

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 Bough 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	1. 2022 version of the Good Councillor's Guide: Email dated 14 June 2022 circulated to members for future reference 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. 3. Wales Nature Week : Email dated 22 June 2022 circulating this information 4. Call out for good practice/examples in response to global warming and climate change: Email dated 28 June 2022 circulating this information 5. Remote Training Sessions - July 2022: Email dated 5 July 2022 circulated to all members of One Voice Wales
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 <i>Information noted</i>
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
<p>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/</p>	No observations
<p>2. Planning Application P/2022/0552 - Dilys o/Valid From 14/06/2022: Borrass Park Community Primary School, Borrass Park Road, Wrexham, LL12 7TH - Rhyddhau amod 11 (llwybrau troed) caniatad cynllunio p/2020/0475 / discharge of condition 11 (footpaths) of planning permission p/2020/0475</p>	No observations
<p>3. Planning Application P/2022/0568 - Dilys o/Valid From 16/06/2022: 161, Holt Road, Wrexham, LL13 9DY - Estyniad unllawr I gefn yr eiddo / single storey rear extension</p>	No observations
<p>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</p>	No observations

Councillor Kevin Roberts
Chair

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

Presiding Chair