

Minutes of the hybrid Meeting of Acton Community Council held Wednesday 17 July 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 *	"	P Lloyd
"	M Davies	"	Ms B Martin
"	Ms S Edwards	"	G Ozolins
"	Mrs A Evans *	"	Ms K Spiers
"	A Gallanders	"	Ms D Wallice
"	Ms H Hewitt		1 Vacancy
"	Ms C Jarvis *		1 Vacancy

* Absent

Also Present:

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

37. ANNOUNCEMENTS

- COUNCILLOR CAROLINE BETTLEY:** It was noted the funeral service will take place at St Giles Parish Church, Wrexham on Thursday, 18 July 2024 at 1:00pm. The Chair would be making a £25 donation from his charity account to the family's chosen charity - the Walton Centre Charity.
- COUNCILLOR CORIN JARVIS:** Councillor Jarvis had given birth to a baby boy on 5 July 2024.

38. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors W Baldwin, Ms A Evans - Illness, Ms C Jarvis - maternity and R Hardy - Illness.

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

39. DECLARATIONS OF INTEREST

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

40. 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.

41. CONFIRMATION OF MINUTES

The Minutes of the hybrid Council Meeting held on the 19 June were received.

RESOLVED – that the Minutes of the hybrid Council Meeting held on the 19 June 2024 be received and confirmed as a correct record.

42. INFORMATION FROM 19 JUNE 2024 MINUTES

- MINUTE 26 SERVICE LEVEL AGREEMENT ACTON PARK RANGER:** The Clerk confirmed that an email had been sent to Wrexham CBC regarding a replacement for the Acton Park Ranger. As yet a response had not been received. The present position was noted.

ii) **MINUTE 27 LITTLE ACTON COMMUNITY CENTRE:** The Clerk reported that Wrexham CBC had responded with detailed Little Acton Community Centre expenditure for 2023/24, the status of current Asbestos and EPC reports. The Wrexham CBC Facilities Management Team had confirmed there is no planned maintenance at the Centre for 2024/25 and the site layout map provided was as per the Land Registry. Members suggested that the proposed 25 year Lease should include an optional five year break clause for the Community Council.

RESOLVED – that the Clerk’s update be noted and a survey of Little Acton Community Centre be carried out during the August Recess.

iii) **MINUTE 30 PROVISION OF ADDITIONAL LITTER BIN CAPACITY AT BORRAS PARK SHOPS AND AT THE NINE ACRE FIELD:** Confirmation has been received from Wrexham CBC Streetscene that the double bins to be sited at Borrass Park Shops have been ordered. The present position was noted.

iv) **MINUTE 31 CONSULTATION – 20MPH SPEED LIMITS: LETTER FROM KEN SKATES MS, CABINET SECRETARY FOR NORTH WALES AND TRANSPORT:** Following the last Council meeting, a letter has been sent to Ken Skates MS and an acknowledgement received in response.

v) **MINUTE 32.2 WREXHAM LITTER PICKERS:** Wrexham Litter Pickers did not currently need any new equipment. The resolution from Minute 32.2 June 2024 would stand until they required new equipment.

43. PROCEDURAL MATTERS

The following matters were considered:

1. **AUGUST RECESS ARRANGEMENTS:** To make arrangements to deal with any urgent business that arises during the August recess, including identifying a replacement statue for the damaged Tommy Statue.

RESOLVED – that the Clerk in consultation with the Chair and Vice Chair be authorised to deal with any urgent matters that arise during the August 2024 recess and report back in September 2024 on any actions and delegated decisions taken.

2. **S116 LOCAL GOVERNMENT (WALES) MEASURE 2011: - CO-OPTION OF MEMBERS AND CASUAL COUNCILLOR VACANCY IN THE RHOSNESNI AND BORRAS PARK WARDS:**

i) **CASUAL VACANCY -RHOSNESNI WARD:** It was noted that the Clerk would be notified by the Returning Officer upon expiration of the Notice inviting electors to call an election to fill the Casual Councillor Vacancy in the Rhosnesni Ward.

ii) **CASUAL VACANCY - BORRAS PARK WARD:** The Clerk briefed Members on the statutory process to fill the vacancy in the Borrass Park Ward created by the passing of Councillor Caroline Bettley. It was noted that there would also be a vacancy on the Board of Governors at Barkers Lane School.

RESOLVED –that the Clerk to take the necessary steps to advertise and fill this Casual Vacancy for the Borrass Park Ward.

3. **VACANCY – BARKERS LANE SCHOOL GOVERNING BODY** - It was noted Councillor Ralph Hardy wished to put his name forward as a Governor

RESOLVED –that Councillor Ralph Hardy be nominated to fill the Governor Vacancy on the Governing Body for Barkers Lane School

4. **COMMITTEE VACANCIES** - It was noted that the vacancies on the Staffing and Youth Committee will be filled at September 2024 meeting to afford an opportunity to fill the casual ward vacancies

5. **SERVICE LEVEL AGREEMENT REPORTING:**

i) **COMMUNITY AGENT** – The Community Agent report highlighting June 2024 outcomes was received and noted.

- ii) **ACTON PARK RANGER – Q1 SLA REPORT:** The three-monthly report from 1 April to 30 June 2024 was received and considered. Members welcomed the Report and its detailed contents. The Ranger has now moved across to her new role, but continues to liaise with the Acton Park Volunteers and will do a handover when her replacement is appointed.

RESOLVED – that the Park Ranger’s Report be received and noted.

44. 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. **SMITHY LANE WILDFLOWERS PROJECT:** Wrexham CBC has started work on this project, but concerns had been raised by local residents and the local County Councillor that consultation needed to take place prior to any further work taking place. Wrexham CBC Officers had apologised to the local Councillor and agreed to leaflet and consult with residents. The present position was noted.
- 2. **ENVIRONMENTAL DAY AT LITTLE ACTON:** Members were informed of the charges for the Environmental days, £130 haulage and £220 per tonne. It was noted that Environmental days were also planned for Acton and Maesydre areas. Costs for these days would be met out of the Community Council’s Streetscene budget.

RESOLVED – that the Clerk proceed to order skips from Wrexham CBC for the Acton and Maesydre Environmental days.

- 3. **RODENT ISSUES IN ACTON PARK:** Members had been made aware of an issue with rodents in the Acton Park area. Wrexham CBC had agreed to lay bait to deal with the problem. The present position was noted.
- 4. **DEAN ROAD TRAFFIC MANAGEMENT:** Members were concerned that traffic management was in place again on Dean Road, potentially for road surfacing. However, it was noted that this was re-instatement works after utility excavations.

45. PUBLIC ENGAGEMENT AND UPDATE ON PROGRESSING ANNUAL REPORT PRIORITIES

- 1. **ACTON PARK PLAY AREAS:** The Clerk confirmed that no further response had been received from Wrexham CBC. The present position was noted.
- 2. **CHRISTMAS LIGHTS:** No further information had been provided by Rhosddu Community Council on the Christmas Lights along Chester Road and the matter was being held in abeyance. The present position was noted.

46. 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 are requested to submit any comments they may wish to make on the undermentioned Consultations	
1. One Voice Wales	Draft priorities for Culture 2024-2030: email dated 26 June 2024, Welsh Government is currently consulting on draft priorities for Culture 2024-2030. Responses to One Voice Wales by 16 August 2024 so that their response can be submitted by 4 September 2024. A copy of the consultation document can be found at: Draft Priorities for Culture in Wales 2024 to 2030 GOV.WALES Members to respond individually

2. Wrexham CBC	City Centre Traffic: email dated 8 July 2024 with details of proposed traffic regulation orders that Wrexham CBC propose to introduce on roads around the city centre. A response is required no later than 9 August 2024. <i>Members to respond individually</i>
3. North Wales Police	Have your say on how your neighbourhood is policed: email dated 16 July 2024. The new Police and Crime Commissioner is asking people living in North Wales to complete a 5 minute survey to obtain their thoughts and responses on any concerns they have. <i>Members to respond individually</i>
CORRESPONDENCE	
3. Woodwork CIC	Tiny Forest Borrás: Email dated 26 June 2024 advising that in partnership with Wrexham CBC this organisation is planning to plant on the field next to Lincoln Close in Rhosnesni behind the two primary schools and will provide funding for staff from both Borrás Park primary school and Ysgol Llan-y-Pwll to complete Level 3 Forest school training; both schools will be involving the children in tree planting sessions and educational sessions in the forest school area of the Tiny Forest. Community Council members have been invited to meet on the field where the planting is planned so this Team can explain more about this project. RESOLVED – Councillors M Davies & A Gallanders meet the Team if they are available.
4. Planning Aid Wales	1. Latest news from Planning Aid Wales: email dated 2 July 2024 with the latest newsletter from Planning Aid Wales. 2. Book onto our training this July: email dated 10 July 2024 with details of training in July 2024 and a link to their other training through to March 2025. <i>Above Information noted</i>
5. One Voice Wales	1. TRAINING - JULY, AUGUST & SEPTEMBER TRAINING DATES: email dated 2 July 2024 with the latest training dates from One Voice Wales. 2. Theory v Practice of being a Local Councillor: RESEARCH STUDY: email dated 10 July 2024 with a request from a student for Members to complete an online questionnaire. 3. Wrexham Flint Area Committee Meeting: email dated 15 July 2024 with a reminder for the Wrexham and Flint area meeting on 23 July 2024. <i>Above Information noted</i>
6. Wrexham CBC	Smithy Lane Wildflowers Project: email dated 4 July 2024 from Hannah Farnell in her new role as Green Infrastructure Project Officer. <i>Information noted</i>

47. PAYMENT OF ACCOUNTS

The Clerk confirmed that the Community Council's Money Market Account had now closed and the monies transferred to their Deposit Account. The first quarter bank reconciliation and accounts were presented together with progress against the budget for consideration by the Community Council.

The Clerk reported on Payments received and bank charges made since 19 June 2024, and requested authorisation for outstanding debtor or other cheque, BACS and debit card payments as set out in the schedule below:

RESOLVED –

- i) The first quarter bank reconciliation and accounts together with progress against the budget as now submitted be received and noted;*
- ii) To confirm authorization for the Clerk/RFO to transfer £25,000 from the Deposit Account to replenish the Current Account; and*

iii) To approve the payments to made in July 2024 as set out in the schedule below:-

Voucher/Payment Ref & Payee	Details	Amount
37. BACS ref 20.7.24 Carole Roberts	Salary and office expenses for July 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)
38. BACS ref 21.7.24 Michelle Williams	Salary for July 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)
39. BACS ref 22.7.24 Clwyd Pension Fund	Pension payments for July 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
40. BACS ref 23.7.24 HMRC	Payroll payments for July 2024 Section 112 Local Government Act 1972 (as amended)	(as per Payroll schedule)
41. Cheque No 202366 Wrexham & District Citizens Advice	Q1 SLA payment Acton Outreach Advice service S142 Local Government Act 1972 (as amended)	£1,746.25 (Vat= £0.00)
42. Cheque No 202366 Wrexham & District Citizens Advice	Q2 SLA payment Acton Outreach Advice service S142 Local Government Act 1972 (as amended)	£1,746.25 (Vat= £0.00)
43. BACS ref 24.7.24 Society of Local Council Clerks	Membership fee from 1/8/24 S112 Local Government Act 1972 (as amended)	£229.00 (Vat= £0.00)
44. BACS ref 25.7.24 Wrexham County Borough Council	Room Hire Acton CRC – 12 June 2024 for Staffing Committee S112 Local Government Act 1972 (as amended)	£40.00 (NIL VAT)
45. BACS ref 26.7.24 Caia Park Partnership Ltd	Q1 SLA Costs Acton Open Access Youth Service S112 Local Government Act 1972 (as amended)	£7,162.62 (VAT =£0.00)
46. BACS ref 27.7.24 Caia Park Partnership Ltd	Q2 SLA Costs Acton Open Access Youth Service S112 Local Government Act 1972 (as amended)	£7,162.61 (VAT =£0.00)
47. BACS ref 28.7.24 Wrexham County Borough Council	SLA ½ year payment Inspection & Maintenance of Play Areas/ Facilities S19 Local Government (Miscellaneous Provisions) Act 1976	£3,743.40 (VAT =£623.90)
48. DC 7.7.24 Tesco Stores Ltd	Telephone Costs S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
49. BACS ref 29.7.24 Viking Office UK Ltd	Office Consumables etc S112 Local Government Act 1972 (as amended)	£34.93 (Vat= £57.14)
50. BACS ref 30.7.24 Shropshire Council	SLA Costs for 2024/25 S112 Local Government Act 1972 (as amended)	£1,649.41 (VAT= £274.90)
51. Cheque No 202367 Carole Roberts	Clerk's Expenses for July 2024 S112 Local Government Act 1972 (as amended)	£15.00 (Vat= £0.00)
Chairs Charity Account -		
CCA1-24/25 Carole Roberts	Reimbursement incurred costs for Gift & Congratulations Card for Councillor Corin Jarvis S15 Local Government Act 1972 (as amended)	£25.21 VAT = £0.00

CCA2-24/5 The Walton Centre Charity	Donation in Lieu of Flowers – Councillor Caroline Bettley’s funeral S15 Local Government act 1972 (as amended)	£25.00 VAT= £0.00
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48. 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. P/2024/1108 Householder planning permission 16 PARK AVE-NUE, WREXHAM LL12 7AH Single Storey Rear Extension	No observations

49. URGENT ITEM

The Chair was of the opinion that the following item of business be considered as a matter of urgency as it would be unnecessarily delayed if held over to the next meeting of the Council.

50. EXCLUSION OF PRESS AND PUBLIC

RESOLVED – that the press and public be excluded from the Meeting during consideration of the next items 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.

51. URGENT ITEM – COMMUNITY AGENT SERVICE

The Chair advised that the Rainbow Project had notified the Community Council that Mandy Woodfine-Jones had resigned from her role of Community Agent in the Acton Ward. The Rainbow Project had confirmed their intention to recruit a new Community Agent and invited the Chair, Clerk or any of the Members to site on the interview panel.

Resolved – That subject to availability, either the Chair or Clerk to the Council participate on the interview Panel and an update be given at the next meeting.

**Councillor Kevin Roberts
Chair**

Signed as a correct record this 18th day of September 2024

Presiding Chair