

**Minutes of the Meeting of Acton Community Council held remotely via Zoom on Tuesday 15 February 2022**

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy (Vice Chair)
"	W Baldwin	"	P Lloyd *
"	Mrs C Bettley	"	G Lowe
"	M Davies	"	Ms B Martin
"	MS E Doherty	"	Ms E Owens *
"	Ms S Edwards	"	M Pritchard
"	Mrs A Evans	"	T Stanford
"	Ms S Hope	"	Mrs D Wallice

\* Absent

Also Present:

Mrs Carole Roberts, Clerk to the Council

## **122. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Philip Lloyd (Illness) and Emma Owens

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

## **123. PUBLIC QUESTIONS**

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

## **124. DECLARATION OF INTERESTS**

No declarations of interest were made at this stage of the proceedings. The Clerk to the Council reiterated previous advice about the public interest test that should be considered by Members when determining whether or not they wish to declare an interest. The present position was noted.

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

***RESOLVED - To bring forward AGENDA ITEM 6 – COMMUNITY AND OTHER POLICING MATERS so as not to unnecessarily delay the PCSO in attendance from his Operational duties***

The Monthly Policing and Operations report provided by the PCSOs on Crime issues and Trends in each of the five Acton Community Wards was received and considered. The Report also referred to other news and PCSO activities relating to work with residents and encouragement for members of the public to complete the Safer Streets Survey: [www.police.uk/streetsafe](http://www.police.uk/streetsafe); the results will be fed back to Local Government and the Police to help improve safety in these areas.

Members referred to an incident outside Borrass Park School and sought clarification on the statutory powers granted to School Crossing Patrols to stop traffic and whether this can be enforced.

***RESOLVED that the Monthly Policing and Operations report be received and noted.***

## 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.**

Consideration was given to an Operational Policing matter and a request from the Acton sector Team to provide financial support to assist with prevention of the crime being targeted in this Operation.

**RESOLVED - that the PCSO in attendance should seek to identify funding streams from elsewhere.**

## RE-ADMISSION OF PRESS AND PUBLIC

**RESOLVED – that the press and public be re-admitted into the meeting at this stage of the proceedings.**

### 126. CONFIRMATION OF MINUTES:

i) **REMOTE COUNCIL MEETING:** 14 December 2021

**RESOLVED – that the Minutes of the remote Council Meeting held on 14 December 2022 be received and confirmed as a correct record.**

ii) **REMOTE YOUTH COMMITTEE MEETING:** 25 January 2022

**RESOLVED – that the Minutes of the remote Youth Committee meeting held on 25 January 2022 be received and the recommendation as set out below be endorsed:**

***“that the Clerk write to the Play Development Team of Wrexham County Borough Council to request an update and report to the next meeting of the Youth Committee upon the progress being made on implementation of the 2018 recommendations and to ascertain when the next Play Sufficiency Assessment is due.”***

## EXCLUSION OF PRESS AND PUBLIC

**RESOLVED: that the press and public be excluded from the Meeting during consideration of the confidential Staffing Committee Minutes from 3 February 2022 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.**

iv) **REMOTE STAFFING COMMITTEE MEETING:** 3 February 2022

**RESOLVED that the Minutes of the remote Staffing Committee meeting held on 3 February 2022 be received and noted.**

## RE-ADMISSION OF PRESS AND PUBLIC

**RESOLVED – that the press and public be re-admitted into the meeting at this stage of the proceedings.**

### 127. INFORMATION FROM THE MINUTES

1. **Minute 114.1 - Community Defibrillators for the Acton Community Wards:** The Clerk gave an update on actions taken to progress this matter.

**RESOLVED:**

- i) to endorse the action taken by the Clerk in consultation with the Chair and Vice Chair to use delegated powers to authorise Mike Pryde Electrical Services Ltd to install the Defibrillators at the Maesydre Power House and Little Acton Community Centre at a cost of £180.00;**
- ii) the Council employ the Services of Mike Pryde Electrical Services Ltd to install the two remaining Defibrillators, if required;**

*iii) To note progress is still to be made for the installation of a Defibrillator at the Cunliffe Arms and no response has been received from Borrass Park Vets;*

**VARIATION OF AGENDA: AGENDA ITEM 11.3 - REQUEST FOR FUNDING TOWARDS A DEFIBRILLATOR**

*iv) RESOLVED -to bring forward Agenda item 11.3 from the Clerk's Correspondence Report and consider the request from Barkers Lane Community School for advice and assistance towards the replacement of its obsolete Defibrillator,*

*v) RESOLVED - to advise Barkers Lane Community School that the Community Council is prepared to locate its fourth Defibrillator within the Borrass Park ward on the perimeter of the School subject to there being 24/7 public access to the equipment and a suitable electricity supply;*

**2. Minute 117.ii) – Service Level Agreement – Park Ranger costs:** The Clerk advised a response is still awaited from Mr Kerry Williams, Wrexham County Borough Council

**RESOLVED - that the Clerk and Responsible Financial Officer be authorised to negotiate with Wrexham County Borough Council for an additional increase in the Service Level Agreement cost for 2022/23 to provide a sum up to a total of £1,200 to enable the Acton Park Ranger to organise and hold eight events spaced throughout the Agreement period on a similar basis to the 2021 Halloween and Christmas events held in Acton Park (.i.e. approximately £150 per event x 8 = £1,200) However the Community Council will be keen to make sure the events provide good value for money and engage the public/ visitors to the Park, are well publicised but that no additional expenditure is incurred given that the £1,200 was not included in the budget provision for 2022/23 and the original three year Seasonal SLA provided for the salary and event costs of the temporary Park Ranger.**

**128. PROCEDURAL MATTERS**

The following matters were reported by the Clerk and Responsible Financial Officer:-

**1. EXTERNAL AUDIT- ANNUAL ACCOUNTS 2020/21 CONCLUSION OF AUDIT:** The External Auditor on 27 January 2022 had concluded his Audit of the Community Council's accounts and issued an unqualified report and notified of one other matter and recommendation to the Community Council. The Clerk and Responsible Financial Officer had subsequently issued a Public Notice stating that the Annual Return for the year ended 31 March 2021 is available for inspection from 27 January 2022 by any Local Government Elector for the area of the Council under Section 29 of the Public Audit (Wales) Act 2004 and the Accounts and Audit (Wales) Regulations 2014. Publishing this information promptly on the Council's website and on the Council's Notice Board at the Acton Community Resource Centre and also at the Little Acton Community Centre had ensured that the Community Council is compliant with the Accounts and Audit Regulations. It was noted that the External Auditor's invoice for his Audit work would shortly be submitted

**RESOLVED - to endorse the action taken by the Clerk and Responsible Financial Officer concerning the Conclusion of the Council's Audit on 27 January 2022 by the External Auditor**

**2. APPOINTMENT OF INTERNAL AUDITOR & INTERNAL AUDIT PLAN 2021/22:** The Council considered and undertook an annual review of the Council's arrangements for Independent Internal Audit testing during 2021/22 as specified by the Audit Commission for Wales and the current Accounts and Audit Regulations 2014. The Clerk advised the existing Internal Auditor had confirmed that there are no changes to the terms of engagement from last year - there will still be one annual audit conducted after the year end between April and June at a date agreed with the Council. There will be one annual audit report issued which will also follow up issues raised in the previous year.

**RESOLVED:**

*i) To confirm the annual review the Council's arrangements for Independent Internal Audit testing during 2022/23 as specified by the Audit Commission for Wales, the current Accounts and Audit*

***Regulations and the Governance and Accountability for Local Councils in Wales – A Practitioners Guide (2019);***

- ii) To confirm the re-appointment of JDH Business Services Limited to provide the Council's Internal Audit Service; and***
- iii) A letter detailing the Internal Audit Plan for 2021/22 as reported to the meeting be signed by the Clerk and Chair to the Council and forwarded to JDH Business Services Ltd***

### **129. KEY ACTON ISSUES**

WCBC Members reported on the following Issues being considered by the County Bough Council that may affect the whole or part of the Community of Acton:-

- 1. A Pharmacist is now in place at Borrass Park Chemist; and**
- 2. The Health Board now run the Borrass Park Surgery and improvements are expected following previous difficulties in recruitment of a GP and nursing staff**

The present position was noted

### **130. ACTON PARK**

This matter had been placed on the Agenda at the request of Councillor S Edwards. Reference was made to Minute 64.4 September 2021 and ongoing discussions with Kate Jackson, the Acton Resident who had raised various issues and suggestions for Acton Park. Little progress had been made with Wrexham County Borough Council.

It was noted that Councillor Lowe, the local Wrexham CBC member for Acton Park had also sought to progress and seek a solution to the issues raised with Wrexham CBC Officers. The advice of the Clerk had also been sought about the Community Council's position and options. A lengthy debate ensued and Members noted that whilst Acton Park does not belong to Acton Community Council, it is a generous benefactor and it could manage residents expectations through liaison with all interested parties involved with the Park to compile an Action Plan in conjunction with Wrexham County Borough Council as the owner of the Park.

Members suggested that Social Media could be used to promote positively what the Community Council has been able to provide to improve facilities and provision at the Acton Park and to promote the valuable work of Park Volunteers and other Groups that are active in the Park.

#### ***RESOLVED -***

- i) to request Wrexham County Borough Council Officers to meet with the Wrexham County Borough Council Member for Acton Park and Kate Jackson, the Member of the Public that Councillor S Edwards has been liaising with to seek to resolve and clarify the issues that have been raised; and***
- ii) a question is included on the second Acton Community Council Community Engagement survey to try and ascertain what the public expectation is for Acton Park***

### **131. COMMUNITY ENGAGEMENT- 2022 COMMUNITY ENGAGEMENT SURVEY**

Further to Minute 118 iii) January 2022, Councillor E Doherty had circulated a copy of the proposed second Community Engagement Survey. She had received one amendment concerning the Little Acton Community Centre. Members thanked Councillor Doherty for carrying out this work.

***RESOLVED – that the 2022 Community Engagement Survey be published and open online for the Acton Community residents to comment on with a view to reporting the outcomes to the next Council meeting.***

**132. REPORT FROM CLERK**

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

**RESOLVED - that the undermentioned correspondence be received and noted.**

<b>Organisation</b>	<b>Details</b>
1.Wrexham County Borough Council	<p><b>Walking and Cycling in Wrexham:</b> Email dated 2 February 2022 seeking views as part of a formal consultation on the Active Travel Network Maps for Wrexham and whether Wrexham CBC</p> <ul style="list-style-type: none"> <li>• Has identified the correct future routes for improvement;</li> <li>• Has the correct current routes included;</li> <li>• Whether respondents believe the routes identified have the greatest potential for encouraging people to travel less by car, and more by walking or cycling.</li> </ul> <p style="text-align: right;"><b>Information noted</b></p>
2.One Voice Wales	<p><b>1. Dwr Cymru Welsh Water's Draft Water Resources Management Plan2024 - Pre Consultation:</b> Email dated 7 February 2022 referring to the Water Resources Management Plan (WRMP) which sets out how Dwr Cymru will manage water resources across its supply area to meet current and future needs, over the next 25 years. A pre-consultation has been launched and a brief supporting information note attached to the email set out the detail of the planned approach. The pre-consultation ends on 21 March 2022, comments should be submitted to <a href="mailto:Water.Resources@dwrcymru.com">Water.Resources@dwrcymru.com</a></p> <p style="text-align: center;"><b>RESOLVED that Members should respond individually to the Survey</b></p> <p><b>2. Training – February, March 2022:</b> Email dated 8 February 2022 giving details of Remote training sessions that are taking place in February and March 2022. The cost of the training is £30 for members or £50 per person for non-members.</p> <p style="text-align: right;"><b>Information noted</b></p> <p><b>3. Report on Section 47 Multi Location Meetings:</b> Email dated 9 February 2022 enclosing a copy of a Survey on Section 47 Multi Location Meetings for Community and Town Councils conducted by One Voice Wales due to several concerns raised by Councils following the introduction of this legislation requiring all Councils holding face to face meetings to have the facility for multi-location meetings with effect from May 2021. The results of the Survey will assist OVW to fully understand the issues being faced by the Sector enabling effective dialogue with the Minister for Finance and Local Government and civil servants in relation to implementation of Section 47 of the Local Government and Elections (Wales) Act 2021.</p> <p style="text-align: right;"><b>Information noted</b></p> <p><b>4.Consultation on how to measure the inclusion of migrants in Wales :</b> Email dated 10 February 2022 advising that the Welsh Government’s 'Consultation on how to measure the inclusion of migrants in Wales is now live on the gov.wales website using the following link: <a href="#">How to measure the inclusion of migrants in Wales   GOV.WALES</a> The Consultation seeks views on the development of a method of measuring the inclusion of migrants in Wales and the Community Council has been contacted as a key stakeholder, to have the opportunity to respond. The deadline for consultation responses is <b>25 March 2022.</b></p> <p style="text-align: center;"><b>RESOLVED that Members should respond individually to the Survey.</b></p>

One Voice Wales	<p><b>5. Nature and Us – the national conversation about Wales’ natural environment:</b> Email dated 11 February 2022 informing that Natural Resources Wales in collaboration with the Welsh Government is hosting a ten week Wales-wide conversation called <b>Nature and Us</b> looking at the future of the natural environment. The aim is to develop a shared vision for the year 2050 and consider the changes needed leading up to 2030 and 2050, as individuals and as a country. The first part of the Campaign will start online on 17 February 2022 at <a href="http://www.natureandus.wales">www.natureandus.wales</a>. <b>The Nature and Us Stakeholder Toolkit</b>, contains several downloadable campaign resources (eg. graphics, videos, images, posters) which can be shared digitally or physically with our networks. <b>Information noted</b></p>
Barker’s lane Community School	<p><b>Request for funding towards Defibrillator:</b> Email dated 9 February 2022 asking the Community Council to consider giving support towards replacing the defibrillator at this school. The school grounds are locked from 7pm until 7am during term time and school holidays, but one of the padlocks is a combination lock and advice is being sought on whether this would be suitable as a location for a community defibrillator</p> <p><b><i>This item had been brought forward and dealt with earlier in the meeting (Minute 127.1.iv) refers)</i></b></p>
AVOW	<p><b>AVOW Press Release: Funding to support Food Poverty initiatives in Wrexham:</b> Email dated concerning the ‘Tacking Food Poverty Small Grants Scheme.’ The closing date for applications is the 28 February. The Council has been asked if it is unable to print the email that it retweet the AVOW Twitter message at:  <a href="https://twitter.com/AvowWrexham/status/1493222982994608129?s=20&amp;t=iZuRRpXmo6ScEqqH25hDeg">https://twitter.com/AvowWrexham/status/1493222982994608129?s=20&amp;t=iZuRRpXmo6ScEqqH25hDeg</a></p> <p style="text-align: right;"><b>Information noted</b></p>

### 133. PAYMENT OF ACCOUNTS

The Clerk reported on payments received since the last meeting as set out below and bank charges and fees that were now levied each month. Authorisation for the Payments to be made in February 2022 was sought. The Clerk advised that the Council’s Insurers, Zurich Municipal had drawn attention to the importance of keeping re-building cost assessments under review to avoid being under-insured. The Maesydre Power House re-building cost assessment was now overdue due to the Covid pandemic.

#### **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 authorise a transfer of £45,000 to be made between the Deposit and Current Accounts to meet expected expenditure to the end of the Financial Year;***
- iii) To approve the payments to be made in February 2022 as set out in the schedule below:-***

<b>Current account Payments Made in FEBRUARY 2022</b>		
Voucher 103 BACS ref 32.2.22 Carole Roberts	Clerks Salary & office expenses for February 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)
Voucher 104 BACS ref 33.2.22 Clwyd Pension Fund	Pension payments for February 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
Voucher 105 BACS ref 34.2.22 HMRC	Payroll payments for February 2022 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)

Voucher 106 Cheque No 202182 Carole Roberts	Clerks Expenses for February 2022 Section 112 Local Government Act 1972 (as amended)	£96.37 (Vat= £8.66)
Voucher 107 Cheque No 202183 Wrexham County Borough Council	2021/22 SLA Payment Acton Community Resource Centre S19 Local Government (Misc Provisions) Act 1976	£30,000.00 (VAT=£0)
Voucher 108 Cheque No 202184 One Voice Wales	Training Costs for January 2022 Section 112 Local Government Act 1972 (as amended)	£60.00 (VAT=£0)
Voucher 109 Cheque No 202185 Wrexham County Borough Council	Replacement Metal Benches for Acton Park S19 Local Government (Miscellaneous Provisions) Act 1976	£3,759.24 (vat £626.54)
Voucher 110 Cheque No 202186 Wrexham County Borough Council	Q3 School Crossing Patrol SLA Costs S137 Local Government Act 1972 (as amended)	£3,637.50 (vat=£0.00)
Voucher 111 BACS ref 35.2.22 Mike Pryde Electrical Services Ltd	Electrical installation of 2x Defibrillators S137 Local Government Act 1972 (as amended)	£180.00 (vat £30.00)
Voucher 112 Cheque No 202187 Wrexham County Borough Council	2021/22 Q3 SLA Payment Little Acton Community Centre S19 Local Government (Misc Provisions) Act 1976	£576.97 (VAT=£0)
Voucher 113 Cheque No 202188 One Voice Wales	Training Costs for March 2020 Section 112 Local Government Act 1972 (as amended)	£40.00 (VAT=£0)

*iv) To approve the action proposed by the Clerk to obtain a current insurance rebuilding cost assessment from Legat Owen for the Maesydre Power House to mitigate Insurance Cover risk, the cost to be met from the existing budget provision; and*

*v) The Clerk be authorised to approve under delegated powers any payments for the electrical installation costs of the remaining two defibrillators.*

#### 134. PLANNING APPLICATIONS

**RESOLVED – that the Applications received since the last meeting be determined as follows:**

Case Number/ Address & Proposed Development
1. <a href="#">Planning Application P/2022/0062 Valid From 20/01/2022</a> 46, Huntsman’s Corner, Wrexham, LL12 7UH - non-material amendment to planning permission p/2021/0988 to amend material <b>No Observations</b>
2. <a href="#">Planning Application P/2022/0105 - Valid From 01/02/2022</a> Land At 46-48, Hazel Grove, Wrexham, LL12 7HA- creation of off road parking area <b>No Observations</b>
3. <a href="#">Planning Application P/2022/0084 - Valid From 25/01/2022</a> 9, Caernarvon Road, Wrexham, LL12 7TT - roof extension and rendering of property <b>No Observations</b>

#### 135. 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.**

**136. ACTON COMMUNITY RESOURCE CENTRE**

Further to Minute 115 January 2022, the Chair and Vice Chair submitted a note from their attendance at a remote Zoom Meeting on 27 January 2022 with other Resource Centre representatives and Wrexham County Borough Council Officers.

**RESOLVED – that the report be received and the content noted.**

***Councillor Kevin Roberts, Chair***

**Signed as a correct record this 15th day February 2022**

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**Presiding Chair**