

21 September 2022

Dear Councillor

You are summoned to attend the meeting of **ACTON COMMUNITY COUNCIL** to be held remotely in accordance with Local Government and Elections (Wales) Act 2021 on **TUESDAY 27 SEPTEMBER 2022** at **6.30pm**. The business to be transacted is as set out in the agenda below.

Please note that the Meeting and those participating will be recorded. To join the Meeting online use the Meeting ID: 815 7833 6791 and the Passcode: 169106 or click on the link below:

<https://us02web.zoom.us/j/81578336791?pwd=ZVVzSU5zUWppY1Z4cThRbmEzYnhEdz09>

Yours faithfully

Carole Roberts

Clerk and Responsible Financial Officer to the Council

AGENDA

1. **SILENCE:** following the death of HM Queen Elizabeth II, there will be a one minute silence at the start of the meeting as a mark of respect
2. **APOLOGIES FOR ABSENCE:**
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 26 September 2022, may, subject to stating their name and address before the meeting, speak at this meeting, as of right, on any matter on the agenda, for no more than 3 minutes.
4. **DECLARATION OF INTERESTS:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

5. **CONFIRMATION OF MINUTES:** To receive the Minutes of the following remote meetings:-
 - i. **Council meeting** held on 19 July 2022 (Copy attached)
 - ii. **Youth Committee:** To receive and consider the recommendations of the Youth Committee meeting held on 26 July 2022 (Copy attached)

Please contact

Carole Roberts, Clerk to the Council on: 07913 071470 or

E-Mail:

actoncommunitycouncil@gmail.com 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

EXCLUSION OF PRESS AND PUBLIC: It is **RECOMMENDED** that the press and public be excluded from the Meeting during consideration of the next item of business only as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

iii. **Staffing Committee:** To receive and consider the Confidential Minutes and recommendations of the Staffing Committee meeting held on 6 September 2022. (Copy circulated separately)

6. INFORMATION FROM THE MINUTES:

1. **ANNUAL REPORT AND TRAINING PLAN - PROGRESS AGAINST REQUIREMENTS SET OUT IN THE LOCAL GOVERNMENT AND ELECTION (WALES) ACT 2021:** Chair to report
2. **RELOCATION OF CCTV CAMERA:** Councillor Martin to give a progress update

7. COMMUNITY POLICING MATTERS - MONTHLY POLICING AND OPERATIONS REPORT: To consider the report from the Acton Community Police Officers.(Copy to follow)

8. AUGUST RECESS MATTERS: To receive an update on action taken by the Clerk in consultation with the Chair and Vice Chair during the August recess under delegated powers (Minute 40.1 July 2022 refers). Details attached.

9. PROCEDURAL MATTERS –

1. ANNUAL ACCOUNTS 2021/22 CONCLUSION OF AUDIT BY 30 SEPTEMBER 2022: To receive an update from the Clerk and Responsible Financial Officer.

2.CIVILITY & RESPECT FOR THE LOCAL COUNCIL SECTOR: In collaboration with the Society of Local Council Clerks (SLCC) and One Voice Wales (OVW) local Town and Community Councils are being asked to sign up to the Civility and Respect Pledge (details attached)

3.OPERATION LONDON BRIDGE/CORONATION OF KING CHARLES III: Clerk to report.

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

1. **NINE ACRE FIELD:** Councillor Corin Jarvis to give an update

11. COMMUNITY ENGAGEMENT: Chair to give an update and report

12. FINANCIAL ASSISTANCE: To receive a report from the Clerk to the Council in connection with the making of any grants under Section 137 Local Government Act 1972. Details attached.

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

14. PAYMENT OF ACCOUNTS: To note details of any payments received and authorise any outstanding debtor or other payments.

15. 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. 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
2. Planning Application P/2022/0693 - Dilys o/Valid From 15/07/2022 Asda Superstore, Holt Road, Bodhyfryd, Wrexham,	Extension of Time granted for Comments

LL13 8HL works to trees protected by tree preservation order wcbc 34	Application Granted
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	Pending
4. Planning Application P/2022/0758 - Dilys o/Valid From 15/08/2022 73 Box Lane, Wrexham, LL12 8DA two storey rear extension	Pending
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	Pending
6. Planning Application P/2022/0768 - Dilys o/Valid From 22/08/2022 5 Firgrove Corner, Wrexham, LL12 7UF single storey side extension	Pending
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	Pending
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)	Pending
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	Any amendments, withdrawal etc to be submitted by 28 September 2022
AMENDED PLANS FOR Planning Application P/2022/0413 - Dilys o/Valid From 13/05/2022 16, Ffordd Llywelyn, Wrexham, LL12 8JW single storey side and rear extensions	Pending

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

16. EXCLUSION of PRESS AND PUBLIC: It is **RECOMMENDED** that the press and public be excluded from the Meeting during consideration of the following 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.

17. ACTON COMMUNITY RESOURCE CENTRE: Further to Minute 42 July 2022 and following the previous attendance of Wrexham CBC officers at the last Council meeting, it was dicded that this meeting should conclude the review of this Service Level Agreement and determine the Council's future funding from 1 April 2023 onwards (detailed information was circulated to all members of the Council after 19 July 2022 meeting)

Minutes of the Meeting of Acton Community Council held remotely via Zoom on Tuesday 19 July 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:

Ms S Cooper, Wrexham CBC

Mrs Carole Roberts, Clerk to the Council

38. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs C Bettley, R Davies and R Hardy.

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

39. DECLARATION OF INTERESTS

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

40. PUBLIC QUESTIONS

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

41. CONFIRMATION OF MINUTES

1. The Minutes of the remote Council meeting held on 21 June 2022 were received

RESOLVED – that the Minutes of the Remote Council Meeting held on 21 June 2022 be received and confirmed as a correct record

2. The Minutes of the remote Special Council meeting held on 5 July 2022 were received

RESOLVED – that the Minutes of the Remote Special Council Meeting held on 5 July 2022 be received and confirmed as a correct record

42. INFORMATION FROM THE MINUTES

1. **Minute 31.iii) –Annual return and accounting Statements for 2021/22:** The Clerk confirmed that the Chair had signed the Return before 30 June 2022.
2. **Minute 32 Financial Assistance – Purple Orchids:** It was noted that a letter of thanks had been received.

43. COMMUNITY POLICING MATTERS

The monthly report provided by the PCSOs on Crime issues and Trends in each of the five Acton Community Wards and brief detail of other police news was received and considered. The Chair commented on the retirement of PC Bailey and that compared to a few years ago the Acton Community area now had half the number of PCSOs but PC G Roberts was welcomed back onboard. Noted the situation but the Police are aware of the needs and priorities for various areas. The Public are encouraged to log and report any incidents online. A response to the questions put forward previously, referred to no record of the stone throwing incident and further information was sought; regular patrols with nothing to report have been made to the old Bus layby on Penymaes Avenue and the Ffordd Garmonydd Play Area. In respect of antisocial behaviour on Motorbikes in the vicinity of Frances Avenue, an Operation plan is underway with relevant training.

RESOLVED – that the monthly Acton Community Policing report be received and noted.

44. EXCLUSION OF PRESS AND PUBLIC

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

45. ACTON COMMUNITY RESOURCE CENTRE

The Chair welcomed Shan Cooper from Wrexham CBC who had received the five questions set at the Special Council meeting on 5 July 2022. She proceeded to respond to each of them in turn and advised that a written copy of her responses and the outstanding financial information would be sent to the Clerk for circulation to all Members of the Community Council. An indication was requested by September 2022 of the Council's intentions with regard to the future funding or otherwise for the Acton Community Resource Centre.

Members then sought clarification on some of her responses particularly in respect of the Centre's Business plan for 2022/23 and going forward the parity of funding by other Community Councils for their Resource Centres.

The Chair then thanked Ms Cooper for her attendance and she left the meeting.

RESOLVED – to have this matter as a Special item at the September 2022 meeting with sufficient time for it to be discussed before making any firm discussions.

46. RE-ADMITTANCE OF PRESS AND PUBLIC

RESOLVED - that the press and public be re-admitted to the Meeting.

47. PROCEDURAL MATTERS

1. AUGUST RECESS ARRANGEMENTS

RESOLVED - that the Clerk in consultation with the Chair and Vice Chair of the Council be authorised to deal with any urgent matters that arise during the August 2022 recess and report back in September 2022 on any actions and delegated decisions taken.

2. WELSH GOVERNMENT GUIDANCE ON THE LOCAL GOVERNMENT AND ELECTION (WALES) ACT 2021:

Further to Minute 10.13) May 2022, a copy of the Final guidance had been circulated to members. The Clerk presented the key actions within this Guidance that should now be taken to ensure timely implementation of these Statutory requirements. In particular the General Power of Competence and qualifying requirements; Multi Location Meetings; an Annual Report to be published as soon as reasonably practical - in future years the Annual Report to be published as soon as possible after the end of the

Financial Year; Training Needs Assessments should be carried out and Formal Training Plans for Members and staff should be published by 5 November 2022.

RESOLVED - that as a first step Councillors Kevin Roberts, Ralph Hardy, Salli Edwards and Corin Jarvis commence preparation of the Annual Report and Training Plans for consideration by the Council.

3. FINANCE AND GOVERNANCE TOOLKIT: The Clerk reported that this document has been released to coincide with the beginning of Councillors term of Office. It is designed to support Councils to meet statutory responsibilities through a review and formative assessment of the Council's Finance and Governance arrangements, to perform its role more effectively; highlight areas of work that need focussed attention and provide guidance on how to address gaps to ensure they are fit for purpose and reflect the most recent Welsh Government Legislation and Regulations.

RESOLVED - that the Clerk and Chair of the Council carry out the Health check section of the Toolkit to inform the Council of strengths and weaknesses and draw a base line and the Council then evaluate and produce considered and reasoned priorities and steps to take action on and measures to be used particularly in respect of governance and Budget priorities for 2023/24 to demonstrate skills, vision and a robust focussed business plan.

4. SLA MATTERS - WREXHAM CITIZENS ADVICE BUREAUX – ACTON OUTREACH SERVICE

The two reports were received and the debt and benefit information was provided together with a confirmation that the Service was again being provided in the Acton Community Resource Centre on a Wednesday morning.

RESOLVED - to receive and note the Q4 SLA Report for 2020/21 and Q1 SLA Report for 2022/23

48. ANNUAL ACCOUNTS 2021/22:

The Clerk reported on variance explanations that were being prepared together with other accompanying papers. It was anticipated the detailed submission would be submitted to the External Auditor before the end of July 2022.

RESOLVED - To note the update from the Clerk in respect of progress for the External Audit of the Council's Accounts for the year ended 31 March 2022.

49. KEY ACTON ISSUES

WCBC Members reported verbally on the following new or Key Issues being considered by the County Borough Council that may affect the whole or part of the Community of Acton. A visit to Acton Park had recently identified trees with dead wood and the Tree Preservation Order restrictions. A Forest walk was being planned and some of the historic trees in the park could be included.

RESOLVED – that the update and current position be noted.

50. COMMUNITY ENGAGEMENT

1. Fencing repair at Jeffreys Road: The Chair wished to progress this project. Wrexham CBC had not yet been able to assist with preparing a quantity tender specification so that any quotes received for the repair and painting work to the fence is equitable. The expected value of the work would require a tendering process. Members noted that the Council must look carefully and ensure the works can be carried out within the available budget for Community Environmental works which is £5,000. It was suggested that the Tender specification should include an option for all the other similar metal fencing along Jeffreys Road, Box Lane and Barkers Lane.

2. Park Ranger – It was noted the Young Ranger project for the summer has been filled.

3. Foodbank Meeting – The Chair and other Members had recently attended this and made aware of shortages for certain items. A discussion on supporting the Foodbank and ideas for assistance were invited. It was suggested the Foodbank should submit a financial assistance Application. The Little Acton Community Centre could be made available as a drop off centre for food donations.

RESOLVED – that

*i) formal preparatory work and a tendering process go ahead subject to the Contract value being within the sum available in the Community Streetscene/Environmental Budget; and
ii) to note the Chair's update.*

51. ITEMS PLACED ON AGENDA AT REQUEST OF COUNCILLORS:

1. COUNCILLOR TIM RYAN – COMMEMORATION OF THE 1ST WELSH FC GAME AT ACTON PARK. Social media reports had recently referred to the 1878 1st Welsh Cup Final between Wrexham and Druids that was played in Wrexham on land owned by Sir Robert Cunliffe with 1500 spectators. Proposed was a monument at the corner of Herbert Jennings Avenue and the Lake to mark this historical Acton event. Barriers from the Cop at the main Football ground were currently being removed. . Councillor Ryan is to meet on site with Kerry Williams Wrexham CBC to discuss this proposal. It was noted that Wrexham CBC is the owner of the land in question and the costs should be met by them, or approaches should be made to the new owners of the Wrexham Football ground to see if they would provide the barriers free of charge.

RESOLVED- *that the Community Council support this proposal and agree to underwrite up to £300 towards the purchase of a barrier, preparatory ground work and two plaques from within the Community Initiatives Fund/Budget.*

2. COUNCILLOR ANDREW MOSS – PLACE PLANS FOR THE ACTON COMMUNITY

RESOLVED – to defer this item until the September or October 2022 Council meeting.

3.COUNCILLOR BECCA MARTIN - REQUEST TO CONSIDER RELOCATION OF THE CCTV CAMERA FROM THE JUNCTION OF PARK AVENUE/ASTON GROVE TO PENYMAES AVENUE AT THE FORMER SCHOOL LAYBY:

Following recent concerns by Residents and recognising the location is again in the Maesydre Ward, agreement was sought for Councillor Martin to commence the process of relocating the CCTV Camera through formal consultation with residents and the Police during the summer. Members noted that the Camera can in future be relocated to any other wards that might need the CCTV camera surveillance. As this is the first time the Camera has been moved, the costs and resource implications which would have to be met from within the Crime Prevention Budget were not known.

RESOLVED- *that Councillor Martin proceed with the action now put forward and report back to the next meeting of the Council on progress and the cost and resource implications for the Community Council.*

4. COUNCILLOR BILL BALDWIN – REQUEST FOR ADDITIONAL LITTER BINS AT THE LITTLE ACTON SHOPS AND THE PLAY AREA AT FFORDD GARMONYDD: It was noted that a larger bin was required for the Little Acton Shops. The emptying costs for the proposed bins will be met by Wrexham CBC. The additional bins will help to prevent pollution and assist in addressing dog fouling in the vicinity. The cost of the purchases will come out of the Community Streetscene/Environmental Budget.

RESOLVED- *that the Community Council support the purchase of two litter bins for the Little Acton Shops and Ffordd Garmonydd Play area, the cost to be met from within the Community Initiatives Fund/Budget.*

52. 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. **SLCC Welsh Regional Conference at Llandrindod Wells on 22 June 2022.** The Clerk reported upon her attendance and gave an outline of the sessions attended including Statutory Training Plans, Legislative context, membership engagement, self-evaluation toolkit to support Town and Community Councils, Planning update on the Welsh context and Operation London Bridge as well as speaking to the various exhibitors.

RESOLVED – that the Clerk’s attendance at this Conference and her Report be received and noted

2. **SLCC National Conference 1-3 November 2022 at Hinckley Island, Leicestershire:** Notification of the details for this Conference and speakers had been received.

RESOLVED that the Clerk be authorised to book a place to attend the Annual SLCC National Conference as part of her continued professional training and the delegate’s fee of £499 plus vat, travel/subsistence costs and additional hours incurred by the Clerk attending the Conference be paid.

3. The Clerk referred to other correspondence that had been circulated separately to Members and was set out below for information.

Organisation	Details
1.North Wales Community Health Council	MENOPAUSE: HEALTH WATCHDOG TO SEEK VIEWS: Email dated 23 June 2022 informing of a local event taking place on 3 October 2022 at Ty Pawb.
2.One Voice Wales	<p>1.2022 version of the Good Councillor’s Guide: Email dated 14 June 2022 circulated to members for future reference</p> <p>2.<u>Shaping Wales’ Future: Using National Milestones to measure our Nation’s progress (wave two)</u> - Email dated 21 June 2022 circulating Proposals for setting the second wave of national milestones for Wales.</p> <p>3.Wales Nature Week : Email dated 22 June 2022 circulating this information</p> <p>4.Call out for good practice/examples in response to global warming and climate change: Email dated 28 June 2022 circulating this information</p> <p>5.Remote Training Sessions - July 2022: Email dated 5 July 2022 circulated to all members of One Voice Wales</p>
3.Independent Remuneration Panel for Wales	Community and Town Councils – statement of payment pro forma: Email dated 22 June 2022 circulating this information
4.Audit Wales	Audit Wales June Newsletter: Email dated 29 June 2022 advising circulating this Newsletter Information noted
5.AVOW	AVOW AGM - Save the Date Invitation: Email dated 30 June 2022 informing of the date for this event
6.Colonel Sion Walker	INVITATION TO ARMY ENGAGEMENT EVENT WREXHAM: Email dated 15 July 2022 inviting representatives from the Council to attend this event at Glyndwr University on 7 September 2022

53. PAYMENT OF ACCOUNTS & FIRST QUARTER END BANK RECONCILIATION

The Clerk reported on payments received and bank charges and fees levied since the last meeting and sought authorisation for the Payments and other transactions to be made in July 2022.

1. INTEREST PAYMENTS RECEIVED:

1: £9.21 to Money Market Account - 30 June 2022 2: £15.84 to Deposit Account - 2 June 2022

2. **BANK CHARGES TO 3 JULY 2022:** £8.20 Current Account; £5.40 Chair’s Charity Account

3. TRANSFERS

1. £10,000.00 Transfer from Deposit Account to replenish Current Account on 24 June 2022 – approval for the action taken by the Clerk under delegated powers was sought

2. £45,000.00 Transfer was authorised from Deposit Account to replenish Current Account at Council Meeting on 21 July 2022

4. **FIRST QUARTER BANK RECONCILIATION AND ACCOUNTS.** The accounts were presented together with progress against the budget for consideration by the Community Council.

RESOLVED

- i) To note the Interest payment receipts and the bank charges and fees to be levied on the Council's Bank Accounts*
- ii) To confirm transfers that have and are to be made between the Deposit and Current Accounts as set out above;*
- iii) The first quarter bank reconciliation and accounts together with progress against the budget be received and noted; and*
- iv) To approve the payments to made in July 2022 as set out in the schedule below:-*

Voucher/Payment Ref & Payee	Details	Amount
27. BACS ref 10.7.22 Carole Roberts	Clerks Salary and office expenses for July 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)
28. BACS ref 11.7.22 Clwyd Pension Fund	Pension payments for July 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
29. BACS ref 12.7.22 HMRC	Payroll payments for July 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
30. Cheque No 202224 Vision ICT Ltd	Hosted Email accounts to April 2023 S112 local Government Act 1972 (as amended); S58 Local Government (Democracy) (Wales) Act 2013	£108.00 (VAT=£18.00)
31. Cheque No 202225 Caia Park Partnership Ltd	2022/23 SLA Q1 instalment- Open Access Youth service Provision S19 Local Government (Misc Provisions) Act 1976	£6,218.38 (VAT=£0)
32. Cheque No 202226 Caia Park Partnership Ltd	2022/23 SLA Q2 instalment- Open Access Youth service Provision S19 Local Government (Misc Provisions) Act 1976	£6,218.40 (VAT=£0)
33. Cheque No 202227 Wrexham County Borough Council	Supply and fit replacement fence panel Ffordd Garmonydd Play area S19 Local Government (Misc Provisions) Act 1976	£553.01 (VAT=£92.17)
34. Cheque No 202228 Wrexham 7 District Citizens Advice Bureaux	2022/23 SLA Q1 instalment- Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (VAT=£0)
35. Cheque No 202229 Wrexham & District Citizens Advice Bureaux	2022/23 SLA Q2 instalment- Acton Outreach Service Section 142 Local Government Act 1972 (as amended)	£1,630.47 (VAT=£0)
36. Cheque No 2022230 Rialtas Business Solutions Ltd	Alpha Software Annual Support & Maintenance Licence – single user S112 local Government act 1972 (as amended)	£154.80 (VAT = £25.80)
37. Cheque No 202231 Wrexham County Borough Council	Q1 Running Costs Little Acton Community Centre S19 Local Government (Misc Provisions) Act 1976	£346.23 (VAT=£0)
38. Cheque No 202232 Vision ICT Ltd	1x Hosted Email account S112 local Government Act 1972 (as amended); S58 Local Government (Democracy) (Wales) Act 2013	£21.60 (VAT=£3.60)
39. Cheque No 202233 Carole Roberts	Clerks Expenses for July 2022 Section 112 Local Government Act 1972 (as amended)	£117.88 (Vat= £10.28)

54. 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/2022/0546 - Dilys o/Valid From 13/06/2022 : Ty Nos, Holt Road, Wrexham, LL13 8NE – Discharge of Planning Conditions Rhyddhau amod 3(deunyddiau), 4 (cynllun rheoll adeiladu), 5 (lleiniau gweledd), 11 (triniaeth ffin), 12 (datganiad o ddulliau coedyddiaeth), 13 (tirlunio), 15(ecoleg) a 16 (ecoleg) caniatad cynllunio p/2021/0263/	No observations
2. Planning Application P/2022/0552 - Dilys o/Valid From 14/06/2022 : Borrass Park Community Primary School, Borrass Park Road, Wrexham, LL12 7 TH - Rhyddhau amod 11 (llwybrau troed) caniatad cynllunio p/2020/0475 / discharge of condition 11 (footpaths) of planning permission p/2020/0475	No observations
3. Planning Application P/2022/0568 - Dilys o/Valid From 16/06/2022 : 161, Holt Road, Wrexham, LL13 9DY - Estyniad unllawr l gefn yr eiddo / single storey rear extension	No observations
4. Planning Application P/2022/0629 - Dilys o/Valid From 05/07/2022 - 40, Denbigh Close, Wrexham, LL12 7TW two storey side/rear extension and single storey front extension	No observations

Councillor Kevin Roberts
Chair

Signed as a correct record this 27th day of September 2022

Presiding Chair

**CYNGOR
CYMUNED**

ACTON COMMUNITY COUNCIL

Minutes of the Remote YOUTH COMMITTEE held on Tuesday 26 JULY 2022

Present: Councillor Caroline Bettley
 “ Roger Davies *
 “ Anne Evans
 “ Andy Gallanders
 Corin Jarvis
 “ Phil Lloyd *
 “ Kevin Roberts

* Absent

Also Present: Mr Jon Stumpp, & Andy Watson, Caia Park Partnership
 Mr Gareth Stacey, Jay Davies, Wrexham CBC Play Development Team
 Mrs Carole Roberts, Clerk to the Council

1. APPOINTMENT OF CHAIR

Councillor Kevin Roberts was appointed Chair of the Youth Committee for the 2022/23 Municipal Year
 (Councillor Kevin Roberts in the Chair)

2. APPOINTMENT OF VICE CHAIR

Councillor Andy Gallanders was appointed Vice Chair of the Youth Committee for the 2022/23 Municipal Year.

3. APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Roger Davies and Philip Lloyd

4. DECLARATION OF INTERESTS

There were no declarations made at this stage of the proceedings

5. CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the Meeting of the Youth Committee held on 27 January 2022 as submitted to the Meeting of the Community Council on 15 February 2022 be received and confirmed as a correct record

6. INFORMATION ARISING FROM THE MINUTES

It was noted that the Council had confirmed the Committee’s recommendation the savings made to the costs of the 2021/22 Service Level Agreement for the Acton Youth Work Project as result of savings for room hire costs should be used to purchase additional equipment for the Youth Club and to fund the provision of travel opportunities to address the skills shortage identified by this Youth Work Project to enable Young People to be confident and proficient in using public transport

7. TERMS OF REFERENCE

The Youth Committee was appointed at the Annual Community Council meeting held in May 2022 and its Terms of Reference were noted.

8. SERVICE LEVEL AGREEMENT –ACTON YOUTH WORK PROJECTS

The Chair Welcomed Jon Stumpp and Andy Watson to the meeting. Members considered the reports and other information provided at the meeting by representatives of the Caia Park Partnership in respect of the 2021/22 Year End and the Quarter 1 performance monitoring to 30 June 2022 on the operation of this Service Level Agreement for the provision of an Open Access Youth Service . in particular the ongoing engagement work throughout the Covid pandemic and the Youth Club sessions restarting in the Resource Centre had seen engagement levels similar to before the enforced closures albeit with a different cohort of Young People. The Senior Group have formed into a well knit group of friends. The report set out in detail updates on the Acton Juniors and Acton Seniors, events planned over the summer and positive outcomes from the quarter. However a negative resulting from the positive achievements require dynamic decisions to be made regarding health and safety and re-planning activities to accommodate higher numbers that may attend.

Members were pleased with the outcomes and noted there will be cost implications if a third member of staff has to be employed to ensure the supervision ratios of staff to Young People are observed. Consideration may need to be given to future needs/ expansion of the Service Level agreement to invest in the successes. The Chair thanked the Officers for their attendance and report

RESOLVED –

- i) to accept the first quarter report as now submitted in accordance with the Service Level Agreement and thank the Caia Park Partnership Officers for enabling the Youth Work project to thrive following resumption of the Service at the Resource Centre after the Covid restrictions; and**
- ii) A further monitoring report after the end of quarter two be submitted by the Caia Park Partnership to the next Youth Committee proposed for Tuesday 25 October 2022; and**

9. PLAY SUFFICIENCY ASSESSMENT – FOCUSED PROVISION OF SERVICES FOR CHILDREN

Further to Minute 27 June 2022, the Play Development Team representatives were in attendance and the Chair welcomed Gareth Stacey and Jay Davies. A wider discussion ensued about more focussed provision of services for children. It was noted the Play Development Team are completing Wrexham's 2022 Play Sufficiency Assessment as per the Welsh Government Statutory duty placed on Local Authorities.

An early indication of the overall satisfaction levels were presented to the meeting. The Covid pandemic has had a negative impact on children's satisfaction with play opportunities and how they usually play. The results for Acton has enabled focus on Time, Space and Permission. The Team's experience is that where there is year round community play provision, attitudes of adults towards children's play becomes more tolerant and ultimately more permissible. The Committee also considered a letter setting out a proposal for the Community Council to fund one Staffed Play session per week for 48 weeks of the year.

It was noted there was currently a small sum included in the Community Council's Young Persons Budget for Play development work. It was suggested that in order to assess the demand and level of engagement, a Pilot Scheme for 19 Play Sessions at a cost of £2,466 (within the existing budget) commence from mid to late September 2022 continuing existing work at the sunken gardens off Park Avenue, and developing new sessions at Little Acton and Rhosnesni. The Play Development Team will seek to identify other sources of funding for the Pilot to run until March 2023. The Clerk indicated that an formal exchange of letters should take place to identify key performance indicators and what will be provided, how much will it cost? how long it will be for? what will be provided? how will the Play Development Team promote it? There also needs to be a Questionnaire with responses back

from children and parents at the end of the Pilot. Any commitment to fund the Pilot Project will be subject to formal approval from the Community Council at its September 2022 Meeting.

RESOLVED –

- i) to receive and note the Report; and***
- ii) to recommend to the Council that it 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 above Minute***

Councillor Kevin Roberts, Presiding Chair

Signed as a correct record this 25th day of October 2022

DOCUMENT IS RESTRICTED

Further to Minute 47.1 July 2022, set out below is a Summary of urgent issues that arose during the August recess. The Clerk to the Council in consultation with the Chair and Vice Chair of the Council agreed the issues should be dealt with as set out below:

ISSUE	DECISION AND ACTION
<p>1. DEFIBRILLATOR FOR BORRAS PARK SHOPS AREA</p> <p>Following a sad incident on 22 July 2022 the Chair instructed the Clerk to give priority to obtaining by any means necessary, an additional Defibrillator for this location.</p> <p>The Clerk identified the relevant statutory powers, that the Community Streetscene budget is suitable for any costs incurred, submitted a grant application under the Welsh Government's Community Public Access Defibrillator Scheme (despite the closing date having passed), met with Tomos Hughes- Welsh Ambulance Service on site and agreed a suitable location for a Defibrillator and obtained a quote for the purchase of a Defibrillator and lockable Cabinet. It was noted there is currently a six to nine month wait nationally for such equipment and an ongoing costs whenever the Defibrillator is used.</p> <p>The Chair and Vice Chair agreed to the above action taken by the Clerk.</p> <p>OUTCOME OF GRANT APPLICATION: Subsequently notification was received on 2 September 2022 that the Council's grant application had been successful subject to the Council giving confirmation that certain requirements are met. One of which is to install a lockable defibrillator cabinet before the Defibrillator is released. The Clerk has obtained a quote for £519.84 for this additional cabinet.</p>	<p>Agreed:-</p> <p><i>i) To endorse the action taken by the Clerk ;</i></p> <p><i>ii) The Clerk proceed to obtain the following items from the Defib Store at a cost of £1,575.84 (plus Vat +delivery):-</i></p> <p><i>1x Zoll Aed plus (semi Automatic) Defibrillator</i></p> <p><i>1x 4000 heated locked Cabinet</i></p> <p><i>iii) The Clerk arrange for Mike Pryde Electrical Services to install the Cabinet at the Borrass Park Gym site in due course;</i></p> <p>THE COUNCIL'S INSTRUCTIONS ARE NOW REQUESTED TO ENABLE THIS MATTER TO BE CONCLUDED :</p> <p><i>iv) to note the Welsh Government Grant Application for a Defibrillator has been successful;</i></p> <p><i>v) to authorise the Clerk (as per the quote obtained) to purchase from the Defib Store at a cost of £519.84, the heated locked defibrillator Cabinet as required in the Grant Conditions;</i></p> <p><i>vi) Once installed, the Clerk give confirmation on the Council's behalf that all the Grant conditions will be met;</i></p> <p><i>vi) to authorise the Clerk to identify a suitable location at the Bodhyfryd Civic Quarter to site the Defibrillator equipment that was ordered before the outcome of the Grant Application was known, such location to be accessible to the public 24/7 and 365 days a year</i></p> <p><i>vii) The Clerk make arrangements once the ordered Defibrillator/Cabinet is received, for Mike Pryde Electrical Services to install the equipment at the location to be identified at the Bodhyfryd Civic Quarter</i></p> <p><i>viii) to endorse all action taken by the Clerk to progress this matter and to note that the Council's powers under Section 137 of the Local Government Act 1972 (as amended) have been used to make these purchases</i></p>

<p>2. Cyber Insurance Policy: Renewal notification received on 28 July 2022 with the premium due on 28 August 2022. Under the insurance Act 2015, the Council has a duty to provide a fair presentation of risk to the Insurers. The Clerk reviewed the Policy Terms and arranged for the premium to be paid by the renewal due date to ensure continued cover.</p>	<p><i>Agreed that the Clerk proceed to renew the Council's stand-alone cyber insurance from Arthur J Gallagher Local Council Insurance and to make the appropriate declaration on the Community Council's behalf. The cost of such Cyber Insurance to be £369.20</i></p>
<p>3. Payment of Accounts since 19 July 2022 This will be reported separately to 27 September 2022 Council meeting and recorded separately in the Minutes in order to meet the Internal Auditors previous recommendations</p>	
<p>4. Planning applications for development or work to protected trees in the Community Council's area This will be reported separately to 27 September 2022 Council meeting</p>	
<p>The above decisions were taken by the Clerk to the Council in consultation with the Chair and Vice Chair as it was considered that these issues were urgent and should be dealt with during the August recess and before the next full Community Council meeting on 27 September 2022. (Minute 47.1) July 2022 refers)</p>	
<p>Signed: _____ Chair</p> <p>Date: _____ 27 September 2022</p> <p>Signed _____ Vice Chair</p> <p>Date : _____ 27 September 2022</p>	<p>Signed: _____ Clerk</p> <p>Date: _____ 27 September 2022</p>

Report from the Clerk

CIVILITY AND RESPECT PLEDGE

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put Civility and Respect at the top of the agenda and start a culture change for the Local Council Sector. Attached to this report is further information provided as part of this Project.

By our Council signing up to the Civility and Respect Pledge it is demonstrating that this Council is committed to treating Councillors, Clerks, Employees, Members of the Public, representatives of Partner Organisations, and Volunteers, with Civility and Respect in their role.

Signing up is a simple process, which requires Councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all Councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has put in place a training programme for Councillors and staff	
Our council has signed up to Code of Conduct for Councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when if and when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

Signed _____

Councillor Kevin Roberts, Chair
On behalf of Acton Community Council

27 September 2022



Civility & Respect For the local council sector

- IS top of the
agenda

Definition of civility & respect

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.



**Civility &
Respect**

IN COLLABORATION WITH SLCC, NALC, QVWV COUNTY ASSOCIATIONS

For more information about how
to get involved, visit:
www.nalc.gov.uk or www.slcc.co.uk

Civility & Respect Pledge

To treat other councillors, clerks, all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles.



How will this culture change be achieved?

- ✓ **Council signs up** to Civility & Respect Pledge
- ✓ **Undertake recommended training** for clerks, councillors and chairpersons
- ✓ Good **employment practices**
- ✓ Good **governance**
- ✓ Continued **lobbying for change** in legislation (including sanctions)
- ✓ **Dignity at work** policy
- ✓ **Seek professional help** at early stages of problem
- ✓ Learning from **best practice**
- ✓ Being a **role model**/champion council (Local Council Award Scheme)
- ✓ **Calling out bullying and harassment** when it happens



The Civility and Respect Project is an ongoing and evolving project committed to improving standards for all involved in local councils.





Civility & Respect

IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

WE INVITE COUNCILS TO SIGN UP TO THE CIVILITY AND RESPECT PLEDGE



Unfortunately, as we know only too well in our sector there is, and has, been a problem with lack of civility and respect in some councils, leading to bullying and harassment. Although this is in the minority it is nonetheless significant and can have a serious detrimental impact on the well-being of those involved, the functionality and finances of the council, as well as the local community.

There is no place for bullying, harassment, and intimidation within our sector and signing up to the Civility and Respect Pledge is one of the ways a council can demonstrate that it is committed to standing up to poor behaviour across our sector, and to demonstrate positive changes which support civil and respectful conduct.

By signing the pledge, your council is agreeing that it will treat councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers with civility and respect in their roles. We invite all councils to include an agenda item to review the statements and sign up to the Civility and Respect Pledge.

Visit our dedicated webpages for more information -

www.slcc.co.uk/news-publications/civility-respect-project & www.nalc.gov.uk/our-work/civility-and-respect-project

CIVILITY AND RESPECT TRAINING

Our project team has worked with key partners across the sector to create a brand-new series of virtual workshops designed to address many of the civility and respect issues our sector is facing. We are delighted to share the first range of this training with you. The cost for attendance is supplemented by the project until Dec 2022, and the prices advertised are 50% of the usual delegate fees.

Breakthrough Communication are experts in the field of training for local councils. They have created a **suite of bespoke workshops and resource packs** for local council clerks, officers, and councillors as part of the Civility and Respect Project.



Each package comprises useful guides and custom-designed toolkits as well as access to on-demand and live virtual training events.

There are separate packages for officers and councillors, to book your place visit www.breakthroughcomms.co.uk/civility-respect/

****Resilience and Emotional Intelligence - What it means in practice for clerks and council officers****

Delegate fee: £30

Develop a better understanding of where our behaviour comes from, what resilience means for us in the context of our different local council roles, and explore role-focused scenarios. Take away strategies to manage and deal with different situations effectively, including a useful resource pack for building your own resilience and emotional intelligence.

****Leadership in Challenging Situations - Dealing with challenging situations & working with others effectively****

Delegate fee: £30

Explore how to deal with a range of role-focused challenging situations and how we can work with others more effectively. Consider different leadership styles and approaches in the context of your role, which styles we personally 'default' to and how to lead effectively for different situations. We'll also consider how to build, support, and get the most from an effective and motivated team.

****Respectful Social Media — How to deal with attacks and negative engagement****

Delegate fee: £30

Explore different methods and strategies for dealing with negative attacks on social media and methods to keep control of social media output. We will consider how we come across on social media as councils and individuals, what our personal 'digital tone of voice' sounds like, explore our use of language and its role in positive two-way communication, as well as discussing the type of content we can post on social media, depending on our role. For councillors, there are suggested dos and don'ts and how to be effective on social media, whilst considering issues around the Code of Conduct. For officers will explore how the council can demystify the role of the council and showcase its people in order to help pre-emptively deal with negative engagement and attacks.

Personal development themed comedian, intuitive catalyst, speaker, author and communications specialist, Becky Walsh has been turning the dry world of self-development on its head with a down-to-earth, uniquely funny style for over two decades. She has created these civility and respect themed webinars to support some of the key issues faced by our sector.



BECKYWALSH

There are separate packages for officers and councillors, to find out more and book your place visit

www.slcc.co.uk/news-publications/civility-respect-project & www.nalc.gov.uk/our-work/civility-and-respect-project

****Civility and respect — Uncovering the issues for the public sector****

Delegate fee: £15

Condescending comments, demeaning emails, disrupting meetings, reprimanding publicly, talking behind someone's back, the silent treatment, not giving credit where credit is due, rolling eyes, and being yelled at, is a regular occurrence for many councils. Explore the issues we face in our council role, the impact and how to handle these types of situations.

****What makes people become challenging?****

Delegate fee: £15

Dive into human psychology, neuroscience, and power dynamics. What triggers people to behave from the worst of themselves? How as leaders can we create environments with fewer trigger situations and more safety? We will discuss real-life situations and how to turn them around when they start to get out of hand. Explore real situation scenarios and what to do in each of them.

****Personal resilience and self-protection****

Delegate fee: £15

Having a good understanding of yourself means you'll know what to do when someone tries to push your buttons. In this webinar, we discuss emotional resilience and emotional intelligence and how this applies to specific council situations. Each of the webinars will give real situation scenarios and what to do in each of them.

****Understanding psychopathic and narcissistic behaviour****

Delegate fee: £15

Both psychopathic and narcissistic people generally lack empathy and tend to have unrealistically high opinions of themselves. They often exploit and manipulate others and can be hard to spot as they can also be superficially charming. They are also attracted to roles of power and are often found in leadership positions and in political roles. Real situation scenarios and what to do in each of them will help you spot them and how to monitor your own behaviour to lessen their impact on you and your organisation.

Hoey Ainscough Associates Ltd are national experts in effective local governance with a particular emphasis on supporting the local standards framework for members introduced by the Localism Act 2011. They worked with the Local Government Association to produce the latest Code of Conduct and so are uniquely placed to deliver this workshop.

Hoey Ainscough Associates Ltd

Supporting Local Governance

There are separate packages for officers and councillors, to find out more and book your place visit

www.slcc.co.uk/news-publications/civility-respect-project & www.nalc.gov.uk/our-work/civility-and-respect-project

****The (New) Code of Conduct****

Delegate fee: £15

This session is aimed at members and officers of local councils who have adopted the new Local Government Association (LGA) Code of Conduct for members (as endorsed by NALC and SLCC) or who are considering adopting it. It will look at key aspects of the code, how to effectively implement the code at a local level, the practical implications of working with it and look at the guidance which sits alongside it. This is an interactive session and you are invited to ask questions about any aspect of the code.

Please visit our dedicated civility and respect pages for details on booking and for lots more information and support

[SLCC | Civility and Respect Project](#) and [NALC | Civility and Respect Project](#)



APPLICATIONS FOR FINANCIAL ASSISTANCE

INTRODUCTION

In February 2019, the Community Council reviewed its procedure to deal with requests for financial assistance from Organisations that work or are based in the Acton Community Area; this report summarises the applications received to date and reminds members of the Grants/ donations that have been awarded during the previous financial year.

PURPOSE OF REPORT

To provide details and enable the Council to consider the one application for financial assistance submitted to date in accordance with the Policy agreed at the February 2019 meeting of the Council.

DECISION REQUIRED

To determine the single application for financial assistance included in this report submitted in accordance with the Community Council's Policy implemented from April 2019.

INFORMATION

1. The Community Council has reviewed and agreed its process and Policy for considering applications for financial assistance made under the provisions of Section 137 of the Local Government Act 1972 (as amended). (Minute 130.3 February 2019 refers). The guidelines agreed from 1 April 2019 set out the three tiers of grants available and the criteria for each tier are being sent with a standard two page financial application form to all persons and organisations seeking financial assistance from the Community Council. This ensures that the information from each applicant is received in a consistent format and all questions frequently asked by members are answered.
2. To ease pressures on the Council's budget, its Policy is to consider applications on a quarterly basis with the budget apportioned equally to each quarter to allow the Community Council to be more focused and equitable when determining financial assistance applications. The quarterly meetings are March, June, September and December each year.
3. The Local Government Act 1972 sets out in Section 137, the powers and scope for a Community Council to make expenditure that benefits the local Community where there are no other specific powers granted to the Community Council. Additional powers are also contained in Section 145 of the Act. A sum of £3,500 has been set aside in the estimates of Income and Expenditure for the year ended 31 March 2023 for this purpose.
4. The current Budget Allocation is much less than the limit permitted by Section 137(4) (a) of the Local Government Act 1972. For Parish and Town Councils in England and Wales, an amount of £8.82 per person of the Community Councils' population is permissible for 2022/23. The total number of Acton Community electors at 1 January 2022 is 10,404. An extract will be available at the meeting of the powers contained in Section 137 of the Local Government Act 1972 that enables the Community Council to incur expenditure (up to £91,763.28 in 2022/23), which in their opinion is in the interests of, and will bring direct benefit to their area or any part of it or all or some of its inhabitants. These powers cannot be used to give a Grant or Financial Assistance to any one individual person. The Council during 2020/21 and 2021/22 made use of the General Power of Wellbeing to give grants to the Wrexham Foodbank (£2,000), the Friends of Dean Road Playing Field (£1,000) and 9 Acre Field Group (£1,000+ £1,400) and towards the Purchase of Defibrillators . This expenditure using the General Power of Wellbeing counted towards the permissive limit for 2020/21 and 2021/22 under

Section 137(4) (a). The Local Government and Elections (Wales) Act 2022 introduced the General Power of Competence and the Power of Wellbeing can longer be used by the Council.

5. Attached at Appendix 1 and Appendix 2 for information is a summary of the Financial Assistance Grants awarded during 2020/21 and 2021/22. Members should note that during these two financial years due to the Coronavirus Pandemic and Lockdowns, the Council relaxed its Tier Limits and awarded grants considerably above the guidelines set out in the existing Policy and overspent its budget in order to support local Acton Community Clubs and Organisations.
6. To ensure a fair and equal distribution of the budget, it has been usual practice to apportion it equally between the quarterly meetings. This equates to £875.00 per quarter for 2022/23. During 2022/23 the Council has considered grant applications in June 2022. The decisions of that meeting are set out below:-

Organisation	Details	Decision
1. Purple Orchids	Financial support towards running costs and room hire in particular	£ 500.00
TOTAL		£500.00

7. Application forms have been available via the Council's Website to all local Clubs and Organisations and several were sent in response to other general requests for financial assistance submitted to the Clerk to the Council. Each applicant has been sent a standard letter and the guideline document setting out the Council's Policy as adopted on 1 April 2019. I have received one completed form in the current quarter as listed below. The full application form is attached to this report and a copy of the supporting accounts and any other information will be available at the meeting. Members are requested to determine the following application for financial assistance:-

Organisation	Details	Decision
2. Acton Park Community Angling Club	Financial support towards the purchase of further equipment to improve the water quality and oxygen content in the lake at Acton Park	
TOTAL		

Members are reminded that within the powers permitted by Section 137(4) (a) of the Local Government Act 1972 the Community Council cannot give financial assistance to an individual.

End of Applications received in time for September 2022 meeting.

APPENDIX 1

SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2020/21 FINANCIAL YEAR:-

Name	Detail	Amount
1. Wrexham Amateur Boxing Club	Financial support towards running costs of the Club	£200.00
2. Wrexham Futsal Club	Financial support towards running costs of the Club	£200.00
3. Wales Air Ambulance	Financial assistance towards costs of becoming a 24 hour service for the people of Acton, Wrexham and Wales	£225.00
4. Family Friends	Financial support towards the costs of continuing to provide support to disadvantaged families and their children in the Acton Community	£900.00
5. Wrexham Allotment & Leisure Gardeners Association	Donation to sponsor a group of classes at the Annual Flower and Vegetable Show	£100.00
6. Friends of Wrexham Museum	Donation towards the cost of printing and binding 50 copies of a book commemorating the lives of 586 men and 4 women from Wrexham who lost their lives in the Great War	£400.00
7. Royal British Legion Poppy Appeal	Contribution to 202 Poppy Appeal	£100.00
8. Vivid Floral Design	2020 Poppy Wreath - £70.00	£58.33 net
9. Family Friends	Financial support towards continuing to support vulnerable families in Wrexham	£1,000.00
10. Borrass Park Rangers Junior Football Club	Financial support towards the cost of replacement Goal Posts	£400.00
11. Nightingale House Hospice	Financial assistance towards costs of supporting patients and families	£2,000.00
12. Hope House Children's Hospice	Financial support towards the costs of keeping vital services operating	£2,000.00
13. Cunliffe Bowling Club	Financial assistance to support a shortfall in funding for operational costs and bills	£400.00
14. Home Start County Borough Wrexham	Financial Assistance towards ongoing and increased support to meet demand from disadvantaged and vulnerable families who reside within the Acton Community	£1,00.00
15. Gate Hangs High Bowling Club	Financial assistance to support a shortfall in funding for operational costs and bills	£400.00
16. Acton Park Community Angling Club	Financial assistance towards the cost of purchasing equipment to continue improving the water quality and oxygen content within the lake at Acton Park	£400.00
17. St Johns Church Community Meal	Financial assistance towards the cost of providing afternoon tea boxes to those who have been unable to attend the Church due to shielding or concerns about the Pandemic	£1,000.00
18. Cerebral Palsy Cymru (formerly Bobath Wales)	Financial Assistance to provide extra Therapists to treat children with Cerebral Palsy who reside in Wales	£300.00
19. 1 st Acton Brownies	Emergency Grant payment to ensure Group's continued viability during Covid 19 Pandemic Lockdown	£1,000.00
20. Welsh Air Ambulance Trust	Financial support towards running costs of four helicopters	£100.00
21. Urdd Gobaith Cymru	Financial support towards the cost of organising the	£250.00

	Eisteddfod	
22. 1 st Acton Rainbows	Financial assistance towards costs of membership fees and badge activities	£1,000.00
23. Advance Brighter Futures	Financial support towards the cost of operating as a Mental Health Charity	£400.00
24. St Margaret's Church & Community Hall	Financial assistance to support a shortfall in funding for operational costs and bills	£200.00
25. Vic Studios Wrexham	Financial assistance towards the cost of purchasing equipment for new premises and to continue to deliver online services during the current lockdown	£100.00
26. Macmillan Cancer Support	Financial assistance towards the cost of local services and support to people who are affected by cancer	£400.00
Budget Spending under S137 powers for 2020/21 =		£14,533.33 (net)

Power of Wellbeing Expenditure to be included within spending under Section 137 Powers and limits during 2020/21

27. Wrexham Foodbank	Donation Covid 19 Parcels	£2,000.00
28. Friends of Dean Road Playing Field	Financial Support towards professional costs to be incurred opposing Glyndwr University's proposals to build on the Dean Road Playing Field	£1,000.00
29. 9 Acre Field Residents Association	Financial Support towards professional costs to be incurred opposing proposals to build on the 9 Acre Field, Westminster Drive Wrexham	£1,000.00
General Reserve Spending under s137 powers for 2020/21		£4,000.00

Add additional spending Under Section 137 Powers during 2020/21:-

30. Wrexham County Borough Council	SLA costs for School Crossing Patrols in the Acton Community	£ 11,607.42
Total Additional Spending under S137 powers for 2020/21		£11,607.42

Total Spending using Section 137 Powers in 2020/21 = £ 30,140.75

APPENDIX 2

SUMMARY OF FINANCIAL ASSISTANCE GIVEN DURING THE 2021/22 FINANCIAL YEAR:-

Organisation	Details	Decision
1. Wrexham Futsal Club	S137: Financial support towards purchase of balls and goals for its two teams (U7 & U9)	£ 400.00
2. Wrexham Community Broadcasting CIC	S137: Financial support towards the cost of starting up the former Calon FM Community Radio Station	£ 300.00
3. Borrass Park Albion Youth Football Club	S137: Financial support towards the cost of purchasing new collapsible mini goals & plastic line markers	£ 400.00
4. K2 Explorer Scout Unit	S137 Financial support towards replacement and purchase of Water Safety equipment for Kayaking and Canoeing	£ 500.00
5. Acton Park Community Angling Club	S137 Financial support towards the purchase of equipment to improve water quality and oxygen content in the lake at Acton park	£ 400.00
6. Royal British Legion	Donation to Annual Poppy Appeal for 2021	£ 100.00
7. Vivid Floral Design	Purchase of Poppy Wreath for November 2021 Remembrance Service	£ 70.00
8. Offa Community Council	Donation towards costs of Christmas Light Switch on	£ 150.00
10. Borrass Park Rangers Junior Football Club	S137 Financial support towards purchase of equipment for a new under 6 football team	£ 200.00
11. 1 st Acton Brownies	S137 Financial support towards purchase of equipment	£1,000.00
12. Cunliffe Bowling Club	S137 Financial support towards purchase of new match jacks & equipment for maintaining the site	£ 300.00
13. Family Friends	S137 Financial support to enable continued support for vulnerable families in Wrexham	£ 400.00
14. Hope House Children's Hospices	S137 Financial support towards the costs of providing vital nursing care	£ 400.00
15. Eisteddfod yr Urdd (Urdd Gobaith Cymru)	S137 Financial support towards the costs of staging this event	£ 200.00
16. Nightingale House Hospice	S137 Financial support to enable continued support for patients with life limiting illness and their families within the Acton area	£ 500.00
17. Home Start Wrexham	S137 Financial support to enable peer assistance to be given to families in need of additional help	£ 500.00
18. Advance Brighter Futures	S137 Financial support requested for essential maintenance to this mental health charity's building	£ 500.00
19. Wrexham Allotment & Leisure Gardeners Association	S137 Financial support/ sponsorship towards the cost of staging the Annual Flower, Vegetable & Home Produce Show on 13 August 2022	£ 200.00
20. Wrexham Futsal Club Grassroots sector	Financial support towards the purchase of a defibrillator for shared use of U8 & U10 Teams	£ 200.00

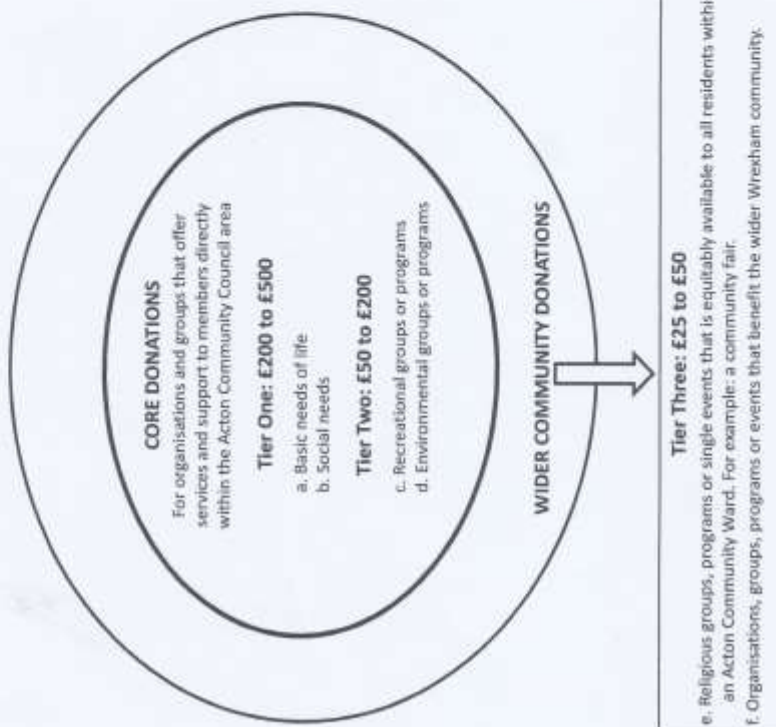
Organisation	Details	Decision
21. 1 st Acton Rainbows	S137 Financial support towards annual membership and programme costs for the Unit	£ 500.00
22. Borrass Park Albion Youth Football Club	S137 Financial support to enable setting up & equip a new U7 team for the summer	£ 400.00
23. Wales Air Ambulance Charitable Trust	S137 Financial support towards the annual costs of keeping 4 Air Ambulance Helicopters & rapid response vehicles	£ 200.00
24. Llangollen International Musical Eisteddfod	S137 Financial support towards the costs of staging this year's event	£ 200.00
25. Offa Community Council	Donation towards cost of RWF Memorial statue at Hightown Barracks	£ 500.00
TOTALS for S137 Spending in 2021/22		£ 8,520.00
Power of Wellbeing Expenditure to be included within spending under Section 137 Powers and limits during 2021/22		
26. AWYR Las – Keep the Beats	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing a Community Defibrillator for the Fairways play park area <i>Addendum to Minutes: Subsequently it was confirmed by the applicant that a sum of £1,355.00 was required to complete the purchase of the defibrillator</i>	To provide funding up to the full cost of purchasing and installing the defibrillator £1,355.00
27. 9 Acre Campaign Group	SS1-5 Power of Wellbeing: assistance towards the cost of obtaining professional advice from Traffic and Planning consultants to oppose proposals to build on the 9 Acre Field, Westminster	£ 1,400.00
28. Acton Community Resource Centre	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing a Community Defibrillator for this public building	£ 1,485.84*
29. Defib Store Ltd	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing 4x Community Defibrillator Cabinets	£ 6,224.40*
30. Tomos Hughes	SS1-5 Power of Wellbeing: assistance towards the cost of purchasing 4x Zoll Aed Pads	£353.24*
31. Mike Pryde Electrical Services	1. SS1-5 Power of Wellbeing: assistance towards the cost of electrical installation of Defibrillator at the Maesydre Power House 2. SS1-5 Power of Wellbeing: assistance towards the cost of electrical installation of Defibrillator at the Cunliffe Arms	£180.00* £222.00*
32. Barkers Lane Community School	Paediatric Pads for Barkers Lane Defibrillator SS1-5 Local Government Act 2000	£102.00 (Vat =£17.00)
TOTALS for General Reserve Spending (under SS1-5 Local Government Act 2000) =£ 11,322.48		
28. Wrexham County Borough	SLA costs for School Crossing Patrols in the	£ 14,306.17

Organisation	Details	Decision
Council	Acton Community	
Total Additional Spending under S137 powers for 2021/22		£ 14,093.17

Total Spending using Section 137 Powers in 2021/22 = £ 33,935.65

Acton Community Council Guidelines for S137 Grants/ Donations

(Adopted April 2019)



ACTON COMMUNITY COUNCIL – S137 GRANT /DONATION APPLICATION GUIDELINES

The Community Council considers applications for financial assistance using the following guidelines on a quarterly basis with the annual £3,500 budget being apportioned equally each quarter to allow the Community Council to be more focused and equitable when determining financial assistance applications. The quarterly meetings are held in March, June September and December each year.

The following guidelines have been adopted by Acton Community Council with effect from 1 April 2019. The hierarchy model as illustrated is based on a three tier system that assesses the level of need around the population that is being served. In addition, priority will be given to groups within the Acton Community or those groups that are providing for residents in the Acton Community.

The three tier system caps the amount of funds made available to deserving organisations. This is a more equitable system as decisions will not be made on an ad-hoc basis. It is accepted there will be anomalies within the system, but these will be dealt with on the merits of the submitted application on a case by case basis. By way of explanation:-

Tier One:

- a. Basic needs of Life:
 - Organisations or programs that ensure the basic needs of life are dispersed to members of our community, such as food, clothing and basic hygiene products
- b. Social/Cultural:
 - Organisations or programs that benefit youth within our community
 - Organisations or programs that benefit our elders and other members within our community

Tier Two:

- c. Recreational:
 - Outdoor recreation, such as football and other team sports
- d. Environmental:
 - Parks
 - Litter collection/management
 - Community greening/planting

Tier Three:

- e. Religious:
 - Religious organisations of all kinds that lie directly within our ward may receive funding if their donation request is for members of our community
- f. Larger Community

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

NAME OF ORGANISATION: Acton Park Community Angling Club

1. NAME AND ADDRESS FOR CORRESPONDENCE:

Mr Martin Buckley, 15 East Avenue, Wrexham, LL11 2EG

2. REASON FOR APPLYING FOR FINANCIAL ASSISTANCE?

To assist the club in the purchase of further equipment to help us to continue to improve the water quality and oxygen content in the lake at Acton Park. To date the Community Council have helped us to purchase enough equipment to have one aeration system and we are looking at the options for a second installation as well as the purchase of a Dissolved Oxygen Meter to help monitor the oxygen levels in the lake to help us to try and avoid / plan for when the oxygen is at dangerous levels for the fish in the lake.

3. TELL US ABOUT YOUR ORGANISATION. WHAT DOES IT DO? WHO DOES IT HELP IN THE ACTON COMMUNITY COUNCIL AREA? WHERE ARE YOU BASED? WHEN AND HOW OFTEN DO YOU MEET? HOW LONG HAVE YOU BEEN ESTABLISHED?

We are a fishing club based on the lake in Acton Park, primarily we have the responsibility to look after the lake, fishing pegs, plants, shrubs and trees that surround the lake edge but we have also undertaken projects that benefit all park users like the extension to the path by the old playground. Although the lake is of benefit to our approximately 95 members (around 10 juniors) for the purpose of fishing we feel that the work we do benefits the rest of the park users as the improvements that have taken place to the lake and the surrounding edges is of benefit to all and over the years since we have been looking after the lake it has also become a much safer place for people to be around walking through, picnicking etc.

The club formed in 2008 and currently has a lease until 2025.

4. CAN ANYONE JOIN? YES WHO CAN BENEFIT? Anyone who uses the park

5. HOW MANY RESIDENTS FROM THE ACTON COMMUNITY COUNCIL AREA ARE MEMBERS OF OR BENEFIT FROM YOUR ORGANISATION? 95 %

6. IS YOUR ORGANISATION A REGISTERED CHARITY? NO
IF YES, PLEASE GIVE THE REGISTERED CHARITY No:

7. IS YOUR ORGANISATION PART OF A LARGER ORGANISATION AND IF SO WHICH ONE?
No....

8. TELL US ABOUT THE SIZE OF YOUR ORGANISATION:

A. HOW MANY STAFF DO YOU EMPLOY? All
volunteers.....

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

9. IS THE WORK OF YOUR ORGANISATION SUPERVISED BY AN OFFICIAL BODY? YES/ NO

IF YES, PLEASE STATE SUPERVISING BODY:

No.....

CONTINUED OVERLEAF/

APPLICATION FOR FINANCIAL ASSISTANCE FROM: Acton Park Community Angling Club

10. PLEASE SUPPLY COPIES OF YOUR ACCOUNTS FOR THE LAST TWO YEARS [ENCLOSED? **YES**]
(e.g: AUDITED PROFIT AND LOSS ACCOUNT AND BALANCE SHEET)

11. TELL US ABOUT YOUR FINANCIAL HOLDINGS. HOW MUCH MONEY DOES YOUR ORGANISATION HAVE?

A. PETTY CASH AND CURRENT ACCOUNTS: £4388.18.....

B. DEPOSIT ACCOUNTS:

None.....

C. OTHER INVESTMENTS:

None.....

12. HOW MUCH WAS YOUR ORGANISATION'S PROFIT LAST YEAR? Balance c/f £2650.89.....

OR LOSS LAST YEAR?

13. IF THE COMMUNITY COUNCIL WERE TO AGREE TO AWARD YOUR ORGANISATION FINANCIAL ASSISTANCE:-

A. WHAT TIER OF GRANT ARE YOU SEEKING? (PLEASE READ ACCOMPANYING GUIDELINES AND THEN DELETE AS NECESSARY): **TIER 2: £50-£200**

B. WOULD YOU BE PREPARED TO GIVE A REPORT TO THE COUNCIL ON HOW THE GRANT WAS SPENT AND WHAT BENEFIT THERE WAS TO THE COMMUNITY OF ACTON? **YES**

14. IF YOUR APPLICATION IS SUCCESSFUL PLEASE STATE BELOW THE PAYEE NAME FOR THE CHEQUE:
Acton Park Community Angling Club

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

The club would like to thank the community council for grant awarded to us last time out. We have been back to business as usual over the last 12 months with the club being able to undertake a variety of projects around the lake.

Over the coming months we will be looking to continue with the maintenance required to keep the pegs and bankside safe for all to use and enjoy. We will be looking at the bankside plants over the winter months in particular around the bird feeding area, disabled pegs and on the open bank on the other side as they are now getting over established and starting to impede the view of the lake for other park users, although we will need to balance habitat and stability of the banks when we look at this.

We are working with National Resource Wales as well to see if there is a better way to manage the algae blooms on the lake so to try and avoid the fish kill that took place a few weeks ago.

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS CORRECT

SIGNED: D Hall..... DATE: 08/09/22.....

POSITION IN ORGANISATION: Club Secretary.....

CONTACT TELEPHONE NUMBER: 07811051219.....

Please return this application form with supporting accounts to:

**The Clerk to Acton Community Council, c/o Acton Community Resource Centre, Off Overton Way,
Wrexham, LL12 7LB (or email: clerk@actoncommunitycouncil.gov.uk)**