

Minutes of the hybrid Meeting of Acton Community Council held on Tuesday 16 May 2023 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham

Present:

Councillor Kevin Roberts (Chair)

“ W Baldwin

“ Ms L Balmain *

“ Mrs. C Bettley *

“ M Davies

“ R Davies

“ Ms S Edwards

“ Mrs. A Evans

* Absent

Councillor R Hardy (Vice Chair)

“ A Gallanders

“ Ms H Hewitt

“ Ms C Jarvis

“ P Lloyd

“ Ms. B Martin

“ Mrs. D Wallice

1 Vacancy

Also Present:

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

(Councillor K Roberts in the Chair)

1. APPOINTMENT OF CHAIR

RESOLVED - That Councillor K Roberts be appointed Chair of the Council for the 2023/24 Municipal Year.

(Councillor K Roberts in the Chair for the remainder of the meeting following signing his Declaration of Office before the Proper Officer of the Council)

2. APPOINTMENT OF VICE CHAIR

RESOLVED – That Councillor R Hardy be appointed Vice Chair of the Council for the 2023/24 Municipal Year.

3. APOLOGIES FOR ABSENCE

1) Apologies for absence were received from Councillors Ms L Balmain (illness) , Mrs. C Bettley (illness)

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

2) **Section 85 Local Government Act 1972 (as Amended) – Request for Dispensation:** Members considered a request from Councillor C Bettley for a Dispensation under Section 85 owing to her recovery from ill health being the reason for her period of absence from January to April 2023, and to accept and approve her continuing absence whilst recovering.

RESOLVED – that Councillor Bettley’s request be approved and a Dispensation be granted for Councillor C Bettley to be absent from Community Council meetings until Council Meeting on 19 September 2023, when a further review would take place.

4. DECLARATIONS OF INTEREST

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

5. PUBLIC QUESTIONS

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

6. CONFIRMATION OF MINUTES

1) The Minutes from the remote Council Meeting held on 18 April 2023 were received.

RESOLVED – that the Minutes of the Council Meeting held on 18 April 2023 be received and confirmed as a correct record.

- 2) The Minutes from the remote Youth Committee Meeting held on 25 April 2023 were received. Members noted and discussed a Youth Committee recommendation that a financial contribution (estimated to be approximately £500) be given towards the actual cost of purchasing a PS5 and game pad for use by Acton Youth Club.

RESOLVED –

- i) that the Minutes of the Youth Committee Meeting held on 25 April 2023 be received and noted; and**
ii) to endorse the Recommendation of the Youth Committee that a financial Contribution of approximately £500 be made available to the Caia Park Partnership for the purchase of the PS5 and game pad for the Acton Youth Club equipment and the Caia Park Partnership be requested to investigate and review the suitability and fitness for purpose of the Table Tennis Table and Snooker Table stored at the Acton Community Resource Centre for use by the Acton Youth Club attendees and report outcomes and any estimated costs for replacement equipment to the next Youth Committee Meeting.

7. INFORMATION FROM THE MINUTES

- 1) **MINUTE 168.4 – COMMUNITY AGENT PROJECT:** The Clerk updated Members with details of a meeting she had attended with Steve Latham-White and other Community Council Clerks. Members then debated the options available to them, the quickest route to obtaining a Community Agent for the Acton Ward.

RESOLVED – Following the Scrutiny Meeting and noting the delays in moving the Project forward, the Community Council agrees in principle that it's stated preferred options are:

- i) To employ a Community Agent for Acton through a Job Share arrangement with Rhosddu Community Council and its Community Agent. Or**
ii) To employ a Community Agent for Acton through a Consortium Arrangement with other local Community Councils.

- 2) **MINUTE 170 – ANNUAL ACCOUNTS 2022/23:** The Auditors had agreed a two-week extension and the Clerk was continuing to prepare the detailed information required by the Internal Auditor and all supporting information for the Internal Audit would be submitted by Thursday 25 May 2023. The Outcome of the Internal Audit and the Auditors report and action ;plan will be submitted to the June 2023 meeting of the Council.

- 3) **MINUTE 168.5 MAESYDRE POWERHOUSE:** The Clerk had been in detailed discussion with the Architect/ Surveyor and both had met at the Powerhouse, on Wednesday 17 May to conduct an initial survey. Members considered an informal suggestion that the Council should apply for listed building status for the Maesydre Powerhouse.

RESOLVED –

- i) to note the present position and progress in respect of the repairs/ redecoration at the Maesydre Powerhouse**
ii) that an application for listed building status for the Maesydre Powerhouse should not be made at this time.

- 4) **MINUTE 169 COMMUNITY POLICING MATTERS:** It was noted that the Council had already asked for release of monthly domestic abuse incidences and no information had been forthcoming.

RESOLVED –

- i) The Clerk submit another request for the Domestic Abuse statistics to the Police; and**
ii) If a response is not then received then the Clerk, with the assistance of Councillor Salli Edwards, consider drafting and submitting a specific Freedom of Information request.

- 5) **MINUTE 171.1 ACTON PARK RANGER:** The Clerk had purchased a suitable thank you card. Members discussed the most appropriate gift to purchase to recognise her hard work within Acton Park.

RESOLVED that the present position be noted

6) MINUTE 172.2 WREXHAM CBC OFFICER RESPONSE TIMES: Councillors Martin and Gallanders reported they had met with Mr. Ian Bancroft, Chief Executive of Wrexham CBC . Mr. Bancroft, had indicated he would welcome a letter off Acton Community Council, outlining the recent delays experienced when communicating with Wrexham CBC Officers.

RESOLVED – the Clerk on behalf of the Community Council to write to Ian Bancroft, the Chief Executive of Wrexham CBC, bringing to his attention to the delays being experienced by the Community Council and its Councillors due to the lack of responses when communicating with Wrexham CBC Officers particularly in respect various of various initiatives such as the relocation of the CCTV camera, participating in the Community Agent project, repair and restoration of metal fencing at Jeffreys Road and other Streetscene matters.

7) MINUTE 173: ACTON PRIMARY SCHOOL CELEBRATIONS: The Chair provided an update to Members on the proposed Centenary Celebrations at Acton Primary School. A request for additional funding had been received from the School. Members deliberated the request, with a suggestion made that both the Community Council and the School contact County Councillor Phillip Wynn with a request for matched funding. The decision then being deferred to the Council Meeting on the 21 June 2023.

RESOLVED –

i) That Acton Community Council and Acton Primary School write to County Councillor Phillip Wynn, the Lead Member for Education to request funding from Wrexham CBC to support the Centenary Celebrations.

ii) To defer the decision for additional funding until the Council Meeting on 21 June 2023.

8. COMMUNITY POLICING MATTERS

Further to Minute 81 October 2022, there were no Police Officers present and Members confirmed they had no issues they wished to raise with the Police. The present position was noted.

RESOLVED – To remove this standing item from future Agenda

9. PROCEDURAL MATTERS

1) S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CO-OPTION BORRAS PARK WARD: Further to Minute 168.3 April 2023, the Clerk informed Members that there had been no applications for the post of Community Councillor in the Borrass Park Ward.

RESOLVED – that the Notice of Co-option for the Vacancy in the Maesydre Ward be re-advertised on the Acton Community Council website and Notice Board and Members Social Media with any expressions of Interest received to be considered at the July 2023 Council meeting.

2) LEGISLATIVE REQUIREMENTS UNDER LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021 – ANNUAL REPORT 2022/23 AND TRAINING PLAN 2022-27: Further to Minute 168.1 April 2023, the Clerk suggested a light refresh of the rolled forward Annual Report for 2023/24 to reflect any changes arising from the appointment of Committees and Task & Finish Groups later in the meeting.

3) MEMBERS ATTENDANCE AT MEETINGS DURING 2022/23:

RESOLVED – that the Schedules as now submitted setting out the record of Members' attendance at Council meetings during the 2022/23 Municipal year be received and noted.

4) DECLARATION OF REMUNERATION TO MEMBERS OF THE COUNCIL FOR THE YEAR ENDED 31 MARCH 2023 AND ARRANGEMENTS FOR 2023/24: Under Section 151 of the Local Government (Wales) Measure 2011, as a relevant authority the Council must notify the Independent Remuneration Panel for Wales of the remuneration received by its members and co-opted members during 2022/23 and arrange for publication of this information within the authority area. This information must be published and provided to the Panel no later than 30 September following the end of the year to which the payments relate.

RESOLVED - that in order to comply with the requirements of the Local Government (Wales) Measure

2011, the Council make its formal Declaration for the year ended 31 March 2023 and the schedule as set out in Appendix 2 to the Report be confirmed as a summary of the position for each of the Members of the Acton Community Council during 2022/23 and the Schedule should be published on the Council's website and a copy be provided to the Independent Remuneration Panel for Wales before 30 September 2023.

5) DAY, TIME AND LOCATION OF MEETINGS OF THE COUNCIL AND ITS COMMITTEES: Members considered a schedule setting out the timetable for the Council's monthly meetings for 2023/24 which in a departure from established practice will be held on the third Wednesday of each month at 6:30pm apart from August when the Council is in recess. The Staffing Committee and Youth Committee will also meet on a quarterly basis and all meetings of the Community Council where possible will be held on a Wednesday evening. This change to meeting day reflects the recent revision by Wrexham County Borough Council of the hours at the Acton Community Resource Centre which is now closed to the public each Monday and Tuesday.

RESOLVED –

i) the Meeting Schedule for the 2023/24 Municipal Year as set out in Appendix 3 be accepted and the Council will meet on the third Wednesday of each month; the Staffing Committee will meet on the second Wednesday of each quarter and the Youth Committee will generally meet on the last Wednesday of each quarter as set out in the schedule; and

ii) the Clerk be authorised to arrange for payment of the £40 room hire fee for each of the Youth and Staffing Committee Meetings that are held at the Acton Resource Centre to enable meetings to be held on a Hybrid basis.

6) BANKING MANDATE FOR PAYMENTS; CONSENT FOR CONTRACTUAL BACS PAYMENTS; PROVISION OF A CURRENT ACCOUNT DEBIT CARD: The Council reviewed its Banking Mandate and the current list of persons authorised to sign all cheques and other authorizations for payment on behalf of the Council. It was noted the current signatories are Councillors William Baldwin, Ralph Hardy, Philip Lloyd and Kevin Roberts. The Mandate requires that the Clerk to the Council together with any two of the four signatories can sign cheques. Members considered the Clerk's report and recommendations. It was noted that Wrexham CBC had commented that the Community Council's current Cheque Payment method was expensive to process. The Community Council's Bank has now started to levy a charge of £0.40 for each cheque issued.

The Council's Financial Regulations contain provision for the making of BACS payments and for authorisation of regular Contractual Commitments such as staff salary costs and Service Level Agreement charges to be paid and then reported to the next Council meeting. There is also provision within Financial Regulations for the use of a debit card on the Council's current account, which if obtained would assist with online low level transactions within the limits set out in the Regulations.

RESOLVED –

i) To leave the current mandate in place and the current list of persons authorized to sign all cheques and other authorizations for payment on behalf of the Council, remain the same.

ii) In accordance with Financial Regulations 6.8, 6.9 ,6.10 and 6.11 that Authorisation be given for Employers and other contractual Service Level Agreement payments to be made via BACS and reported to the next Council Meeting.

iii) That the Clerk and RFO to the Council be authorized to obtain a Business Debit Card for the Council's Current Account subject to adhering to the requirements of Financial Regulation 6.18, which states that any Debit Card issued for use will be specifically restricted to the Clerk (and the RFO) and will also be restricted to a single transaction maximum value of (£500) unless authorised by Council in writing before any order is placed.

7) INSURANCE PROVIDER AND COVER FROM 1 JUNE 2023 (YEAR 3 OF 3 YEAR SERVICE LEVEL AGREEMENT): It was noted the Council was in a three year contract with Zurich Municipal Insurance Company for the provision of Local Council Insurance Services which had commenced on 1 June 2021.

RESOLVED - that the level of Insurance cover as set out in the Policy renewal Documents be confirmed as being adequate to meet the Council's requirements and the Zurich Municipal Insurance policy be renewed for a one year period to 31 May 2024 and the premium as now reported be paid.

8) REVIEW OF STANDING ORDERS AND OTHER COUNCIL POLICIES: The Council received a report setting out existing Policies adopted in January 2019, April 2021 and March 2023. It was noted that One Voice Wales will shortly be refreshing the Model Standing Orders document to reflect significant changes in governance law introduced under the Local Government and Elections (Wales) Act 2021.

RESOLVED – that:

i) the Council’s existing Standing Orders and Financial Regulations as adopted on 3 November 2020 be re-affirmed and the Council review its Standing Orders once the revised Model Document has been received from One Voice Wales; and

ii) the following Policies be re-affirmed:-

ADOPTED JANUARY 2019:

1. *Document Retention Policy and Schedule*
2. *Data Protection and Information Security Policy*
3. *Privacy Notices – General, Website and Member/Officer*
4. *Internet, email and social media policy*
5. *Model Publication Scheme (FOI)*
6. *Data Breach Notification Policy*
7. *Subject access policy and template response letters.*
8. *Member Officer Protocol*
9. *Grievance Procedure*

ADOPTED APRIL 2021

10. *Disciplinary and Grievance Arrangements*
11. *Disciplinary Policy*
12. *Local Resolution Protocol for Community and Town Councils*

ADOPTED MARCH 2023

13. *Annual Leave Policy*
14. *Anti-bullying and Harassment Policy*
15. *Data Protection Policy*
16. *Equality Diversity Policy*
17. *Flexible Working Policy*
18. *Lone Working Policy*
19. *Maternity Leave and Pay Policy*
20. *Paternity Leave and Pay Policy*
21. *Performance Improvement Policy and Procedure*
22. *Sickness Absence Policy*
23. *Whistleblowing Policy*

9) APPOINTMENT OF COMMITTEES: The Council considered the re-appointment of its four Committees and three Task and Finish Groups. The 2022/23 memberships and current terms of reference were noted.

RESOLVED - that for the 2023/24 Municipal year the Council re-appoint or as otherwise stated, the following Committees and Task and Finish Groups with the memberships and terms of reference as set out below:

1. PLANNING COMMITTEE:

MEMBERSHIP: Chair and Vice Chair of the Council, Councillors Kevin Roberts and Ralph Hardy (both ex-officio) together with Councillors Salli Edwards ,Anne Evans, Holly Hewitt ,Corin Jarvis, and Philip Lloyd.

TERMS OF REFERENCE: To consider and respond to planning applications, planning appeals, any matters related to the development of the Local plan, including consultations and surveys such as the Open Spaces Survey where there is insufficient time for the full Council to consider such matters.

2. STAFFING COMMITTEE:

MEMBERSHIP: Chair and Vice Chair of the Council, Councillors Kevin Roberts and Ralph Hardy

(both ex-officio) together with Councillors Mrs Caroline Bettley, Mike Davies, Anne Evans, and Becca Martin

(In the event of a member of the Committee being implicated in the dispute to be considered or have undertaken an investigatory role then they will need to be substituted as a Member of the Committee.)

NOTE: Due to the ongoing recovery of Councillor Bettley following illness, Councillor Ralph Hardy was appointed interim Chair and Councillor Becca Martin as interim Vice Chair.

TERMS OF REFERENCE:

1). To deal with all staffing matters and carry out the Council's employment duties relating to its Clerk and other staff appointed and **make recommendations to the Council.**

2). The Staffing Committee to have regard to the Civility and Respect Pledge signed by the Council in September 2022 and to the SLCC/OVW Finance and Governance Toolkit for Town and Community Councils issued June 2022 with particular reference to Theme B: "Leadership and People" which includes Staff Job Descriptions; the Model Contract of Employment; Performance Monitoring; Appraisal and Rewards for its Employees; Job Evaluation – the duties and requirements the Council requires from Employed Staff; Terms and Conditions of its Employees and that the core Employment Policies are in place (as reviewed yearly at the Annual Council Meeting).

[To note that the Clerk to the Council has been tasked with overall day to day supervision of all other Employees and will bring any significant issues to the attention of the next Staffing Committee]

If any Disciplinary, Grievance or Dignity at Work hearings are necessary; there is an expectation that the Council will seek as necessary, independent specialist Human Resource advice and support and to appoint an external note-taker.

Note: The Annual Review of the Clerk's performance and development will be undertaken by the Chair of the Staffing Committee and previous year's Chair to provide continuity.

3. STAFFING APPEALS COMMITTEE:

MEMBERSHIP: One independent person together with three members of the Community Council to be selected by the Council as and when required – they must **not** have previously investigated or taken part in the Staffing Committee decision being appealed.

TERMS OF REFERENCE:

The Committee is to have regard to the advice note prepared by the Society of Local Council Clerks in respect of the Protocol for Hearings by the Staff Disciplinary and Grievance Committee. There is an expectation that the Council will seek as necessary, independent specialist Human Resource advice and support, and an external note-taker will be appointed at the necessary time.

4. YOUTH COMMITTEE:

MEMBERSHIP: Chair and Vice Chair of the Council, Councillors Kevin Roberts (ex officio) and Ralph Hardy (both ex officio) together with Councillors Caroline Bettley, Roger Davies, Anne Evans, Andy Gallanders, Holly Hewitt, Corin Jarvis, and Phil Lloyd.

NOTE: The Council appointed Councillor Kevin Roberts as Chair of the Committee and Councillor Andy Gallanders as Vice Chair of the Youth Committee for the 2023/24 Municipal year.

TERMS OF REFERENCE:

- 1) To **keep under** review and develop **emerging** options to enable future Service providers to provide Pilot or other Youth Projects across any of the five Acton Community Wards ensuring they are fit for purpose and reflect the requirements of the Community Council and current best practice;
- 2) To receive and monitor from existing and any future Service providers, reports to the Community Council on any subsequent projects to include performance monitoring reports to ensure the Service Specification is being met and such Projects represent good value for money;
- 3) To monitor the reporting requirements contained within the Service Level Agreements with the Caia Park Partnership to provide Youth Work Projects for 8-18 year olds for two

sessions of Youth Work for 8-12 & 13-18 year olds per week at the Acton Community Resource Centre.

- 4) To bring any concerns about the performance or effectiveness of the current and any future Provider or Project immediately to the attention of the full Council.
- 5) To investigate and report its findings and recommendations back to the Council on the feasibility of implementing the Recommendations of the 2018 Borrass Park Play Sufficiency Assessment with focus initially on zero or minimal cost projects that can build on their success unless Wrexham County Borough Council Officers are able to identify funding for larger projects as part of its "Play Pledge";
- 6) In the first instance, the primary focus of the Youth Committee shall be on Recommendations 2 and 3 from the 2018 Play Sufficiency Assessment (WCBC) namely :-
 - i. To develop a program of community activities, events and projects to be carried out in partnership with Wrexham CBC, the Acton Park Seasonal Park Ranger and established Community Groups such as the Friends of Acton Park; and
 - ii. to press for the Local Education Authority and Schools themselves to enable and permit access to school grounds during evenings, weekends and school holidays to enable young people to play safely and away from traffic in their own neighbourhood.
- 7) To receive quarterly updates and monitoring reports on the progress and success of the Rhosnesni and Little Acton Pilot Play Project from the WCBC Play Development Team.
- 8) The scope of the Service Level Agreement with the Caia Park Partnership can be extended to encompass emergency Detached Youth Work in response to any further Covid 19 Measures or similar that may be put in place to ensure continued service delivery of the Projects that may have to be held outdoors in accordance with National and Welsh Government advice and guidance and in order to react to any emerging risks in the future.

5. TASK AND FINISH GROUP – LITTLE ACTON COMMUNITY CENTRE:

MEMBERSHIP: Chair of the Council, Councillors Kevin Roberts (ex-officio) together with Councillors Bill Baldwin, Roger Davies, Anne Evans, Philip Lloyd. Additionally the following Councillors will provide advice as and when required: Councillors Caroline Bettley, Andy Gallanders and Ralph Hardy.

The Group has been requested by the Council to endeavor to hold its first meeting before the August 2023 Recess

TERMS OF REFERENCE:

- 1) To investigate, collate information and Report its findings back to the Community Council about the issues* that were raised in Minute 84.2 c) November 2019 concerning the potential asset transfer of the Little Acton Community Centre from Wrexham County Borough Council to the small Voluntary Group currently running it or to the Community Council itself.
- * For clarification such issues include but are not limited to the cost of replacing the flat roof of the building, the findings of the most recent structural survey, the running costs of the Centre compared to the current contribution being made by the Community Council, estimated legal costs for the asset transfer work and staffing resource implications, experience of other Community Councils in taking over responsibility for a Community Centre.
- 2) To develop a future action plan to ensure the viability and retention of the Community Centre as an important Community Asset. The Action Plan should reflect the progress that has been made to date; the remaining Public Consultation work that was delayed due to the Coronavirus Pandemic and to examine options for the funding of improvements necessary to ensure the longer term viability of the Community Centre.
- 3) the Group to meet at the Little Acton Community Centre and proceed to conclude the Public Consultation exercise started in the Spring of 2020 and a Business Case and Action Plan be drawn up as set out above and presented to the Council for consideration in due course.

6. TASK AND FINISH GROUP –ACTON COMMUNITY PLAY AREAS:

All members of the Council are encouraged to take the opportunity to visit all of the three play areas owned by Wrexham CBC that are funded by the Community Council.

MEMBERSHIP: Chair of the Council, Councillor Kevin Roberts (ex-officio) together with Councillors Andy Gallanders, Phil Lloyd, Becca Martin, Salli Edwards and Holly Hewitt. Additionally Councillor Ralph Hardy will provide advice as and when required.

The Group has been requested to meet via Zoom as soon as practicable after May 2023 to refresh the status of the work being/to be carried out.

TERMS OF REFERENCE:

1. To research and identify access to a National Organisation to carry out a Play Audit of the three Acton Play areas funded by Acton Community Council to identify specialist equipment and other surfacing that may be required to upgrade existing facilities to make them fully inclusive and accessible together with any grants or other funding that can be obtained to carry out such improvements.
2. To consult other inclusive high specification play areas in adjoining Community Areas for their advice.
3. To prepare a report for consideration by the Council in due course on the outcomes of its work and options for fully upgrading the three Acton Community Play areas.
4. To invite input and advice from the Wrexham Play Development Team Officers and any other relevant Wrexham CBC Officers involved with the existing play equipment and play provision within the three Acton Community Play areas

7. TASK AND FINISH GROUP – EVENTS:

MEMBERSHIP: Chair of the Council, Councillor Kevin Roberts (ex-officio) together with Councillors Mike Davies, Roger Davies, Andy Gallanders, Holly Hewitt, Becca Martin, and Corin Jarvis.

TERMS OF REFERENCE:

To work with the Community Council funded Acton Park Ranger to build and create events for the local community in Acton Park and other Open and Green Spaces that would bring in funds that could be ring-fenced for Acton Park.

10) APPOINTMENT OF COMMUNITY COUNCIL REPRESENTATIVES ON COMMUNITY AND RESOURCE CENTRE MANAGEMENT COMMITTEE: The Council reviewed and considered the appointment of the Community Council's representatives for the Little Acton Community Centre and the Acton Community Resource Centre.

RESOLVED – that the Council's representatives at these Centres be confirmed as follows:

1. **Little Acton Community Centre** – All 3 Little Acton Ward Members, Councillors Bill Baldwin, Kevin Roberts and Andy Gallanders.
2. **Acton Community Resource Centre** – Councillors Ralph Hardy, Phil Lloyd and Kevin Roberts (Noting that in accordance with the Constitution, the six County Borough Councillors namely, Bill Baldwin, Mike Davies, Andy Gallanders, Corin Jarvis, Becca Martin and Debbie Wallice are also members of the Acton Community Resource Centre Management Committee).

11) COMMUNITY SCHOOL GOVERNOR REPRESENTATIVES: It was noted that the Clerk had not received an update from Wrexham CBC on the Community Governors for Alexandra CP, Acton Park CP, Barkers Lane CP, Borrass Park CP and Rhosnesni High Schools. Accordingly there are currently no vacancies to fill. However it was mentioned that there will be a vacancy for a Community Councillor School Governor at the new Llan y Pwll CP School.

RESOLVED – that Councillor Andy Gallanders be nominated for appointment as the Community Council Governor when the Council is notified of any vacancy on the Governing Body of the new Llan y Pwll CP School.

10. COMMUNITY ENGAGEMENT

- 1) **1ST ACTON BROWNIES:** The Chair and Councillor Edwards reported they had attended Acton Brownies Coronation Celebrations and updated other Members with details of the event.
- 2) **BUCKINGHAM PALACE:** The Chair updated the Council regarding his attendance at a Coronation

Garden Party at Buckingham Palace, representing Acton Community Council on 9 May 2023.

- 3) **PEACE STATUE:** Members noted the Statue supported in good faith was now in-situ at Acton Park. However there was a learning curve for the Community Council to carry out due diligence for any similar requests particularly in light of recent negative comments made on Social Media, and previously in the Press, regarding the Peace Statue. Councillors Martin and Jarvis had contacted Wrexham CBC and confirmed that the Planning Process had been strictly adhered to. With regard to the accusations in the Press it was noted there had been no convictions or physical evidence for any purported crime. Councillor Jarvis had contacted the Wales sponsors for the Statue, John and Tamsin Evans, who were happy to talk to any Community Councillors about the issues now raised.

RESOLVED – that

- i) *any Councillors who require further information should contact Tamsin Evans direct to discuss any concerns now raised using contact details available via Councillor Jarvis; and*
- ii) *Whilst Acton Community Council had acted in good faith, it should in future reflect and use due diligence for any similar request/offers to ensure the Council is in full possession of facts and differing views.*

11. KEY ACTON ISSUES

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

- 1) **MINUTE 141.3 - REWARD:** Councillor Martin confirmed that the young lady from the Acton area who had noticed a young child that had become separated from his parents and had the presence of mind to alert two adults who reunited the child with his parents, had been traced.

RESOLVED – to invite the young lady to attend before the start of the next Council meeting and the Chair present the young lady with a £50 voucher purchased from his Charity Account in recognition of her contribution to the Community of Acton.

- 2) **SOCIAL MEDIA OFFICER:** Councillor Hewitt suggested that a Social Media Officer should be nominated to monitor the Community Council's Social Media forums.

RESOLVED – that a decision on this matter be made at the Council Meeting to be held on 21 June 2023

- 3) **THE GROVES SITE:** Members were pleased to note the Groves Site has been shortlisted by Welsh Government as a potential anchor site for a National Contemporary Art Gallery for Wales. Wrexham Council has received a grant to further develop its proposal.

- 4) **NINE ACRE FIELD:** Wrexham CBC had confirmed that there are no firm plans to open Nine Acre Field to the Public.

- 5) **TRAFFIC ISSUES OUTSIDE BORRAS PARK SCHOOLS:** Recommendations had been made by the Planning Committee to carry out improvements, but work had not started as yet.

RESOLVED – that Acton Community Council submit a letter to the Planning Committee requesting an update on the proposed work.

- 6) **CHIEF INSPECTOR STEVE ROBERTS:** Councillor Baldwin had recently met the new Chief Inspector Steve Roberts. He informed the Council that the new Chief Inspector had asked each Community Council to provide their top two issues to him.

RESOLVED – to inform the new Chief Inspector of the top two issues within the Acton Ward, as follows:

- i. *Lack of PCSO's within the Ward*
- ii. *Parking and traffic issues at Schools within the Ward*

- 7) **20MPH SPEED LIMIT:** Ward maps highlighting the new 20mph speed limit would be released soon, with the information being sent direct to Community Councils.

12. REPORT FROM CLERK

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

RESOLVED – that the undermentioned correspondence be received and noted

Organisation	Details
1. One Voice Wales	<p>1. NATURE WISE - ECO LITERACY COURSE (MOONDANCE): email dated 20 April 2023 with details of Nature Wise training programme from Cynnal Cymru – Sustain Wales, teaches you about how the natural environment works, the threats it faces, and how we can all help nature thrive <i>Information noted</i></p> <p>2. Motions for 2023 Annual General Meeting: email dated 27 April 2023. Member councils are invited to propose by 23 June 2023 a maximum of two motions for debate at the AGM on Saturday 30th September 2023, for consideration by the Conference Motions Committee. <i>Information noted</i></p> <p>3. Written Statement: Democratic Health of Community and Town Councils: email dated 28 April 2023 with a link to Written Statement: Democratic Health of Community and Town Councils <i>Information noted</i></p> <p>4. MAY 2023 TRAINING DATES: email dated 28 April 2023 with a list of remote training sessions available in May 2023. <i>Information noted</i></p>
2. Glyndwr University	Wrexham and Flintshire Green Health and Social Prescribing Event 15 May 2023: email dated 24 April 2023 detailing an event taking place on 15 May 2023 exploring the work of local social prescribing and green health providers <i>Information noted</i>
3. Play Wales	<p>1. New Play Wales website: email dated 27 April 2023 with details of the new Play Wales website and logo. <i>Information noted</i></p> <p>2. May e-bulletin: email dated 4 May 2023 with the May issue of the Play Wales e-bulletin <i>Information noted</i></p>
4. 20sPlenty	Invite for Acton Community Council to our 3rd Diolch am 20 - Thanks for 20 Zoom: email dated 27 April 2023 with an invitation to this event. <i>Information noted</i>
5. Audit Wales	Audit Wales April Newsletter: newsletter dated 27 April 2023 with links to their latest reports. <i>Information noted</i>
6. Planning Aid Wales	Training from Planning Aid Wales: email dated with details of the latest training events <i>Information noted</i>
7. Society of Local Council Clerks	Management in Action Conference at Kenilworth on 20 & 21 June 2023: Notification received about this event for Clerks and RFOs featuring problem-solving group challenges and other sessions on achieving better collaborative working RESOLVED – that the Clerk should not attend this Conference on this occasion

13. PAYMENT OF ACCOUNTS

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 May 2023.

RESOLVED

- i) To note the Interest payment receipts and the bank charges and fees to be levied on the Council's Bank Accounts; ; and*
- ii) To approve the payments to made in May 2023 as set out in the schedule below:-*

Voucher/Payment Ref & Payee	Details	Amount
8. BACS ref 5.5.23 Carole Roberts	Clerks Salary and office expenses for May 2023 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)
9. BACS ref 6.5.23 Michelle Williams	Salary for May 2023 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)

10. BACS ref 7.5.23 Clwyd Pension Fund	Pension payments for May 2023 plus £560 deficit Recovery Amount for 2023/26 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
11. BACS ref 8.5.23 HMRC	Payroll payments for May 2023 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
12. Cheque No 202290 Rialtas Business Solutions Ltd	Alpha Software Annual Support and Licence Section 112 Local Government Act 1972 (as amended)	£163.63 (Vat= £27.27)
13. Cheque No 202291 Vision ICT Ltd	SSI Certificate Renewal to June 2024 S58 Local Government (Democracy) (Wales) Act 2013	£60.00 (Vat= £10.00)
14. Cheque No 202292 Councillor Kevin Roberts	Travel/Accommodation – Reimbursement of Costs representing Council at Royal Garden party on 9 May 2023 S112 Local Government Act 1972 (as amended)	£256.37 (Vat = £29.68)
15. Cheque No 202294 Carole Roberts	Clerks Expenses for May 2023 Section 112 Local Government Act 1972 (as amended)	£78.89 (Vat= £5.68)

14. PLANNING RELATED MATTERS AND APPLICATIONS

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

RESOLVED – that the following observations be made on the applications as set out below.

Case Number/Address Proposed Development	Decision
1. Planning Application P/2023/0178 - Valid From 27/03/2023 11 Ffordd Almer, Wrexham, LL12 8JQ parking and operation of 2 private hire vehicles	<i>The Council has no objections to this application provided the premises are not visited by members of the public (which should not be the case for private hire vehicles) There should be enough space provided within the curtilage of the property for the two vehicles to be parked off the road without affecting the visual and general amenity of the area; and The permission if granted should only apply to applicants whilst they reside at the property</i>
2. Planning Application P/2023/0211 -Valid From 03/04/2023 5 Ffordd Pedrog, Wrexham, LL12 7PL erection of front porch and single storey rear extension	<i>No observations</i>
3. Planning Application P/2023/0215 -Valid From 29/03/2023 18 Camberley Drive, Wrexham, LL12 7LW erection of single storey rear extension	<i>No observations</i>
4. Planning Application P/2023/0228 - Valid From 29/03/2023 62, Ffordd Llywelyn, Wrexham, LL12 8JP erection of single storey rear extension	<i>No observations</i>
5. Planning Application P/2023/0282 -Valid From 02/05/2023 Land Opposite 101, Chester Road, Wrexham, LL11 2SH prior notification for proposed 5g telecoms installation: h3g 15m street pole and additional equipment	<i>Acton Community Council is mindful of the visual impact of the proposed mast on the street scene and general amenity of the area. However, the Community Council also recognises the benefits of good connectivity and coverage for local residents and businesses and therefore, would not object on this occasion</i>

6. [Planning Application P/2023/0150 - Valid From 16/05/2023](#) Tapley Avenue Children's Centre, 45 Tapley Avenue, Wrexham, LL12 7UY erection of single storey extension

No observations

**Councillor Kevin Roberts
Presiding Chair**

Signed as a correct record this 21st day of June 2023

Presiding Chair