	(112,724)			0.0%
Total Payments	61,552	226,195	164,643	0	164,643	27.2%
Net Receipts over Payments	51,172	(226,195)	(277,367)			
plus Transfer from EM Res	0					
less Transfer to EM Res	0					
Movement to/(from) Gen Reserve	51,172	(226,195)	(277,367)			

Date : 14/10/2022

Acton Community Council

Page 1

Time: 18:43

Trial Balance for Current Year *(to end of Q2)*
30-09-22

User : CR

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
200	Community Bank Account			9,898.71	
210	Deposit Account			127,524.53	
220	Money Market Call Account			184,790.94	
310	General Reserves				86,890.30
320	EM Res - Elections				28,000.00
321	EM Res - Power House R&M				20,580.00
322	EM Res - Power House/Valuation				1,500.00
323	EM Res - Playground Equip Repl				69,413.58
324	EM Res - Acton Comm Res Centre				18,958.00
325	EM Res - Environmental Works				11,718.50
326	EM Res -Youth Projects Cfwd				5,908.49
327	EM Res -Grant Monies: Holdings				560.00
328	EM Res - Play Sufficiency Proj				625.00
329	EM Res- Locum Clerk Costs				7,390.00
330	EM Res -Covid Crime Prevention				4,530.00
331	EM Res -LACC Equipment Refurbi				11,337.89
334	EM Res -Acton Park Equipment/S				3,430.30
515	VAT on Payments	999	VAT Data		7,277.02
1076	Precept	100	General Administration		112,667.00
1090	Interest	100	General Administration		57.24
4000	Bank Charges & Fees	100	General Administration	50.80	
4100	Employer's Costs	100	General Administration	16,356.62	
4105	Clerk's Expenses	100	General Administration	1,021.35	
4115	Chain Plaque	100	General Administration	12.00	
4120	Annual Subscriptions	100	General Administration	215.00	
4125	Insurance	100	General Administration	1,604.17	
4135	Audit Fees	100	General Administration	225.00	
4140	Donations (S137)	100	General Administration	1,375.00	
4145	Conference fees/expenses	100	General Administration	589.00	
4155	Training - Staff	100	General Administration	85.00	
4160	Training - Members	100	General Administration	35.00	
4165	Website/Data Protection	100	General Administration	281.00	
4200	Acton Resource Centre-Rev Cost	200	Service level & Licence Agreem	15,000.00	
4205	Young Person Projects	200	Service level & Licence Agreem	18,655.18	
4215	CAB Outreach Worker-ACAS	200	Service level & Licence Agreem	3,260.94	
4225	Acton Playground Provision	200	Service level & Licence Agreem	3,306.84	
4230	School Crossing Patrols (S137)	200	Service level & Licence Agreem	3,637.50	
4300	Little Acton Community Centre	300	Other Projects	1,372.34	
4305	Community Streetscene	300	Other Projects	1,746.40	
Trial Balance Totals :				390,843.32	390,843.32
Difference				0.00	

-8-