

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 17 April 2024 remotely via Zoom and at Acton Community Resource Centre, Overton Way, Acton, Wrexham.

Present:

Councillor	Kevin Roberts (Chair)	Councillor	R Hardy (Vice Chair)
"	W Baldwin *	"	Ms C Jarvis
"	Mrs C Bettley *	"	P Lloyd
"	M Davies	"	Ms B Martin *
"	Ms S Edwards	"	Ms L Painter
"	Mrs A Evans *	"	Ms K Spiers *
"	A Gallanders	"	Ms D Wallice
"	Ms H Hewitt	"	1 Vacancy

* Absent

Also Present:

Mrs Carole Roberts & Mrs Michelle Williams Clerk & Administrative Assistant to the Council
Mrs L Painter

149. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors W Baldwin, Mrs C Bettley, Mrs A Evans, Ms B Martin and Ms K Spiers.

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

149. PUBLIC PARTICIPATION

There were no members of the public present at the meeting to make any representations as set out in Standing Order No. 3d.

150. DECLARATIONS OF INTEREST

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

151. CONFIRMATION OF MINUTES

The Minutes of the remote Council meeting held on the 20 March 2024 were received.

RESOLVED - that the Minutes of the remote Council Meeting held on 20 March 2024 be received and confirmed as a correct record.

152. INFORMATION FROM 20 MARCH 2024 MINUTES

- 1) **MINUTE 140.2 – S116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – CASUAL VACANCY – ACTON CENTRAL WARD:** Members noted that there had been no response to the Public Notice/advertisement.

RESOLVED – that the Clerk proceed to re-advertise this vacancy with a closing date of noon on Monday 15 May 2024 and any applications received be considered at the Council meeting to be held on 17 May 2024.

- 2) **MINUTE 143.3 FINANCIAL ASSISTANCE – MINERS RESCUE PROJECT:** The Clerk informed Members that the Miners Rescue Project had been in contact to thank the Community Council for the Financial

Support they had received and to invite Members to attend and view the ongoing work of the Rescue Project.

153 EXCLUSION OF THE 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 a disclosure to them of exempt information as defined in the Public Bodies Admission to Meetings Act 1960.

154. ACTON PLAY AREAS – ANNUAL PLAN PRIORITY

Further to Minute 128.3.ii) February 2024, Members considered the response received from Kerry Williams, Head of Service (Operations) Environment and Technical Department, Wrexham CBC. Members noted the content within the response and also the detail of the current SLA for the maintenance of the existing 3 play areas in the Acton Community; also discussed were potential funding streams and time limited grant funding sequencing. Members asked for clarification on the existing grant conditions for the Acton Park Play area. It was also noted that the annual Inspection Report on Acton Play areas was due shortly.

RESOLVED – that

- i) the Clerk respond to Kerry Williams welcoming the response and requesting clarification on the points now raised by Members and seek a timeframe to fulfill this Priority in the Community Council's Annual Plan;***
- ii) the Clerk seek permission to include the Aran Road Play area equipment replacement within this scheme and commence investigating grant funding for both projects***

PRESS AND PUBLIC

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

155. PROCEDURAL MATTERS

1. ANNUAL ACCOUNTS 2023/24: The Accounts to 31 March 2024 (Q4 end) were presented together with progress against the Budget for consideration by the Community Council. Members noted that the Accounts and supporting papers for the year ended 31 March 2024 will be submitted to the Council's Internal Auditor on 25 April 2024. Audit Wales, the External Auditor, has given notice that they will undertake a triennial full audit for 2023-24 and all relevant documents must be submitted by no later than week commencing 8 July 2024.

RESOLVED - that the Quarter 4 and 2023/24 year end bank reconciliation and accounts together with progress against the budget and the Audit arrangements for the year ending 31 March 2024 be received and noted.

2. STATEMENT OF ACCOUNTS FOR THE YEARS ENDED 31 MARCH 2023 AND 31 MARCH 2024 AND ANNUAL RISK ASSESSMENT REPORT: Further to Minute 140.8 March 2024, Members noted that the Council had agreed to an extension to enable the Clerk to complete the overdue Annual Risk Assessment for 2022/23 and present it to the April 2024 meeting of the Council. Members proceeded to consider a combined report which had been prepared by the Clerk and Responsible Financial Officer in accordance with the Accounts and Audit (Wales) Regulations 2014 and set out the supporting Annual Statement of Accounts for 2022/23 and 2023/24 and included the accounting statements for the Annual Return together with supporting governance statement and the formal Annual Risk Assessments for 2023/24 and 2024/25

RESOLVED – that

- i) the Council approves the Supporting Statement of Accounts for the Years ended 31 March 2023 and 31 March 2024 together with the Annual Risk Assessment required under the Accounts and Audit (Wales) Regulations 2014 and proper practices as set out in Appendix 1 of the Report.***

- ii) *To assert that the Community Council has awarded one contract during 2023/24 and therefore evidence is required to support the Annual Governance Statement on Part 2 of the Annual return for 2023/24*
- iii) *consideration of the Report as contained in Appendix 2 be accepted as the formal Risk Assessments for 2023/24 and 2024/25;*
- iv) *In relation to the key risks, these be identified as relating to the Community Council's assets, bank accounts, internal financial controls and insurance cover for statutory and other purposes.*
- v) *the arrangements highlighted in paragraph 8.1 to 8.5 and paragraph 32.1 to 32.17 in Appendix 2 be accepted as having taken all the appropriate steps to minimize risks in conjunction with the documented Internal Financial Controls subject to agreeing a Scheme of Delegation and Business Continuity arrangements.*
- vi) *The Council continue to make arrangements for formal checks on new suppliers' credentials via Companies House to be included as a requirement to be undertaken as part of the risk assessment prior to any new suppliers' payments being authorized to mitigate risk.*

3. **COMMUNITY AGENT:** The Community Agent report highlighting March 2024 outcomes was received and noted.

4. **INSURANCE PROVIDER AND COVER FROM 1 JUNE 2024:** Members noted that the current three year insurance policy with Zurich will expire on 31 May 2024.

RESOLVED – that the Clerk obtain three quotes from different insurance providers and report to Members at the Council Meeting in May 2024.

156. **COMMUNITY ENGAGEMENT & PROGRESSION OF ANNUAL REPORT PRIORITIES**

1. **EVENTS AT ACTON PARK:** Members noted that the Easter Event at Acton Park had been very successful with 500+ members of the public in attendance. Feedback from the public had been excellent.

RESOLVED – that Councillor Jarvis send some of the feedback comments referred to at the meeting to the Clerk to be included in the Annual Report.

2. **ACTON PARK – TENNIS COURTS:** Members noted that Wrexham CBC are currently refurbishing the tennis courts, to include new nets and painting the floor.

157. **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. **CARS ON BOX LANE:** Long standing parked cars on Box Lane, at its junction with Chester Road, had been clamped by Police as they did not have valid road tax. However, the owner of the cars had subsequently contacted the Police and provided proof of payment. The cars had now been removed.
- 2. **PLANNING – LOCAL DEVELOPMENT PLAN:** Members noted that Plan had now been approved. A Public Meeting was being arranged to discuss opposition to build up to 600 houses on a greenfield site off Cefn Road/Wrexham Rugby Club on a site known as Key Strategic Site 2 within the LDP. The date would be shared with Members as soon as it was available.
- 3. **DEAN ROAD PLAYING FIELDS:** The Developers had amended their plans, the number of houses would remain the same at 74, however there would be an increase in the number of 4 bedroomed properties. Negotiations with Wrexham CBC were ongoing with regard to the proposed amenity space. The gates to the Dean Road entrance gates were now kept locked and the entrance was being kept clear for Emergency Vehicle access. The present position was noted.

158. **REPORT FROM CLERK**

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

Organisation	Details
CONSULTATIONS: Members considered the undermentioned Consultations	
1. One Voice Wales	Senedd Cymru (Electoral Candidate Lists) Bill: email dated 21 March 2024 with details of a consultation on the Electoral Candidate Lists Bill. Responses are invited by 16.00 on Friday 12 April 2024. Received and noted
2. North Wales Fire and Rescue Service	Launch of public consultation on continuing to prevent and respond to emergencies: email dated 26 March with links to this public consultation. To take part, please visit www.northwalesfire.gov.wales to complete the questionnaire and to access all the information needed in order to respond to the questions. Direct link here. Received and noted
3. J10 Planning Ltd	Cefn Road: Erlas Park - Planning Consultation: email dated 5 April 2024 inviting Members to comment on the proposed development via this link http://www.erlasparkconsultation.co.uk/ Considered later in the agenda.
4. Wrexham CBC	Consultation of review of allocations policy: email dated 9 April inviting comments via this link https://www.yourvoicewrexham.com/survey/2067 on proposed changes to the Allocations Policy. Closing date is 31 May 2024 Received and noted
CORRESPONDENCE	
5. One Voice Wales	1. 2024 - MARCH, APRIL, MAY & JUNE 2024 TRAINING DATES: email dated 21 March 2024 with details of the latest training sessions being held. It was noted that updated training session dates were to be circulated
6. Urdd Cymru	The Urdd's Fund for All: email dated 21 March 2024 with information on 300 free places at the Urdd's summer camps for children and young people in Wales. Information noted
7. Wrexham CBC	1. Notice of Election - Police and Crime Commissioner Election - Thursday 2 May 2024: email dated 22 March with the Notice of the forthcoming Police and Crime Commissioner election. 2. 80th Anniversary of D-Day – 06.06.2024: email dated 4 April 2024 inviting Members to attend a Church Service, together with the Mayor, Councillors and members of the local Armed Forces Community, to be held at St Giles Church, Wrexham at 12.30 p.m. Information noted
8 Office of Sarah Atherton MP	Community Ownership Fund - Updated Prospectus published for Application Round Four: email dated 25 March 2024 with details of this funding. Information noted

159. PAYMENT OF ACCOUNTS

The Clerk reported on Payments received and bank charges made since 20 March 2024, and requested authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below:

PAYMENTS RECEIVED: 1st precept Payment for 22024/25 = £75,296.67

BANK CHARGES TO 3 March 2024: £8.20-Current Account; £5.40-Chair's Charity Account

Voucher/Payment Ref & Payee	Details	Amount
1. BACS ref 1.4.24 Carole Roberts	Salary and office expenses for April 2024 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)
2. BACS ref 2.4.24 Michelle Williams	Salary for April 2024 calculated by the Council's Agent: Shropshire County Council in accordance with Minute 47	(as per payroll schedule)

	July 2017 Section 112 Local Government Act 1972 (as amended)	
3. BACS ref B3.4.24 Clwyd Pension Fund	Pension payments for April 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
4. BACS ref B4.4.24 HMRC	Payroll payments for April 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
5. Cheque No: 202355 Wrexham County Borough Council	Q4 SLA Payment for 2023/24 School Crossing patrols Section 137 Local Government Act 1972 (as amended)	£4,499.25 (Vat= £0.00)
6. DC 1.4.24 Tesco Stores Ltd	Telephone and Stationery S112 Local Government Act 1972 (as amended)	£28.75 (Vat= £2.29)
7. DC 2.4.24 Zoom Video Communications Inc	Zoom Subscription from 8 April 2024 to 7 April 2025 S112 Local Government Act 1972 (as amended)	£149.84 (VAT= £24.97)
8. Cheque No 202356 Rialtas Business Solutions Ltd	Alpha Software Annual Support, Maintenance and Licence to 31/3/2025 Section 112 Local Government Act 1972 (as amended)	£230.40 (Vat= £38.40)
9. Cheque No 202357 AVOW	Membership Fee to 31/3/2025 Section 112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
10. Cheque No 202358 Carole Roberts	Clerk's Expenses for April 2024 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
11. Cheque No: 202359 Wrexham County Borough Council	Q4 contributions towards running costs of Little Acton Community Centre Section 19 Local Government Act (Miscellaneous Provisions) 1976	£2,335.61 (Vat= £0.00)

RESOLVED – to approve the making of payments for April 2024 as set out in the schedule reported to the meeting; and to note the payments received.

160. 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):

1. ERLAS PARK – NEIGHBOURING COMMUNITY PRE-PLANNING CONSULTATION:

Members were informed of the intention of Harworth Estates intention to apply for outline planning permission to Wrexham CBC for the proposed phased residential development. Members discussed the implications of the proposed development of 900 houses, in particular to the existing road infrastructure and biodiversity issues. The Clerk circulated the original pre-planning response by Acton Community Council in 2022 to this proposal, which highlighted its concerns at that time.

RESOLVED – that the Clerk responds to the formal pre-application consultation, prior to its closing date of 7 May 2024, as follows:

Acton Community Council recognises the Wrexham LDP has now been approved. All original points made by the Community Council in response to the draft LDP about proposals to build on green field sites are still considered valid. Going forward, the focus of its concerns are upon the peripheral roads and the importance of ensuring a main access road is constructed as part of the base infrastructure and service provision for the whole of the designated development land. There should no direct access on to the Fairways Estate via Thornhurst Drive. The Community Council is concerned that Bryn Estyn Road is unsuitable as a main access road for the traffic volume that will be generated by new development. The proposal is for the northern section to make use Bryn Estyn Road – this is a single track lane in places

with protected trees that are subject to Tree Preservation Orders and is not capable of being widened to accommodate the increased volume of traffic.

The Community Council must insist and urge that as part of the development infrastructure for the whole development, the Spine Road is completely built before any housing construction commences with the main junction of the spine road emerging onto the Holt Road/Link Road /Golf Club Roundabout. Without this road, the Community Council has grave concerns there will be a splitting of the whole development land into separate phases with different Developers which will result in a central spine road not being joined up in the middle, and the bulk of newly generated traffic from this significant housing development will be funnelled to emerge onto the Cefn Road/ Holt Road roundabout which is already recognised as being overcapacity and incapable of being improved.

The Community Council draws attention to overcapacity within the Acton and immediate Communities. The Developers should contribute to a new school and provide funding to address problems of GP Surgeries. The Community Council is disappointed the Betsi Cadwaladr Health Board has not responded to this proposal but feels nonetheless that this overcapacity for schools and GP Surgeries should be highlighted.

In respect of Biodiversity, the Community Council would encourage and strongly recommends that there should be green corridors and green spaces incorporated into the Estate designs and layouts. To mitigate the impact of developing green field land for housing development, where possible existing hedgerows and trees should be incorporated into the design of the development.

2. PLANNING APPLICATIONS

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

Case Number/ Address & Proposed Development	Decision
1. Planning Application P/2024/0166 - Dilys o/Valid From 05/03/2024 Gate Hangs High, Rhosnesni Lane, Wrexham, LL13 9ES erection of water filling station	No observations
2. Planning Application P/2024/0207 - Dilys o/Valid From 28/03/2024 9 Ffordd Aled, Wrexham, LL12 7PP erection of fencing (in retrospect)	Objection - The Council considers that the fence, due to its size is not in keeping, and affects the visual amenity of the area, particularly in comparison with other nearby properties.
3. Planning Application P/2024/0208 - Dilys o/Valid From 28/03/2024 24 Smithy Lane, Wrexham, LL12 8AR erection of annexe accommodation (in retrospect)	No observations
4. Planning Application P/2024/0241 - Dilys o/Valid From 25/03/2024 45 Box Lane, Wrexham, LL12 8BY single storey side and rear extensions	No observations

Councillor Kevin Roberts
Chair

Signed as a correct record this 15th day of May 2024

_____ Chair